



## Roles and Responsibilities of the Charter Board

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### RATIONALE

Under the *School Act*, the Charter Board is responsible for establishing policies concerning educational and associated services and programs provided by Westmount Charter School.

### POLICY STATEMENT

The Westmount Charter Board is responsible for governing the school by establishing policies that direct the management of the school and hiring a Superintendent who is responsible for implementing the policies of the Charter Board and Alberta Education.

The Charter Board believes that its values should be reflected in the ways in which it meets its responsibilities. Its values include:

- holding the interests of students as paramount;
- communicating openly, honestly and with a corporate voice;
- supporting, encouraging and recognizing the efforts undertaken by its staff;
- improving the governance of the Charter Board through organized learning activities; and
- understanding the impacts on the Charter Board/school of the various constituents

### GUIDING PRINCIPLES

The Westmount Charter Board will:

1. Recruit, employ and review the performance of a superintendent.
2. Ensure the policies of the Charter Board and the practices of the School are consistent with relevant federal and provincial statutes, the Charter, the Society Bylaws and its contractual obligations.
3. Ensure the mission and goals of the School are met and that the philosophy of the School is considered in all matters.
4. Ensure the views of stakeholders are represented in matters concerning the educational and operational goals, plans and directions of Westmount Charter School. The primary strategies the Charter Board will employ when engaging parents, Society members, other governing bodies, and/or staff in its decision-making processes are collaborating, consulting and informing in appropriate contexts.
5. Monitor the general quality of student learning experiences and student achievement.
6. Evaluate the levels of confidence and satisfaction held by parents and Society members in the results achieved by the students of the School.
7. Steward the physical assets of the School.
8. Direct and monitor the finances of the School.
9. Foster a positive and productive culture within the School.
10. To meet its responsibilities, the Charter Board will:

- a. support student learning by speaking with an informed voice on behalf of public gifted education;
- b. support the School by speaking with an informed voice on the charter school movement;
- c. establish a clear sense of vision and mission through consultation in regard to the values and aspirations of stakeholders;
- d. establish Charter Board goals, plans and policies that enable others to meet these common purposes;
- e. support innovation through policy development, resource allocation, building relationships and sustaining initiatives;
- f. assure the equitable distribution of human, material and fiscal resources;
- g. monitor the implementation of its policies, goals and plans;
- h. ensure that appropriate systems of evaluation and reporting exist;
- i. monitor, evaluate and report on its own performance; and
- j. maintain a Charter Board Member Handbook that describes the operational practices and procedures of the Charter Board and shall serve as a resource to facilitate the smooth operation of a policy governance board.

**Legal Reference:** *School Act*, Part 3, Division 2  
**Cross Reference:** Charter Agreement, section 5(3)  
Society Bylaws, Article 5  
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