

<b>Kelsey School Division Box 4700 The Pas, MB R9A 1R4</b>	<b>Code: CC</b>
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**ADMINISTRATIVE ORGANIZATION PLAN**

In order to promote maximum organizational effectiveness, the organizational plan for Kelsey School Division will reflect the following principles:

1. The duties, responsibilities, authority, and relationships of all positions will be clearly defined, so as to be understood by all concerned.
2. Responsibility for routine decision-making will be delegated to the lowest possible level.
3. Responsibility will be accompanied by commensurate authority.
4. No one will receive direction from more than one source.
5. Solid lines on the organizational chart (page 2 of this policy) will indicate supervisory/evaluation lines. Broken lines will indicate consultation lines.