

# Superintendents' Responsibilities – 2021-22

Version: June 9, 2021

## SRPSD Commitment to Student Achievement

### Strategic Leadership

- Ensure Alignment with Provincial Education Plan
- Engage in SRPSD Strategic Plan Development and Implementation
- Implement Policy and Administrative Procedures
- Provide Organizational Management
  - Change Management
  - Project Management
  - Risk Management
  - Business Continuity Plan

### Instructional Leadership

- Promote Inclusive Education
- Enhance Professional Learning Communities
- Supervise Teacher Growth and Evaluation
- Supervise Principal Growth and Evaluation
- Support School Clusters

### Community Relations

- Enhance Communications and Community Relations

### Ethical Leadership

- Promote SRPSD Core Values
- Promote Staff and Student Wellness
- Promote Occupational Health and Safety
- Promote Truth and Reconciliation

### Fiscal Responsibility

- Practice Sound Fiscal Management
- Assist Budget Development

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<p><b>Curriculum (PreK -12)</b></p> <ul style="list-style-type: none"> <li>• Provincial connection</li> <li>• Division implementation</li> <li>• Inclusive Learning Team (with T. Michaud)                             <ul style="list-style-type: none"> <li>○ Consultants &amp; coaches</li> </ul> </li> </ul> <p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>• Division Common Assessments</li> <li>• Provincial &amp; National Assessments</li> </ul> <p><b>Educational Technology</b></p> <ul style="list-style-type: none"> <li>• Instructional Integration                             <ul style="list-style-type: none"> <li>○ Software &amp; Apps</li> </ul> </li> <li>• Student Data and Reporting system (MSS)</li> </ul> <p><b>Staff Development</b></p> <ul style="list-style-type: none"> <li>• Teacher Accreditation</li> <li>• Leadership Learning Community</li> <li>• Teacher Learning Communities</li> </ul> <p><b>Graduation Rate Improvement Teams</b></p> <p><b>Indigenous Education Initiatives</b></p> <ul style="list-style-type: none"> <li>• ISSI and other Partnerships</li> <li>• Nominal role verification</li> <li>• Jordan's Principle</li> <li>• Following Their Voices</li> </ul> <p><b>Libraries</b></p> <ul style="list-style-type: none"> <li>• School Libraries</li> <li>• Teacher Resource Centre</li> </ul>	<p><b>Inclusive Education &amp; Supports</b></p> <ul style="list-style-type: none"> <li>• Inclusive Learning Team (with J. Hingley)</li> <li>• Consultants, SLPs, Ed Psychs, OTs, Audiologist, Physical Therapists, Social Workers, ESTs</li> </ul> <p><b>Specialized Learning Centers</b></p> <p><b>French Immersion</b></p> <p><b>English as an Additional Language</b></p> <p><b>Wellness</b></p> <ul style="list-style-type: none"> <li>• Gender and sexual diversity</li> <li>• Nutrition &amp; Physical Activity</li> <li>• Tobacco &amp; Drug Abuse Prevention</li> <li>• Public Health</li> </ul> <p><b>Partnerships</b></p> <p>Eagle's Nest, Ranch Ehrlo, Health, Prince Albert Youth Ranch, Early Childhood Intervention Program, Early Learning Council, SWIS, Community Crisis Response Team, Hub</p> <p><b>Crisis/Risk Management</b></p> <ul style="list-style-type: none"> <li>• Emergency Response Plan (with M. Hurd)</li> <li>• Violence Threat Risk Assessment</li> <li>• SRPSD Traumatic Event Response</li> </ul> <p><b>Home Based Education</b></p>	<p><b>Human Resources</b></p> <ul style="list-style-type: none"> <li>• Hiring &amp; Transfers</li> <li>• Bargaining                             <ul style="list-style-type: none"> <li>○ Grievances</li> <li>○ Labour Management</li> <li>○ Contract Implementation</li> </ul> </li> <li>• Substitutes &amp; leaves</li> <li>• Benefits</li> <li>• Recognition of Experience/Seniority</li> <li>• Classification and Reclassification</li> <li>• Professional Practicum Placement</li> <li>• Job Descriptions</li> <li>• Teacher Secondments</li> <li>• Education Leaves and Bursaries</li> <li>• Interpretation of HR legislation and collective agreements</li> <li>• Work calendar development</li> <li>• Educational Assistants &amp; Librarians Professional Development</li> </ul> <p><b>Student Enrolment Reports</b> (with J. Ward and J. Pidborochynski)</p>	<p><b>First &amp; Second Year Teacher Support</b></p> <p><b>Partnerships</b></p> <ul style="list-style-type: none"> <li>• Childcare</li> <li>• Kids First</li> <li>• Dreambroker</li> <li>• Summer Literacy Camps</li> <li>• Police, Youth in Custody, Corrections</li> <li>• Before and After School Programs</li> <li>• Community Network Coalition</li> <li>• Feeding our Future</li> <li>• Family Resource Centre</li> <li>• Immunizations</li> </ul> <p><b>Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>• School Community Councils</li> <li>• Student Voice (SRSC)</li> <li>• OurSchool</li> </ul> <p><b>Safe and Caring Schools</b></p> <ul style="list-style-type: none"> <li>• First Aid, CPR and AEDs</li> <li>• Bully Prevention and Intervention</li> </ul> <p><b>Administrator Meetings</b></p> <p><b>LAFOIP and Copyright</b></p> <p><b>Athletics</b></p> <ul style="list-style-type: none"> <li>• Safety Guidelines</li> <li>• SHSAA and P4A</li> </ul>