

Policy 2

ROLE OF THE BOARD

As the corporate body elected by the voters, the Board of Education is responsible for the provision of educational services to students attending District schools and programs, in keeping with the requirements of government legislation and the values of the electorate.

Specific Areas of Responsibility

1. Accountability for Student Learning
 - 1.1 Provide overall direction for the District by establishing mission, vision, values and goals.
 - 1.2 Approve the District Strategic Plan.
 - 1.3 Annually set District goals and key results, aligned with the District Strategic Plan.
 - 1.4 Approve District Achievement Contract.
 - 1.5 Monitor the achievement of outcomes.
 - 1.6 Annually evaluate the effectiveness of the District in achieving established goals and desired results.
2. Accountability to Community
 - 2.1 Make informed decisions that consider community values and represent the interests of the entire District.
 - 2.2 Establish processes and provide opportunity for focused community input.
 - 2.3 Promote school programs, needs and desires to the community.
 - 2.4 Promote the successful operation of Parent Advisory Councils in schools within the District.
 - 2.5 Report District outcomes to the community at least annually.
 - 2.6 Develop appeal procedures and hold hearings as required by statute and/or Board policy.
 - 2.7 Model a culture of respect and integrity.
3. Accountability to Provincial Government Legislation
 - 3.1 Act in accordance with all statutory requirements to implement educational standards and policies.
 - 3.2 Perform Board functions required by governing legislation and existing Board policy.

4. Advocacy
 - 4.1 Act as an advocate for public education and the District.
 - 4.2 Plan for advocacy including focus, key messages, relationships and mechanisms.
 - 4.3 Promote regular meetings and maintain timely, frank and constructive communication with elected officials.
 - 4.4 Address external issues in a manner consistent with District values.
 - 4.5 Make decisions regarding British Columbia School Trustees Association and British Columbia Public Sector Employers' Association issues.
 - 4.6 Advance District positions and priorities through relevant provincial organizations and associations.
 - 4.7 Act in accordance with all statutory requirements of governing legislation through a co-governance model of public education.
5. Policy
 - 5.1 Approve broad policies for the District and evaluate their attainment.
 - 5.2 Monitor administrative procedures to ensure the effective operation of the District.
6. Board/Superintendent Relations
 - 6.1 Select the Superintendent.
 - 6.2 Provide the Superintendent with clear corporate direction.
 - 6.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in provincial legislation and regulations.
 - 6.4 Respect the authority of the Superintendent to carry out executive action and support the Superintendent's actions which are exercised within the delegated discretionary powers of the position.
 - 6.5 Annually review Superintendent performance.
7. Board Development
 - 7.1 Annually evaluate the Board's effectiveness.
 - 7.2 Annually develop a Board development plan aligned with District priorities.
8. Fiscal Accountability
 - 8.1 Approve budget assumptions and establish priorities at the outset of the budget process.
 - 8.2 Approve the annual budget by bylaw and allocation of resources to achieve desired results.
 - 8.3 Approve extraordinary budget adjustments when necessary.

- 8.4 Monitor the fiscal management of the District through receipt of a semi-annual variance analysis and year-end projections, and approve the amended budget by bylaw.
- 8.5 Approve the appointment of the Auditor and the Banker.
- 8.6 Approve the Audit Report and ensure the terms of engagement are met.
- 8.7 Approve annually the District's facilities planning document.
- 8.8 Within provincial parameters, provide direction regarding the mandate for local employee negotiations.
- 8.9 Make decisions regarding the ratification of Memoranda of Agreement with bargaining units.
- 8.10 Approve short-term borrowings.

Selected Responsibilities

- 1. Approve by bylaw, the acquisition and disposal of District land and buildings.
- 2. Approve school catchment areas.
- 3. Approve student walk limits for transportation eligibility.
- 4. Approve the naming of educational facilities and land.
- 5. Provide for recognition of students, staff and community members.
- 6. Approve local school calendars as requested, in accordance with legislation.
- 7. Approve Board Authorized Courses.
- 8. Approve contracts and agreements as required by legislation.
- 9. Review the student enrolment and staffing report.
- 10. Approve changes to student fee schedules in excess of the Vancouver C.P.I.
- 11. Approve all partnerships/agreements related to revenue enhancement.
- 12. Approve rental rates for District facilities.
- 13. Approve the issuing of debentures as and when required.
- 14. Approve a capital plan, as and when required.
- 15. Authorize referenda for taxing purposes, as and when required.

