



## Policy 2

### The Role Of The Northland Board

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The Northland Board is a corporate entity established by the provincial legislature and given authority by the *School Act*, the *Northland School Division Act*, and the attendant regulations. It is comprised of the Northland Board Chairperson of each Local School Board Committee elected in accordance with the *Local Authorities Elections Act*.

The Northland Board is charged with the responsibility of providing an education system that is organized and operated in best interests of the students and the communities it serves.

#### Areas of Responsibility

1. Accountability to the Provincial Government
  - 1.1 Act in accordance with all statutory requirements necessary to implement provincial and educational standards and policies.
  - 1.2 Perform those board functions required by the governing legislation and existing board policy.
2. Accountability to the Community
  - 2.1 Delegate certain powers to the Local School Board Committee at the request of the Local School Board Committee and in accordance with section 61 of the *School Act* and section 9 of the *Northland School Division Act*.
  - 2.2 Establish processes and provide opportunities for community input into those areas not delegated to the Local School Board Committee.
  - 2.3 Report Division education results at least annually to the public and the Minister of Learning.
  - 2.4 Develop procedures for and to hear appeals as required by the legislation and / or Board policy.
  - 2.5 Model a culture of respect and integrity.
3. Developing and Adopting the Three Year Education Plan (Increase Focus)
  - 3.1 Provide overall direction for the Division by establishing the mission, vision, strategic priorities and desired outcomes.
  - 3.2 Annually approve Three Year Education Plan process and timelines.



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- 3.3 Provide opportunities for Local School Board Committee input.
  - 3.4 Identify the Northland Board priorities at the outset of the annual three year plan process.
  - 3.5 Annually approve the three-year plan for submission to Alberta Education by the due date.
  - 3.6 Approve the Annual Education Results Report for distribution to the public.
  - 3.7 Annually approve the budget.
  - 3.8 Annually evaluate the effectiveness of the Division in achieving established goals and desired results.
  - 3.9 Monitor progress toward the achievement of student outcomes and other desired results.
  - 3.10 Prepare an annual report of Board affairs and distribute it to each Local School Board Committee prior to March 31 of each year.
4. Policy (Increase Clarity of Boundaries and Processes)
- 4.1 Identify and approve areas for which Board policy is required and identify the preferred future to result from the implementation of this policy on the undesirable conditions that need to be remediated.
  - 4.2 Approve policy statements that meet the criteria identified by the Northland Board.
  - 4.3 Monitor policy impact to determine if policy has created the desired change.
  - 4.4 Solicit advice from the Superintendent, senior administration and the ASBA and then set the mandates for salary negotiation.
  - 4.5 Determine the ENDS the Division is to pursue – this is: What good? For whom? At what cost?
  - 4.6 Determine policies which outline how the Northland Board is to function.
  - 4.7 Delegate authority to the Superintendent and define commensurate responsibilities.



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5. Superintendent/Board Relations (Increase Potency)
  - 5.1 Select the Superintendent.
  - 5.2 Provide the Superintendent with clear corporate direction.
  - 5.3 Delegate, in writing, administrative authority and identify responsibility subject to provisions and restrictions in the *School Act* and provincial regulations.
  - 5.4 Annually evaluate the Superintendent in regard to the Superintendent's job description and additional Board direction (e.g. hold the Superintendent accountable for achievements of Strategic Plan) and review compensation.
  - 5.5 Provide for Superintendent succession planning as required.
6. Staff/Board Relationships
  - 6.1 Approve the organizational structure for the conduct of the affairs of the Division.
  - 6.2 Approve role descriptions for all senior level staff positions and employ appropriately qualified persons to fill those positions.
  - 6.3 Approve policies through which appeals related to the conduct of the Division's affairs may be heard.
  - 6.4 Approve an evaluation mechanism for all senior level staff.
7. Political/Advocacy (Increase Influence)
  - 7.1 Develop a yearly plan for advocacy. Consider the focus for such advocacy, key messages and advocacy mechanisms.
  - 7.2 Meet with the local municipal governments, Métis settlements, First Nation governments, advocacy groups and neighboring educational governing authorities as appropriate to achieve political ends.
  - 7.3 Arrange meetings with elected provincial and federal government officials to communicate and garner support for education in the local communities.



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#### 8. Board Development (Increase Capacity)

- 8.1 Annually evaluate Board effectiveness.
- 8.2 Develop a yearly plan for trustee development directed toward increasing knowledge of:
  - 8.2.1 Role
  - 8.2.2 Processes
  - 8.2.3 Issues
- 8.3 Consider the utilization of ASBA, PSBAA and Community Cultural resources.
- 8.4 Time activate the plan.

#### 9. Fiscal

- 9.1 Determine the basis for annual resource allocations.
- 9.2 Approve the budget annually and ensure resources are allocated to achieve desired results.
- 9.3 Receive the audit report and ensure quality indicators are met.
- 9.4 Monitor the fiscal management of the Division.
- 9.5 Devote financial resources to educational purposes and not consider any requests for donations from any community organizations.

Legal Reference: Section 47, 60, 61, 104, 105, 123, School Act – RSA 2000  
Section 12, Northland School Division Act  
Local Authority Elections Act  
Alberta Education Policy 2.1.1 – School Authority Accountability