
Board Governance Policy Cross Reference: [1, 12](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

[Employee Exit Survey](#)

Legal/Regulatory Reference:

The Interlake School Division (ISD) values its employees' opinions and feedback. Employee input is helpful in identifying what the Division is doing well and where improvements may be considered.

1. All staff leaving the employ of the Interlake School Division will be given an opportunity to complete an [Employee Exit Survey](#).
2. The Human Resources Officer will be responsible for providing the survey electronically to exiting staff members.
3. Completion of the survey is voluntary.
4. Completed surveys are to be returned to the Human Resources Officer.
5. The Human Resources Officer will review the surveys and follow up with management or Senior Administration where appropriate.