



## Board Self-Evaluation Tool

Origin: DG Evans, VST Consultancy, December 2006

Modification Date: Oct 2016

### Individual Survey Evaluation of Board Performance

#### Reminder ...

Key Duties of a Board of Directors	Key Functions of a Policy Governance Board
<p><u>Purpose</u> To establish and understand the organization's purpose or mission</p> <p><u>Continuity</u> To provide continuity for the management and the implementation of the organization's affairs</p> <p><u>Progress</u> To set the rate of progress that the organization takes in reaching its mission</p> <p><u>Identity</u> To secure community support and appreciation for the organization's goals, vision, mission, and long-term direction</p> <p><u>Integrity</u> To ensure the organization fulfills its legal and ethical obligations</p>	<p><u>Listen</u> To identify the legal and moral "ownership" of the organization and exercise proactive accountability toward them</p> <p><u>Hire</u> To recruit and supervise a Principal to ensure optimal achievement of the purpose and goals of the organization</p> <p><u>Govern</u> To create and review policies, monitor their implementation, and promote its own diversity and ability to learn</p> <p><u>Focus</u> To attend to the mission and the long-term strategic direction of the organization</p>

#### Reminder ...

The Board of Governors will govern with an emphasis on:

1. outward vision rather than internal preoccupation;
2. encouragement of diversity in viewpoints;
3. strategic leadership more than administrative detail;
4. clear distinction of Board and Management roles;
5. future rather than past or present;
6. proactivity rather than reactivity.

The questionnaire will be completed annually, and the results tabulated and compared year on year to assist in identifying areas of strength and weakness in Board functioning and effectiveness.

<u>Rating scale</u>		
1 is in full <b>disagreement</b>	3 is <b>neutral</b>	5 is in full <b>agreement</b>

**A. Assessing the success of the system of allocating Board work.**

1. The allocation system has functioned very well over the past year.  
1   2   3   4   5
2. I understood which tasks were allocated to me.  
1   2   3   4   5
3. I understood what I had to do on the tasks assigned to me (either right away or after I started working on them).  
1   2   3   4   5
4. I have made satisfactory progress on my assigned tasks.  
1   2   3   4   5
5. On the assigned tasks that have involved more than one Board member, we were able to work effectively together.  
1   2   3   4   5

**Open question:**

What would improve the individual allocation of work for next year?

<b>1 is in full disagreement</b>	<u>Rating scale</u> <b>3 is neutral</b>	<b>5 is in full agreement</b>
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**B. Assessing the functioning of the Board as a whole.**

1. The Board meetings have been very effective.  
1 2 3 4 5
2. Support materials have been helpful.  
1 2 3 4 5
3. I am able to participate fully in the decision-making processes of the Board.  
1 2 3 4 5
4. I come to the meeting well prepared.  
1 2 3 4 5
5. Board members are able to disagree with each other in respectful way.  
1 2 3 4 5
6. I understand the roles and responsibilities of the Board.  
1 2 3 4 5
7. The size of the board is adequate and functional.  
1 2 3 4 5
8. My expectations of my role and contribution as a Board member have been met.  
1 2 3 4 5
9. I enjoy serving on the Board.  
1 2 3 4 5
10. The Board has functioned very well in its responsibility to the Owners over the past year.  
1 2 3 4 5
11. The Board has functioned very well in its responsibility to the School community.  
1 2 3 4 5

**Open Questions:**

What aspect/experience as a Board member has been the biggest highlight for you during this past year?

What has been your biggest frustration/disappointment?

Please make suggestions for the improvement of Board functioning, both in the short term and in the long run.

<p><b>1 is in full disagreement</b></p>	<p><u>Rating scale</u></p> <p><b>3 is neutral</b></p>	<p><b>5 is in full agreement</b></p>
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**C. Assessing the performance of the Board against its key functions.**

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1. The Board has kept on track with the tasks set out in the Perpetual Calendar.  
 1   2   3   4   5
2. The Board has been effective in monitoring the implementation of policy.  
 1   2   3   4   5
3. The Board has been effective in creating policy.  
 1   2   3   4   5
4. The Board has been effective in reviewing policy.  
 1   2   3   4   5
5. The Board has established and maintained an effective partnership with the Principal.  
 1   2   3   4   5
6. The Board has been effective in listening to the Ownership.  
 1   2   3   4   5
7. The Board has made an appropriate contribution to the School’s progress.  
 1   2   3   4   5
8. The School is on track to achieve the Strategic Plan.  
 1   2   3   4   5
9. The Board is on track to complete its mandate over the past year.  
 1   2   3   4   5

**Open Question:**

What were major accomplishments and short-comings of the Board during this past year in terms of fulfilling the Mission of the School?

<p>Accomplishments</p>	<p>Short-comings</p>
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<b>1 is in full disagreement</b>	<u>Rating scale</u> <b>3 is neutral</b>	<b>5 is in full agreement</b>
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**D. Assessing the functioning of Board Committees.**

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1. Committee meetings have been very effective.

1 2 3 4 5

2. I wish to remain on the committee with which I am currently serving

1 2 3 4 5

Comments:

**Committee Membership 2016:**

**Audit & Finance**

Jim Simpson - Chair  
Michael Francis  
Judy Hager  
Richard Topping  
Shari Coltart - CFO

**Nominations & Governance**

Logan McMenamie - Chair  
Rod Thomson  
Meredith Hannen

**Vision & Strategy**

Richard Topping - Chair  
Cheryl Jourdain  
John Pentland  
Anne Privett  
Bob Paul

**Principal's Appraisal**

Jim Simpson - Chair  
Michael Francis

**Native Ministries Consortium**

Heather Clarke  
Cheryl Jourdain

**VST / St. Andrew's Hall Joint Working Group**

Bob Paul, Rod Thomson - SAH  
Michael Francis, Richard Topping - VST