

Decision-Making Matrix

Superintendent/CEO has complete authority to:	Superintendent/CEO has authority but must inform Board of:	Board decisions; Superintendent/CEO may make recommendation:
<ul style="list-style-type: none"> • Evaluate all staff • Evaluate programs • Administer collective agreements • Organize professional development • Implement Board Governance Policies • Approve staff leaves as per collective agreements • Approve expenditures within budget • Develop and administer Administrative Procedures • Establish alternative student programming (on- and off- campus) 	<ul style="list-style-type: none"> • Staff hiring (teachers/non-teaching staff) as per Section 52 of the Public Schools Act • Student suspensions (up to 6 weeks) • Staff extended leaves in emergent or extenuating circumstances • Grant applications • Significant changes to elective programming • Programs which may cause public concern • Crisis situations – notify Board Chairperson • Urgent school of choice applications • Student out of province travel • Emergency school closures • Student overnight travel • All new Administrative Procedures • Attendance Officer appointment • Acceptance of resignations including outside contract period • Extension of medical leave • Maternity/parenting leaves • Changes to the division organization chart • School calendar 	<ul style="list-style-type: none"> • Policy development and approval • Employee termination • Student expulsion • Employee compensation/benefits • Approval of budget/special levy • Setting staffing levels • Special levies • Appeals to the Board • Staff extended leaves • Over-expenditure of budget due to new budget requests, including hiring of additional staff • Approval of tenders as per PSA • Hiring and assignment of the Superintendent/CEO and the Secretary-Treasurer • Hiring and assignment of the Assistant Superintendent with minority Board representation on hiring committee • Hiring and assignment of Principals with minority Board representation on hiring committee • Catchment area changes • Evaluation of Superintendent/CEO