



## BOARD OF TRUSTEES' GUIDING PRINCIPLES TO ASSURANCE

Evergreen Catholic School Board of Trustees main responsibility is to provide its students and families with an education system organized and operated in our stakeholders' best interests. For the board to be effective and successful in its commitment to improving and increasing its engagement opportunities we need to plan our work for the coming year. These guiding principles to assurance will assist in yearly planning focusing on the four priority areas identified by the division.

### 1. ROOTED IN OUR FAITH

Ever Living in Christ: We openly celebrate our common bond of faith in God and we educate in an atmosphere of faith, hope, and love to prepare our students to live as compassionate, confident, and contributing citizens.

#### 1.1 Engage annually with:

1.1.1 Bishops of the diocese of Edmonton and the diocese of St. Paul.

1.1.1.1 Bishop's Assurance Plan.

1.1.2 All Parish priests in our division and the board.

#### 1.2 Engagements with:

1.2.1 Religious Education Coordinator.

1.2.2 Division Chaplain.

1.2.3 GrACE (Grateful Advocates for Catholic Education), participate with the committee to celebrate the good news of Catholic education.

1.2.4 Engage with Knights of Columbus, Catholic Women's League (CWL), and other church groups within our parishes.

#### 1.3 Trustee faith formation learning opportunities:

1.3.1 Attend ACSTA:

1.3.1.1 Annual General Meetings

1.3.1.1.1 In preparation review resolutions, bylaws and policies distributed.

1.3.1.2 Blueprints Conference.

1.3.1.3 Professional development, as offered.



1.3.2 Attend CCSTA's Annual Conference.

1.3.3 Attend GrACE Summit.

1.3.4 Catholic Stewardship committee.

1.3.4.1 Five Marks of an Excellent Catholic Leader.

1.3.4.2 Faith formation at Caucus meetings.

1.4 Support division social justice initiatives.

1.4.1 Such as Mary's Meals, Toonies for Tuition, Catholic Social Services.

1.5 Attend Catholic Education Sunday and support Catholic Education Week.

1.6 Attend school masses and sacramental celebrations.

## 2. CULTIVATE LEARNING

Ever Learning in Christ: Students will gain knowledge and skills to form the foundations for successful and fulfilling lives and make meaningful contributions to their communities and the world.

2.1 Finance/Audit Committee

2.1.1 Schedule auditor to review report and management letter.

2.1.2 Receive and review annual school assurance budget presentations.

2.2 Receive and/or Review:

2.2.1 Provincial Achievement Test (PAT) report.

2.2.2 Achievement and Diploma exam reports.

2.2.3 Alberta Education and ECSSD satisfaction surveys.

2.2.4 Superintendent Leader Quality Standards (SLQS).

2.2.4.1 Schedule review as per contract.

2.3 Approve:

2.3.1 Annual education report (AERR).

2.3.2 Four-year Assurance Plan.

2.3.3 Approve audited financial statements as presented.



### 2.4 Engagement with:

2.4.1 Director of Facilities and Technology.

2.4.2 Network Manager.

2.4.2.1 Trustee technology learning opportunities.

2.4.3 Director of Student Services.

### 2.5 Nominate association-sponsored awards and attend presentations.

### 2.6 School opportunities:

2.6.1 Formation of New Teacher board introduction (in-person, video/slide presentation, letter, etc.).

2.6.2 School staff Board introduction (video/slide presentation, letter/email, etc.).

2.6.3 Upon invitation, attend school events such as meet the teacher, sport events, assemblies, farewells, graduations, etc.

2.6.4 Attend scheduled Superintendent school visits twice per year in Fall/Spring.

2.7 Create message, and presentation of Staff Recognition Awards, as per Policy 8, Appendix B – Staff Recognition.

2.8 Create graduate message from the board.

## 3. **GROW COMMUNITY**

Beliefs: In Evergreen Catholic Schools, we believe that collaboration among home, school, and parish is essential for comprehensive Catholic education, with parents as the primary educators responsible for their child's development and faith formation.

3.1 Schedule bi-annual meetings separately with each of the following school boards that we share communities with:

3.1.1 Grande Yellowhead School Division, Hinton.

3.1.2 Parkland School Division, Spruce Grove, Stony Plain.

3.1.3 Pembina Hills School Division, Westlock.

3.1.4 Black Gold School Division, Devon.

3.2 Engagement with other Catholic school boards that are outside our community boundaries.



- 3.3 Schedule meetings with Council of Councils.
- 3.4 Engage annually with the 5 MLAs.
- 3.5 The board meets with the Education Minister as required.
- 3.6 Schedule semi-annual Teacher Board Advisory Committee (TBAC) meetings with local #44 as per policy 8 appendix A.
- 3.7 Invite ATA local (president/representative) to attend monthly board meetings.
- 3.8 Upon invitation, attend ATA Luncheon at teacher convention.
- 3.9 Upon invitation, attend ATA teacher induction and retirement.
- 3.10 Attend monthly ACSTA and ASBA Zone 2/3 meetings.
- 3.11 Attend ASBA FGM and SGM (Spring General Meeting).
  - 3.11.1 In preparation review resolutions, bylaws, and policies as distributed.
- 3.12 In provincial election years attend party platform PD as offered by associations and/or board review of party platform as it relates to education.
- 3.13 Throne Speech.

#### 4. **NURTURE WELL-BEING**

Ever Growing in Christ: Students will explore life opportunities that develop their unique talents and potential, provide a sense of purpose and belonging, and affirm the dignity of work. They will become life-long learners, who will cultivate the virtues of wisdom, courage, self-control, justice, charity, and hope.

- 4.1 Invitation for board briefing to the following school supports:
  - 4.1.1 Student Services.
  - 4.1.2 Indigenous Education.
  - 4.1.3 Faith Support Services.
  - 4.1.4 Facilities and Technology.
- 4.2 Attend the Following:
  - 4.2.1 VTRA AGM.



4.2.2 Division-Wide Wellness Activities.

4.2.3 Indigenous Learning Activities.

4.3 Attend Board retreat.

4.4 Spiritual Wellness:

4.4.1 Attend Faith Development Day and Year-End Awards/Mass.

4.4.2 Spiritual Wellness provided at Caucus meetings by the Catholic Stewardship Committee.