
BACKGROUND

As the corporate entity with natural person powers established by provincial legislation and given authority by the Education Act and attendant regulations and the corporate body elected by the electors that support Rocky View School Division, the Board of Trustees shall provide overall direction and leadership to the Division. The Board of Trustees is a corporation, accountable to the Minister of Education. In keeping with the requirements of government legislation and the values of the electorate, the Board is accountable for the provision of educational programs and services to resident students of the Division to enable their success.

The Board is therefore charged with the responsibility of providing an education system that is organized and operated in the best interests of the students it serves. It exercises this responsibility by setting clear strategic direction, the wise use of resources fiduciary accountability and the generative engagement of constituents.

An annual Board Work Plan will be posted on the Division's website each September.

Specific Areas of Responsibility

1. Accountability for Student Learning
 - 1.1 Provide overall direction for the Division by establishing vision, mission and values.
 - 1.2 Support the establishment of a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging.
 - 1.3 Identify Board priorities at the outset of the Four-Year Education Plan development process in alignment with the Divisional strategic plan.
 - 1.4 Enable processes to support quality teaching.
 - 1.5 Approve the Four-Year Education Plan.
 - 1.6 Annually receive and review updates related to the Four-Year Education Plan.
 - 1.7 Approve Annual Education Results Report for submission to Alberta Education and for distribution to the public.
 - 1.8 Monitor the effectiveness of the Division in achieving established priorities, desired results and key performance indicators.
 - 1.9 Initiate school and program reviews as necessary to ensure the achievement of outcomes.
 - 1.10 Approve locally developed courses.

2. Community Assurance

- 2.1 Make informed decisions that consider diverse community values and represent the interests of the entire Division.
- 2.2 Ensure effective communication to the community about Division goals, needs and programs.
- 2.3 Establish processes and provide opportunities for community engagement.
- 2.4 Regularly report significant Board decisions and divisional achievement results to the community.
- 2.5 Maintain communication with school councils through regular attendance at council meetings and the hosting of events for school councils.
- 2.6 Develop appeal processes and hold hearings as required by statute and/or Board policy.
- 2.7 Maintain appropriate transparency in all matters.
- 2.8 Provide for recognition of students, staff and community.

3. Accountability to Provincial Government

- 3.1 Act in accordance with all statutory requirements to implement provincial standards and policies.
- 3.2 Perform Board functions required by governing legislation and existing Board policy.

4. Fiscal Management and Accountability

- 4.1 Approve budget assumptions/principles and establish priorities at the outset of the annual budget process in alignment with the Divisional strategic plan.
- 4.2 Approve Spring and Fall budgets and the allocation of resources to achieve desired results.
- 4.3 Approve budget adjustments larger than 0.5 percentage of total operating budget.
- 4.4 Approve annual school, community use and transportation fees.
- 4.5 Monitor the fiscal management of the Division through receipt of three financial accountability reports per year.
- 4.6 Approve the annual Audited Financial Statements, receive the Audit Report and ensure the management letter recommendations are addressed.
- 4.7 Approve annually the Three-Year Capital Plan for submission to Alberta Education.
- 4.8 Approve modular classroom submission to Alberta Education.
- 4.9 Approve Infrastructure Maintenance and Renewal submission to Alberta Education.
- 4.10 Approve borrowing for capital expenditures within provincial restrictions.
- 4.11 Set the parameters for labour negotiations.



POLICY 2 ROLE OF THE BOARD

Approved: 2021 06 17

-
- 4.12 Ratify Memorandum of Agreement with ATA Local #35 and Support Staff Terms of Agreement.
 - 4.13 Approve signing authorities for the Division.
 - 4.14 Approve transfer of funds to/from reserves.
 - 4.15 Approve investment parameters in alignment with the Education Act Regulation.
 - 4.16 Acquire and dispose of land and buildings; ensure titles to or enforceable long-term interests in land are in place prior to capital project construction.
 - 4.17 Approve joint-use, land reserve, reciprocal use agreements.
 - 4.18 Approve transportation route exceptions.
5. Board/Superintendent Relations (“First Team”)
- 5.1 Select the Superintendent.
 - 5.2 Approve the Superintendent’s contract.
 - 5.3 Provide the Superintendent with clear corporate direction.
 - 5.4 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the Education Act.
 - 5.5 Respect the authority of the Superintendent to carry out executive action and support the Superintendent’s actions, which are exercised within the delegated discretionary powers of the position.
 - 5.6 Demonstrate respect, integrity and support of the Superintendent.
 - 5.7 Annually evaluate the Superintendent.
 - 5.8 Annually review compensation of the Superintendent.
6. Board Development
- 6.1 Develop and execute a plan for governance excellence.
 - 6.2 Annually evaluate Board effectiveness and determine areas of growth and focus.
 - 6.3 Organize and provide an orientation program for incoming Board and new trustees.
7. Policy
- 7.1 Identify how the Board is to function.
 - 7.2 Develop/revise/approve policies.
 - 7.3 Monitor policy currency and relevancy.

8. Advocacy

- 8.1 Act as an advocate for public education and the Division.
- 8.2 Identify issues for advocacy on an ongoing basis.
- 8.3 Develop a plan for advocacy including focus, key messages, relationships and mechanisms.
- 8.4 Promote regular meetings and constructive communication with elected municipal and provincial officials.

Additional Responsibilities

The Board shall:

- 1. Determine the level of consultation and approve school attendance areas.
- 2. Name schools and other Division-owned facilities. The process must include the local area trustee(s).
- 3. Approve the Division school-year calendar(s).
- 4. Make a recommendation to the Minister for dissolution of a School Council.

Legal Reference:

- Section 33,51,52,53,54,60,67,139,222 Education Act
- Fiscal Planning and Transparency Act
- Local Authorities Elections Act
- Borrowing Resolution
- Disposition of Property Regulation
- Early Childhood Services Regulation
- Investment Regulation
- School Fees Regulation