

## **POLICY 140 DELEGATION OF AUTHORITY**

The Board of Education (The “Board”) delegates to the Superintendent the authority and responsibility to manage the operations of the district in accordance with the School Act, other applicable legislation, Board policy, and the Board’s strategic direction.

The Board designates the Superintendent as its Chief Executive Officer. The Board authorizes the Superintendent to make decisions and take actions on the Board’s behalf in all matters that may legally be delegated, except for those matters that legislation requires the Board to decide. This authority includes responsibilities set out in the *School Act* and other applicable legislation, the authority to develop administrative procedures, and the ability to delegate responsibilities to staff as needed.

The Board retains final approval authority for Board policy, the Strategic Plan, the annual budget, and any other matters that legislation or Board policy require the Board to decide. The Board will normally proceed in these areas based on recommendations from the Superintendent.

The Superintendent is the principal contact between the Board and staff, and will act as the spokesperson for staff on matters related to District operations.

The Superintendent will assist the Board in making informed decisions and establishing policy, and will provide the Board with relevant facts, information, and reports necessary to keep the Board informed.

The Board will refer complaints about personnel or programs to the Superintendent for appropriate review and action.

The Board will take action related to the employment, discipline, or dismissal of employees only on the recommendation of the Superintendent.

The Superintendent will act within the authority of the *School Act* and other applicable legislation, Board policy, and the Board-approved role description for the Superintendent.

Where an immediate administrative response is required and no Board policy applies, the Superintendent will act in alignment with legislation and the Board’s strategic direction, consult with the Board Chair if time permits, and inform the Board as soon as practicable.

The Board will direct the Superintendent only through decisions made by the Board acting as a corporate body.

Trustees will respect the authority of the Superintendent as set out in the *School Act* and delegated by the Board, and will respect the responsibility of the Superintendent and staff to manage District operations and implement Board policy and direction.