

ROLE OF THE BOARD

The Board of Trustees is responsible for the development of goals and policies to guide the provision of educational services to students of Livingstone Range School Division No. 68, in keeping with the requirements of government legislation and the values of the electorate.

Specific Areas of Responsibility

1. Accountability to the Provincial Government

The Board shall:

- a. Act in accordance with all statutory requirements of the Government of Alberta to implement educational standards and policies.
- b. Perform Board functions required by governing legislation and existing Board policy.

2. Accountability to the Community

The Board shall:

- a. Model a culture of respect and integrity.
- b. Make decisions that reflect Divisional values and interests.
- c. Establish processes and provide opportunities which foster community input.
- d. Prepare and publish the Annual Education Results Report (AERR) and the Report to the Community annually.

3. Three-Year Education Plan

The Board shall:

- a. Provide overall direction for the Division by establishing vision, mission, core values, and guiding principles statements.
- b. Annually review strategic priorities and key results.
- c. Annually approve the Three-Year Education Plan process and timelines.
- d. Approve annually its Three-Year Education Plan for submission to Alberta Education by the due date.
- e. Annually set process and timelines to monitor progress toward the achievement of student outcomes and other desired results identified in the Three-Year Plan.
- f. Approve the Annual Education Results Report.

4. Policy

The Board shall:

- a. Determine policies which outline how the Board is to function.
- b. Identify the need, approve policy statements, and evaluate policy's effectiveness in meeting the identified need.
- c. Review its foundational statements on a ten year cycle. (Last review 2009.)

5. Board/Superintendent Relations

The Board shall:

- a. Select the Superintendent.
- b. Provide the Superintendent with clear corporate direction.
- c. Delegate in writing the administrative authority and responsibility subject to the provisions of provincial legislation and regulations.
- d. Annually evaluate the Superintendent in accordance with the approved Superintendent/CEO Evaluation Document. (*Ensure compensation process is included in CEO Evaluation document.*)

6. Political Advocacy

The Board shall:

- a. Include in its annual goals a plan for advocacy including focus, key messages and mechanisms.
- b. Meet with local Member of Parliament, Member of the Legislative Assembly, municipal governments and other educational/public service governing authorities as appropriate to achieve advocacy goals.
- c. Participate in sessions and make decisions regarding Alberta School Boards Association issues.

7. Board Development

The Board shall:

- a. Annually evaluate the Board's effectiveness.
- b. Annually review board goals, priorities and strategies.
- c. Annually establish a Board Professional Development Plan.
- d. Ensure the review and implementation of the Board of Trustees Annual Work Plan.

8. Fiscal

The Board shall:

- a. Determine the basis for annual resource allocations.
- b. Approve the annual budget and ensure resources are allocated to achieve desired results.

- c. Approve annually its three-year capital plan and the facilities master plan for submission to Alberta Infrastructure by the date due.
 - d. Appoint an auditor.
 - e. Receive the audit report and ensure quality indicators are met.
 - f. Monitor the fiscal management of the Division.
 - g. Ratify memoranda of agreement with bargaining units.
 - h. Approve annually the audited Financial Statement.
 - i. Include in its annual work list financial information sessions.
9. Celebration

The Board shall recognize and celebrate achievements of students, staff, and communities.

Selected Responsibilities

1. Approve annually the "Board of Trustees Annual Work List," outlining the timeframe for various actions.
2. Naming of educational facilities.
3. Approval of annual calendars.
4. Receive and review information related to the tender selection for new building construction and modernization projects.
5. Approval of disposition of land and buildings.

Legal Reference: Section 56, 60, 61, 62, 187, 188, School Act
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