



B O A R D
MEMORANDUM

Date: March 23, 2022
To: Board of Trustees
From: Shawna Walter, Acting Superintendent
Originator(s): Lisa Lacroix, Associate Superintendent, Human Resources
Subject: Policy 701 – Board Delegation of Authority

Purpose:

For approval. Motion required.

Motion:

- a) That the Board of Trustees approve Policy 701 – *Board Delegation of Authority* as presented at the March 23, 2022, Public Board meeting.

Background:

During the 2018-2019 school year, the Division completed a comprehensive Board Policy Review. The Education Committee (Policy Committee) had oversight of the review process, which saw 129 policies and 14 Board Regulations condensed to 43 policies. A Policy Tracker was created to schedule a regular review of all policies under the responsible administrator.

Administration has created a new Policy 701 – *Board Delegation of Authority* to clearly identify the duties delegated to the Superintendent.

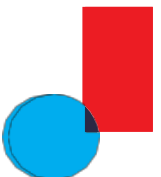
The Policy Committee reviewed Policy 701 – *Board Delegation of Authority* at their March 9, 2022, committee meeting and have recommended it come to the Public Board meeting for approval.

Administration is prepared to respond to questions at the March 23, 2022, Public Board meeting.

Sincerely,

Shawna Walter, M.Ed
Acting Superintendent

Attachment





Board Delegation of Authority DRAFT

EFFECTIVE:

REVISED:

REVIEW: 2023-2024

1.0 POLICY

The Superintendent is the Chief Executive Officer of the Board and the Chief Education Officer of the Division and is accountable to the Board of Trustees for the conduct and operations of the Division. All authority delegated to the staff of the Division is delegated through the Superintendent.

The Superintendent plays a critical collaborative role in supporting the leadership of the Board by advising, informing, and supporting the Board by recommending actions to address current and emerging issues in alignment with the mission, vision, and value statements of the Division

DELEGATION

- 1.1 In accordance with Section 52(1) of the *Education Act*, the Board authorizes the Superintendent of Schools to do any act, or thing, or exercise any power that the Board, may or is required to do or exercise, except those matters which, in accordance with Section 52(4) of the *Education Act*, cannot be delegated.
- 1.2 In accordance with Section 52(5)(a) of the *Education Act*, the Board delegates authority to the Superintendent of Schools to suspend the services of a teacher under Sections 213(1) and (2) of the *Education Act*.
- 1.3 In accordance with Section 52(5)(b) of the *Education Act*, the Board delegates authority to the Superintendent of Schools to terminate the services of a teacher.
- 1.4 With respect to Section 52(5)(a) and Section 52(5)(b), the Superintendent will:
 - 1.4.1 advise the Board of Trustees forthwith in writing of any suspension
 - 1.4.2 advise the affected teacher forthwith in writing of the reasons for the suspension and
 - 1.4.3 forward a copy of the suspension together with a written statement of facts alleged to the Minister.
- 1.5 A decision of the Superintendent of Schools to suspend or terminate the services of a teacher is not appealable to the Board.
- 1.6 Pursuant to Section 95 of the *Freedom of Information and Protection of Privacy Act*, the Board designates the Superintendent as head of the Division for the purposes of the *Freedom of Information and Protection of Privacy Act*.
- 1.7 Notwithstanding the above, the Board also reserves to itself the authority to make decisions on specific matters requiring Board approval in accordance with Board policies.