

## DECISION MAKING LEVELS

### Background

This procedure establishes the authority, responsibility and accountability for decision making in each major area of the Division's operation.

The Director has the authority and responsibility to manage the operations of the Division effectively.

The Director delegates to the staff of Division the authority and responsibility to manage the operations of the Division in the areas to which they have been appointed.

The Director is accountable to the Board and all staff members are accountable to the Board through the Director.

### Procedures

#### 1. Division Office Level Decisions

- 1.1 Division Office level decisions are those made by the Director or designate, including superintendents, the Chief Financial Officer and supervisors.
- 1.2 On occasion, and in addition to the persons noted in Section 1.1, the Director may seek advice and information from other groups including, but not limited to, principals, teachers, consultants and service and support staff of the Division.

#### 2. School Level Decisions

- 2.1 School level decisions are those decisions made by the Principal in consultation with appropriate groups, which may include teachers, staff, parents, students, School Community Council members, service and support staff of the school.

Reference: Sections 175, 231 Education Act

Approved: November 22, 2018