

Board Policy 10

Policy Review and Development

Policy development is a key responsibility of the Board. Policies communicate the will of the Board and provide a framework for its actions, as well as the actions of the superintendent, staff, students, and its interactions with the community. Board policy shall comply with provincial and federal legislation. Further, the development of Board policy is enhanced with staff and community engagement.

The Board, as expressed in policy, balances its overall responsibility for the Division with the authority of the Superintendent to administer as outlined in policy. The Board is responsible for the implementation of policies governing its own processes. The Board and Superintendent share the responsibility for implementation of policies relating to the Board-Superintendent relationship. The Superintendent is responsible for the implementation of the other policies.

Only those policies which are adopted and recorded in the minutes constitute the official policies of the Board. Adopted policies shall be posted on the Division website.

In the absence of existing policy, the Board may make decisions, by resolution, on matters affecting the administration, management, and operation of the Division.

Regular Review of Existing Policies

1. The Policy Committee shall review existing policies at least once within a term to determine if they are meeting their intended purpose.
2. The Policy Committee shall recommend to the Board the approval of policy in current form or with non-substantive amendments.

Development of New Policies or Substantive Policy Amendments

The Board identifies the need for new policies or substantive policy amendments through resolution. Upon Board resolution to create new policies or substantively amend existing policies, the Policy Committee shall proceed with the following:

1. The Policy Committee shall draft a proposal for new policies, or present substantive revisions to existing policy, for first presentation to the Board.

2. Following Board discussion, the Board shall, by resolution:
 - a) submit the draft policy for staff and community engagement; or
 - b) refer the draft policy back to the Policy Committee for further revisions.
3. After the draft policy is submitted for staff and community engagement, the Policy Committee shall review the feedback and then recommend revisions, if deemed necessary, to the Board. The Board will receive a summary of the feedback along with the proposed revisions.
4. The Board shall respond to the final recommendations of the Policy Committee by resolution at a Board meeting.

Reference: Sections 33 and 53, Education Act