



## ANGLOPHONE WEST SCHOOL DISTRICT

### OFFICE OF THE SUPERINTENDENT

1135 Prospect Street • Fredericton, New Brunswick E3B 3B9 • [www.asd-w.nbed.nb.ca](http://www.asd-w.nbed.nb.ca)

<b>To:</b>	All Staff
<b>From:</b>	Karen Morton, Director of Human Resources
<b>Date:</b>	November 2020
<b>Re:</b>	Staff Treatment

In the organizational structure of a school district, a Superintendent reports to a District Education Council (DEC). The DEC is an elected body that follows a “policy governance” model of leadership for the school district. As their only employee, the Superintendent is accountable to the DEC and reports monthly following an annual planning cycle. If you would like to review ASD-W Superintendent reports, they are posted regularly on our district website under the DEC section and Superintendents Reports:

<http://web1.nbed.nb.ca/sites/asd-w/Pages/default.aspx>

The DEC is not responsible for the day-to-day operations as the Council relies on the Superintendent to move the district forward as the Chief Executive Officer and link to the district’s achievement and conduct. DEC policies, which differ from operational policies, which you may be familiar with, are also posted on our website.

One DEC policy specific to staff is in the “Executive Limitations” section - *ASD-W-EL2: Staff Treatment*. The corresponding district operational policy, *ASD-W-250-13: Employee Concerns* serves as a reminder of the process to follow when staff has concerns.

ASD-W DEC Governance Policies:

<http://web1.nbed.nb.ca/sites/ASD-W/DEC/Policies/Forms/AllItems.aspx>

ASD-W Human Resources Policies (*currently under review with updates forthcoming*):

<http://web1.nbed.nb.ca/sites/ASD-W/Policies/Pages/default.aspx>