

POLICY 15 – GENERAL EXECUTIVE CONSTRAINTS / DECISION-MAKING MATRIX

Date Adopted: June 20, 2012

Review Cycle: Annual

Date Amended: April 9, 2015 – currently under review

The School District of Whiteshell will not operate illegally, unethically, imprudently, or in contravention of Board policies. The Superintendent/CEO will not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision, or organization circumstance which is imprudent, illegal, in violation of commonly accepted business practices and ethics, or is contrary to the *Board Policy Manual* of the School District of Whiteshell, *The Public Schools Act*, *The Safe Schools Charter of Manitoba*, *The Education Administration Act*, or any other federal, provincial or municipal law. The following decision-making matrix outlines the General Executive Constraints.

<i>Superintendent has complete authority to act</i>	<i>Superintendent has authority but must inform Board</i>	<i>Board Decision; Superintendent may recommend</i>
<ul style="list-style-type: none"> • Evaluate staff • Reassignment of all staff members • Evaluate programs • Administer collective agreements • Professional development • Implementation of Board Policy • Staff Leaves up to 5 days 	<ul style="list-style-type: none"> • Evaluate principals • Staff hiring (non-administrative) • Student suspensions (up to 6 weeks) • Grant applications • Crisis situation (e-mail) e.g. Lockdown • Corporate sponsorship • Emergency school closures • Student overnight travel • Superintendent P.D. (out of province) • Administrative Procedures • Appoint Attendance Officer • Acceptance of Resignations • Extension of Medical Leave • Maternity/Paternity Leaves • Approve contractor(s) work to \$5000 • Support staff termination • Teacher termination 	<ul style="list-style-type: none"> • Policy Development and Approval • Student Expulsion • Employee Compensation/Benefits • Approval of budget • Setting staffing levels • Special levies • Appeals to the Board • New programming • Staff Extended leaves (beyond 5 days) • Over-expenditure of budget • Student/Staff out of province travel • School Calendar • Hiring additional staff outside formula • Hiring and assignment of Principals and/or Senior Administration • Change the admin organization chart • Approve tendered contractor(s) • Principal / Vice Principal termination