



101.04BP Board Operations - Board Delegation of Authority

ESTABLISHED: 10.23.2024

UPDATED:

REVIEWED: 10.07.2024

LEGAL REFERENCE:

- *Education Act* (Section 33, 51, 52, 53, 202, 203, 204, 206, 209, 210, 213, 214, 215, 217, 218, 219, 222)

CROSS REFERENCE:

- [101.03BP - Board Operations - Role of the Superintendent](#)
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The Board is charged with the responsibility of providing, for its students and their parents or guardians, an education system organized and operated in their best interests. It exercises this responsibility through setting of local educational policy and the wise use of resources to provide the highest standards of educational opportunities for students.

The Superintendent is the Chief Executive Officer of the Board and the Chief Education Officer of the Division. The Superintendent reports directly to the corporate Board, and is accountable to the Board of Trustees for the conduct and operation of the Division.

The Education Act allows for the Board to delegate certain responsibilities and powers to others. All Board authority delegated to the staff of the Division is delegated through the Superintendent.

Specifically

1. The Board authorizes the Superintendent to do any act or thing or to exercise any power that the Board may do, or is required to do, or may exercise, except those matters which, in accordance with Section 52(4) of the *Education Act*, cannot be delegated. This delegation of authority to the Superintendent specifically:

- 1.1 Includes any authority or responsibility set out in the *Education Act* and regulations as well

as authority or responsibility set out in other legislation or regulations;

1.2 Includes the ability to enact Administrative Procedures, practices or regulations required to carry out this authority; and also

1.3 Includes the ability to sub-delegate this authority and responsibility as required.

2. The Superintendent is authorized to suspend from the performance of the teacher's duties or to terminate the services of a teacher. The suspension or termination shall be conducted in accordance with the requirements of the Education Act, and the decision shall not be appealable to the Board.

3. The Superintendent is authorized to suspend from the performance of duties or to terminate the services of any non-certificated staff member. The suspension or termination shall be in accordance with all relevant legislation, and the decision shall not be appealable to the Board.

4. The Superintendent is delegated with the authority to develop, update and inform the Board of Administrative Procedures that are consistent with Alberta Education policies and procedures for the following program areas, including but not limited to:

4.1 School Councils

4.2 Transportation

4.3 Technology Services

4.4 Communication

4.5 Student and Staff Health and Safety

4.6 Student, Staff and Division Records

4.7 Transition Planning / Recruitment and Hiring

4.8 Teacher and Staff Growth, Supervision and Evaluation

4.9 Student Growth and Supervision

4.10 Education Programming, Assessment and Materials

4.11 Student Fees

4.12 Community Relations and Partnerships

4.13 Ethical and Efficient Management of Board Resources

4.14 School-Based Decision Making

5. In the absence of Board Policy, the Superintendent is directed to develop an Administrative Procedure to fulfill Board obligations created by any federal legislation or provincial legislation other than the Education Act.

6. Notwithstanding the above, the Board reserves to itself the authority to make decisions on specific matters requiring Board approval. This reserved authority of the Board is set out in Board policies, as amended from time to time.