

DATE: December 13, 2011

TO: Board of Trustees

FROM: Trustee Ken Shipka, Chair, Board and Superintendent Evaluation Committee
Trustee Catherine Ripley, Board and Superintendent Evaluation Committee
Trustee Christopher Spencer, Board and Superintendent Evaluation Committee

SUBJECT: Board Self-Evaluation 2010-2011

ORIGINATOR: Tash Taylor, Director, Executive and Board Relations

RESOURCE STAFF: Tash Taylor

REFERENCE: [Board Evaluation Committee Terms of Reference](#)

ISSUE

The Board annually provides a summary report of the Board's self-evaluation survey results to the public.

BACKGROUND

Each year the Board conducts a self-evaluation to assess its performance in respect to the Board's role and responsibilities. The Board undertook its self-evaluation in June 2011 to help guide its work for the following year.

In the survey, Trustees were asked to each rate the Board's overall effectiveness on a four-point scale, to comment on reasons for their selection, identify what the Board is doing well, and where the Board could improve. Each Trustee was also asked to identify an area of overall priority for improvement. The results of the individual responses were compiled and provided to the Board for discussion at the Trustees' annual planning retreat in August 2011.

CURRENT SITUATION

All Trustees completed the survey and a summary of results is being reported to the public as part of the Board's annual accountability practices.

KEY POINTS

Overall, the majority of Trustees indicated that the Board is effective or very effective in 12 out of 14 questions.

- All Trustees (100 per cent) indicated that the Board is effective or very effective for the following questions:
 - Setting priorities and policies to provide leadership and overall direction for the District;
 - Providing clear direction to the Superintendent;
 - Listening to staff, honouring their contributions and supporting their opportunities for collaboration, growth and professional development.
- For areas of improvement, the majority indicated that the Board is ineffective in terms of monitoring the implementation of policies. The Board discussed that further action may be required in the near future.

- A majority also indicated that the Board is ineffective in terms of evaluating results achieved in the District. As a result, additional progress reports have been requested from the Administration for the 2011-2012 year.
- Multiple comments were related to improvements needed in accountability and measurement.
- A common theme emerged relating to further training wanted on policy development. A professional development session was delivered by an external consultant on October 18, 2011.

ATTACHMENTS & APPENDICES

APPENDIX I Committee Terms of Reference

APPENDIX II 2010-2011 Year in Review

TT:ee

COMMITTEE TERMS OF REFERENCE

Board and Superintendent of Schools Evaluations Committee**Purpose**

The Board and Superintendent of Schools Evaluations Committee consists of three Trustees who are responsible for assisting the Board of Trustees to conduct:

- an annual Board self-evaluation for continued Board development and improved Board performance with respect to the Board's role and responsibilities.
- an annual evaluation of the Superintendent of Schools in accordance with Board Policy [GGB.BP](#) - Evaluation of Superintendent of Schools and the review and or renewal of the Superintendent of Schools Contract in accordance with the *School Act*.

The Board Evaluation

The Committee will:

- recommend a plan to Conference Committee for the annual evaluation of the Board of Trustees in keeping with the terms of reference for the Board self-evaluation.
- develop and recommend to Conference Committee a proposed Board result statement based on an analysis of the Board's self-evaluation.
- present the Board evaluation result statement on behalf of the Conference Committee to public Board for approval.
- In the 3rd year of a term, assist in the creation of a summary document of the Board's results and work still to be accomplished to aid in the transition for the next Board.

Terms of Reference

The Board shall undertake an annual Board evaluation for the purpose of Board development and to model its policy of system-wide evaluation as a means of continuous improvement.

The Board Evaluation process should:

- assist the Board in identifying Board strengths and areas for improvement, and common beliefs and values amongst Trustees.
- provide an opportunity for Trustees to reflect on how they work collectively and as individuals with respect to the Board's mandate and role and responsibilities.
- provide an opportunity for Trustees to discuss the Board Evaluation results in the context of Board development, and
- provide an opportunity to recognize the Board's accomplishments.

