



## Board Roles and Responsibilities

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In keeping with the teachings of the Catholic church, and the authorities and responsibilities set out in the *School Act*, the Organizational Bylaw, Board governance policies, and all other legislation that may be applicable from time to time, the duty of the Board is to represent Catholic electors and advocate for publicly funded Catholic education in a broader context.

In its role as leaders, representatives, and advocates, the Board will concentrate its efforts on the following:

1. providing the link between the Board and the Catholic communities served by the Edmonton Catholic Separate School District No. 7;
2. monitoring legislative changes and advocating, advising and informing the appropriate government ministries about issues pertinent to publicly funded Catholic education;
3. producing, reviewing and monitoring written governing policies which, at the broadest levels, address:
  - a. **Goals:** *measurable and timely organizational directions including strategies and outcomes.*
  - b. **Administrative Responsibilities and Authorities:** *duties, activities, tasks and areas of responsibility assigned to administration and necessary to fulfill the mission and accomplish board and district goals*
  - c. **Governance Process:** *How the Board conceives, executes and monitors its own performance.*
  - d. **Board/District Staff Relationship:** *roles, authorities, responsibilities and accountabilities of district staff, and how those authorities and responsibilities are delegated and monitored.*
4. requiring that the organization's mission statement, vision, values and goals are the focus of organizational performance;
5. defining three-year priorities, and reviewing or revising those priorities annually to reflect district needs. In keeping with these priorities, the Board shall be responsible for:
  - a. hiring the superintendent and evaluating the superintendent's performance;
  - b. approving the annual operating and capital budgets for the district;
  - c. receiving as information the annual audited financial statements;
  - d. approving the Three Year Strategic Education Plan;
  - e. receiving as information the Annual Education Results Report;
  - f. hiring the internal auditor, assisting with the development of the annual work plan and evaluating the internal auditor's work performance;
  - g. appointing the secretary and treasurer and evaluating performance respectively;

Approved: February 18, 1997

Revised: June 15, 1998, May 3, 1999., October 23, 2006

Reference: \_\_\_\_\_