

Role of the Board of Education

Policy No. 100.0.1

Purpose

As the elected representatives of the community, the Board of Education of School District No. 91 (Nechako Lakes) is the corporate body responsible for overseeing the provision of educational services in the district.

The mandate and responsibilities of the Board are determined through the requirements of the government legislation, and are informed by the expectations, values, and priorities of the electors and communities the Board serves.

Specific areas of responsibility are:

1. Accountability to Government

- 1.1 Act in accordance with all statutory requirements of applicable federal and provincial legislation to implement educational standards and policies.
- 1.2 Carry out the powers, duties, and functions of a board of education as set out in legislation and existing Board policy.

2. Accountability to the Community

- 2.1 Make decisions that reflect the school district's principles, strategic plan, and represent the broad interests of the community.
- 2.2 Establish and support processes for meaningful engagement with students, staff, parents/caregivers, Rightsholder Nations, and community stakeholders.
- 2.3 Ensure public reporting on district progress and outcomes occurs at least annually.
- 2.4 Develop procedures for, and hear, appeals as required by legislation and/or Board policy.
- 2.5 Model governance practices that reflect ethical conduct, respectful relationships, and shared community values.
- 2.6 Support respectful, ongoing, two-way communication between the Board, Rightsholder Nations, and stakeholder groups.
- 2.7 Meet, as appropriate, with municipal governments and other public agencies to assist in achieving educational goals.

3. Strategic Direction and Planning

- 3.1 Provide overall direction for the district by establishing and maintaining the Board's mission, vision, values, and strategic priorities.
- 3.2 Approve the district's multi-year Strategic Plan.
- 3.3 Set strategic goals and monitor progress toward key outcomes, with particular attention to student achievement, equity, well-being, and belonging.
- 3.4 Approve the annual district budget in alignment with the Strategic Plan.
- 3.5 Approve other district plans as required by the School Act or Ministerial direction.
- 3.6 Monitor and evaluate progress district communication strategies.

4. Policy Development and Governance

- 4.1 Establish and maintain Board policies that provide direction while enabling effective administration.
- 4.2 Clearly identify the purpose and intent of policies prior to creation/adoption.
- 4.3 Make the final decision regarding the approval of all policy statements.
- 4.4 Review and evaluate Board policies to ensure they achieve their intended outcomes.
- 4.5 Distinguish clearly between governance (Board) responsibilities and operational (administrative) responsibilities.
- 4.6 Delegate authority to the Superintendent and define corresponding responsibilities in writing.

5. Board–Superintendent Relationship

- 5.1 Select and appoint the Superintendent of Schools.
- 5.2 Provide the Superintendent with clear, unified corporate (Board) direction.
- 5.3 Delegate in writing, administrative authority to the Superintendent 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 Regularly evaluate the Superintendent’s performance and review the terms of employment as required.

6. Advocacy and External Relations

- 6.1 Identify priorities, key messages and mechanisms for advocacy on behalf of students and public education.
- 6.2 Engage with provincial and sector organizations, including the British Columbia School Trustees Association and British Columbia Public Sector Employee’s Association.
- 6.3 Advance board/district positions and priorities through local/community and provincial organizations and as deemed appropriate.

7. Board Development and Effectiveness

- 7.1 Assess the Board’s collective performance and effectiveness at least annually.
- 7.2 Commit to ongoing professional development in support of effective governance and leadership.

8. Fiscal Oversight and Accountability

- 8.1 Ensure responsible stewardship of district financial resources.
- 8.2 Approve the annual budget and key financial plans in alignment with strategic priorities.
- 8.3 Monitor district financial performance, risks, and sustainability.
- 8.4 Approve audited financial statements and major financial commitments as required.
- 8.5 Ratify memoranda of agreement with bargaining units.
- 8.6 Approve the acquisition and disposition of district land and buildings.
- 8.7 Annually approve the five-year capital plan and review the long range facilities plan.
- 8.8 Review and monitor all accumulated surpluses and reserve funds to ensure financial health and stability.
- 8.9 Provide for adequate budget consultation processes with the community, Rightsholder Nations and stakeholders.

9. Other Responsibilities

- 9.1 Approve annual local school calendars in accordance with legislation.
- 9.2 Approve Board Authority Authorized Courses.
- 9.3 Hear appeals as set out in legislation and existing Board policy.
- 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.

Related Policies

- Policy 101.0 – Statement of Guiding Principles for the Board of Education
- Policy 101.2 – Trustee Standards of Conduct