

Chief Financial Officer J. Kramer	Superintendent of Human Resource Services H. Hildebrand	Superintendent of Education Services D. Magnusson	Superintendent of Education Services S. Gherasim	Superintendent of Education Services J. Landry	Superintendent of Education Services K. Ehman	Chief Information Officer S. Fossenier	Controller of Plant and Accommodation Services D. Sears	Supervisor of Curriculum & Instruction S.L. Chase	Supervisor of Human Resource Services A. Ward
<ul style="list-style-type: none">Budget/Financial Management and ReportingPayrollPurchasingTransportationAccounts PayableAccounts ReceivableBefore & After School/Preschools/Child CareContracts/AgreementsSevere Weather ProtocolEnterprise Risk ManagementInsuranceEducation Property TaxAuditingProject Management <p>Committees</p> <ul style="list-style-type: none">City Council / School Boards LiaisonNegotiation Committee(s)Cyber Risk Working Advisory Group	<ul style="list-style-type: none">HR SupervisorTraining Accommodation Officer <p><u>Hiring, Performance and Talent Management</u></p> <ul style="list-style-type: none">Division Recruitment/ Hiring and StaffingAdvertisements, selection, interviewing, orientation and transfer process of all staffEmployee data managementEEPAdmin Applications (7000 series)Baragar SystemsCriminal Record Checks (staff)Leadership DevelopmentProfessional DevelopmentOur SCHOOLSPTRBPerformance ManagementTeacher AccreditationTeacher ReclassificationAbsence ManagementNew Teacher Orientation <p><u>Employee Wellness, Training and Accommodation Management</u></p> <ul style="list-style-type: none">Employee assistance programs, wellness and healthDuty to Accommodate PlanningIn-service and trainingSafe School Requirements <p><u>Labour Relations</u></p> <ul style="list-style-type: none">School Year CalendarLabour negotiations RCSTA and CUPE <p>Committees</p> <ul style="list-style-type: none">Provincial Human Resource ServicesUniversity of Regina Field ExperienceSTF LiasionDiversity, Equity & Inclusion	<ul style="list-style-type: none">Criminal Record ChecksCSCC/CPAC CoordinatorElementary Interschool SportsEmergency ResponseInstitute SupportLearning OnlinePAA/PartnershipsProvincial Auditor Follow up/SafetyRegina District Industry and Education Council (RDIEC)Regina Trades & SkillsSchool Safety Patrol – CAASevere Weather ProtocolTechnology DepartmentVTRA/ARTOThreat Assessment <p>Committees</p> <ul style="list-style-type: none">City of Regina Emergency Planning CommitteeProvincial School Operations CommitteeRegina Anti-Gang Committee StrategyRegina Crime Prevention CommitteeRegina Hub Steering CommitteeSchool Resource OfficersTRiP Steering CommitteeVTRA/ARTO Protocol Committee	<ul style="list-style-type: none">Administrative AlmanacChild Nutrition ProgramCircle of VoicesCLASSElementary Function/SBA MeetingsIndigenous EducationInstitute SupportInternational StudentsLeveled Improvement Plan (DIP & SIP)Privacy Act/LAFOIPFrench Education ProgramMultilingual & Multicultural ProgramEnglish as an Additional LanguageResearch ProgramUnited Way CampaignDream BrokersMichif Language ProgramFollowing Their VoicesOurSCHOOL DataSupervision Allotments <p>Committees</p> <ul style="list-style-type: none">Provincial School Operations CommitteeSSWIS Steering CommitteeCampaign for Grade-Level ReadingAttendance MattersSummer Success CampsPEPITLEADS Executive BoardDean’s Advisory Committee to the BAC ProgramNRJUS Admin. Working GroupRASP Admin. Working GroupCity of Regina Food SummitPEP Inspiring Success Priority Action Team	<ul style="list-style-type: none">Addiction Resource ProgramAttendance OfficerSchool Support SpecialistsCritical Incident ResponseStudent Cumulative RecordsElementary CounsellorsInstitute SupportIntegrated ClassroomsIntensive Needs StudentsAlt. Ed. Gr. 9-12 / Mod. Prog. Gr. 10-12Response to InterventionQHS/SLE Intake DecisionsLearning Resource Program & TeachersFamily Support CoordinatorSpeech and LanguageSafe & Caring SchoolsSchool-wide Positive Behaviour InterventionDuty to Accommodate Students with a DisabilityStudent RetentionIntervention CommitteePublic Health Immunization ProgramDivision Wide PandemicEarly Learning Intensive Support ProgramMental Health Capacity Building ProgramStudent Alternative Placements Cornwall Alternative School/Ranch EhrlöAdolescent Psychiatry Unit RGH <p>Committees</p> <ul style="list-style-type: none">Archbishop’s Advisory CouncilCampion College -Advisory Council for Indigenous RelationsCornwall/Ranch EhrlöOur Lady of Guadalupe National CircleSaskatchewan Health Authority (SHA)Suspension/Intervention Committee	<ul style="list-style-type: none">Assessment/Grading/ Reporting – SecondaryBand & Choral ProgrammingGr. 10-12 Course ChallengesGr. 10-12 Curriculum Alt ModGr. 