

POLICY: SECTION C PERSONNEL MANAGEMENT

POLICY: ALLOCATION OF UNITS AND ALLOWANCES

DATE OF REVIEW: May 2018

REVIEWERS: Mark Shanahan, Ants Cotton, Personnel Sub-Committee

GOAL:

To ensure that management units, middle management allowances (MMA), recruitment, retention and reward (RRR) allowances and Senior Management Allowances (SMA) are allocated in the best possible manner so as to achieve the school goals and implement its policies.

OBJECTIVES:

1. To state general principles for the distribution of units and allowances.
2. To provide guidelines for the distribution of units and allowances.
3. To support evolution to a gender and ethnic balance in senior staff positions.
4. To provide promotion opportunities for staff.
5. To comply with the Secondary Teachers' Collective Employment Agreement.

GUIDELINES:

1. The general principles to be applied :
 - All appointments will be on the basis of the best person for the job.
 - In line with our EEO policy ethnic and gender balance will be taken into account.
 - All units and allowances will be allocated wherever possible.
 - Allocations will be for defined responsibilities.
 - The number of units and/or allowances allocated will reflect the level of responsibility of the position.
 - Fixed term unit provisions will be used to provide promotion or growth opportunities for staff.
2. The distribution of units and allowances will depend on:
 - Needs identified by the Principal through consultation and within the existing constraints fixed by the school.
 - Implementation of the Board's annual goals and objectives.
3. To implement this policy:
 - Make available to the Board an analysis of the distribution and allocation of all units and allowances by gender, ethnicity, essential learning areas, student well being high quality teaching and senior leadership.

Signature of Chairperson

Signature of Principal

Date: _____