



POLICY 4500

ROLE OF THE SUPERINTENDENT

POLICY:

The Superintendent of Schools is the chief education officer of the School District No. 6 (Rocky Mountain). They are responsible for carrying out the Board of Education’s objectives, administering its policies, and providing leadership in organizational and educational administration and instructional practice in the School District.

The Superintendent is also responsible for ensuring compliance with the [School Act](#), [regulations](#) and related [Ministerial Orders](#).

1. RESPONSIBILITIES

As the chief education officer and, except as otherwise provided by law, the Superintendent:

- 1.1 Develops and implements policies, regulations, and procedures to effectively administer the School District.
- 1.2 Ensures the Board of Education is informed of the operation of the School District and provides such reports as the Board of Education may require to ensure the School District is being managed in an effective and efficient manner.
- 1.3 Coordinates the operation of School District departments, and delegates functions and responsibilities as required so that:
 - (a) Effective educational, business, and general operational practices are in place and are regularly supervised, monitored and adjusted to achieve success.
 - (b) Processes are in place to identify, recruit, evaluate, and support staff in leadership positions in order to establish and maintain a high quality district team.
- 1.4 Establishes and maintains positive professional relationships with internal and external groups and agencies in order to build effective partnerships in support of public education and a strong community-wide commitment to student success.

The specific enumeration of the responsibilities of the Superintendent of Schools as detailed above will not act to limit the Board of Education authority and responsibility of the office.

REFERENCES: *School Act*, [Section 22](#) , *School Regulation* [Section 6](#)

ADOPTED: December 14, 2021

Amended: