
ROLE OF THE BOARD

As the corporate body entity established by provincial legislation and given authority by the School Act and its Regulations and the corporate body that supports Fort McMurray Catholic School District, the Board of Trustees shall provide overall direction and leadership to the Division. In keeping with the requirements of government legislation and the values of the electorate, the Board is accountable for the provision of appropriate educational programs and services to resident students of the District to enable their success in welcoming, caring, respectful and safe learning environments that respect diversity and nurture a sense of belonging and a positive sense of self. The Board is charged with the responsibility of providing an education system that is organized and operated in the best interests of the students it serves and the values of its Catholic Communities. It exercises this responsibility through setting of clear strategic direction and the wise use of resources.

Specific Areas of Responsibility

1. Faith Leadership

- 1.1 Govern in a manner that encourages our students to use their values and experience of Catholic Schools to make a difference in the world by promoting community engagement, spirituality and academic excellence;
- 1.2 Be accountable to the District's Catholic Residents and provide assurance to parents that student success and well-being is central to Board decisions;
- 1.3 Ensure that a strong Faith Development program is provided to all students and staff;
- 1.4 Participate in ACSTA and District Faith Development opportunities;
- 1.5 Act in accordance with Canon Law with respect to Catholic Education;
- 1.6 Meet with the Clergy regarding Catholic Education issues in the District.

2. Accountability to Government

- 2.1 Act in accordance with all statutory requirements to implement provincial standards and requirements;
- 2.2 Perform Board functions required by governing legislation and existing Board policy.

3. Assurance to Catholic Community

- 3.1 Make informed decisions that consider the Catholic Community values and represent the interests of the entire District;
- 3.2 Establish processes and provide opportunities for community input and engagement;
- 3.3 Report District results on an annual basis;
- 3.4 Meet annually with the Council of Councils;
- 3.5 Model a culture of respect for our diverse, multicultural communities;

- 3.6 Develop procedures and hold hearings as required by statute and/or Board policy;
 - 3.7 Maintain transparency in all fiduciary aspects.
4. Accountability for Student Learning
- 4.1 Provide overall direction to the District by establishing and reviewing mission, vision, values and key results;
 - 4.2 Annually identify Board strategic priorities and timelines at the beginning of the planning process;
 - 4.3 Annually approve the Three Year Education plan, Capital plan and AERR for submission to Alberta Education by the due date;
 - 4.4 Approve Annual Report (3YP/AERR summary report) for distribution to the public;
 - 4.5 Monitor the effectiveness of the District in achieving established priorities, desired results and key performance indicators;
 - 4.6 Annually evaluate the effectiveness of the District in achieving established student learning goals, through Accountability Reports.
5. Fiscal Accountability
- 5.1 Approve budget principles, assumptions and strategic priorities at the outset of the budget process, in alignment with District goals, priorities and outcomes identified in the Three Year Plan;
 - 5.2 Approve annual budget and updates for submission to Alberta Education by the due date;
 - 5.3 Approve annually the Capital and Facility Plans for submission to Alberta Education by the due date;
 - 5.4 Appoint an auditor for the District;
 - 5.5 Approve the Audited Financial Statements and ensure that the Management Letter recommendations are addressed;
 - 5.6 Monitor the financial management of the District through, accountability reports, quarterly variance reports and year-end projections;
 - 5.7 Approve annual fees for instructional resources, transportation and tuition;
 - 5.8 Approve Trustee honoraria and expense reimbursement rates;
 - 5.9 Review parameters for negotiations after soliciting advice from the superintendent;
 - 5.10 At its discretion, ratify the Memorandum of Agreement with bargaining units;
 - 5.11 Approve annual signing authorities, as necessary, for the District;
 - 5.12 Approve transfer of funds to/from reserves as part of the budget process.
 - 5.13 Approve borrowing for capital expenditures, within provincial restrictions.

6. Board/Superintendent Relations

- 6.1 Select the Superintendent and anyone who is designated as acting superintendent, according to the School Act and its Regulations;
- 6.2 Provide the Superintendent with clear corporate direction;
- 6.3 Approve the Superintendent's contract and any amendments thereto;
- 6.4 Delegate, in writing, administrative authority and identify responsibility subject to the provisions and restrictions of the School Act;
- 6.5 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;
- 6.6 Demonstrate mutual respect and support, which is conveyed to the staff and the community;
- 6.7 Annually evaluate the Superintendent, in accordance with a pre-established performance appraisal mechanism;
- 6.8 Review compensation of the Superintendent, in accordance with the contract.

7. Policy

- 7.1 Identify policies which describe how the Board is to function;
- 7.2 Develop policies using a generative engagement process;
- 7.3 Monitor policy currency, relevancy and impact.

8. Board Development

- 8.1 Develop a plan for governance excellence in fiduciary, strategic and generative engagement modes;
- 8.2 Annually evaluate Board effectiveness in meeting performance indicators and determine a positive path forward;
- 8.3 Maintain active membership in ACSTA and ASBA;
- 8.4 Provide for effective Board orientation for new trustees.

9. Political Advocacy

- 9.1 Identify issues for advocacy on an ongoing basis;
- 9.2 Develop a plan for advocacy including focus, key messages, relationships and mechanisms;
- 9.3 Arrange meetings, as necessary, with elected municipal, provincial and federal government officials to communicate and gain support for District priorities and education in general.

Selected Responsibilities

The Board shall:

1. Approve the annual school-year calendar.
2. Approve school attendance areas.
3. Establish entrance ages for student admission.
4. Approve out-of-province/ out of country student travel.
5. Acquire and dispose of land and buildings; ensure titles to or enforceable long-term interests in land are in place prior to capital project construction.
6. Approve joint-use agreements.
7. Approve locally developed courses.
8. Hear unresolved student or staff complaints of discrimination or harassment.
9. Provide for recognition of students, staff and community.
10. Make a recommendation to the Minister for dissolution of a School Council.
11. Review and approve Board compensation and expenses.
12. Review all policies at least once per year.

Legal Reference: Section 21, 39, 43, 45, 45.1, 56, 60, 61, 62, 63, 78, 113, 147, 187, 188 School Ac
Section 16 Government Accountability Act
Canon Law 794, ss.1; 795; 799; 803, ss.1; 803, ss.2; 804, ss. 2; 805; 804, ss.1; 806, ss.1;
Fiscal Planning and Transparency Act
Disposition of Property Regulation
Local Authorities Elections Act