

PSD Global Academy



Decision-Making Matrix

The purpose of this document is to provide guidance, communication, and clarity about how decisions are made as related to the Poudre School District and PSD Global Academy. The Poudre School District’s Board of Education delegates responsibilities to the Superintendent restricted by and defined by executive limitations and Ends Policies. Ultimately, the superintendent is responsible for the leadership and the prudent management of the district’s operational and instructional functions of the district. At the building level, there is a collaborative process allowing for input and partnership, agreement and opposition, and ultimately a clear mission for the school community. Due to the unique nature of each school within the Poudre School District, the decision-making matrix may vary from school to school.

- **D = Decision maker: person or group responsible for developing a course of action and leading implementation**
- **IP = Input Provider: person or group who provides ideas or information so decisions maker(s) can make informed decisions.**
- **C = Collaborative participant: person or group who partners with decision maker(s) in processing info, development of actions.**

Topic	District Administrators	Principal and/or School Leadership Team	SAC Parent Community	School Leadership Team and/or Policy Committee	Staff	Learning Coach	Student
School Mission							
Vision and Mission	C	C	C	D	IP	IP	IP
Student Conduct and Safety	D	D	IP	C	IP	IP	IP
School Improvement & UIP	D	D	C	C	C		IP
Legal Matters	D	D					
Marketing and promotion of school	D/C	D	IP	IP	IP		
Academics							
Standards	D						
Curriculum	D	C	IP	IP	C	IP	
Site Materials	D/C	D		C	IP		
Summer School	D						
Special Education	D	C		IP	C	C	C
Course Offerings	D	C/D		IP	IP		

Academic Programing	C	C	IP	D	IP		
State/District Assessments	D	C		IP	IP		
Homework Policy		C	IP	D	IP	IP	
Field Trips		D		C	C	IP	
Grading Policy	C	C	IP	D	C	IP	
Master Schedule	C	D		C	IP		
Daily Schedule (bell schedule)	D	C		D	IP		
Daily Schedule (home-based)	C	C		C	IP	D	C
Informational Technology	D	C		IP	IP		
Topic	District Administrators	Principal and/or School Leadership Team	SAC Parent Community	School Leadership Team and/or Policy Committee	Staff	Learning Coach	Student
Financial Operations							
Budget and Finance	D	D	C	C	IP		
Fundraising	C	D	IP	IP	IP	IP	IP
School Policy							
General Policy	D	D	IP	C	IP	IP	IP
Student Conduct and Safety	D	D	IP	C	IP	IP	IP
Attendance	D	C		IP	IP		
Student Life							
Extracurricular	D/C	D	IP	IP	IP	IP	IP
Student Activities	D	C	IP	C/D	IP	IP	IP
Assemblies and Celebrations		D		C	IP	IP	IP
Staff							
Personnel Issues	D	D					

Staff Evaluations	D	D	IP	C	IP	IP	IP
Hiring	D/C	D		C	IP		
Duty Assignments		D		IP	IP		
School-wide Professional Development	D	D	IP	C	IP	IP	
Teacher Classroom Assignments		D		IP	IP		
Substitutes	D	C		IP	IP		
Volunteers	D	D		IP	IP		
Topic	District Administrators	Principal and/or School Leadership Team	SAC Parent Community	School Leadership Team and/or Policy Committee	Staff	Learning Coach	Student
Site Operation							
School Closure due to Weather	D	IP					
Facilities Management	D	D	IP	IP	IP		
Public Displays	D	D		IP	IP	IP	
Food Services	D	IP					
Informational Technology	D	C		IP	IP		
Communications							
Press Relations	D	D	IP	C	IP		
Marketing and promotion of school	D/C	D	IP	C	IP	IP	IP
Web Site	C	D	IP	C	C	IP	IP
Newsletter	D	D		IP	IP		
Social Media	D	D	IP	C	IP	IP	IP