

Section 500: Director Relationship and Management

Policy Number and Name: 501 Delegation of Authority

Policy Section: 500 Director Relationship and Management

Effective Date: November 23, 2023

Revised Date:

Purpose:

The Board authorizes the Director of Education to do any act or thing or to exercise any power that the Board may do, or is required to do, or may exercise, except those matters which, in accordance with provincial legislation, cannot be delegated.

Policy:

This delegation of authority to the Director of Education specifically:

- 1) Includes any authority or responsibility set out in the Act and Regulations, as well as authority or responsibility set out in other legislation or regulations;
- 2) Includes the ability to enact Administrative Procedures, regulations, or practices required to carry out this authority; and
- 3) Includes the ability to sub-delegate this authority and responsibility as required.

Notwithstanding the above, the Board reserves to itself the authority to make decisions on specific matters requiring Board approval. This reserved authority of the Board is set out in Board policies, as amended from time to time. In addition, the Director will endeavour to make the Board aware of any situation pertaining to the Division involving student safety, student wellbeing, and anything that may appear in the media as soon as the Director becomes aware of the situation.

Further, the Board requires that any significant new provincial, regional, or local obligations must be initially brought to the Board for discussion and determination of decision-making authority.

Specifically:

- a) The Director is directed to develop an Administrative Procedure to fulfill the Board obligations created by federal, provincial, or local legislation that are not covered through Board policy.
- b) The Director is delegated authority for implementing the requirement of *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*, or its successor legislation.



- c) The Board authorizes the payment of accounts for expenditures incurred within the approved Budget or specific Board decisions and in accordance with Board policy and generally accepted accounting principles, and delegates to the Director responsibility for certification of such payment.

References:

The Education Act, 1995, Sections 85, 87

The School Division Administration Regulations, 2017, Parts 4, 8