

Code G: Personnel and Employee Relations

POLICY TITLE AND CODE

PROFESSIONAL STAFF - DUTIES AND RESPONSIBILITIES - VICE/ASSISTANT PRINCIPALS:

ELEMENTARY SCHOOLS

GDI

STATEMENT OF POLICY

Greater Saskatoon Catholic Schools may appoint a vice/assistant principal for one or all of its schools.

RATIONALE

The vice/assistant principal assists the principal in all matters pertaining to the operation of the school.

AUTHORITY

- *The Education Act*, Sections 174 and 231
- 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. Vice/Assistant principals are to abide by the Code of Ethics of the Saskatchewan Teachers' Federation.
4. Vice/Assistant principals are to attend professional development and inservice as mandated by Greater Saskatoon Catholic Schools.
5. Vice/Assistant principals are to support the principal with respect to the administration and leadership of a Catholic school. It is expected that before specific tasks are assigned to the vice/assistant principal, there will be adequate consultation and

discussion between the principal and vice/assistant principal so that the strengths of each person will be maximized.

6. Greater Saskatoon Catholic Schools will endeavour to support the personal and professional growth of vice/assistant principals aspiring to the position of principal.

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 encourage the development of each person's God-given talents
- 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