



2018 – 09 — 26

Post card # 18-19– 001

To: Members

Subject: The start of 2018 – 19



Isn't it unbelievable how the time flies by, it's already almost the end of September and that important date related to your student population is approaching. I hope that you have had a good summer recess and that your first month has gone reasonably well.

As an administrator, you will be called upon to deal with many types of situations which will require that you are up to date on the policies of your school board, the working conditions of the personnel that you supervise and of your own.

Administrators' Working Conditions are outlined in the local and provincial documents. Information on this will be distributed on a need basis. Verifying the content is always an important rule rather than working from memory. If you are unsure of your interpretation, it is always a good idea to seek advice.

As well, a review of your board's policies pertaining to Harassment, Safe Schools and the relatively new Employee Disclosure should be on your todo list. These policies are having an increasing impact on administrators. Their names may vary from one board to the other but they are public documents that can be viewed by anyone as they can be found on most of the school boards' web-sites.

If the matter deals with members of your staff your Director of Human Resources should be on your speed dial. If, on the other hand, it concerns you then continue with your Local Management Association President should be the next step in seeking clarification and / or assistance. In the event, that this person is unfamiliar or uncertain with the topic, AAESQ is here to help.

The objective of the "Postcard" is one topic per issue and therefore please be on the lookout, as very shortly, you will be receiving the second issue for the school year 2018 – 2019

IF YOU WOULD LIKE CLARIFICATION, HAVE QUESTIONS OR WOULD LIKE TO DISCUSS THIS, PLEASE FEEL FREE TO CONTACT:



or



Michael Stirrup, Executive Assistant, 514– 426–5110, info@aaesq.ca