



**MEMORANDUM**

December 17, 2024  
 Regular Board Meeting

**TO** Board of Trustees

**FROM** Lorraine Stewart, Board Chair  
 Aimee Hennig, Board Vice-Chair

**ORIGINATOR** Shauna Boyce, Superintendent

**RESOURCE** Policy Review Committee

**GOVERNANCE POLICY** Board Policy 2: Role of the Board  
 Board Policy 7: Board Operations  
 Board Policy 8: Board Committees and Representation  
 Board Policy 12: Role of the Superintendent

**ADDITIONAL REFERENCE** BP 2: Governance and Organization  
 BP 12: Section 5. Policy  
*Education Act*

**SUBJECT** **REVISED BOARD POLICY 11: BOARD DELEGATION OF AUTHORITY**

**PURPOSE**

For approval. A recommendation is required.

**RECOMMENDATION**

That the Board of Trustees approves Revised Board Policy 11: Board Delegation of Authority, as recommended by the Policy Review Committee and presented at the Regular Meeting of December 17, 2024.

**BACKGROUND**

The Board of Trustees is responsible for reviewing Board Policies on an ongoing basis to adhere to the requirements necessary to provide excellence in public education and comply with the *Education Act* and provincial, as well as federal, legislation. The following revised policy is in support of this responsibility.

## REPORT SUMMARY

On October 31, 2024, the Policy Review Committee met and reviewed Board Policy (BP) 11: Board Delegation of Authority and drafted a revised BP 11 with the following key changes:

- Updates to authority delegated to superintendents, as per the *Education Act*; and
- Updates to language for consistency with the *Education Act*.

The revised BP was presented to the Board and discussed at the November 5, 2024 Governance and Planning Session. The Policy Review Committee made further changes to the revised BP based on recommendations from Trustees.

A final review will have been made on December 17, 2024, at the Governance and Planning Session, prior to the Regular Meeting.

The Policy Committee would be pleased to respond to any questions.

LS:kz



## Parkland School Division Board Policy 11

### BOARD DELEGATION OF AUTHORITY

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The Board is charged with the responsibility of providing, for its students and their parents or guardians, an education system organized and operated in their best interests. It exercises this responsibility through setting of local educational policy and the wise use of resources.

The Superintendent is the Chief Executive Officer of the Board and the Chief Education Officer of the Division. The Superintendent reports directly to the corporate Board and is accountable to the Board of Trustees for the conduct and operation of the Division.

The *Education Act* allows for the Board to delegate certain responsibilities and powers to others. All Board authority delegated to the staff of the Division is delegated through the Superintendent.

#### **Specifically:**

1. The Board delegates the authority to the Superintendent to exercise any power, or do any act, or thing, that the Board may do, or is required to do, except those matters prohibited by provincial legislation and, specifically, except those matters identified in section 52(4) of the *Education Act*.
2. The Board reserves, to itself, the authority to make any decisions, or to amend any delegation of authority, through policy amendment or motion.
  - 2.1. The Board's authority is established through Board policies, as reviewed and amended on an ongoing basis.
3. The Board delegates the authority to the Superintendent to develop Administrative Procedures that are consistent with the *Education Act*, Regulations, Board Policy and provincial legislation.
4. The Board requires that any significant new provincial, regional or local obligations be brought to the Board for information and discussion.
5. The Board delegates the authority to the Superintendent to suspend a teacher from the performance of the teacher's duties or to terminate the services of a teacher. The suspension or termination shall be conducted in accordance with the *Education Act*, and the decision shall not be appealable to the Board.
6. The Board delegates the authority to the Superintendent to suspend a non-certificated staff member from the performance of that staff member's duties or terminate the services of a non-certificated staff member. The suspension or termination shall not be appealable to the Board.

**Revised Board Policy 11: Board Delegation of Authority - FINAL Version**

Reference: Education Act: 52, 53, 202-219, 222 Collective Agreements: ATA, CUPE, IUOE	Approved:
	Date December 17, 2024 Approved:
Cross-Reference: Board Policy: 2, 12	Reviewed or Revised: December, 2024 June, 2022 December, 2020 March, 2017 September, 2010



PARKLAND  
SCHOOL DIVISION

## Parkland School Division

### Board Policy 11

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**Revised Board Policy 11: Board Delegation of Authority - TRACKED Version**

Reference: Education Act: 52, 53, 202-219, 222 Collective Agreements: ATA, <del>GAAMSECUPE</del> , IUOE	Approved:
	Date <del>June 21, 2022</del> Approved: <u>December 17, 2024</u>
Cross-Reference: Board Policy: 2, 12	Reviewed or <u>December, 2024</u> Revised: June, 2022 December, 2020 March, 2017 September, 2010