

ADMINISTRATOR PROFILE
Richmond Green Secondary School
Richmond Green Secondary School Council

SETTING DIRECTIONS

- fosters the vision of Richmond Green Secondary School through strategic School Improvement Planning
- using data, assesses and manages risks, tests new ideas while embracing the ethics of the teaching profession
- seeks input on school policies and procedures from various stakeholders
- models and promotes core values such as YRDSB's Mission and Vision, attributes of character education, and commitment to equity and inclusivity

BUILDING RELATIONSHIPS

- facilitates team-building amongst administration, staff, students, parents and community partners
- maintains positive relationships and works collaboratively with The Town of Richmond Hill in support of the shared use agreements
- works collaboratively with the Richmond Green Library Staff and the Town of Richmond Hill Parks, Recreation Department, and York Regional Police
- maintains positive relationships with the numerous after-hours user groups
- open and listens to new ideas
- accessible and visible within the school
- manages conflict and mediates effectively
- communicates in a clear and timely fashion
- enforces the school's Code of Behaviour and related policies, e.g. the Safe, Caring & Supportive Schools Policy, Respectful Workplace and Learning Environment Policy

DEVELOPING THE ORGANIZATION

- facilitates collaborative learning and decision-making, e.g. professional learning communities and transparent processes for school operations
- promotes respect for equity and diversity, and fosters anti-racist practices
- addresses the social and emotional needs of members of the school community, e.g. through accessing the appropriate resources and personnel
- develops a positive and respectful climate
- supports and consistently enforces the school policies

- manages the physical plant to ensure health and safety for all

LEADING THE INSTRUCTIONAL PROGRAM

- promotes a challenging, engaging curriculum which encourages students to address 21st century issues using 21st century technology
- models and promotes the principles and practice of effective teaching and learning
- values and promotes all program pathways and destinations (including academic, practical and alternative education programs)
- supports all students through diverse course offerings and transitions to work links
- promotes academic excellence, as demonstrated through credit-accumulation and improved results in standardized EQAO test results
- fosters equity of outcomes
- champions the needs of all students, with attention given to exceptional students, ELL students and at-risk students.
- works collaboratively and proactively with the Richmond Green Library Staff to provide a robust learning environment for RGSS students and staff
- works collaboratively and proactively with the Town of Richmond Hill, Parks and Recreation Department, to support access to and use of the surrounding sports facilities to meet curricular and extracurricular needs

SECURING ACCOUNTABILITY

- cultivates and promotes the positive reputation of Richmond Green Secondary School
- promotes and works to develop confidence in public education
- committed to parental involvement both formally and informally, e.g. with individual parents and with School Council
- reviews and renews standards and expectations for the student population
- reviews and models the Standards of Practice and Ethical Standards of Practice with staff
- implements and follows all legislation and YRDSB policies to ensure a safe school environment for all
- manages school resources effectively
- fosters an equitable and inclusive learning environment
- engages in systematic assessment of the school's effectiveness
- involves the school in the community and the community in the school through selected initiatives

May 17, 2012

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