



Date: September 27, 2023 **Agenda Item:** 10.4

To: Board of Trustees

From: Shawna Warren, Superintendent

Originator(s): Shawna Warren, Superintendent
Committee of the Whole

Governance Policy: [Board Policy 225 - Board Responsibility and Conduct](#)
[Board Policy 125 - Advocacy Plan](#)

Additional Reference: [Board Policy 130 - Public Interest Disclosure \(Whistleblower Protection\)](#)
[Board Policy 200 - Attendance Areas](#)
[Board Policy 220 - Trustee Code of Conduct](#)
[Board Policy 221 - Role of the Trustee](#)
[Board Policy 245 - Appeals Regarding Student Matters](#)
[Board Policy 700 - Superintendent of Schools](#)
[Board Policy 701 - Board Delegation of Authority](#)
[Board Policy 900 - Student Conduct and Discipline](#)
Education Act: Sections 33, 51-54, 60, 67, 139, 222
Board Procedures Regulation 82/2019
School Fees Regulation 95/2019
Superintendent of Schools Regulation 98/2019

Assurance Domain: Governance
Local & Societal

Superintendent Leadership Quality Standard (SLQS)

SLQS Competencies ([SLQS](#) / [Board Policy 700](#)):
Building Effective Relationships
Supporting Effective Governance

Subject: **Policy 225 - Board Responsibility and Conduct**

Purpose:
For approval. Motion required.

Recommended Motion:

THAT the Board of Trustees approve the revised Board Policy 225 - Role of the Board with recommended changes and adopt Policy 125 - Advocacy Plan as an appendix as presented at the September 27, 2023, Public Board meeting.

Background:

The Board believes that the primary means by which it provides governance to Sturgeon Public Schools is through written policies. These policies provide direction for the action of

the Board, Superintendent, staff, students, electors and other agencies (Policy 240 - Policy Development). Accordingly, the initiation and/or adoption of new Board policies and revision and/or rescission of existing policies is solely the responsibility of the Board of Trustees.

The Board also believes that development and ongoing review of policies is necessary to ensure the governance and operation of the division remain consistent with Board beliefs, School Division needs, and compliance with the Education Act and Alberta Education regulations.

Administration has reviewed and updated *Policy 225 - Role of the Board* as discussed at the Committee of the Whole meeting on September 13, 2023. Administration recommends *Policy 125 - Advocacy Plan* be adopted as an appendix to Policy 225.

Administration is prepared to respond to questions at the September 27, 2023, Public Board meeting.

Attachment(s):

1. Policy 225 - Role of the Board - Clean Copy
2. Policy 225 - Role of The Board - Tracked Changes
3. Policy 225 - Board Responsibility and Conduct - Current Copy
4. Policy 125 - Advocacy Plan - Current Copy

Role of the Board

POLICY

As elected representatives of the community, the Board of Trustees is held accountable through the Education Act. The Board provides overall direction and leadership to the Division. The Board is a corporate entity and exercises its authority through a democratic process and always models a culture of respect and integrity.

The Government of Alberta has legislated that the Board, as a partner in education, has the following responsibilities:

Education Planning and Programming

The Board shall deliver appropriate education programming to meet the needs of all students enrolled in a school operated by the Board and to enable their success [Education Act s. 33(1)(a)]. Specifically, the Board:

1. Reviews and approves the vision for the Division.
2. Annually reviews and approves education goals including the Annual Education Plan.
3. Sets governance standards for reviewing and approving educational programming.

Assurance and Accountability

The Board shall be accountable and provide assurances to students, parents, the community and the Minister for student achievement of learning outcomes [Education Act s. 33(1)(b)]. Specifically, the Board:

4. Develops and implements a reporting and accountability system on any matter the Minister prescribes;
5. Disseminates any information, in the reports and accounts produced, under the reporting and accountability system to students, parents, electors and/or the Minister in the manner the Minister prescribes; and
6. Reviews Division performance, on an ongoing basis, and approves the Annual Education Results Report.

