



**Association de développement  
professionnel pré-scolaire du Québec**

**Quebec Association for Preschool  
Professional Development**

The SOUND MANAGEMENT PRACTICES manual is available to Executive Directors to use as a self-evaluation tool, in the hopes of identifying missing/out-dates rules, protocols and policies. Once all phases of the evaluation are reviewed including such domains as financial responsibilities and communication practices, the administration will be able to identify areas of weakness, thus enabling the creation and modification of rules, protocols and policies in accordance with the sound management requirements.

Each cell of the Sound Management model contains several norms, which may help identify the potential weaknesses for the most important policies or processes.

### Cells for Evaluation

#### Section 1: Sound Management Principals

Transparency

Continuity

Efficiency

Balance

Fairness

Abnegation

#### Section 2: Sound Management Framework

Planning

Organisation

Direction

Control

Coordination