



FORT VERMILION SCHOOL DIVISION

BOARD POLICIES

2.0 GOVERNANCE AND MANAGEMENT

2.2 ROLE OF THE BOARD

Nine elected Trustees constitute the Board of Trustees for FVSD and is responsible to ensure that students receive an education consistent with provincial requirements and the expectations of the communities in the Division.

The Board shall:

2.2.1 Accountability to Provincial Government

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

2.2.2 Accountability to Community

- a) Make data-driven informed decisions which consider community values and represent the interests of the community served.
- b) Establish processes and provide opportunities for community input.
- c) Link with constituents to advocate for the education of students and to ensure that the system reflects the values of the provincial local communities.
- d) Report Division results at least annually.
- e) Develop procedures for and hear appeals as required by statute and/or Board policy.
- f) Model a culture of respect, understanding and integrity.

2.2.3 Three-Year Education Plan

- a) Provide overall direction for the Division by establishing mission, vision, strategic priorities and key results.
- b) Annually approve Three-Year Education Plan process and timelines.
- c) Identify Board priorities at the outset of the annual Three-Year Education Plan process.
- d) Annually approve Three-Year Education Plan for submission to Alberta Education by due date.



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- e) Evaluate progress toward the achievement of student outcomes and other desired results.
- f) Annually evaluate the effectiveness of the Division in achieving established goals and desired results.
- g) Approve Annual Education Results Report for distribution to public.

2.2.4 Policy

- a) Determine the goals and objectives the Division wishes to pursue.
- b) Identify how the Board is to function.
- c) Evaluate policy impact to determine if policy is producing the desired results.
- d) Delegate authority to the CEO and define commensurate responsibilities.
- e) Establish policies which are expressions of the values and perspectives the Board believes its communities hold with respect to particular matters.
- f) Direct and monitor the Division through policies which:
 - i) articulate expected outcomes for the Division;
 - ii) establish processes by which the Board will conduct its business and how it will relate to its staff;
 - iii) set limitations for staff action.

2.2.5 Superintendent/Board Relations

- a) Select the CEO.
- b) Provide the CEO with clear corporate direction.
- c) Delegate, in policy, administrative authority and identify responsibility subject to provisions and restrictions in the Education Act.
- d) 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.
- e) Annually evaluate the CEO in regard to the CEO job description and additional Board direction.
- f) Annually review compensation.



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2.2.6 Political Advocacy

- a) Annually the Board investigates advocacy including focuses, key messages and mechanisms.
- b) Foster relationships with other governing bodies to enhance the delivery of education and other services to the stakeholders.

2.2.7 Board Development

- a) Annually evaluate Board effectiveness.
- b) Direct corporate Board development as needed.
- c) Ensure flexibility for individual trustee development.
- d) Ensure the continuity of its governance capability by orienting, training and developing its members as needed.

2.2.8 Fiscal

- a) Approve the budget annually and establish trustee compensation rates.
- b) Approve annually the Three-Year Capital Plan for submission to Alberta Education by the due date.
- c) Approve Audit Report and ensure quality indicators are met.
- d) Monitor fiscal management of the Division.
- e) Solicit advice then set the mandates for negotiation with staff.
- f) Ratify Memoranda of Agreement with the Local ATA #77.

2.2.9 Selected Responsibilities

- a) Approve Division school-year calendars.
- b) Establish school attendance areas.
- c) Approve a primary second language of instruction at a school when necessary.
- d) Approve religious programs of instruction when necessary.
- e) Receive presentations of School Education Plans and Results Reports.
- f) Approve requests to the Minister for the disposition of land and buildings.
- g) Approve final name selection of schools and other Board-owned facilities.
- h) Provide opportunities for dialogue with School Councils.
- i) Make a recommendation to the Minister for the dissolution of a School Council.
- j) Approve the operations of an alternative program.



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- k) Approve guidelines around student record retention schedules if different from the Student Record Regulation.

2.2.10 Closure of Schools

- a) Where the Board has given notice of motion at a regular meeting of the Board that it is considering the closure of a school, the Board
 - i) Will organize and convene a public meeting for the purpose of discussing the information provided to the parents of every child and student enrolled in the school who, in the opinion of the board, will be significantly affected by the closure of the school. The date and location of the public meeting will be posted in 5 or more conspicuous places in the area or areas of the school or schools affected by the closure, for a period of at least 14 days before the date of the public meeting. The public meeting will be advertised in a newspaper circulating within the area or areas of the school or schools affected by the proposed closure on at least 2 occasions as close as is practicable to the date of the meeting.
 - ii) The Board will provide an opportunity for the council of the municipality in which the school is located to provide a statement to the Board of the impact the closure may have on the community.
 - iii) At least 2 trustees of the Board shall attend the public meeting.
 - iv) The Board will ensure that minutes of all public meetings held are prepared.
- b) The Board will not make a final decision on the proposed closure until at least 3 weeks have passed since the date of the public meeting and give due consideration to any written submissions on the proposed closure that it receives after the public meeting.



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2.2.11 Ward Structure

- a) The electoral ward structure will be determined with representation by population and geographical location. Population will be determined considering county and town census, Alberta Education students enrolled and total enrollment.
- b) The Board will hold community consultations in affected wards prior to passing a bylaw amending the current ward structure.