

Policy 10

ROLE OF THE SUPERINTENDENT

The Superintendent is the Chief Executive Officer of the Board and the Chief Education Officer of the Division, reporting directly to the Board of Trustees, and is accountable to the Board for the conduct and operation of the Division. All Board authority delegated to the staff of the Division is delegated through the Superintendent. The Superintendent is expected to adhere to all Board Policies and Administrative Procedures.

Specific Areas of Responsibility

Alberta Education has implemented Quality Standards for education professionals across the province. Among these quality standards are Superintendent Leadership Quality Standards (SLQS). The specific areas of responsibility outlined in this document are aligned with the Alberta Education SLQS as is the evaluation framework outlined in the appendices.

1. Interpersonal Skills and Division Culture

Building Effective Relationships

A superintendent establishes a welcoming, caring, respectful and safe learning environment by building positive and productive relationships with members of the school community and the local community.

Visionary Leadership

A superintendent engages with the school community in implementing a vision of a preferred future for student success, based on common values and beliefs.

2. Progress towards Division Goals

Leading Learning

A superintendent establishes and sustains a learning culture in the school community that promotes ongoing critical reflection on practice, shared responsibility for student success and continuous improvement.

Ensuring First Nations Métis and Inuit (FNMI) Education for all Students

A superintendent establishes the structures and provides the resources necessary for the school community to acquire and apply foundational knowledge about First Nations, Métis and Inuit for the benefit of all students.

3. Professional Learning

Modelling Commitment to Professional Learning

A superintendent engages in career-long professional learning and ongoing critical reflection, identifying and acting on research-informed opportunities for enhancing leadership, teaching, and learning.

4. Accountability Responsibilities

School Authority Operations and Resources

A superintendent directs school authority operations and strategically allocates resources in the interests of all students and in alignment with the school authority's goals and priorities.

5. Board and Superintendent Relations

Supporting Effective Governance

A superintendent of schools as referred to in the *Education Act*, as chief executive officer of the board and chief education officer of the school authority, provides the board with information, advice and support required for the fulfillment of its governance role, and reports to the Minister on all matters required of the superintendent as identified in the *Education Act* and other provincial legislation.

Legal Reference: Relevant Legislation & Guidelines

APPENDIX A- Evaluations and Timelines

APPENDIX B – PERFORMANCE ASSESSMENT GUIDE

APPENDIX C – INTERVIEW GUIDE

APPENDIX D – Performance of the Superintendent