Stakeholder Engagement and Communication

The Board shall provide, where appropriate, for the engagement of parents, students, staff and the community, including municipalities and the local business community, in Board matters, including the Board's plans and the achievement of goals and targets within those plans

[Education Act s. 33(1)(c)]. Specifically, the Board:

7. Establishes processes to engage the community and stakeholders in a dialogue about Division programs and future planning.
8. Makes informed decisions that consider community values and represent the interests of the entire Division.
9. Meets at least annually with the Council of School Councils or School Council Chairs.
10. Promotes the schools' programs which reflect the needs and desires of the community.
11. Reports Division outcomes to the community annually.

Safe, Caring, Respectful and Healthy Environments

The Board shall ensure that each student enrolled in a school operated by the Board and each staff member employed by the Board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging [Education Act s. 33(1)(d)]. Specifically, the Board:

12. Maintains a policy respecting the Board's obligation to provide a welcoming, caring, respectful, healthy and safe learning environment that includes a code of conduct.
13. Models a culture of respect and integrity.
14. Develops culturally appropriate protocols to guide the Division.
15. Establishes plans for collaborative work between the Division and First Nations.

Supports and Services

The Board shall provide a continuum of supports and services to students that is consistent with the principles of inclusive education [Education Act s. 33(1)(e)]. Specifically, the Board:

16. Supports the removal of barriers with learning partners and within learning environments;
and
17. Develops ongoing relationships with government, school and system leaders, families and community partners to strengthen and renew their understanding, skills and abilities to create flexible and responsive learning environments

Collaboration

The Board shall collaborate with municipalities, other boards and community-based service agencies in order to effectively address the needs of all students and manage the use of public

resources and collaborate with post-secondary institutions and the community to enable smooth transitions for students from secondary to post-secondary education [Education Act s. 33(1)(f)(g)]. Specifically, the Board:

18. Promotes positive community engagement within the Division;
19. Represents the community's needs, hopes and desires for education;
20. Supports the schools' programs, needs and desires to the community;
21. Acts as an advocate for public education and the Division.
22. Identifies issues for advocacy on an ongoing basis.
23. Develops an annual plan for advocacy including focus, key messages, relationships and mechanisms (Appendix A).
24. Promotes regular meetings and maintains timely, frank and constructive communication with elected officials, service providers, business leaders, thought leaders and all stakeholders to garner support for public education.

Governance and Organization

The Board shall establish and maintain governance and organizational structures that promote student well-being and success, and monitor and evaluate their effectiveness [Education Act s. 33(1)(h)]. Specifically, the Board:

25. Develops, approves and monitors the implementation of policies to guide the Division and the Board.
26. Provides direction in those areas over which the Board wishes to retain authority.
27. Monitors the development, revision and implementation of policy.
28. Develops a plan to foster governance excellence in fiduciary, strategic and generative engagement modes.
29. Annually evaluates Board effectiveness in meeting performance indicators and determines a positive path forward.
30. Develops an annual work plan with timelines.

Board/Superintendent Relations

The Board shall recruit the Superintendent and entrust the day-to-day management of the school

division to the staff through the Superintendent [Education Act s. 33(1)(j)]. Specifically, the Board:

31. Selects the Superintendent and supports succession planning as required.
32. Provides the Superintendent with clear corporate direction.
33. Delegates, in writing, administrative authority and identifies responsibility subject to provisions and restrictions in the Education Act.
34. Respects the authority of the Superintendent to carry out executive action and supports the Superintendent's actions which are exercised within the delegated discretionary powers of the position.
35. Demonstrates mutual respect, integrity and support, which is then conveyed to the staff and the community.
36. Annually evaluates the Superintendent, in accordance with a pre-established performance appraisal.
37. Annually reviews compensation of the Superintendent.

Resource Stewardship

The Board shall ensure effective stewardship of the Board's resources [Education Act s. 33(1)(i)]. Specifically, the Board:

38. Within the context of the strategic plan, approves budget assumptions and establishes priorities at the outset of the budget process.
39. Reviews and approves annual budget and allocation of resources.
40. Approves substantive budget adjustments when necessary.
41. Approves borrowing for capital expenditures within provincial restrictions.
42. Reviews and approves annually the Three-Year Capital Plan.
43. Receives, reviews and approves the annual Audited Financial Statements.
44. Acquires and disposes of land and buildings.
45. Approves student fees annually.
46. Sets the mandate for provincial bargaining.

47. Ratifies Memoranda of Agreement with bargaining units.
48. Approves transfer of funds to/from operating and capital reserves.
49. Approves annually signing authorities for the Division. Approves investment parameters in alignment with the Education Act Regulation.
50. Approves the Superintendent's contract.

