The Red River Valley School Board (Board) has only one employee, namely the Superintendent/CEO (CEO). Under the direction of Board governance policies and in accordance with the duties assigned in a job description, the CEO is responsible for the overall operations of the division and general supervision of all schools and personnel in the division. The CEO is the means by which the Board connects with the operational organization.

Relationship

The following outlines the relationship between the Board and the CEO:

- The CEO keeps the Board informed, supported, or protected in its work;
- The CEO provides a link between the day to day administration of the division and the Board and is responsible for the execution of action plans to achieve the Board approved strategic direction;
- All direction to the CEO is given by the Board through written policy or Board motion. Only official decisions of the Board are binding on the CEO;
    - Whereas decisions and instructions from the Board are binding on the CEO, decisions and instructions from individual Trustees are not binding;
    - The CEO is authorized to establish further administrative procedures, make decisions, and take actions within the policy parameters established by the Board;
    - In the case of Trustees or committees requesting information or assistance without Board authorization, the CEO may refuse requests that, in their opinion, require significant amounts of staff time or funds or are disruptive to the goals of the division;
- The CEO is accountable to the Board. The CEO may delegate to other division personnel the exercise of any powers and the discharge of any duties imposed upon them by Board policies or Board resolution;
    - The delegation of power or duty does not relieve the CEO of responsibility for the action taken under such delegation;
- The CEO is responsible for the actions of the employees of the division and therefore the Board or individual Trustees do not give instructions to employees who report to the CEO;
    - The Board and individual Trustees refrain from evaluating, either formally or informally, any staff other than the CEO;
- The CEO is responsible for communicating information from the Board to other division personnel as it affects their tasks. Likewise, the CEO is responsible for bringing information to the Board from persons in their charge;
    - In addition to the above, informal communications continue between the Liaison Committee of the Board and support staff groups;
- The CEO works collaboratively with the Board, government stakeholders, the community, parents, staff and students to improve the learning outcomes for all students;

- The CEO demonstrates, at all times, understanding and respect that they are directly responsible to the Board for all actions taken and recognize this through regular reports to the Board;
    - When in doubt, actions are deferred until there is opportunity to discuss the matter with the Board, except that in an emergency situation the CEO acts and informs the Board as soon as possible;
- The Board and the CEO engage during meetings of the Board or committees of the Board and at all other times in a manner that credits or demonstrates the integrity of the Board and division;
- The employment agreement between the Board and the CEO is in the form of a written contract.

Policy #11 Decision-Making Matrix outlines specific Board and CEO authorities.

Evaluation of the CEO
The Board believes that regular performance evaluations are necessary to strengthen the collaborative leadership of the Board and the CEO and enhance the mutual effectiveness in achieving goals.

The purpose of the CEO evaluation is to:
- Assess progress toward divisional goals;
- Drive the organization's planning process;
- Enhance collaboration between the Board and the CEO;
- Enable self review and assessment of the CEO;
- Identify and support learning needs and growth of the CEO;
- Create a better future.

The CEO evaluation is conducted in the first and second year of their employment and at a minimum every other year thereafter.