



St. Mary's Academy Board - Overview

Incorporated in the Province of Manitoba in December 1979, **St. Mary's Academy Inc.** is governed by a **Board of Directors** whose members may include parents, past parents, alumnae, friends of the Academy, and the Sisters of the Holy Names of Jesus and Mary.

The Board of Directors of St. Mary's Academy Inc. and the Board of Directors of St. Mary's Academy Foundation Inc. provide vision, leadership, effective governance, and responsible stewardship.

Board Appointments

The Members (the Sisters of the Holy Names of Jesus and Mary) shall appoint the Directors from time to time from those nominated by the Board of Directors, and the Members (the Sisters of the Holy Names of Jesus and Mary) may also directly elect Directors. Directors are appointed for an initial three (3) year term. Directors may be appointed for a second 3 year term. In special circumstances a director may serve a third term for a specified time. The By-Laws state the process for removal and vacancies.

The Nominating and Governance Committee of the Board will recruit board members based on their selection matrix. The Nominating and Governance Committee reviews the Corporation's strategic direction for the upcoming year and identifies the specific competencies of the Board currently serving on the Board, as well as those specific competencies needed on the Board. A skills matrix is maintained by the Nominating and Governance Committee to determine gaps and assist with the Board Nomination Process. Certain skills may be deemed as priority skills.

Professional Competencies

Specific competencies and experience considered by the Nomination and Governance Committee include:

- Finance/Accounting;
- Legal affairs
- Management (business, corporate);
- Human resources and labour management;
- Education and education policy;
- Planning (strategic, project);
- Risk management;
- Marketing/Communications
- Fundraising;
- Technology
- Buildings & Grounds (Engineering/Architecture/facility mgmt, construction, Heritage Building Preservation)
- Catholic Teaching, Charism (SNJM) (theology, ethics, law)

Personal Competencies/Attributes

- Commitment to the vision, mission and values of the organization;
- The ability to "think strategically" and to focus on the larger issues;
- The ability to be objective and to act in the best interest of the school;
- Ability to work as a member of a team;
- Willingness to participate in Board orientation and continuing education;
- Respect for the view of others;
- Recognition of the time commitment and the willingness to devote the time and energy necessary to perform the role of board
- Know the school & hold a positive view of school;
- Enthusiastic about serving on the Board; and Integrity

Experience

- Governance/Board membership/Non-Profit board
- Understanding the strategic and policy role of the Board;
- Understanding of the difference between the role of management and governance.
- Understand fundraising responsibility of Board, Donors - Annual Giving, Capital Campaign
- Leadership
- Ability to provide leadership to the development of the organization; Ability to chair a committee or sit on the executive
- Strategic Alliances
- Ability to build relationships, promote and support activities that result in value/impact for SMA

Board Composition

The current By-Laws state the Board of Directors shall consist of no less than 5 and no greater than 20 Board Directors, of which 50% of Board Directors shall form a quorum.

The Nominating & Governance Committee will strive for balance on the Board in the following areas:

- Balance between male & female
- Balance between Catholic and other faith traditions
- Majority are practicing Catholics with an understanding & commitment to Catholic education
- Non-Catholics - commitment to faith-based education
- Target - current parents on the board not to exceed 60%
- The President of the Academy is an ex-officio member
- No staff (other than the President of the Academy)
- One from Alumnae Board
- One from Parents' Guild
- One Sister of the Holy Names of Jesus and Mary
- Staff members may be invited by the President to attend board meetings to provide information and support – e.g. Controller, Principal

Interested in serving on the St. Mary's Academy Inc. Board:

If you are interesting in serving on the St. Mary's Academy Board, we encourage you to send your resume along with a cover letter indicating your interest to:

Attention: Chair of the Nominating & Governance Committee
St. Mary's Academy Inc. c/o of the President at cyuny@smamb.ca
by mid-March each year. The Nominating & Governance Committee will follow-up with those interested on an annual basis. St. Mary's Academy appreciates the passion and dedication of all those who contribute their time and expertise.