

School District 50: Haida Gwaii/Queen Charlotte

Policy Subject: GOVERNANCE

Date Passed: November 24, 1998

Date Amended: NA

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Policy No. 2.0

Date Approved: November 24, 1998

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2.1 Role of the Board

Since the citizens of the province are the owners of the BC public school system, and the citizens of Haida Gwaii/Queen Charlotte elect seven individuals as a Board of School Trustees to govern School District No. 50 collectively on their behalf, the Board's prime responsibility shall be to ensure that the school district addresses the expectations of the local community within the legal and financial parameters set by the province.

Consequently, the Board shall:

2.1.1 Govern rather than manage the operations of the school district by interpreting the community's vision and values for education.

2.1.2 Make decisions as a corporate body. Individual trustees have no authority to act for the school district or to direct staff except as outlined in Policy 2.4.

2.1.3 Link with the community to advocate for the education of students and to ensure the system reflects the community's values.

2.1.4 Establish policies which are expressions of the values and perspectives it understands the community holds with respect to particular matters. To avoid being too prescriptive, the Board decides the largest issue in each policy category before

the smaller issues.

2.1.5 Direct and monitor the school district through policies which:

- (a) articulate expected outcomes for the school district's performance;
- (b) set parameters for action;
- (c) establish processes by which the Board will conduct its business;
- (d) describe the Board's relationship with its staff.

2.1.6 Monitor achievement or compliance with policy only against criteria it has previously set, using:

Internal Report: Reports authorized by the Chief Executive Officer.

External Report: Reports from outside individuals or agencies.

Direct Inspection: Direct observation, by the Board, a committee, or individual trustee.

2.1.7 Use the results of monitoring to improve performance by:

- (a) reviewing existing policies;
- (b) revising existing policies;
- (c) formulating new policies.

2.1.8 Create partnerships with other agencies to foster effective and efficient delivery of education and other services to the citizens of the HAIDA GWAI/QUEEN CHARLOTTE.

2.1.9 Carry out other legislated responsibilities.

2.2 Approach to Governance

As the governing body, the Board shall concern itself with vision, strategic leadership, and assuring district operations are educationally sound and economically viable. The Board shall be proactive, progressive, farsighted, respectful of diverse viewpoints, and clear about the roles of the Board and staff.

Consequently, the Board shall:

2.2.1 Focus on expected outcomes for school district's performance and parameters for action not administrative procedures or specific programs.

2.2.2 Inspire, direct and control the organization through the establishment and systematic monitoring of policies.

2.2.3 Be accountable to its ownership for accomplishment of its obligations.

2.2.4 Involve students, parents, staff, and community in monitoring current performance and setting future direction.

2.2.5 Monitor and regularly discuss the Board's own process and performance.

2.2.6 Ensure the quality of its governance capability by training and developing its members.

2.2.7 Identify the information and resources it needs to formulate and monitor policies.

2.3 Code of Conduct

The Board and its members shall operate in an ethical and businesslike manner. This commitment includes proper use of authority, appropriate decorum in group and individual behaviour, and humane, fair and respectful treatment of students, parents, staff and the community.

Consequently, trustees:

2.3.1 May not attempt to exercise individual authority over or to act on behalf of the district except as explicitly set forth in Board policies.

2.3.2 Will recognize that judgments of the Chief Executive Officer are made only by assessing performance and conduct against explicit Board policies through the official process.

2.3.3 Will conduct themselves in a manner that represents the Board in a positive light, taking no private action that will compromise the Board and its decisions.

2.3.4 Will act in a respectful manner towards each other, students, parents, staff, the community and other boards.

2.3.5 Will hold the confidential business of the Board in strictest confidence and shall continue to do so even after retiring from the Board.

2.4 Role of the Chair

The Chair shall protect the integrity of the Board's process, represent the Board to outside parties, and speak for the Board.

Consequently, the Chair:

2.4.1 Enforces the Board's own rules and those legitimately imposed upon the Board from outside the organization.

2.4.2 Restricts meeting agendas and discussions to those issues which, according to Board policy, are clearly in the Board's jurisdiction, not the Chief Executive Officer's.

2.4.3 Keeps deliberation timely, fair, orderly, thorough, efficient, limited to time, and to the point.

2.4.4 Chairs Board meetings with all the commonly accepted powers (e.g. ruling, recognizing).

2.4.5 Makes decisions on behalf of the Board which fall within and are consistent with any reasonable interpretation of Board policies on Governance and Board-Staff Relationship.

2.4.6 Has no individual authority to make decisions beyond policy created by the Board on Aims and Executive Limitations.

2.4.7 Has no authority to supervise or direct the Chief Executive Officer.

2.4.8 May represent the Board to outside parties by stating positions consistent with Board policies, resolutions and bylaws.

2.4.9 Facilitates the Vice-Chair fulfilling the duties of the Chair in the absence of the Chair.

2.5 Role of Committees and Representatives

The Board shall operate as a committee-of-the-whole. When deemed appropriate it may appoint other committees or representatives to help carry out its governance responsibilities only.

Consequently, Board committees and representatives:

2.5.1 Shall not interfere with the wholeness of the Board's job, or with delegation from the Board to the Chief Executive Officer.

2.5.2 Shall not speak or act for the Board except when formally given such authority for specific, time-limited purposes.

2.5.3 Are constituted to help the Board do its job, not to help staff do their jobs. They assist the Board by preparing policy alternatives and implications for Board deliberation.

2.5.4 Shall avoid over-identification with organizational parts rather than the whole. A committee or representative which has helped the Board create policy will not be used to monitor organizational performance on that same subject.

2.5.5 Shall not exercise authority over staff. In keeping with the Board's broader focus, committees and representatives will normally not have direct dealings with current staff operations. The Chief Executive Officer works for the full Board, and is not required to obtain approval of a Board committee or representative before taking executive action.

2.6 Annual Board Agenda

Please see attached PDF for Chart.