Legal Reference: Sections 65, 74, 74.1, 75, 75.1, 76.1, 76.3, 76.4, 77, 79.2, 82, 82.1, 84, 85, 86, 96, 112, 112.1, 113, 145, 147, 158 School Act

Policy 2 – Appendix A

BOARD ANNUAL WORK PLAN

September

Regular Board Meeting Agenda Items

- Receive Auditor's Report and approve Audited Financial Statements
- Review Board Annual Work Plan
- Orange Shirt Day
- World Teachers' Day

Events

- New Administrators' Welcome

October

Regular Board Meeting Agenda Items

- Receive Student Enrolment, Early Literacy and Energy Reports

Events

- BCSTA Provincial Council Meeting
- BCPSEA Symposium

November

Regular Board Meeting Agenda Items

- Elect Board Chair, Vice-Chair (Inaugural Meeting)
- Review committee/representative appointments

Events

- BCSSA Conference

December

Regular Board Meeting Agenda Items

- Receive Career Transitions & Applied Skills and Academies Reports
- Approve IB Fees

Events

- BCSTA Trustee Academy

January

Regular Board Meeting Agenda Items

- Circulate Budget development process and budget calendar to stakeholders
- Receive Agri-Literacy Reports
- Approve District 3-Year Calendar (as applicable)

Events

- BCPSEA Annual General Meeting

February

Regular Board Meeting Agenda Items

- Approve amended Budget for current year
- Receive Inclusive Learning Report
- Approve appointment of Auditor's
- Receive public input for upcoming year budget

Events

- BCSTA Provincial Council Meeting

March

Regular Board Meeting Agenda Items

- Receive Community Schools Program & Indigenous Programs Reports

Events

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April

Regular Board Meeting Agenda Items

- Approve Audit Plan
- Receive delegates re: Budget decisions
- Approve Budget for upcoming year
- Approve Board Authorized Courses (as applicable)
- Receive Education Programs Report
- National Day of Mourning

Events

- District Science Fair
- BCSTA Annual General Meeting
- National Day of Mourning

May

Regular Board Meeting Agenda Items

- Approve Crossing Guards
- Receive International Student Program Report

Events

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June

Regular Board Meeting Agenda Items

- Canada Wide Science Fair/District Science Fair Report
- Approve Capital Plan
- Approve upcoming year's Board meeting schedule
- Heritage Fair Report
- Receive Indigenous Programs and Youth Reporters for the Environment/DYSN Reports

Events

- Long Service/Retirement Recognition Awards Ceremony
- Student Awards
- Valedictory and Awards Ceremonies
- Indigenous Recognition Ceremonies

Ongoing

- Hear appeals, as needed
- Respond to media requests on governance matters
- Ratify Memoranda of Agreement with bargaining units
- Attend liaison school or PAC functions, upon request
- Approve disposition and acquisition of buildings and land
- Attend trustee development/orientation sessions
- Declare facilities surplus to school needs
- Attend internal/external committee meetings and report to the Board
- Meetings with elected officials

Other Items

- Enhancing Student Learning Report (September)
- Audit and Finance Committee (October/January/May)
- Superintendent's Growth Plan Update (October/February/May)
- CUPE Learning Improvement Fund (October)
- Superintendent's Annual Performance Review (June)
- Board Self-Evaluation (June)
- Review Motions for BCSTA AGM & Provincial Council and BCPSEA AGM

Legal Reference: Sections 65, 74, 74.1, 75, 75.1, 76.1, 76.3, 76.4, 77, 79.2, 82, 82.1, 84, 85, 86, 96, 112, 112.1, 113, 145, 147, 158 School Act

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