

GOVERNANCE CULTURE**GC-3E(3): The Calgary Board of Education Ward Boundary Review****Monitoring Method: Board Self-assessment****Monitoring Frequency: Annual**

The Board of Trustees of The Calgary Board of Education (Board) purpose is to represent, lead and serve the organization's owners, the citizens of Calgary. The Board holds itself accountable to the owners by committing to act in the best interest of The Calgary Board of Education (CBE) and by ensuring that all Board and organization action is consistent with law and the Board's policies.

Pursuant to the *Education Act*, the Board of Trustees is authorized to establish ward boundaries for the purpose of trustee elections and in support of Board structure to carry out its work.

Definitions

Ward: is a geographic area determined by a school division for election purposes, based on population.

Guidelines and Procedures

1. **Criteria:** When establishing electoral ward boundaries, the Board of Trustees may consider the following, including but not limited to:
 - a. **Alignment with the City of Calgary:** The Calgary Board of Education trustee ward boundary review is to align trustee wards with the City of Calgary municipal wards save and except lands within the City of Calgary boundary that have not yet been annexed to The Calgary Board of Education jurisdictional boundary.
 - b. **Communities of Interest:** wherever possible, all efforts will be made to ensure communities of common interest or with shared geographic interest are kept within the same ward.
 - c. **Geographical Features:** wherever possible, ward boundaries will be readily identifiable to the public by using both natural and human-made geographical features including significant topography and major highways.
 - d. **Least Number of Changes:** to provide stability in elected representation, ward boundary proposals should include the fewest changes possible to achieve the desired results.
 - e. **Contiguous Wards:** all portions of a ward are physically connected insofar as possible.



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- f. Financial: it is incumbent upon all public sector organizations to ensure that available financial resources are distributed and used in the most efficient and effective manner possible, proportional to the population of the school division.

2. Responsibilities:**a. The Board will:**

- i) advise Administration of any recommendations or changes that are desired to the ward boundaries;
- ii) direct Administration to conduct a ward boundary review and prepare boundary proposals for the Board's consideration;
- iii) decide on the manner in which the ward boundary review will be conducted;
- iv) provide direction on the proposals and recommendations presented by Administration;
- v) decide upon and adopt any changes to the ward boundaries by passing the required bylaw no later than December in the year prior to a general school authority election.

b. Administration will:

- i) work closely with internal and external stakeholders to understand the impact of any changes to the ward boundaries;
- ii) present to the Board the ward boundary proposals;
- iii) bring forward a bylaw to the Board to adopt the ward boundary changes; and
- iv) implement the approved ward boundaries.

Approved: November 10, 2020