



Date: **May 31, 2022**  
Prepared by: **Scott Johnson, Director of Education**  
Subject: **Policy Approval – Director of Education Role and Accountability**

**BACKGROUND:**

In July 2021, my appointment to the position of Director of Education for St. Clair Catholic was announced. In the early days following that announcement, I met with the Chair of the Board on several occasions to discuss my transition into this role.

One of the priorities that was identified was to formalize the performance review and accountability process for the Director of Education. As you know, up until now this has been a fairly informal practice. Fondly referred to as the 'Fireside Chat' it has involved a closed-session discussion among the Director and the Trustees, in which the goals and achievements of the system were identified and reviewed.

Over the course of the past several months, I have consulted with my colleagues at the Council of Directors of Education (CODE) and have reviewed the processes of other boards for Director of Education performance reviews. I have also met with the Chair on several occasions, as we worked to develop a process that meets the needs and objectives for such a review; and which honours St. Clair Catholic's commitment to good governance, accountability and transparency.

The new process will provide:

- a mutual and reciprocal learning opportunity for both the Director of Education and the Board of Trustees;
- a mechanism for the Director to develop clear expectations and plans for the system;
- the Director with concrete feedback from the Board and selected stakeholders, which will be used as a basis for personal development; and
- an opportunity to confirm and acknowledge successes.

The policy has been reviewed by the Policy Vetting Committee at its March 22, 2022 meeting and is recommended for approval by the full Board.

**RECOMMENDATIONS:**

**Motion: That the St. Clair Catholic District School Board receive the report *Policy Approval – Director of Education Role and Accountability*, for information.**

**Motion: That the St. Clair Catholic District School Board approve *Sec. A Policy – Director of Education Role and Accountability*, effective May 31, 2022.**