



## Policy 1.50 Policy Development and Currency

The Board of Education has sole authority to develop, change, approve, implement, and repeal policies that reflect the aspirations of the community and provide direction and guidance for the district, consistent with the *School Act* and its regulations, ministerial orders, other legislation, and the Strategic Plan.

The Board recognizes that Administrative Practices provide constructive administrative direction and are under the jurisdiction of the Superintendent of Schools.

All employees have the responsibility to adhere to Board policy and act in accordance with all Administrative Practices.

The Board's Policy Committee is responsible and accountable for development of new policies and revision and review of existing policies to ensure currency.

### Guidelines

1. Policy Currency
  - 1.1. The Superintendent and/or Secretary Treasurer shall be responsible for calling the Board's attention to any policies that are out of date or, for other reasons, appear to need revision.
  - 1.2. will review governance policies at least once, within the Board's term of office.
2. Policy Initiation
  - 2.1. The need for a new policy or revisions to existing policy may be identified by the Board, the Superintendent, Secretary Treasurer, or as a result of Board Standing or Working Committee recommendations or Ministry of Education and Child Care requirements.
  - 2.2. A member of the community at large or any member of a partner group, such as parents, teachers, staff, or administrators can suggest a policy be developed or revised.
  - 2.3. Proposals are to be submitted to the Board.



3. Policy Development

- 3.1. It is the responsibility of the Superintendent and Secretary Treasurer to support the Board in policy development by obtaining necessary information, outlining policy alternatives and the preparation of draft policy. When appropriate, the Superintendent or Secretary Treasurer shall seek legal advice on the intent and the wording of policy.
- 3.2. The Board Policy Committee will review any new or revised policy prior to presentation to the Board.
- 3.3. The Board welcomes the input of all education partners and the public, with respect to the development, review and revision of its policies and procedures. New policy, or revisions to existing policy, shall be presented at a Board Meeting, and approved for circulation for feedback prior to a subsequent Board Meeting.
- 3.4. Subsequent to the circulation period, the policy shall be brought forward to a Board Meeting, with the feedback summarized, for any further discussion and approval.
- 3.5. Should the extent of feedback be such that the Board feels the policy would benefit from further input, the policy may be referred to the Policy Committee.

4. Policy Implementation

- 4.1. It is the Superintendent's responsibility as Chief Executive Officer to oversee the implementation of Board policy. To do so, the Superintendent will ensure distribution of the policy and, where necessary, issue Administrative Practices.

5. Policy Publication

- 5.1. The Board will make its policies available through its website and to CUPE, DPAC, GIPVPA, GITA, and the Indigenous Education Committee.