

ROLE OF THE BOARD

As the corporate body elected by the electors that support Black Gold Regional Division No. 18, the Board of Trustees shall provide overall direction and leadership to the Division and is accountable for the provision of appropriate educational services and programs to resident students of the Division, in keeping with the requirements of government legislation and the values of the electorate.

The work of the Board will be characterized by thinking and acting in ways that embrace the Division's core purpose "to inspire success" and its core values of student-focused learning, relationships, supportive environment, passion and managing resources responsibly.

Specific Areas of Responsibility

1. Accountability for Student Learning
 - 1.1 Provide overall direction for the Division by establishing core purpose and values.
 - 1.2 Annually approve the process and timelines for the refinement of the Three- Year Education Plan.
 - 1.3 Identify Board priorities at the outset of the annual Three-Year Education planning process.
 - 1.4 Monitor the achievement of outcomes.
 - 1.5 Annually evaluate the effectiveness of the Division in achieving established priorities and desired results.
 - 1.6 Annually approve the "rolling" Three-Year Education Plan/Report for submission to Alberta Education and for distribution to the public.
2. Accountability to Community
 - 2.1 Make informed decisions that consider community values and represent the interests of the entire Division.
 - 2.2 Establish processes and provide opportunity for focused community input.
 - 2.3 Promote school programs, needs and desires to the community.
 - 2.4 Report Division outcomes to the community at least annually.
 - 2.5 Develop appeal procedures and hold hearings as required by statute and/or Board policy.
 - 2.6 Model a culture of respect and integrity.
3. Accountability to Provincial Government

- 3.1 Act in accordance with all statutory requirements to implement provincial and educational standards and policies.
 - 3.2 Perform Board functions required by governing legislation and existing Board policy.
4. Advocacy
 - 4.1 Act as an advocate for public education and the Division.
 - 4.2 Identify issues for advocacy on an ongoing basis.
 - 4.3 Plan for advocacy including focus, key messages, relationships and mechanisms.
 - 4.4 Promote regular meetings and maintain timely, frank and constructive communication with locally elected officials.
5. Policy
 - 5.1 Develop, approve and monitor the implementation of policies to guide the Division and the Board.
 - 5.2 Provide direction in those areas over which the Board wishes to retain authority.
6. Board/Superintendent Relations
 - 6.1 Select the Superintendent.
 - 6.2 Provide the Superintendent with clear corporate direction.
 - 6.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the School Act.
 - 6.4 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.
 - 6.5 Demonstrate mutual respect and support, which is conveyed to the staff and the community.
 - 6.6 Annually evaluate the Superintendent.
 - 6.7 Annually review compensation of the Superintendent.
7. Board Development
 - 7.1 Develop a plan for Board/trustee development.
 - 7.2 Develop an annual work plan with timelines.
 - 7.3 Annually evaluate Board effectiveness.
8. Fiscal Accountability
 - 8.1 Approve budget assumptions and establish priorities at the outset of the budget process.
 - 8.2 Approve annual budget and allocation of resources to achieve desired results.

- 8.3 Approve substantive budget adjustments when necessary.
- 8.4 Monitor the fiscal management of the Division through receipt of at minimum quarterly variance analyses and year-end projections.
- 8.5 Approve the appointment of the Auditor and the Banker.
- 8.6 Receive Audit Report and ensure the terms of engagement are met.
- 8.7 Approve annually the Three-Year Capital Plan for submission to Alberta Education.
- 8.8 Set the parameters for negotiations after soliciting advice from the Superintendent and others.
- 8.9 Approve compensation changes for employees/groups.
- 8.10 At its discretion, ratify Memoranda of Agreement with bargaining units.
- 8.11 Approve transfer of funds to/from reserves.

Selected Responsibilities

The Board shall:

1. Acquire and dispose of land and buildings.
2. Approve school attendance areas.
3. Name schools and other Division-owned facilities.
4. Approve the Division school-year calendar(s).
5. Provide for recognition of students, staff and community.
6. Make a recommendation to the Minister for dissolution of School Council.
7. Approve contracts and agreements as follows:
 - 7.1. Consulting contracts, personal services contracts and operating contracts in excess of the three hundred and fifty thousand dollars (\$350,000) annually.
 - 7.2. Superintendent's contract.
8. Approve leases, and agreements with municipalities, in excess of \$150,000 annually.
9. Encourage the formation of a Council of School Councils (COSC).
 - 9.1. If a COSC is formed, its primary purpose shall be to enhance communications among the School Councils (SCs), the Board, the Superintendent and the community.

9.2. Parents with concerns are encouraged to present their concerns directly to the teacher/Principal. School personnel or individual student concerns are not to be discussed at COSC meetings.

10. Approve annual fees for Division instructional resources, transportation and tuition.

11. Approve expense reimbursement rates.

12. Approve all international field trips and out-of province field trips in excess of three (3) school days.

Legal Reference: Section 45, 56, 60, 61, 62, 63, 78, 113, 147 School Act