

Superintendent of Education Responsibilities

- Attend all Senior Administration Meetings (SAM)
- Attend all Director's Council Meetings (DC)
- Inspire a shared vision of leadership within Family of Schools
- Promote and monitor practices and competencies in support of effective leadership
- Foster a culture of professionalism among principals/vice-principals/senior administration
- Ensure school goals/ school improvement plans are developed consistent with system priorities
- Attend Student Achievement Visits for schools within family
- Monitoring of School Improvement Plans
- Monitoring of EQAO trends
- Monitor data reports for schools within family of schools
- Monitor Teacher Transfer Policy within Family of Schools
- Monitor principals for policy compliance
- Monitor principals for budget compliance
- Monitoring Principals oversight of lesson planning, staff evaluations/ attendance/dress code
- Monitor and support Parental involvement
- Monitor and support positive Parish relationships
- Monitor facility needs – re: physical plant
- Monitor and support Catholic School Council relationships
- Monitor copyright compliance for Family of Schools
- Monitor fundraising compliance within family of schools
- Align resources to support priorities
- School visits – minimum 40% of time (two days per week)
- Minimum of two monitoring cycles per year for each school
- Promote purposeful staffing to ensure student achievement
- Dialogue with Principals/Vice-Principals regarding future placements and personal transfer requests
- Develop personal goals consistent with system priorities