



**BOARD POLICY #8 – BOARD AND SUPERINTENDENT/CEO
LIMITATIONS/DECISION-MAKING MATRIX**

Mountain View School Division will operate legally, ethically, prudently, and with respect of Board policies. The Superintendent/CEO will take reasonable measures to ensure all practices, activities, decisions, or organization circumstances are prudent, legal, consistent with commonly accepted business practices and ethics, aligned with the Board Policy Manual of Mountain View School Division, The Public Schools Act, The Safe Schools Charter of Manitoba, The Education Administration Act, or any other federal, provincial or municipal law. The following decision-making matrix outlines the general executive authorities.

Board decisions (In consultation with Superintendent/CEO):	Superintendent/CEO has authority (must inform Board):	Superintendent/CEO has complete authority to act:
<ul style="list-style-type: none"> • Set strategic direction • Hire and prepare job description for the Superintendent/CEO, Secretary-Treasurer and Assistant Superintendent • Approve budget (includes staff ratio/process, surplus allocation) • Approve administrative structure • Negotiate collective agreements • Set policy • Superintendent/CEO evaluation • Appeals of personal contract agreements • School reviews/closures • Special levy • Over-expenditure on overall budget • Student expulsions • School calendar • Employee terminations • Exceptions to terms of collective agreement • Student travel out of province over 3 days and international • Appeals to the Board • Corporate Sponsorship (over \$10,000) 	<ul style="list-style-type: none"> • Develop action plans • Progress towards strategic direction • Annual report of senior administration evaluations • Report significant revisions, additions, or deletions to administrative procedures that the Superintendent/CEO deems central to the work of trustees • Staff hiring (with the exception of Senior Administration) • Acceptance of resignations (with the exception of Senior Administration) • Employee placed on paid administrative leave or suspended • Student suspensions (up to six weeks) • Staff job descriptions • Emergency school closures • Serious incidents (bus accidents, chemical spills, lock downs, etc.) • New programming • Program evaluation • Budget variances • Grant applications that will require school and/or division resources • Corporate sponsorship (\$5,001-\$9,999) 	<ul style="list-style-type: none"> • Execution of division action plan • Staff evaluations • Out-of-town field trips and sports trips • Department reporting requirements • Staff professional development requirements • Implementation of Board Policy • Administer collective agreements • Grant applications that will not require school and/or division resources • Corporate Sponsorship (under \$5,000)

Cross Reference:			
Board Approved: Jun. 25, 2018	Policy Review Date:	Policy Revision Date:	Page 1 of 1