

ROLE OF THE PRINCIPAL

Background

The Principal, as the educational leader, shall provide religious, educational, administrative, communication and public relations leadership to the students, staff and community of the school. The Principal shall be responsible to and held accountable by the Superintendent to implement school based leadership that will ensure an effective Catholic educational environment within the school.

Procedures

1. The Principal shall ensure that the Division's mission, goals and plans are translated effectively into the goals and plans of the school in consultation with the School Council and staff.
2. The Principal shall be held accountable for the achievement of the goals within the school's plan. Specifically, the Principal shall lead the school in the areas of:
 - 2.1 Religious Leadership
 - 2.1.1 The Principal, in cooperation with the Superintendent, the resident pastor, the School Council and the staff, shall ensure that a distinctive Catholic educational environment is maintained in the school.
 - 2.1.2 The Principal shall:
 - 2.1.2.1 Ensure that the synthesis of faith, culture and academia permeate throughout the entire school day;
 - 2.1.2.2 Provide curriculum materials for religious education;
 - 2.1.2.3 Provide the opportunity for religious professional development; and
 - 2.1.2.4 Ensure that staff are aware of their singularly important role in Catholic education.
 - 2.2 Educational Leadership
 - 2.2.1 The role of the Principal is central to the provision and the maintenance of an effective instructional program. The Principal shall:
 - 2.2.1.1 Ensure that staff are engaged with students in the pursuit of the Division's goals;
 - 2.2.1.2 Oversee the instructional program and provide instructional curriculum leadership;

2.2.1.3 Initiate, maintain and communicate ongoing processes necessary for teacher growth and evaluation; and

2.2.1.4 Facilitate the development of programs and learning techniques that meet the educational needs of each student.

2.3 Administrative Leadership

2.3.1 The Principal shall be responsible for the organization and operation of the school in accordance with Board policy and Division administrative procedures.

2.3.2 The Principal shall be primarily concerned with the creation of a safe, healthy and caring Catholic environment for students and staff.

2.4 Communications and Public Relations Leadership

2.4.1 The Principal shall garner support for the school's programs and services from the community surrounding the school primarily through working cooperatively with the School Council.

2.4.2 The role of the School Council shall be to advise the Principal. However, the Principal shall be held accountable by the Superintendent and ultimately the Board for all decisions and actions taken at the school.

Reference: Section 19, 20, 60, 61, 95, 96, 113 School Act
Principal Quality Practice Guideline
School Leadership Framework
Collective Agreement