Delegation

The Board may delegate any of its powers and responsibilities subject to the provisions and restrictions as outlined in the Education Act.

Conduct

The Board shall develop and implement a code of conduct that applies to trustees of the Board, including definitions of breaches and sanctions, in accordance with principles set out by the Minister by order [Education Act s. 33(1)(k)]. Specifically:

51. Each Trustee shall act ethically and responsibly as outlined in Policies 220 and 221. The Board collectively shall operate with the same high standards, acting always in the best interests of all students and their learning.
52. The Board shall support and hold accountable its individual Trustees and the Superintendent.
53. The Board shall establish with the Superintendent the parameters for their respective roles and not interfere with the performance of the tasks that have been agreed upon as administrative responsibilities.
54. The Board shall establish a Division Code of Conduct, by policy, to apply to all students (Policy 900).

Liability

The Board shall comply with all applicable Acts and regulations [Education Act s. 33(1)(l)]. Specifically, the Board:

55. Acts in accordance with all statutory requirements; and
56. Maintains a Board Policy for whistle-blower protection ([Policy 130](#)).

Dispute Resolution

The Board shall establish appropriate dispute resolution processes [Education Act s. 33(1)(m)].

Specifically, the Board:

49. Hears appeals as required by statute; and

50. Maintains a policy for Appeals Regarding Student Matters ([Policy 245](#)).

Ministerial Direction

The Board shall carry out any other matters that the Minister prescribes [Education Act s. 33(1)(n)]. Specifically, the Board:

51. Performs Board functions required by governing legislation and Ministerial directives; and

52. Reviews and approves student attendance areas ([Policy 200](#)).

References:

Policies:

[130 - Public Interest Disclosure \(Whistleblower Protection\)](#)

[200 - Attendance Areas](#)

[220 - Trustee Code of Conduct](#)

[221 - Role of the Trustee](#)

[245 - Appeals Regarding Student Matters](#)

[700 - Superintendent of Schools](#)

[701 - Board Delegation of Authority](#)

[900 - Student Conduct and Discipline](#)

[Appendix A - Advocacy Plan](#)

Education Act: 33, 51, 52, 53, 54, 60, 67, 139, 222

School Fees Regulation 95/2019

Superintendent of Schools Regulation 98/2019

Board Procedures Regulation 82/2019

History

2019 Jan 30 Initial Approval

2021 Oct 27 Reviewed

2022 Feb 23 Reviewed

2022 Mar 23 Amended

2023 Sep 27 Amended

Appendix A - Advocacy Plan

In their ongoing commitment to excellence in public education and student success in Sturgeon Public Schools, the Board of Trustees has developed an advocacy framework that establishes the priority areas of focus for the Board in the coming years. While specific strategies and measures will evolve in response to the needs of the division and the communities being served, the initial focus will be on the following **Key Priorities**:

ENHANCE student participation and involvement in decisions that affect their education and school experience.

ENGAGE people in their communities to build value for and facilitate their participation in the public education of our students.

ESTABLISH relationships with external organizations to broaden support for schools, facilitate new opportunities for funding, and enhance student and community wellbeing.

ENCOURAGE innovation in Division projects that are directly related to enhancing student achievement and success.

As the Board's Advocacy Plan continues to evolve, increased information and specificity will be added, along with updates relative to progress being made in the accomplishment of priority area goals and outcomes.

Policy 225 - This policy has been updated to mirror the Education Act - Section 33 - Board Responsibilities. All headings align with Education Act Section 33. Policy 125 - Advocacy Plan has been added as an Appendix to this policy to align with #30

Role of the Board ~~Board Responsibility and Conduct~~

POLICY

As elected representatives of the community, the Board of Trustees is held accountable through the Education Act. The Board provides overall direction and leadership to the Division. The Board is a corporate entity and exercises its authority through a democratic process and always models a culture of respect and integrity.

