



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

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| Policy Name | Communication to the Council | | |
| Policy Number | ASD-W-EL8 | Number of Reports per year | 1 |
| Policy | <i>With respect to providing information and recommendations to the Council, the Superintendent shall not fail to keep the Council informed.</i> | | |
| Date of Report | October 20, 2022 | | |
| Date of Previous Report (s) This School Year | N/A | | |
| Date of Future Report (s) This School Year | N/A | | |
| Report Filed by: | David McTimoney, Superintendent | | |
| Report Supported by: | Jennifer Read, Director of Communications | | |

Interpretation:

- **Policy requires the Superintendent to maintain open and effective communication with the Council by sharing information on all key matters related to the responsibilities of Councilors as outlined in the *Education Act*. This information shall come in forms of data, sharing of trends, and internal and external changes to the education system**
- **The Superintendent will provide Superintendent Reports for each DEC policy listed under Executive Limitations and End Results, as well as any information that may alter a previously established DEC policy.**
- **The Superintendent will provide for reports of media coverage to be shared with the DEC.**
- **The Superintendent will advise the DEC in a timely manner if there is anticipated or actual district non-compliance with any policy of the Council as well as advise if the DEC, itself, is not in compliance with the governance process or council/staff relations.**

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| <p><u>Justification:</u></p> <ul style="list-style-type: none"> • In accordance with the Education Act, the duties of the superintendent include ensuring effective communication links, procedures and mechanisms are in place (Education Act, 48(2)(h)). • The District Education Council must align DEC policies with provincial policies, legislation and regulations. (Education Act, 36.9(5a)). Therefore, any changes to provincial policies or regulation must be shared with Council in order for it to reflect on the impact to current DEC policy. • Council members maintain communication links with Parent School Support Committees (Education Act, 36.9(5f)) within their sub-districts. This provides a link to the communities they serve. • Awareness of significant media coverage allows Council to be informed of stories and topics which may affect public opinion and decision-making by government. Council members are better prepared for their role when they are informed of key issues affecting education. <p><u>Compliance:</u></p> <ul style="list-style-type: none"> • DEC reports are submitted following the Council's annual reporting cycle, unless adjusted by Council. • Regular updates and reports are provided to Council through email on media inquiries, media coverage and current media trends. This is a delegated responsibility of the Director of Communications. • Significant events have been shared by the Superintendent, including messages of interest sent to families. During the height of the global pandemic, copies of messages sent to impacted schools were shared with DEC. Email is the primary official mode of communication to allow for timely, consistent sharing of information. • DEC is informed of changes to provincial policy when relevant to the work they do. • Responsible communication between the Superintendent and DEC occurs as needs arise regularly and in between formal Council meetings. • The Superintendent meets with the DEC Chair four times per month...two meeting preparation meetings, one working session, and one public session. | |

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| <ul style="list-style-type: none"> • There is a communications team (Director, Web Designer/Developer) that supports communications throughout ASD-W and the communities we serve. This includes the use of communication and technology tools such as a new website, social media, and School Messenger. • Media response is an important responsibility of the Director of Communications and the Superintendent. | |
| <p><u>Evidence:</u></p> <ul style="list-style-type: none"> • <u>Education Act</u> • ASD-W Communications 2021-22 Report • July 4, 2022 Minutes (evidence of DEC satisfaction of Superintendent Reporting in 2021-22) | |
| <p>Compliance: I report compliance with this policy.</p> | |

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| Superintendent's Signature: | _____ |
| DEC Chair Signature: | _____ |
| Date: | _____ |

