



BOARD DIRECTIONAL POLICY

DIRECTIONAL POLICY

Nurturing Employee Relations

DIRECTIONAL POLICY NUMBER

800

Directional Policy

Nurturing Employee Relations

Date Approved:

April 2023

Projected Review Date:

April 2028

Policy

The Catholic District School Board of Eastern Ontario values our partnership with board employees as we strive together to support our Vision of “Inspired by the teachings of Jesus Christ, we transform the world with justice and peace through Catholic education.” The Board welcomes and appreciates the engagement, ideas, perspectives, and contributions that come from this partnership and its positive impact on student achievement and well-being.

The Catholic District School Board of Eastern Ontario respects its duty to ensure public trust and confidence are maintained and enhanced through the conduct of all its employees. The Board will ensure that all employees act in the best interest of the students they serve as they conduct themselves and perform their duties with integrity and professionalism in light of our Catholic faith.

Purpose

The purpose of the *Nurturing Employee Relations Directional Policy* is to create a shared understanding of the expectations the Board has with respect to employees’ conduct in their professional and personal lives as it relates to public trust and confidence. Administrative procedures that articulate the expectations and requirements the Board has of its

employees are intended outcomes of this policy. The administrative procedures and practices that emerge from this policy will clearly identify the Board's requirements regarding matters related to employee relations.

Alignment with Multi-Year Strategic Plan:

The *Nurturing Employee Relations Directional Policy* supports our Vision "Inspired by the teachings of Jesus Christ, we transform the world with justice and peace through Catholic education." This Vision calls the Board to these Strategic Priorities:

[CDSBEO Strategic Plan 2020-2025](#)

Alignment with the CDSBEO Framework for Policy Development

The strategic plan and goals of the Catholic District School Board of Eastern Ontario must be rooted in the development and maintenance of Board policies and organizational structures that support student achievement, equity and wellbeing, and educational goals. These policies must be monitored and evaluated for their effectiveness in achieving these goals (Good Governance: Guide for Trustees, School Boards, Directors of Education and Communities, 2022).

[CDSBEO Framework for Policy Development](#)

Responsibilities

The Board of Trustees is responsible for:

- Defining, articulating, and directing the Catholic District School Board of Eastern Ontario mandate to support student achievement and well-being in a Catholic learning community supported by the Multi-Year Strategic Plan.
- Setting direction and policy that governs the Catholic District School Board of Eastern Ontario.
- Reviewing and considering for approval the *Nurturing Employee Relations Directional Policy* recommended for consideration by the Board.
- Understanding and communicating with members of the community the content of the *Nurturing Employee Relations Directional Policy*.
- Assigning responsibility to the Director of Education for operationalizing and managing the *Nurturing Employee Relations Directional Policy*.
- Monitoring and holding the Director of Education accountable respecting the implementation and operational details of the *Nurturing Employee Relations Directional Policy*.

The Director of Education is responsible for:

- Providing leadership regarding implementation and operational details in the *Nurturing Employee Relations Directional Policy*.
- Providing direction to staff in the development of administrative procedures and practices to ensure implementation of the *Nurturing Employee Relations Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Nurturing Employee Relations Directional Policy* and related administrative procedures.

Lead Superintendent or Designate is responsible for:

- Working in collaboration with the senior team, managers, and all employee groups in the development of administrative procedures and practices to support the *Nurturing Employee Relations Directional Policy*.
- Ensuring all employees of the Board are aware of the *Nurturing Employee Relations Directional Policy* and where to access it and the relevant administrative procedures.
- Ensuring the unions and/or associations that represent employees of the Board understand the expectations outlined in the *Nurturing Employee Relations Directional Policy* and relevant administrative procedures.

Superintendents of School Effectiveness are responsible for:

- Providing leadership and supports for principals, vice-principals, managers, administrative assistants, and all departmental staff in their knowledge, understanding, and implementation of the *Nurturing Employee Relations Directional Policy*.
- Working collaboratively with the Human Resources Department to develop administrative procedures and practices that align with the *Nurturing Employee Relations Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Nurturing Employee Relations Directional Policy* and related administrative procedures.
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Managers are responsible for:

- Providing leadership, management, and support for the members of their department in their knowledge, understanding, and implementation of the *Nurturing Employee Relations Directional Policy*.
- Working collaboratively with the Human Resources Department to develop administrative procedures that align with the *Nurturing Employee Relations Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Nurturing Employee Relations Directional Policy* and related administrative procedures.

Communications Department is responsible for:

- Working collaboratively with the Human Resources Department to develop a system-wide communications plan focused on building knowledge and understanding with our various stakeholders on the *Nurturing Employee Relations Directional Policy* to support its effective implementation.

Principals and Vice-Principals are responsible for:

- Providing leadership, management, and support for the members of their school communities in their knowledge, understanding, and implementation of the *Nurturing Employee Relations Directional Policy*.
- Ensuring employees whom they supervise meet the requirements of the *Nurturing Employee Relations Directional Policy* and related administrative procedures.

All Employees are responsible for:

- Being proactive and self-directed in building their knowledge and understanding of the *Nurturing Employee Relations Directional Policy* as it relates to their role with the Catholic District School Board of Eastern Ontario.
- Adhering to the administrative procedures and practices that support the *Nurturing Employee Relations Directional Policy*.

Progress Indicators

- All employees are aware of the *Nurturing Employee Relations Directional Policy* and the requirements of the related administrative procedures.
- Employees of the Catholic District School Board of Eastern Ontario are following the defined expectations and acting with integrity and professionalism in light of our Catholic faith.

References

- [CDSBEO Strategic Plan 2020-2025](#)
- [CDSBEO Framework for Policy Development](#)
- [RSO 1990, c E.2 | Education Act | CanLII](#)