The Government of Alberta has legislated that the Board, as a partner in education, has the following responsibilities:

GUIDELINES

~~Board Responsibilities~~

Education Planning and Programming

The Board shall deliver appropriate education programming to meet the needs of all students enrolled in a school operated by the Board and to enable their success [Education Act s. 33(1)(a)]. Specifically, the Board:

1. Review and approve the vision for the Division.
2. Annually review and approve education goals including the Annual Education Plan.
- ~~3. Review the Division performance and approve the Annual Education Plan.~~
- ~~4.3. Annually evaluate the effectiveness of the Division in achieving established priorities and desired results.~~
- ~~5.4. Set governance standards for reviewing and approving educational programming.~~
- ~~5. Be accountable and provide assurance to students, parents, the community and the Minister for student achievement of learning outcomes.~~
- 6.

Assurance and Accountability

The Board shall be accountable and provide assurances to students, parents, the community and the Minister for student achievement of learning outcomes [Education Act s. 33(1)(b)]. Specifically, the Board:

- ~~7. Develops and implements a reporting and accountability system on any matter the Minister prescribes;~~
- ~~8. Disseminates any information, in the reports and accounts produced, under the reporting and accountability system to students, parents, electors and/or the Minister in the manner~~

- the Minister prescribes; and
9. Reviews Division performance, on an ongoing basis, and approves the Annual Education Results Report.

Stakeholder Engagement and Communication

The Board shall provide, where appropriate, for the engagement of parents, students, staff and the community, including municipalities and the local business community, in Board matters, including the Board's plans and the achievement of goals and targets within those plans [Education Act s. 33(1)(c)]. Specifically, the Board:

- 7.10. _____ Establish processes to engage the community and stakeholders in a dialogue about Division programs and future planning.
- 8.11. _____ Make informed decisions that consider community values and represent the interests of the entire Division.
- 9.12. _____ Meet at least annually with the Council of School Councils or School Council Chairs.
- 10.13. _____ Promote the schools' programs which reflect the needs and desires of the community.
14. Report Division outcomes to the community annually.
- 11.15. _____

Safe, Caring, Respectful and Healthy Environments

The Board shall ensure that each student enrolled in a school operated by the Board and each staff member employed by the Board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging [Education Act s. 33(1)(d)]. Specifically, the Board:

- 12.16. _____ Maintain a policy respecting the Board's obligation to provide a welcoming, caring, respectful, healthy and safe learning environment that includes a code of conduct.
- 13.17. _____ Model a culture of respect and integrity.
- 14.18. _____ Develop culturally appropriate protocols to guide the Division.
19. Establish plans for collaborative work between the Division and First Nations.
- 15.20. _____

Supports and Services

The Board shall provide a continuum of supports and services to students that is consistent with the principles of inclusive education [Education Act s. 33(1)(e)]. Specifically, the Board:

21. Supports the removal of barriers with learning partners and within learning environments;
and
22. Develops ongoing relationships with government, school and system leaders, families and community partners to strengthen and renew their understanding, skills and abilities to create flexible and responsive learning environments

~~Accountability to Provincial Government~~

- ~~16. Act in accordance with all statutory requirements to implement provincial and educational standards and policies.~~
- ~~17. Review and submit the Capital Plan.~~
- ~~18. Perform Board functions required by governing legislation and existing Board policy.~~
- ~~19. Annually approve the Education Plan for submission to Alberta Education and distribution to the public.~~

Advocacy(Collaboration)

The Board shall collaborate with municipalities, other boards and community-based service agencies in order to effectively address the needs of all students and manage the use of public resources and collaborate with post-secondary institutions and the community to enable smooth transitions for students from secondary to post-secondary education [Education Act s.

33(1)(f)(g)]. Specifically, the Board:

23. Promotes positive community engagement within the Division;
24. Represents the community's needs, hopes and desires for education;
25. Supports the schools' programs, needs and desires to the community;
26. Acts as an advocate for public education and the Division.
20.27.
28. Identifies issues for advocacy on an ongoing basis.
21.29.
30. Develops an annual plan for advocacy including focus, key messages, relationships and mechanisms (Appendix A).
22.31.
32. Promotes regular meetings and maintains timely, frank and constructive communication with elected officials, service providers, business leaders, thought leaders and all stakeholders to garner support for public education.
23.33.

Governance and Organization Policy

The Board shall establish and maintain governance and organizational structures that promote student well-being and success, and monitor and evaluate their effectiveness [Education Act s. 33(1)(h)]. Specifically, the Board:

34. Develop, approve and monitor the implementation of policies to guide the Division and the Board.
24.35.
36. Provide direction in those areas over which the Board wishes to retain authority.
25.37.
38. Monitor the development, revision and implementation of policy.
39. Develop a plan to foster governance excellence in fiduciary, strategic and generative engagement modes.
40. Annually evaluate Board effectiveness in meeting performance indicators and determine

a positive path forward.

