

**MOOSE FACTORY ISLAND  
DISTRICT SCHOOL AREA BOARD**

<b>BOARD POLICY NO. GOV-03</b>	
Approved	
Last Revised	
Board Motion	

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**ROLE OF THE CORPORATE BOARD**

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**1. PURPOSE**

This governance policy describes the Moose Factory Island District School Area Board’s major areas of responsibility and supports effective Board decision-making. Together with Board Policy Role of the Supervisory Officer, this policy clarifies the distinction between the Board’s responsibility to govern and the supervisory officer’s executive and administrative duties.

**POLICY: AREAS OF BOARD RESPONSIBILITY**

**ACCOUNTABILITY FOR STUDENT ACHIEVEMENT AND WELL-BEING**

- Make decisions that reflect Moose Factory Island District School Area Board’s focus on student achievement and its philosophy that all students can learn.
- Promote a culture of equity to ensure that an appropriate educational program is available for all students.
- Promote clear, consistent expectations that focus on successful outcomes for all students in the district.
- Approve measures that promote student well-being.

**ACCOUNTABILITY TO THE PROVINCIAL GOVERNMENT**

- Act in accordance with the *Education Act*, Regulations, and other statutory requirements to ensure the implementation of provincial standards and policies.
- Provide advice to the Ministry of Education and the Ontario Public School Boards’ Association, including advice regarding the regional and local implications of new policy recommendations.

**ACCOUNTABILITY TO THE COMMUNITY**

- Make decisions that reflect Moose Factory Island District School Area Board’s vision, mission, values, and strategic directions.
- Make decisions that represent the interests of the Moose Factory Island community.
- Ensure effective stewardship of the Board’s resources.
- Establish processes that provide the School Council and community with opportunities for input appropriate to their role.
- Consult and engage with the staff, parents, students, and supporters of the Board on the Board’s multi-year strategic plan.
- Provide reports that describe district results in accordance with provincial policy.
- Develop processes to receive and hear appeals in accordance with appropriate statutes and Board policy.
- Model a culture that reflects the Board’s Code of Conduct.

**SYSTEM LEADERSHIP**

- Provide overall direction for the district by establishing the Board vision, mission, and values.
- Develop and approve a multi-year plan aimed at achieving the Board's goals.
- Include annual system priorities and expected outcomes in the Board plan.
- Annually approve the Board plan in public session for district distribution.
- Annually use the Board plan to drive the budget process.
- Annually review the Board plan with the supervisory officer.
- Annually evaluate the effectiveness of Moose Factory Island District School Area Board in relation to the Board plan.
- Monitor progress toward the improvement of student achievement and well-being.
- Ensure that reports on implementation of the Board plan are brought to the attention of supporters and employees of the Board.

**POLICY DEVELOPMENT, IMPLEMENTATION, AND REVIEW**

- Develop governance policies that outline how the Board and district will successfully function, and that promote the Board's goals and encourage students to pursue their educational goals.
- Ensure that a purpose statement is developed for all new policies prior to development.
- Approve policy statements that meet the criteria identified by the Board.
- Review Board policies regularly to ensure that they continue to reflect the desired purpose and impact.
- Monitor and evaluate the effectiveness of Board policies, directions, and priorities and the efficiency of the implementation of these policies.
- Hold the supervisory officer responsible for the implementation and review of Board policies.

**SUPERVISORY OFFICER/BOARD RELATIONS**

- Select the supervisory officer.
- Provide the supervisory officer with a clear job description and corporate direction.
- Delegate administrative authority and responsibility to the supervisory officer through Board policy, subject to the provisions and restrictions of the *Education Act* and Regulations.
- Monitor and evaluate the performance of the supervisory officer in meeting his/her duties under the *Act*, including related policies, guidelines, and regulations as well as duties under the multi-year plan and any other duties assigned by the Board.
- Promote the professional growth of the supervisory officer in continuing to provide quality district leadership.
- Ensure ongoing capacity building and succession planning for key positions.
- At least once a year at the supervisory officer's request, provide the supervisory officer with an opportunity to meet alone with the Board in closed session.
- Promote a positive working relationship with the supervisory officer.

**FISCAL RESPONSIBILITY**

- Develop a budget review process to help determine annual resource allocations, using the Board multi-year plan and other provincial and local directions.
- Monitor the adequacy, reliability, and integrity of financial and statistical information and data gathering activities.

- Annually approve the budget to ensure that financial resources are allocated to achieve the desired results.
- Approve as per legislation all capital plans and other planning documents that drive budget decisions.
- Establish an Audit Committee to ensure that the district is compliant with provincial audit regulations and that the district has in place appropriate accountability processes.
- Set parameters for collective bargaining and ratify Memoranda of Agreements with all bargaining units and non-union groups.

**BOARD DEVELOPMENT**

- Conduct a self-assessment of the Board's effectiveness and performance on a regular basis.
- Develop an annual plan for both collective and individual trustee development by increasing knowledge of the trustee role, Board processes, issues, and the Board vision, mission, and values.
- Use the expertise of the supervisory officer and provincial organizations to help develop and support the trustees' professional development plan.
- Seek opportunities to network with other school boards.

**POLITICAL ADVOCACY AND COMMUNICATION**

- Develop and maintain positive and effective relations with officials in the Ministry of Education at central and regional offices, members of provincial parliament, and counterparts in municipal government.
- Advocate for the interests of Moose Factory Island District School Area Board with the Ministry of Education and other provincial and municipal officials as appropriate, and in a way that aligns with the Board's multi-year strategic plan.

**RECOGNITION**

- Develop mechanisms to ensure that Moose Factory Island District School Area Board recognizes students and student achievement.
- Develop mechanisms to ensure that Moose Factory Island District School Area Board recognizes the achievements of the staff, volunteers, and community members.

**REFERENCE DOCUMENTS*****Legal:***

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

***Board:***

Board Governance Policies

Multi-Year Plan: Strategic Directions and Key Priorities