

SCHEDULE "B"

Terms of Reference Palliser Organizational Review Background

The Palliser Board of Trustees has authorized by resolution the performance of an Organizational Review, in response to various allegations by the public regarding the Palliser School Division and Superintendent. The Organizational Review shall be conducted by an independent Review Panel.

Purpose

The Review Panel will conduct an organizational review of the Palliser School Division. The following are considered the key component categories of the organization review:

1. Organizational Climate, Culture and Leadership;
2. Governance Practices;
3. Accountability to Stakeholders; and
4. Internal and External Communication Practices.

Panel Membership

The Panel will be comprised of two individuals who shall work as a team to perform the Organizational Review.

The Panel is chosen to collectively address a multitude of skill sets including:

1. Investigative – The proven ability to conduct interviews with the intent of determining factual circumstances;
2. Human Resources Skills – A strong and demonstrated understanding of Human Resource Management,
3. Organizational Behavior and Organizational related issues;
4. Organizational Leadership – Proven Experience and Demonstrated Organizational Leadership at a senior organizational level;
5. Background and experience in an Educational Environment; and Demonstrated ability to perform organizational reviews.

While it is understood that the Panel will not be created in a hierarchical manner, one Panel member will be chosen to act as the Coordinator of the Panel.

Key Elements

Key Elements of the Organizational Review:

1. The Review shall be conducted offsite from Palliser property and shall be independent of Palliser School Division in determining its findings;
2. The Review Panel shall be given unfettered access to interview any former or existing employees of the Palliser School Division;
3. Upon Selection of the Panel, the Panel shall meet and develop a formal joint proposal complete with two individual budgets (one for each Panel Member) to perform the work. The Panel shall present such joint proposal to the Palliser Board of Trustees for approval of the budget;
4. Current employees shall be given protection from any workplace retribution resulting from their engaging in interviews with the Panel;
5. Panel Members will be able to demonstrate their objectivity by ensuring that they have not worked for the Palliser School Division presently or in the past; and
6. Panel members are to have full access to any relevant documents of Palliser School Division. While educational results and effectiveness are not a purpose of this review, the Panel shall be free to review and take note of existing documents, reviews and measures of Palliser School Division's educational effectiveness. The Panel shall also have access to legal counsel.

Timelines

The anticipated timelines of the organizational review shall be completed no later than October 31, 2016, or earlier if possible.