



## **POLICY ON ROLE AND RESPONSIBILITIES OF THE BOARD**

**Date of Approval:** 2017

### **Role of the Board**

The Board of Trustees is elected by the people to be an advocate for the public school system by representing the interests, needs and aspirations of the public's children. As a corporate entity the Board accepts its responsibility and accountability by speaking with one voice to provide:

- a) Trusteeship for the organization's assets;
- b) Fiduciary responsibility; and
- c) Development of and accountability for policies that support and respect the child's right to a quality education and assurance that these policies are adhered to by all staff.

The Board is committed to the principle that education is an investment and to that end acts on its authority to provide quality education for all students.

### **Board Member Authority**

Because all powers of the Board of Trustees lie in its action as a group, individual Board members exercise their authority over Division affairs only as they vote to take action at a legal meeting of the Board. In other instances an individual Board member, including the Chairperson, shall have power only when the Board, by vote, has delegated authority to him or her.

### **Areas of Responsibility of the Board:**

#### **4.1 Community Leadership:**

- The Board will be visible within the community
- The Board makes decisions that reflect the values and anticipated educational needs of the communities of [the area].
- Board members show their support of school and divisional activities through physical attendance at Division and school public events.

#### **4.2 Accountability to the Provincial Government**

The Board is responsible for adherence to governing legislation and regulation.

#### **4.3 Accountability to the Community**

The Board is responsible for ensuring that communities within the Division are involved in their respective schools in all appropriate ways.

The Board is responsible for relating the schools' and Division's story to the public.

The Board reports Division results to the community, as mandated by the provincial government.

The Board involves parents and guardians in the education of their children, and responds adequately to their concerns.





The Board has developed appeal procedures regarding decisions of the Administration.

Board members are active with community organizations and agencies that can contribute toward building support for public education.

The Board approves the annual school calendar and length of the school day.

The Board grants final approval of newly constructed school and other Division owned buildings.

The Board retains insurance to protect the public assets of the Division.

#### 4.4 Educational Accountability

The Board is responsible for setting the educational goals of the Division and for reviewing how well students learn. The goals for educational excellence shall grow out of the Division's Mission Statement.

#### 4.5 Operational Responsibility

To concentrate the Board's collective effort on its policymaking and planning responsibilities.

To formulate Board policies which best serve the educational interests of each student.

To provide its governance direction to the staff and students of the Brandon School Division through the Superintendent/CEO and Senior Administration in the operation of the Division.

To maintain effective communication with the public, staff, and students in order to maintain awareness of attitudes, opinions, needs, desires, and ideas.

To conduct Board business openly and respectfully, soliciting and encouraging broad-based involvement in the Board's decision-making processes by the public, students, and staff.

#### 4.6 Fiscal Responsibility

The Board approves the Divisional budget annually and establishes the amount of the local property tax levy.

The Board appoints the auditor for [the area].

The Board receives the audit report and ensures that quality indicators are met.

The Board ratifies and ensures the administration of collective agreements with employee groups.

The Board approves the Division's annual five year capital plan for submission to the province's Public Schools Finance Board.

#### 4.7 Appointment of Senior Administration

The Board may appoint people for Senior Administration positions, fix and pay remuneration, and define duties.

#### 4.8 Board Succession Planning





- i. The Board will encourage a qualified slate of candidates for Trustee elections and provide the authority for Administration to inform the public of candidates and election issues.
- ii. The Board will ensure new Trustee orientation programs are developed and will mandate that new Trustees have the opportunity to attend orientation programs delivered by their provincial association.

