

## Policy 2 – Role of the Board of Education

As the elected community representatives, the Board of Education is the corporate body responsible to oversee the provision of educational services in the district. The mandate and responsibilities of the Board are determined through the requirements of government legislation and in consideration of the values of the electorate.

Specific areas of responsibility are:

1. Accountability to Government

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

2. Accountability to the Community

- 2.1 Make decisions that reflect Abbotsford School District's principles and belief statements and represent the broad interests of the community.
- 2.2 Establish processes and provide opportunities for community engagement.
- 2.3 Report District results at least annually.
- 2.4 Develop procedures for and hear appeals as required by statute and/or Board policy.
- 2.5 Model a culture that reflects the Board's *Code of Ethics* and shared community values.
- 2.6 Provide for two-way communication between the Board, Indigenous communities, and stakeholder groups.
- 2.7 Meet as needed with municipal government and other governing authorities in educational/public service or business to assist in achieving educational goals.

3. Strategic Planning

- 3.1 Provide overall direction for the district by establishing the mission, vision, values, and strategic foundation statements.
- 3.2 Approve the district's long term Strategic plan.
- 3.3 Set strategic goals and monitor key results particularly the progress of student achievement.
- 3.4 Annually approve district budget.
- 3.5 Approve other plans as required by the *School Act*.
- 3.6 Monitor and evaluate the district's Communication strategy.

#### 4. Policy

- 4.1 Identify the reason and/or intended purpose before creating a new policy.
- 4.2 Make the final decision regarding the approval of all policy statements.
- 4.3 Evaluate policy impact to determine if policy has created the desired change or results.
- 4.4 Establish policies that outline how the Board/School District will function.
- 4.5 Delegate authority to the Superintendent and define commensurate responsibilities.

#### 5. Board/Superintendent Relations:

- 5.1 Select the Superintendent.
- 5.2 Provide the Superintendent with clear corporate (Board) direction.
- 5.3 Delegate in writing, administrative authority and identify responsibilities subject to the provisions and restrictions in provincial legislations and regulations.
- 5.4 Respect the delegated authority of the Superintendent to carry out executive action and support those actions which are exercised within the discretionary powers of the position.
- 5.5 Evaluate the Superintendent and review the contract of employment at least annually.

#### 6. Political Advocacy and Responsibility

- 6.1 Consider the priorities and focus for advocacy, key messages and advocacy mechanisms.
- 6.2 Provide input to the British Columbia School Trustee Association and British Columbia Public Sector Employers' Association.
- 6.3 Advance board/district positions and priorities through local/community and provincial organizations and as deemed appropriate.

#### 7. Board Development

- 7.1 Evaluate the Board's performance and effectiveness at least annually.
- 7.2 Actively participate in Board Professional Development.

#### 8. Fiscal Accountability

- 8.1 Approve the annual district budget which aligns with the Strategic Plan.
- 8.2 Approve the budget guiding principles and decision-making criteria, for the creation of the annual budget.
- 8.3 Approve the process and timelines for budget deliberations.
- 8.4 Annually appoint the auditor and approve the terms of engagement.
- 8.5 Annually review the audit report and management letter.
- 8.6 Annually approve the Audited Financial Statements and all Interfund transfers.
- 8.7 Provide direction regarding the mandate for employee negotiations.
- 8.8 Ratify memoranda of agreement with bargaining units.
- 8.9 Approve the acquisition and disposition of district land and buildings.
- 8.10 Approve construction projects in excess of one million dollars (1,000,000).
- 8.11 Annually approve the five-year capital plan and review facilities master plan.

- 8.12 Review and monitor all accumulated surpluses and reserve funds to ensure financial health and stability.
- 8.13 Provide for adequate budget consultation processes with the community, Indigenous communities and stakeholders.
- 8.14 Regularly monitor fiscal management of the district.
- 8.15 Regularly monitor the Enterprise Risk Management Plan (ERM).

#### 9. Additional Responsibilities

- 9.1 Approve annual local school calendars in accordance with legislation.
- 9.2 Approve Board Authority Authorized Courses.
- 9.3 Hear appeals on the reconsideration of resource materials which are challenged.
- 9.4 Approve the process for and the naming of educational facilities, School District properties and portions thereof.
- 9.5 Approve school catchment areas.
- 9.6 Approve district partnerships and associated contracts.
- 9.7 Approve the purchase of Board memberships in non-educational associations.
- 9.8 Establish parameters for early retirement incentive plans.
- 9.9 Approve other matters as required.