

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

REGULATION SERIES 300 - ADMINISTRATION

R 302	PRINCIPAL/VICE-PRINCIPAL PERSONNEL
302.1	Principals/Vice-Principals and School Organization

1. Principal

Every school in the district shall have a principal assigned by the Board of Education as a principal. However, the assignment of other principals/vice-principals and teachers with administrative duties are determined at the school level in keeping with the decentralization policy of the school district. The definitions of such positions are specified in the Administrative Procedures which accompany this Policy and Regulation.

2. Vice-Principal

An assistant to the principal and is a member of the district management staff. The selection procedures are determined by the Board and senior management.

3. Administrative Assistants

An assistant to the principal and is a member of the Sea to Sky Teachers' Association. Assignments are made in accordance with the Collective Agreement between the Board and the Sea to Sky Teachers' Association.

4. Teacher-In-Charge

The Teacher-In-Charge assumes responsibility for the school in the absence of the administrators specified above. Assignments are made in accordance with the Collective Agreement between the Board and the Sea to Sky Teachers' Association.

5. Heads of Departments in Secondary Schools

Department heads are considered to be part of the school's instructional team as well as critical to the coordination of curriculum and resources. Assignments are made in accordance with the Collective Agreement between the Board and the Sea to Sky Teachers' Association.

6. Subject Coordinators in Elementary and Secondary Schools

Subject coordinators are specialists in their particular subject area and have a primary role in assisting teachers in improving instruction. Assignments are made in accordance with the Collective Agreement between the Board and the Sea to Sky Teachers' Association.