The Board Evaluation instrument should:

- be brief; it should not take more than one hour for completion by each Trustee.
- be specific to the Board of Trustees of Edmonton Public Schools.
- measure Board performance with respect to the mission statement, the roles and responsibilities of the Board, the principles of operation of the Board, the district priorities and the Board strategic plan.
- measure Board performance in both quantitative and qualitative terms.
- lend itself to ease of aggregating results.
- provide a basis of comparison of Board performance from year to year over the Board's three-year term.

The Superintendent of Schools Evaluation

The Committee shall be responsible for initiating a review and or renewal process for the Superintendent of Schools contract of employment no later than September of the school year the contract is due to expire.

Terms of Reference

(The following is taken from Board Policy [GGB.BP](#) - Evaluation of Superintendent of Schools)

1. a. The evaluation of the Superintendent of Schools committee shall be responsible for:
 - i. recommending the evaluation process to be used to Conference Committee;
 - ii. overseeing the approved evaluation process; and
 - iii. reporting the evaluation results to the Conference Committee.
- b. The chair of the Trustee subcommittee shall report the results of the evaluation to Board at a public board meeting.
2. The evaluation process shall provide the Superintendent of Schools with an opportunity to:
 - a. review all information used in the evaluation;
 - b. discuss the evaluation report with the Trustee subcommittee;
 - c. include a response to the evaluation in the report to Conference Committee; and
 - d. discuss the evaluation report with the Conference Committee.
3. Notwithstanding 1.a. iii. and 2.a. above, if the evaluation process calls for individual Trustee evaluations of the Superintendent of Schools, the individual evaluations shall be compiled and summarized for reporting purposes by the administrator assigned to assist the committee and destroyed once the Superintendent of Schools has an opportunity to review them.
4. The Superintendent of Schools shall be provided a copy of the evaluation report submitted to Conference Committee and the final evaluation report to Board.
5. The Conference Committee evaluation report and Board evaluation report shall be filed in the Board corporate records. The records shall be accessible to the Superintendent of Schools, a Board Trustee for that evaluation period, or as directed by motion of the Conference Committee.



EDMONTON PUBLIC SCHOOLS

The Board of Trustees is pleased to introduce a new vision, mission and set of priorities for Edmonton Public Schools that focuses on high school completion, citizenship, equity, creativity, and student and staff health and well-being.

VISION

All students will learn to their full potential and develop the ability, passion and imagination to pursue their dreams and contribute to their community.

MISSION

We work with families and community partners to provide safe, caring, healthy, diverse, inclusive and equitable learning experiences that engage students to achieve their full potential in an increasingly interdependent world.

2011-2014

DISTRICT PRIORITIES

- Provide supports and programs that will enable all students to complete high school.
- Deepen students' understanding of equity and empathy as key citizenship traits.
- Ensure all students and their families are welcomed, respected, accepted and supported in every school.
- Promote health and wellness for all students and staff.
- Listen to staff, honour their contributions, and support their opportunities for collaboration, growth and professional development.



Board of Trustees

2010 - 2011 HIGHLIGHTS

The previous school year was a productive one for Edmonton Public Schools' Board of Trustees. Trustees focused on engaging with Edmonton communities and ensuring all students have a safe and caring learning environment.

- Developed the new District vision, mission and set of priorities
- Introduced live webcasting of public board meetings (www.livestream.com/edmontonpublicschools)
- Imposed a two-year moratorium on school closures and initiated the formation of a School Closure Moratorium Committee to explore ways to keep schools open
- Created a Special Needs Task Force that provided recommendations to promote an inclusive learning environment for students with special needs
- Participated in the Mayor's Task Force on Community Sustainability
- First Board in Prairies to approve the development of a board policy on sexual orientation and gender identity to ensure a welcoming environment for all students and staff
- Established an Anti-Bullying Advisory Committee that provided recommendations to prevent bullying
- Re-prioritized capital plan to place a high priority on modernizing existing schools
- Continued work with all orders of government and other partners to advocate for adequate, predictable and sustainable funding for education



September 2011 – B12-0001

Visit the Board of Trustees' section on the district website at www.epsb.ca to learn more about the work we are doing in public education on behalf of our constituents.