41. Develop an annual work plan with timelines.

26.42.

Board/Superintendent Relations

The Board shall recruit the Superintendent and entrust the day-to-day management of the school division to the staff through the Superintendent [Education Act s. 33(1)(j)]. Specifically, the Board:

43. Select the Superintendent and support succession planning as required.

27.44.

45. Provide the Superintendent with clear corporate direction.

28.46.

47. Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the Education Act.

29.48.

49. 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.

30.50.

51. Demonstrate mutual respect, integrity and support, which is then conveyed to the staff and the community.

31.52.

53. Annually evaluate the Superintendent, in accordance with a pre-established performance appraisal.

32.54.

55. Annually review compensation of the Superintendent.

33.56.

Board Development

~~34. Develop a plan to foster governance excellence in fiduciary, strategic and generative engagement modes.~~

~~35. Annually evaluate Board effectiveness in meeting performance indicators and determine a positive path forward.~~

~~57. Develop an annual work plan with timelines.~~

~~36.58.~~

Fiscal Accountability or Resource Stewardship

The Board shall ensure effective stewardship of the Board's resources [Education Act s. 33(1)(i)]. Specifically, the Board:

59. Within the context of the strategic plan, approve budget assumptions and establish priorities at the outset of the budget process.

37.60.

61. Review and approve annual budget and allocation of resources.

- ~~38-62.~~
63. Approve substantive budget adjustments when necessary.
~~39-64.~~
65. Approve borrowing for capital expenditures within provincial restrictions.
~~40-66.~~
67. Review and approve annually the Three-Year Capital Plan.
~~41-68.~~
69. Receive, review and approve the annual Audited Financial Statements.
~~42-70.~~
71. Acquire and dispose of land and buildings.
~~43-72.~~
73. Approve student fees annually.
~~44-74.~~
75. Set the mandate for provincial bargaining.
~~45-76.~~
77. Ratify Memoranda of Agreement with bargaining units.
~~46-78.~~
79. Approve transfer of funds to/from operating and capital reserves.
~~47-80.~~
81. Approve annually signing authorities for the Division. Approve investment parameters in alignment with the Education Act Regulation.
~~48-82.~~
83. Approve the Superintendent's contract.
~~49-84.~~

Delegation

The Board may delegate any of its powers and responsibilities subject to the provisions and restrictions as outlined in the Education Act.

Board Conduct

The Board shall develop and implement a code of conduct that applies to trustees of the Board, including definitions of breaches and sanctions, in accordance with principles set out by the Minister by order [Education Act s. 33(1)(k)]. Specifically:

- ~~50-86.~~
85. Each Trustee shall act ethically and responsibly as outlined in Policies 220 and 221. The Board collectively shall operate with the same high standards, acting always in the best interests of all students and their learning.
~~51-88.~~
87. The Board shall support and hold accountable its individual Trustees and the Superintendent.
89. The Board shall establish with the Superintendent the parameters for their respective roles and not interfere with the performance of the tasks that have been agreed upon as administrative responsibilities.
90. The Board shall establish a Division Code of Conduct, by policy, to apply to all students (Policy 900).

Liability

The Board shall comply with all applicable Acts and regulations [Education Act s. 33(1)(l)]. Specifically, the Board:

91. Acts in accordance with all statutory requirements; and

92. Maintains a Board Policy for whistle-blower protection (Policy 130).

Dispute Resolution

The Board shall establish appropriate dispute resolution processes [Education Act s. 33(1)(m)]. Specifically, the Board:

49. Hears appeals as required by statute; and

50. Maintains a policy for Appeals Regarding Student Matters (Policy 245).

Ministerial Direction

The Board shall carry out any other matters that the Minister prescribes [Education Act s. 33(1)(n)]. Specifically, the Board:

51. Performs Board functions required by governing legislation and Ministerial directives; and

~~52-93.~~ 52. Reviews and approves student attendance areas (Policy 200).

