
1. Rationale

The duties and powers of boards of education are defined by the *Education Act*. This governance policy describes the Corporate Board's major areas of responsibility and supports effective board decision-making. This policy clarifies the distinction between the Corporate Board's responsibility to govern and the Director's executive and administrative duties.

2. Purpose

This policy describes a role description of the Corporate Board that will:

- 2.1 provide a common, clear description for the Corporate Board;
- 2.2 enable the board to more effectively govern and evaluate its own performance based on its established role;
- 2.3 reflect the governance principles articulated in the *Education Act*; and,
- 2.4 strengthen and support board decision-making.

3. Policy

It is the policy of the Simcoe County District School Board (SCDSB) to:

- 3.1 ensure effective governance and leadership by the Corporate Board in fulfilling its duties and in exercising its powers as articulated in the *Education Act* as well as in other legislated acts and regulations;
- 3.2 reflect the authority and responsibility for decision-making given to the Corporate Board as an entity rather than to individual members of the Corporate Board; and,
- 3.3 provide clarity in distinguishing the role of the Corporate Board and the role of the Director of Education.

4. Areas of Corporate Board Responsibility**4.1 Accountability for Student Achievement and Well-being**

- 4.1.1 Make decisions that reflect the Corporate Board's focus on student achievement and belief that all students can learn.
- 4.1.2 Promote a culture of equity to ensure that an appropriate educational program is available for all students in the district.
- 4.1.3 Approve measures that promote student well-being.
- 4.1.4 Make decisions that support the cultural and individual differences inherent with Indigenous peoples.

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4.2 Accountability to the Provincial Government

4.2.1 Comply with the *Education Act*, Regulations, and other statutory requirements to ensure the implementation of provincial and education standards and policy.

4.3. Accountability to the Community

4.3.1 Make decisions that reflect SCDSB's belief statements and strategic plan that represents the interests of community stakeholders.

4.3.2 Ensure that all policies, procedures and practices model a culture that reflects the Board's character traits of [Integrity, Responsibility, Cooperation, Caring, Respect, Optimism, Honesty, Empathy, Courage and Inclusiveness](#).

4.3.3 Establish processes that provide Statutory Advisory Committees with opportunities for input appropriate to their role.

4.3.4 Consult and engage with parents/guardians, students and communities of the board on the board's Multi-Year Strategic Plan.

4.3.5 Provide reports outlining the SCDSB's progress in accordance with provincial policy.

4.3.6 Develop procedures to receive and hear delegations and appeals in accordance with statutes and board policies.

4.3.7 Respect and uphold the board's Code of Conduct.

4.4. System Leadership

4.4.1 Provide overall direction for the board by establishing the board's Mission and Goals.

4.4.2 Develop and approve a Multi-Year Strategic Plan aligned with the board's goals and directions.

4.4.3 Annually review and monitor the board's priorities, strategies and outcomes toward the improvement of student achievement and well-being.

4.4.4 Communicate annually with parents/guardians, students and communities of the board about progress made in implementation of board priorities.

4.5 Policy Development, Implementation and Evaluation

4.5.1 Develop policies that outline how the board will successfully function and promote the board's goals and encourage students to pursue their goals related to achievement and well-being.

4.5.2 Monitor and evaluate the effectiveness of board policies.

4.6 Director/Board Relations

- 4.6.1 Select the Director of Education.
- 4.6.2 Provide the Director with a clear job description and corporate direction.
- 4.6.3 Delegate to the Director of Education all administrative authority and responsibility subject to the provisions and restrictions of the *Education Act* and Regulations and approved board policy.
- 4.6.4 Monitor and evaluate the performance of the Director in meeting his/her duties under the Act including related policies, guidelines and regulations as well as duties under the Multi-Year Strategic Plan and any other duties assigned by the Board.
- 4.6.5 Support the professional growth of the Director of Education in continuing to provide quality leadership throughout SCDSB.
- 4.6.6 Support the Director in his/her job of ensuring ongoing capacity building and succession planning.
- 4.6.7 Provide the opportunity for the Director and the Corporate Board to meet.
- 4.6.8 Support a positive working relationship with the Director of Education.

4.7 Fiscal Responsibility

- 4.7.1 Approve a budget review process to determine annual resource allocations.
- 4.7.2 Based on the Corporate Boards strategic plan and other provincial directions, annually approve the budget to ensure that the financial resources are allocated to achieve the desired results.
- 4.7.3 Ensure regular financial reporting to the board.
- 4.7.4 Approve, as per legislation, all capital plans and other planning documents that will drive budget decisions.
- 4.7.5 Support an Audit Committee, in accordance with provincial regulations.
- 4.7.6 Ensure effective stewardship of the board's resources.

4.8 Board Development

- 4.8.1 Formally evaluate the board's effectiveness and performance on a regular basis.
- 4.8.2 Develop an annual action plan in accordance with established budget for both collective and individual professional trustee development.
- 4.8.3 Use the expertise of the Director of Education, and other organizations, to help develop and support the Board of Trustees' professional development plan.
- 4.8.4 Seek opportunities to network with other school boards.

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4.9 Political Advocacy and Communication

4.9.1 Establish relationships with the Minister of Education, members of provincial and federal government parliament and counterparts in municipal government.

4.9.2 Advocate for the interests of the students of the SCDSB with all levels of government officials as appropriate to the governance role.

4.10 Recognition

4.10.1 Ensure that the board recognizes and celebrates the achievements of students, staff, community members and volunteers.

5. Administrative Procedures

The Director of Education is authorized to provide the administrative procedures necessary to implement this policy.

REFERENCE DOCUMENTS

Legal: *Education Act, S. 169.1; S. 170 Duties and Powers of Boards*

Board: *Board Governance & Administration Manual – Role of Trustee*