

Administrative Procedure 430.1

ROLE OF VICE PRINCIPAL

Background

The Vice Principal is responsible for assisting the principal in the overall supervision and operation of the school. This responsibility includes duties as defined by the School Act, Board policy and administrative procedures. The Vice Principal shall function as part of a District administrative team and play a supportive leadership role in Board and Superintendent initiatives.

The District views the role of the Vice Principal as a training ground for the role of Principal. The Vice Principal shall use the available opportunities to develop necessary skills and abilities to become a strong candidate for a principal position.

Procedures

1. Vice Principals are initially appointed to the District and are assigned and reassigned to specific schools and/or positions by the Superintendent.
2. The Principal shall provide the specific role assignments and constructive, timely feedback to the Vice Principal. In general, these assigned duties will reflect portions of the responsibilities outlined for Principals in Administrative Procedure 430 – Role of the Principal.

Reference: Sections 20,22, 23, 65, 85 School Act

Adopted: November 2019

Revised: