

420 - TEMPORARY ADMINISTRATIVE ARRANGEMENTS

Background

The Division believes that, in the absence of the Principal from a school where there is no vice-principal, or in the absence of both the Principal and the vice-principal(s) from a school, a teacher shall be designated to be acting Principal during the time the school administrators are absent. The Division expects that this acting Principal shall have the full authority of the Principal to provide administrative action which may be required to deal with emergent situations during the absence period.

Procedures

1. The Principal shall, prior to September 30th of each year, advise the Superintendent in writing of the teacher(s) who shall normally be designated as acting Principal for the school year. The Principal may change this designation at any time during the school year, providing the Superintendent is notified.
2. The Principal shall notify the school staff of the designation.
3. Teachers agreeing to act in this capacity are to apply appropriate statutes, collective agreements, and Division/school policies to the extent that this is possible and reasonable.
4. Other terms, conditions and payment for the above shall be in accordance with the prevailing Collective Agreement.

Reference: Section 95, School Act