

Red River Valley School Division BOARD POLICY - INTRODUCTION



The Red River Valley School Division is a corporate body established by the Government of Manitoba under *The Public Schools Act* (PSA) to deliver appropriate public education for all students who reside in or are otherwise the responsibility of the division. The division is comprised of 7 wards with 7 elected Trustees.

The Red River Valley School Board (Board) as a unified body encourages and strengthens the division in its goal of student achievement and success. The primary activity of the Board is governance.

The Board is elected to represent the public with regard to education and does so primarily through governance policies. Governance policies are principles adopted by the Board and provide clear direction for the achievement of division priorities. These policies serve as a course of action for the daily activities of the division.

The Superintendent/CEO (CEO) reports directly to the Board and is responsible for the day to day operations of the division and the execution of Board policies. Senior Administration includes the CEO, the Assistant Superintendent and the Secretary-Treasurer.

Division governance is aligned with the Efficient and Effective Governance (E2G) model, and the process for implementation of the model, as developed by the *Manitoba School Boards Association*. The E2G model includes the following areas:

- Government legislated requirements within the PSA and other legislation as cited below;
- By-laws which outline the governing and operational rules for the Board itself;
- Board governance policies and procedures which arise from the Board's values and are "personal" to the Board and the community it serves;
- Administrative procedures which provide the practical measures for carrying out the direction from the Board.

By-laws and governance policies are the responsibility of the Board. Authority for administrative procedures is delegated by the Board to the CEO.

The content of this governance manual is based on the foundation statements which are outlined in *Policy #1 Foundation Statements*. Areas under the authority of the Board, the CEO with Board approval and the CEO are summarized in *Policy #11 Decision Making Matrix*.

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The Board establishes vision priorities and operational work plans are developed by the CEO. The process for developing priorities is described in *Policy #4 Strategic Planning*. Under this governance model, the Board can focus on the larger and more complex priorities and rely on the CEO to address daily operational issues. The Board governance policies are supplemented by Board by-laws and procedures. Administrative procedures are written documents by which the CEO delegates authority and directs the operations of the division and staff. This approach reinforces the distinction between the governance responsibility of the Board and the administrative duties of the CEO.

This manual is organized as follows :

- Policy #1 Foundation Statements
- Policy #2 Board Governance Model
- Policy #3 Role of the Board
- Policy #4 Strategic Planning
- Policy #5 Board Operations
- Policy #6 Trustee Code of Conduct
- Policy #7 Trustee Conflict of Interest
- Policy #8 Policy Development System
- Policy #9 Board and Superintendent/CEO Relationship
- Policy #10 Board Development and Evaluation
- Policy #11 Decision Making Matrix
- Policy #12 Learning Environment, Programs and Services
- Policy #13 Safe and Respectful Schools
- Policy #14 Community Engagement
- Policy #15 Succession Planning
- Policy #16 Fiscal Management
- Policy #17 Audits
- Policy #18 Assets
- Policy #19 Contingency Planning
- Policy #20 Transportation
- Policy #21 Hutterian Colony School Support

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Legislation

The Red River Valley School Division policies and procedures reflect requirements of federal, provincial and local legislation, including but not limited to:

Federal:

- *The Canadian Charter of Rights and Freedoms;*
- *Criminal Code;*
- *Youth Criminal Justice Act;*
- *Canadian Human Rights Act;*
- *Constitution Act.*

Provincial:

- *The Public Schools Act;*
- *The Education Administration Act;*
- *The Safe Schools Charter;*
- *The Workplace Safety and Health Act;*
- *The Human Rights Code;*
- *The Child and Family Services Act;*
- *The Appropriate Educational Programming Regulation;*
- *Standards for Appropriate Educational Programming in Manitoba;*
- *The Freedom of Information and Protection of Privacy Act (FIPPA);*
- *The Personal Health Information Act (PHIA);*
- *The Accessibility for Manitobans Act;*
- *The Government of Manitoba General Manual of Administration (GMA).*

Organizational Structure

The division organizational/reporting chart follows in Appendix 1.

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- Report to the Superintendent / CEO
 - Report to the Assistant Superintendent
 - Report to the Secretary-Treasurer
 - Report to the Student Services Administrator
 - Report to the Transportation Supervisor
 - Report to the School Administrators
 - Reports to the Human Resources Officer
 - Report to the Maintenance Supervisor
- ** Head Custodians also report to School Administrators**

