
Policy 12

ROLE OF THE SUPERINTENDENT

The Superintendent is the Chief Executive Officer of the Vancouver School District and is responsible for carrying out the Board's strategic direction, 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.

The Board delegates to the Superintendent responsibility for overall administration of the school district. All Board authority delegated to the staff of the school district is delegated through the Superintendent.

The Superintendent reports to the whole Board. No single trustee, not even the Chairperson, has the authority to direct the Superintendent or other staff.

The Board determines the Superintendent's compensation in accordance with provincial guidelines.

The Superintendent is evaluated annually based on performance goals aligned with the Strategic Plan and Board expectations.

Key Responsibilities of the Superintendent

1. Leadership and Culture

- Lead the District in alignment with the Board's strategic plan.
- Foster a culture of equity, inclusion, innovation, and continuous improvement.
- Ensure compliance with all applicable laws, regulations, and Board policies.
- Promote ethical leadership and social responsibility across the organization.

2. Strategic Planning and Implementation

- Develop and recommend strategic, operational, and educational plans to the Board.
- Translate Board-approved goals into actionable initiatives, monitor and report on progress.

3. Educational Leadership

- Champion student learning, well-being, and achievement across all schools and programs.
- Ensure implementation of the Framework for Enhancing Student Learning (FESL).
- Promote innovation in curriculum, instruction, and assessment practices.
- Support inclusive education, Indigenous education and equity and anti-oppression priorities.

4. Board Relations

- Serve as the principal advisor to the Board on educational, operational, and policy matters.
- Provide timely, accurate, and relevant information to support Board decision-making.
- Support Board development, orientation, and governance processes in partnership with the Secretary Treasurer.
- Facilitate effective communication between the Board and senior leadership.

5. Financial Planning, Capital Planning and Risk Management

- In partnership with the Secretary Treasurer:
 - oversee the development and implementation of the annual budgets;
 - oversee the development and implementation of long range facilities plans and five-year capital plans;
 - identify and manage organizational risks; implement mitigation strategies; and
 - maintain robust internal controls and reporting systems.

6. Human Resources and Organizational Development

- Establish and maintain an effective organizational structure aligned with District goals.
- Oversee performance management, succession planning, leadership development and professional development.
- Ensure compliance with collective agreements, terms and conditions of employment and employment legislation.

7. Community and Government Relations

- Act as the primary spokesperson for the District in collaboration with the Board Chair.
- Build and maintain relationships with students, families, Indigenous rights holders, staff, stakeholders and community partners.
- Liaise with inherent rights holders from three host nations, municipal, provincial, and federal governments on matters affecting public education.
- Ensure transparent and responsive communication with all education partners.

8. Accountability and Reporting

- Report regularly to the Board on progress toward strategic and operational goals.
- Ensure compliance with reporting requirements under the School Act and provincial directives.
- Provide evidence-based recommendations to inform Board policy and planning.

Legal Reference:	Section (6) School Regulation 265/89 Section (22) School Act
------------------	-----------------------------------------------------------------

Adopted:	October 25, 2021
----------	------------------

Amended:	June 23, 2025
----------	---------------
