

#04 Diversity, Equity and Inclusion

BOARD POLICY

Board Approval: November 28, 2022
Effective Date: December 1, 2022
Amendment Dates: N/A
Review Dates: December 1, 2025

PURPOSE

Employees and Representatives of HLG demonstrate commitment to diversity, equity, and inclusion principles, striving to create and nurture an inclusive learning and work community on our journey that encompasses HLG's professional conduct and values.

DEFINITIONS

Board – the Boards of Governors / Directors of HLG

Diversity – the range of human differences, including diverse talents, perspectives, backgrounds, worldviews, ways of knowing, skills, and abilities

Employee – an individual who is working under an employment relationship with HLG

Equality – provides each individual with the same or similar opportunities and ensures fairness in processes and outcomes so that everyone has an equal opportunity to make the most of their abilities

Equity – taking the range of human attributes and qualities into account and providing each individual with what they need to be successful

Equity Deserving Community Members – members of social groups whose individual members have been historically denied equal access to employment, education, social services, housing, etc., because of membership in the group. Equity deserving community members include but are not limited to: Women, LGBTQ2^s+ community members, People of Colour, Indigenous Peoples, and Disabled Peoples.

Executive Leadership Team (ELT) – the Executive Leaders of HLG

HLG – Headwater Learning Group, the term for three independent charitable organizations-Calgary Academy Society, Headwater Learning Foundation, and Headwater Learning Solutions Foundation

Inclusion – the ongoing practice of embracing equity, diversity, and inclusion and taking action to create a supportive and welcoming environment in our daily interactions and decisions

People and Culture (P&C) – the People and Culture department of HLG.

Respect – treatment and consideration of others with the highest degree of dignity, equality and trust

Representatives – directors and contractors of HLG

School Leadership Team (SLT) – the group of senior leaders of Calgary Academy including the Principal and other members of the administrative team.

Stakeholders – employees, representatives, students, parents, community members, or individuals who share a common interest in HLG

GUIDELINES

1. HLG is committed to Diversity, Equity, and Inclusion principles and practices to make us a more vibrant, impactful organization and community.
2. HLG recognizes that delivering such commitment entails continuing conversations, embracing cultural challenge and being open to change.
3. HLG is committed to its Diversity, Equity and Inclusion (DE&I) journey and acknowledges and works to address the biases, underlying beliefs and values, assumptions, and stereotypes that inhibit opportunities for Equity-Deserving Community Members in learning and working environments.
4. A community where DE&I flourishes depends on the actions of all Stakeholders.
5. HLG's Board, ELT and SLT will demonstrate commitment, leadership and action toward a more diverse, equitable and inclusive workplace.
6. HLG's Board, ELT and SLT will annually review institutional structures, systems, Policies, Procedures, and processes designed to address inequities/disadvantages and underrepresentation.
7. HLG's Board, ELT, and SLT will support communication channels for employees to voice their DE&I concerns or ideas through non-confidential and confidential avenues.
8. HLG's employee activities are expected to embody the values of fairness and equitable treatment, inclusiveness, respect, collegiality, integrity, honesty, and ethical behaviours.
9. HLG views diversity as one of the foundations of excellence in teaching and learning, engagement, research, and innovation.
10. HLG exemplifies its commitment to this policy through its Mission, Vision, Values, Strategic Plan, and DE&I Inclusion Plan.
11. HLG is committed to the inclusion of perspectives and voices of Employees from Equity-Deserving Community Groups in decision-making and curriculum development.
12. HLG will align its work with all provincially legislated obligations to ensure Employees and Representatives are treated fairly and experience a discrimination-free workplace environment.
13. In the event an Employee or Representative knows of a violation of this Policy, they have an obligation to report it to their Supervisor or Executive Director of People and Culture, without fear of reprisal.
14. Violations of this Policy will be subject to disciplinary action, up to and including termination for cause.
legal References

REFERENCES

Universal Declaration of Human Rights

Canadian Charter of Rights and Freedoms

Canadian Human Rights Act

Employment Equity Act

Alberta Employment Standards Code

The Alberta Human Rights Act

Occupational Health and Safety Act

CROSS-REFERENCES

Board Policy - Code of Conduct

Board Policy - Respectful Learning and Working Environments

Board Policy - Occupational Health and Safety

Board Policy - Belief Statements

Board Policy - Role of Board

Board Policy - Role of CEO

Board Policy - Leadership

Board Policy - Stakeholder Engagement

C-01 Teacher Professional Growth Supervision and Evaluation

C-02 Support Staff Professional Growth Supervision and Evaluation

C-04 Workplace Harassment Prevention

C-05 Workplace Violence Prevention

C-08 Professional Code of Conduct

C-17 Duty to Accommodate and Inquire

C- Professional Practice Framework (in progress)

Diversity, Equity, and Inclusion Strategy and Action Plan (in progress)