

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, including ranking of risks, establishing a process to mitigate risks and 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*.

- 5.4 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.
- 5.5 Interact with the Director in an open, honest, respectful and professional manner.
- 5.6 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.
- 5.7 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 yearly plan for trustee development to support the Division's strategic plan.
- 7.2 Annually evaluate Board effectiveness.

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.
- 10.13 Approve the hours of public access to all central offices.

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

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