References:

Policies:

130 - Public Interest Disclosure (Whistleblower Protection)

200 - Attendance Areas

220 - Trustee Code of Conduct

221 - Role of the Trustee

245 - Appeals Regarding Student Matters

700 - Superintendent of Schools

701 - Board Delegation of Authority

900 - Student Conduct and Discipline

Appendix A - Advocacy Plan

Education Act: 33, 51, 52, 53, 54, 60, 67, 139, 222

School Fees Regulation 95/2019

Superintendent of Schools Regulation 98/2019

Board Procedures Regulation 82/2019

History

2019 Jan 30 Initial Approval

2021 Oct 27 Reviewed

2022 Feb 23 Reviewed

2022 Mar 23 Amended

[2023 Sep 27 Amended](#)

Policy 125 – Policy 225 Appendix A - Advocacy Plan - move to an Appendix to align with the new language in Policy 225 #30

Appendix A - Advocacy Plan

In their ongoing commitment to excellence in public education and student success in Sturgeon Public Schools, the Board of Trustees has developed an advocacy framework that establishes the priority areas of focus for the Board in the coming years. While specific strategies and measures will evolve in response to the needs of the division and the communities being served, the initial focus will be on the following **Key Priorities**:

ENHANCE student participation and involvement in decisions that affect their education and school experience.

ENGAGE people in their communities to build value for and facilitate their participation in the public education of our students.

ESTABLISH relationships with external organizations to broaden support for schools, facilitate new opportunities for funding, and enhance student and community wellbeing.

ENCOURAGE innovation in Division projects that are directly related to enhancing student achievement and success.

As the Board's Advocacy Plan continues to evolve, increased information and specificity will be added, along with updates relative to progress being made in the accomplishment of priority area goals and outcomes.

References:

~~Board Procedures Regulation 82/2019~~

History

~~2019 May 22 Initial Approval~~

~~2020 Jan 29 Reviewed~~

~~2021 Oct 27 Reviewed~~

~~2023 Apr 26 Reviewed~~



225: Board Responsibility and Conduct

1.0 POLICY

As elected representatives of the community, the Board of Trustees is held accountable through the Education Act. The Board provides overall direction and leadership to the Division. The Board is a corporate entity and exercises its authority through a democratic process and always models a culture of respect and integrity.

2.0 GUIDELINES

Board Responsibilities

2.1 Education Planning and Programming

2.1.1 Review and approve the vision for the Division.

2.1.2 Annually review and approve education goals including the Annual Education Plan.

2.1.3 Review the Division performance and approve the Annual Education Plan.

2.1.4 Annually evaluate the effectiveness of the Division in achieving established priorities and desired results.

2.1.5 Set governance standards for reviewing and approving educational programming.

2.1.6 Be accountable and provide assurance to students, parents, the community and the Minister for student achievement of learning outcomes.

2.2 Stakeholder Engagement and Communication

2.2.1 Establish processes to engage the community and stakeholders in a dialogue about Division programs and future planning.

2.2.2 Make informed decisions that consider community values and represent the interests of the entire Division.

2.2.3 Meet at least annually with the Council of School Councils or School Council Chairs.

2.2.4 Promote the schools' programs which reflect the needs and desires of the community.

2.2.5 Report Division outcomes to the community annually.

2.3 Safe, Caring, Respectful and Healthy Environments

2.3.1 Maintain a policy respecting the Board's obligation to provide a welcoming, caring, respectful, healthy and safe learning environment that includes a code of conduct.

2.3.2 Model a culture of respect and integrity.

2.3.3 Develop culturally appropriate protocols to guide the Division.

2.3.4 Establish plans for collaborative work between the Division and First Nations.

2.4 Accountability to Provincial Government

2.4.1 Act in accordance with all statutory requirements to implement provincial and educational standards and policies.

2.4.2 Review and submit the Capital Plan.

2.4.3 Perform Board functions required by governing legislation and existing Board policy.

2.4.4 Annually approve the Education Plan for submission to Alberta Education and distribution to the public.

2.5 Advocacy

2.5.1 Act as an advocate for public education and the Division.

2.5.2 Identify issues for advocacy on an ongoing basis.

2.5.3 Develop an annual plan for advocacy including focus, key messages relationships and mechanisms.

2.5.4 Promote regular meetings and maintain timely, frank and constructive communication with elected officials, service providers, business leaders, thought leaders and all stakeholders to garner support for public education.

