

Policy 9

BOARD DELEGATION OF AUTHORITY

Foothills School Division (FSD) values effective governance supported by clear and strategic delegation of authority. In accordance with the [Education Act](#) and related regulations, the Board of Trustees may delegate specific powers and responsibilities to the Superintendent of Schools, enabling responsive leadership and effective administration across the Division.

While the Board retains its core governance responsibilities and decision-making authority on matters that legislation requires or deems significant, it acknowledges the importance of empowering the Superintendent to oversee the day-to-day operations of the Division and to implement Board policies in a timely and effective manner.

The Board delegates to the Superintendent the authority and responsibility to:

- Exercise any power or duty assigned to the Board under legislation, unless such delegation is specifically prohibited by law or reserved to the Board by policy.
- Develop, implement, and revise Administrative Procedures necessary to support effective operations and ensure compliance with legislation and Board policy.
- Sub-delegate responsibilities to other Division leaders or staff as appropriate to maintain operational efficiency.
- Present the ramifications of any significant new provincial, regional, or local initiatives to the Board for discussion and determination of decision-making authority prior to implementation.
- In the absence of an existing Board policy, the Board will be guided by the Policy Review Committee in accordance with Policy 8 – *Policy Development and Review*. Concurrently, the Superintendent is empowered to develop Administrative Procedures to ensure the Division fulfills its obligations under applicable federal or provincial legislation.

Reserved Board Authority

The Board reserves for itself the authority to make decisions on specific matters as outlined in Board policy. These include, but are not limited to:

- Approve the Division's annual Three-Year Capital Plan, school fees, borrowing, reserve transfers, investment parameters, and expense reimbursement rates.
- Receive the annual Audit Report and ensure recommendations are addressed.

- Approve locally developed courses and Division calendars; ensure all programs are reviewed for effectiveness.
- Approve joint-use and planning agreements, property transactions, and naming of schools/facilities.
- Ensure compliance with legislative requirements.

Specific Delegations

The Board affirms that:

- The Superintendent is authorized to suspend or terminate the employment of certificated and non-certificated staff in accordance with applicable legislation. These decisions are not appealable to the Board.
- The Superintendent is responsible for fulfilling all Board obligations created by federal or provincial legislation through the development of appropriate Administrative Procedures.
- The Superintendent shall lead the operations and management of the Division in a manner that reflects continuous improvement and aligns with the Division's vision, values, priorities, Education Plan, and approved Budget.
- New Administrative Procedures developed by the Superintendent shall be provided to the Board for information. Any trustee may request that a procedure be added to a future Board meeting agenda for clarification or discussion.

Legal Reference: [Education Act](#), (Sections 33, 52, 53, 202–222)

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