

SENIOR ADMINISTRATION TEAM (SAT)

The Senior Administration Team (SAT) shall be composed of a Superintendent, Assistant Superintendent(s) and Secretary-Treasurer(s).

The Senior Administration Team shall be the body responsible to co-ordinate and direct the administrative operations of the school Division. It shall be the organizational mechanism through which planning, evaluating, budgeting and co-ordination of the total operation shall be brought into focus. This shall be accomplished, in part, through the annual identification of the Pembina Trails Action Plan (CA-R).

It is through the Senior Administration Team that the members shall interface to support the achievement of their respective functions and responsibilities and the Mission, Vision, and Values of the Division

Accomplish Anything

Adopted	Reviewed	Revised	Page
9/347/04			1 of 1