2.6 Policy

2.6.1 Develop, approve and monitor the implementation of policies to guide the Division and the Board.

2.6.2 Provide direction in those areas over which the Board wishes to retain authority.

2.6.3 Monitor the development, revision and implementation of policy.

2.7 Board/Superintendent Relations

2.7.1 Select the Superintendent and support succession planning as required.

2.7.2 Provide the Superintendent with clear corporate direction.

2.7.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the Education Act.

2.7.4 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.

2.7.5 Demonstrate mutual respect, integrity and support, which is then conveyed to the staff and the community.

2.7.6 Annually evaluate the Superintendent, in accordance with a pre-established performance appraisal.

2.7.7 Annually review compensation of the Superintendent.

2.8 Board Development

2.8.1 Develop a plan to foster governance excellence in fiduciary, strategic and generative engagement modes.

2.8.2 Annually evaluate Board effectiveness in meeting performance indicators and determine a positive path forward.

2.8.3 Develop an annual work plan with timelines.

2.9 Fiscal Accountability

2.9.1 Within the context of the strategic plan, approve budget assumptions and establish priorities at the outset of the budget process.

2.9.2 Review and approve annual budget and allocation of resources.

2.9.3 Approve substantive budget adjustments when necessary.

2.9.4 Approve borrowing for capital expenditures within provincial restrictions.

2.9.5 Review and approve annually the Three-Year Capital Plan.

2.9.6 Receive, review and approve the annual Audited Financial Statements.

2.9.7 Acquire and dispose of land and building.

2.9.8 Approve student fees annually.

2.9.9 Set the mandate for provincial bargaining.

2.9.10 Ratify Memoranda of Agreement with bargaining units.

2.9.11 Approve transfer of funds to/from operating and capital reserves.

2.9.12 Approve annually signing authorities for the Division.

2.9.13 Approve investment parameters in alignment with the Education Act Regulation.

2.9.14 Approve the Superintendent's contract.

3.1 Delegation

The Board may delegate any of its powers and responsibilities subject to the provisions and restrictions as outlined in the Education Act.

3.2 Board Conduct

3.2.1 Each Trustee shall act ethically and responsibly as outlined in Policies 220 and 221. The Board collectively shall operate with the same high standards, acting always in the best interests of all students and their learning.

3.2.2 The Board shall support and hold accountable its individual Trustees and the Superintendent.

3.2.3 The Board shall establish with the Superintendent the parameters for their respective roles and not interfere with the performance of the tasks that have been agreed upon as administrative responsibilities.

References:

Policies:

220 Trustee Code of Conduct

221 Role of the Trustee

245 Appeals Regarding Student Matters

700 Superintendent of Schools

701 Board Delegation of Authority

Education Act: 33, 51, 52, 53, 54, 60, 67, 139, 222

School Fees Regulation 95/2019

Superintendent of Schools Regulation 98/2019

Board Procedures Regulation 82/2019

History

2019 Jan 30 Initial Approval

2021 Oct 27 Reviewed

2022 Feb 23 Reviewed

2022 Mar 23 Amended



125: Advocacy Plan

In their ongoing commitment to excellence in public education and student success in Sturgeon Public Schools, the Board of Trustees has developed an advocacy framework that establishes the priority areas of focus for the Board in the coming years. While specific strategies and measures will evolve in response to the needs of the division and the communities being served, the initial focus will be on the following **Key Priorities**:

1.0 **ENHANCE** student participation and involvement in decisions that affect their education and school experience.

2.0 **ENGAGE** people in their communities to build value for and facilitate their participation in the public education of our students.

3.0 **ESTABLISH** relationships with external organizations to broaden support for schools, facilitate new opportunities for funding, and enhance student and community well---being.

4.0 **ENCOURAGE** innovation in Division projects that are directly related to enhancing student achievement and success.

As the Board's Advocacy Plan continues to evolve, increased information and specificity will be added, along with updates relative to progress being made in the accomplishment of priority area goals and outcomes.

References:

Board Procedures Regulation – 82/2019

History

2019 May 22 Initial Approval

2020 Jan 29 Reviewed

2021 Oct 27 Reviewed

2023 Apr 26 Reviewed

Policy Handbook I. Introduction, Foundations and Philosophical Commitments