



POLICY

Policy Area: Governance	Subject: Self- Assessment
Title of Policy: Board Self-Assessment	Policy Number: 1.1.1.1
Approved Date: August 11, 2020	
Effective Date: November 24, 2020	Revision Date:
<p>1. Rationale or background to policy</p> <p>1.1. The Board of Directors is committed to attaining its mission and mandate.</p> <p>1.2. Self-assessment can improve performance and accountability.</p> <p>1.3. Regular self-assessment is an ongoing practice of effective boards.</p> <p>1.4. Self-assessment is meant to assess the performance of the Board of Directors as a whole and not individual board members.</p> <p>2. Policy Statement:</p> <p>2.1. Self-assessment will be undertaken periodically by the Board of Directors as part of its role, with the goal of increasing accountability and improving performance.</p> <p>2.2. A predetermined process for assessment strengthens the governance function and builds credibility for the Board.</p> <p>2.3. The following principles will underlie the evaluation process:</p> <ul style="list-style-type: none"> ● A learning organization or a professional learning community is focused on the improvement of practice. ● An evidence-based approach provides objectivity to supplement subjectivity. ● Self-assessment should be constructive. It should be positive and helpful, assessing both the strengths and needs of the board of directors (BOD). It should provide a systematic process by which the directors can improve their performance. ● The self-assessment process should include the establishment of goals and strategies for improving performance. ● Formal self-assessment should occur periodically at a scheduled time and place. ● Each director should complete the self-assessment independently. Then the board as a whole should meet to compare and discuss overall results. ● The board of directors should self-assess its work as a whole, not as individual members. 	

3. Procedure:

- 3.1. The Board of Directors will participate in a self-assessment process.
- 3.2. The Board self-assessment process shall consist of an on-line questionnaire(s), (See Samples in Appendix 5.1.1; 5.1.2; 5.2) based on the role the Board has defined for itself in policy and/or in the Strategic Plan, completed anonymously by each member of the Board of Directors, both voting and non-voting, including:
 - Assessment on how well the board has performed each element of its role;
 - How well the Board has worked with the CSBA Executive Director; and
 - How well the Board is accomplishing its Strategic Plan.
- 3.3. The President shall be responsible for posting the questionnaires, setting a deadline for responses, generating the results, and sharing them with the Board of Directors.
- 3.4. The results shall be discussed at a meeting of the Board of Directors.
- 3.5. The Board of Directors may take action based on the results, including professional development of the Board.
- 3.6. At a meeting of the Board of Directors, the Board shall receive a high level summary report prepared by the President or their designate, such that there is a record that the process was completed.
- 3.7. The self-assessment shall be posted within 2 weeks of the winter meeting. The deadline for completion will be such that the results can be discussed and a report received at the Spring meeting.
- 3.8. The self-assessment tool shall be as approved by the Board of Directors and shall form part of this policy