




Administrative Regulation 102

1. People involved in the decision making process may include staff members, students, parents, school council members, and other members of the community.
2. Involvement in a decision making process may vary from being asked for input to being delegated the responsibility for making the decision.
3. Decisions that should be made at the school level include decisions in the following areas:
 - a. school culture;
 - b. organizing for instruction;
 - c. curriculum emphasis – including target setting;
 - d. determining and addressing staff professional development needs;
 - e. managing financial resources and developing a budget that adheres to the budget regulations;
 - f. selecting personnel;
 - g. school-community linkages; and
 - h. physical plant management and maintenance.
4. The principal shall ensure staff and school council members have professional development opportunities that facilitate changes in roles and responsibilities. The following areas should be included: problem solving, management, and communication skills.
5. The superintendent shall assist with the professional development of staff and school council members by providing district-wide inservices on the changes in roles and responsibilities. The following areas may be included: problem solving, management, and communication skills.
6. The district will determine the effectiveness of the site-based decision making process by annually surveying a sample of staff, students, and parents.

Reference: Board Governance Policy GP#7 Board Governance Policy BSR#2 School Act Section 20,22,78(1) Alberta Education Policy 1.8.2, 1.8.3, 2.1.3, 3.2.1	Approved: 
	Date Approved: April 3, 2000
Cross-reference: AP 101, 114, 400, 403, 500,501	Date(s) Revised: June 12, 2002; March 15, 2005