



**COUNCIL POLICY
COMPLIANCE MONITORING FORM
~ EXECUTIVE REPORT ~**

Policy Type: Executive Limitations 3.1

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Policy Title: Emergency Superintendent Succession

Date: February 25, 2022

I hereby present my monitoring report on your Executive Limitations policy Emergency Superintendent Succession according to the schedule established. I certify that the information contained in this report is true, and represents compliance with all aspects of the policy unless specifically stated otherwise, since the policy was adopted on February 9, 2022.

Superintendent
February 25, 2022

I. Interpretation:

This policy means that at least one person on the management team can act as Superintendent in the event of sudden and unexpected loss of Superintendent services. This member of the management team would need to be well versed in District and District Education Council issues and processes.

II. Evidence:

Our management team works very closely and the ten of us meet formally every two weeks for a full day (several virtually during the pandemic) and meet on an ad-hoc basis between as issues and business arises. The Superintendent feels confident that all members continue to be familiar with District issues and processes. Most Directors attend DEC meetings as well and are well versed in DEC issues. In the event of an emergency, the Director of Education Support Services and Director of Schools in the St. Stephen Education Centre are experienced educators and could fill in. Both have been long serving Directors. The Saint John Education Centre is the largest centre with student population, number of schools and number of staff. The Executive Assistant to the DEC and the Superintendent are located in Saint John as well. If the Superintendent is on vacation, office staff and Principals are aware and the process to follow in case of an emergency.

There are two components to the Council's assessment of a monitoring report:

- i. Assessment of whether the Superintendent has made a **reasonable interpretation** of the Council's policy; and
- ii. Assessment of whether the Superintendent actually has **demonstrated achievement** of a reasonable interpretation of the policy.