

**Subject:** Appointment of School Principals  
**Effective:** May 1971  
**Revised:** June 1994; July 1, 2001

**1.0 PURPOSE**

This policy sets out the conditions under which a principal may be assigned responsibility for more than one school.

**2.0 APPLICATION**

This policy applies to principals of all public schools.

**3.0 DEFINITIONS**

None

**4.0 LEGAL AUTHORITY**

[Education Act](#) – paragraph 6(b.2) and section 47.1

**5.0 GOALS / PRINCIPLES**

- 5.1** The Department of Education has undertaken to establish an education system that is financially responsible and endorses the principle of equitable sharing of financial and human resources to provide for proper school administration.
- 5.2** The Department of Education is responsive to changes in its environment, such as declining or shifting enrolment.
- 5.3** The Department of Education respects the conditions agreed upon in its collective agreements.

**6.0 REQUIREMENTS / STANDARDS**

A superintendent is permitted to assign responsibility for more than one school to a principal only under exceptional circumstances (see section 7.0 of this policy).

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**7.0 GUIDELINES / RECOMMENDATIONS**

There are a number of different circumstances that may be considered to be “exceptional circumstances” for the purposes of section 6.0. These might include circumstances where more than one school is located in the same building or on an adjoining piece of land; where schools have very small enrolments; or where one of the schools is slated for closure in the short term. Situations in which a principal is assigned responsibility for more than one school should be few in number, and superintendents should be prudent in making such appointments.

**8.0 DISTRICT EDUCATION COUNCIL POLICY-MAKING**

- 8.1 A DEC may make policies respecting the appointment and assignment of its staff.
- 8.2 A DEC may make policies for the purpose of identifying the exceptional circumstances in which a principal may be appointed to more than one building.

**9.0 REFERENCES**

[\*Agreement between Board of Management and The New Brunswick Teachers' Federation\*](#)

**10.0 CONTACTS FOR ADDITIONAL INFORMATION**

Department of Education – Human Resources Branch  
(506) 453-2030

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