



Rolling River School Division

BOARD POLICY #11 DECISION-MAKING MATRIX

The following matrix outlines general decision-making and delegation responsibilities.

Superintendent – has authority to decide, delegate & act	Superintendent – has authority to act & delegate but must inform Board	Board decision – may ask for input/recommend from Superintendent
<ul style="list-style-type: none"> • Implement Board Policy • Develop and implement Administrative Procedures • Hire employees as delegated in the PSA (52) • Supervise and evaluate employees • Administer collective agreements • Approve employee leave requests based on established criteria and legislation. • Approve Administrative leaves • Evaluate school programs • Respond to employee and public requests and concerns • Monitor strategic and operations plans, goals, and objectives. 	<ul style="list-style-type: none"> • Develop Annual Action Plan • Administrative procedures that are: <ul style="list-style-type: none"> ▪ New ▪ Controversial ▪ May cause public concern ▪ Crisis situations (e.g., lockdowns) • Emergency school closures • Employ School and Divisional Administrators • Evaluate School Administrators • Employee Extended and Unpaid Leaves of Absence over 5 days • Employee requests for leaves outside of collective agreement • Employee Resignations • Superintendent professional development (out of province) • Divisional Grants • Suspend students up to six weeks (Regulation 92/2013 (8)) • Student overnight travel 	<ul style="list-style-type: none"> • Develop and approve Policy • Divisional Strategic / Action Plan • Board of Trustees community engagement plan • Approve Budget • Over-expenditure of the budget • Approve staffing levels • Support Staff compensation and benefits • Recruitment and selection of Superintendent and Secretary-Treasurer • Employee termination • Approve tendered Capital contracts • Corporate Sponsorship • New school programs • School calendar • Student expulsion • Approve Budget • Out of province student field trip travel • Appeals to the Board