

Code G: Personnel and Employee Relations

POLICY TITLE AND CODE

PROFESSIONAL STAFF - DUTIES AND RESPONSIBILITIES - PRINCIPALS GDH

STATEMENT OF POLICY

The principal is responsible for the general organization, administration, and supervision of the school to which s/he is assigned in accordance with the policies of Greater Saskatoon Catholic Schools and the statutes and regulation of the province of Saskatchewan.

RATIONALE

The general supervision, administration, and supervision of a school are integral to Catholic leadership.

AUTHORITY

- *The Education Act*, Section 175
- Provincial Collective Bargaining Agreement
- Local Implementation and Negotiation Committee
- Policy GHBA – Catholic Administrative Leadership

GUIDELINES

1. The expectations of Catholic leadership are contained in Policy GHBA.
2. The essential responsibilities of the general supervision, administration, and supervision of a school are contained in Section 175 of *The Education Act*.
3. Principals are to abide by the Code of Ethics of the Saskatchewan Teachers' Federation.
4. The procedures for the procurement of materials are contained in the Administrative Services Division Manual.
5. Principals are to attend professional development and inservices as mandated by Greater Saskatoon Catholic Schools.

6. Principals are to provide for the orientation of new staff.
7. Principals are to support vice and assistant principals in acquiring knowledge, skills, and attitudes with respect to the administration and leadership of a Catholic school.
8. Principals are to be knowledgeable about and responsive to the directions of the Ministry of Learning and Greater Saskatoon Catholic Schools.
9. Principals are to collaborate with and adhere to the decisions of Executive Council.

PROCEDURES

REFERENCES

Statement of Educational Commitment of Greater Saskatoon Catholic Schools:

- To foster good human relationships
- To encourage an active partnership with the local Catholic Church
- To assist parents in their Christian responsibility as primary educators of their children
- To provide an identifiable Catholic environment
- To make the school a place of evangelization and pastoral action
- To encourage the development of each person's God-given talents
- To practise stewardship with respect for all of God's creation
- To support staff members as witnesses of their faith to students, each other, and the community
- To provide opportunities for each staff member to grow in awareness of the calling to serve

FORMS

DATE APPROVED

June 28, 1982

DATE AMENDED

April 2004