Policy 2

ROLE OF THE BOARD

The Board is a body created by provincial legislation and it exercises its authority within *The Education Act, 1995* and its attendant Regulations. The Saskatchewan Rivers Public School Board is elected by the electors that support the Saskatchewan Rivers Public School Division. The Board is responsible for the following:

1. Accountability to Provincial Government

1.1 Act in accordance with all statutory requirements to implement provincial educational standards and policies.
1.2 Perform Board functions required by governing legislation and regulation.

2. Accountability to Community

2.1 Make decisions that reflect Saskatchewan Rivers Public Schools' vision, mission and core values and that represent the interests of the entire Division.
2.2 Establish processes and provide opportunities for information sharing with the community and for community input.
2.3 Identify key results and ensure annual reporting on these results.
2.4 Exhibit behaviours that reflect the Board's shared core values and Code of Ethics.
2.5 Provide for two-way communications between the Board and School Community Councils and between the Board and the community.
2.6 Provide governance oversight of the Enterprise Risk Management program by annually reviewing risks and mitigations steps.
2.7 Address the Truth and Reconciliation Commission's Calls to Action.

3. Continuous Improvement Planning and Reporting

3.1 Provide overall direction for the Division by developing, approving and monitoring the Strategic Plan and establishing annual priorities and key results.
3.2 Annually approve budget (driven by the Board priorities).
3.3 Identify accountability reports to be presented to the Board and through such reports monitor progress toward the achievement of key results.
3.4 Annually evaluate the effectiveness of the Division in terms of key results.
3.5 Approve Annual Report for distribution to the public.

4. Policy

4.1 Adhere to approved Board policy.
4.2 Identify the purpose to be achieved before creating a new policy.
4.3 Approve policy statements that achieve the purposes identified by the Board.
4.4 Conduct regular review of Board policies for currency and appropriateness.

5. Director / Board Relations

5.1 Select the Director.
5.2 Provide the Director with clear corporate direction.
5.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in *The Education Act, 1995.* Respect the authority of the Director to carry out executive action and support the Director's actions which are exercised within the delegated discretionary powers of the position.
5.4 Interact with the Director in an open, honest, respectful and professional manner.

5.5 Annually evaluate the Director in regard to the Director's job description as outlined Policy 13/Appendix A and additional Board direction unless mutually agreed by February 1 of the current evaluation year by both parties to not complete the evaluation. (i.e., hold Director accountable for results identified in the strategic plan.) The Board Chair will manage the scheduling.

5.6 Review Director's compensation as per contract.

6. Political / Advocacy

6.1 Develop/review an annual advocacy plan to support and implement the strategic plan.

7. Board Development

7.1 Develop a 4-year plan that begins within the first year of the Board's term. The plan is for trustee development to support the Division's strategic plan.

7.2 Annually evaluate Board effectiveness and review the plan.

8. Fiscal Accountability

8.1 Approve annually budget and ensure resources are allocated to achieve desired results.

8.2 Approve annually the Preventative Maintenance and Renewal Plan and amendments.

8.3 Review facilities master plan and establish long-range capital priorities.

8.4 Approve the submission of capital projects to the Ministry of Education.

8.5 Authorize, by resolution, the borrowing of required monies to cover necessary expenditures while waiting for revenues.

8.6 Appoint an auditor and set the terms of engagement.

8.7 Receive the audit report and the management letter and ensure quality indicators are met.

8.7 Monitor revenues and expenditures on a quarterly basis.

8.8 Set the mandate for employee group negotiations.

8.9 Review and approve the Trustee Remuneration Guidelines in the second year of the Board's term of office and other times as necessary.

8.10 Review and approve compensation for out-of-scope staff as per contracts.

8.11 Approve emergency expenditures over $100,000.00 in excess of the budget. (The Board authorizes the Director to approve emergency expenditures under $100,000.00.)

9. Appeals, Hearings, and Disclosures

9.1 Ensure there are accessible, fair and safe disclosure processes in place and monitored.

9.2 Ensure there are appropriate processes and effective trustee training and guidance to hear appeals and conduct hearings that may be required by legislation, regulation, or administrative procedures.

10. Selected Responsibilities

10.1 Acquire and dispose of land and buildings, including expropriation proceedings.

10.2 Review and approve real estate leases.

10.3 Initiate a community led process to name or rename of schools and other Board-owned facilities.

10.4 Obtain membership in the Saskatchewan School Boards Association & Public Section.

10.5 Approve of the purchase of Board memberships in non-educational associations.
10.6 Recognize students, staff and community.
10.7 Approve early resignation incentive formula for gratuities beyond the collective agreements.
10.8 Approve the school year calendar in accordance with the Board's stated interests.
10.9 Approve associate school status.
10.10 Approve school locations for French Immersion programming.
10.11 Approve Prekindergarten programs not funded by Saskatchewan Education.
10.12 Hear appeals.

Legal Reference: Sections 61, 85, 87, 277, 282, 283, *The Education Act, 1995*

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