10-12 Special Project ChallengesHigh School Advanced PlacementHigh School CounsellorsHigh School Function MeetingsHomebased EducatorsInstitute LeadReading/Writing/Math DataSchool PromotionsStatistical reportsSTRIVE (Student Trustees)Student Achievement TeamGraduation DIP <p>Committees</p> <ul style="list-style-type: none">Ministry of Education – Curriculum ContactRHSAA Executive BoardUniversity of Regina TransitionsCity of Regina Joint UseSTF/LEADS Sterling McDowell FoundationCEC 2.0 Project Management Team	<ul style="list-style-type: none">Participate in strategic and operational governance processes.Lead strategic technological planning.Collaborate to develop and maintain a technology plan.Develop and maintain the IT organizational structure.Establish IT departmental goals, objectives and operating procedures.Identify opportunities for cost-effective investment of IT systems and resources.Develop, track, and control the IT annual operating and capital budgets.Develop business case for IT spending and initiatives.Define requirements for new technology implementations and communicate them to stakeholders.Review hardware and software acquisition and maintenance contracts.Define and communicate corporate procedures, policies and standards.Approve, prioritize and control projects and the project portfolio. <p>Management</p> <ul style="list-style-type: none">Analyze and improve upon technology standards across the organization.Supervise recruitment, development, retention and organization of all technical staff.Ensure continuous delivery of technical services.Develop, track and control the technical services annual operating and capital budgets for purchasing, staffing and operations.	<ul style="list-style-type: none">Statistics and information related to SD facilitiesFacility inspectionsMinistry contact – capital projects / portable classroomsStaff developmentRegina Joint Use AgreementYearly site surveySchool maintenance reviewsSupply/repair/replacement of school division assetsSpecs and documentation of new purchasesDisposal of surplus equipment <p>Heidi/Andrea</p> <ul style="list-style-type: none">Disciplinary and dismissal proceduresEvaluate maintenance / caretaking staff (Andrea)OH&S committees, worker safety programsCUPE Negotiation Committee <p>Committees</p> <ul style="list-style-type: none">City of Regina Downtown Planning CommitteeCity of Regina Recreational Facility Planning CommitteeCEFPI (Council of Educational Facility Planners (Tyler)City of Regina EMO Team (Tyler)City of Regina Parks and Recreation Advisory Board (Tyler)City of Regina Winter Maintenance Review Committee (Tyler)Board Chair – Sacred Heart Manor housing (?) <p>Annual book display</p> <ul style="list-style-type: none">Manage online subscription resources and licensesAdministrative Applications for library services, learning resources, and copyright activities and eventsSupervise ILS personnel <p>Committees</p> <ul style="list-style-type: none">Multitype Data Licensing ProgramUnited WayResponse to Diversity CommitteeRegional Early Years Joint Use School Committee	<p><u>Curriculum, Instruction, and Assessment</u></p> <ul style="list-style-type: none">Curricular implementationAssessment/Grading/ Reporting-ElementarySupervise Achievement Team-Advance SMART goalsCurriculum Technology ImplementationSupport Ministry of Education AssessmentsProfessional Development Plan – Institute chair, New Teacher Orientation, PD calendarLong Range Planning SupportInterdisciplinary Instruction LeadCoordinator and Consultant Supervision and EvaluationLeadership and PD for Learning Catalyst TeachersEarly Years Family Resource Centre (EYFRC) <p><u>Direction and Management for the Information and Library Services Department</u></p> <ul style="list-style-type: none">Leadership for School Library ServicesEvaluation, selection, resource materials for elementary schools <p>Annual book display</p> <ul style="list-style-type: none">Manage online subscription resources and licensesAdministrative Applications for library services, learning resources, and copyright activities and eventsSupervise ILS personnel <p>Committees</p> <ul style="list-style-type: none">Multitype Data Licensing ProgramUnited WayResponse to Diversity CommitteeRegional Early Years Joint Use School Committee	<p><u>Hiring, Performance and Talent Management</u></p> <ul style="list-style-type: none">Division staffingEducational Support Professional / CUPE membersAdvertisements, selection, interviewing, hiring, orientation and transfer for ESP/ CUPE including casual replacementsSupervise substitution line for IA / TA / ESPPracticum placements with outside agenciesSupport and CUPE Working Hours/OT <p><u>Employee Wellness, Training and Accommodation Management</u></p> <ul style="list-style-type: none">Return to work and long-term disability programs for ESP and CUPE membersEmployee assistance programs, employee welfare, wellness and healthWorkers Compensation Human Resource Services Training and Accommodations OfficerDuty to AccommodateSupport staff development, supervision and evaluationIn-service and training as required <p><u>Labour Relations</u></p> <ul style="list-style-type: none">CUPE contract negotiationsESP Conditions of Employment, Compensation and Benefits <p>Committees</p> <ul style="list-style-type: none">HR Provincial Network CommitteeDiversity, Equity & Inclusion