

210 – Policy Development

210 Policy Development

The Board believes that to fulfill its democratic mandate in representing the public interest it must provide direction in all stages of policy development and implementation. The Board will establish and maintain written policies to guide and monitor progress in meeting the expectations for student success. These policies provide a framework for Board and District's accountability to families, the community, and the Ministry of Education.

Board policies will establish a balance between the responsibilities of the Board to develop the broad direction that guide the District and the Superintendent to exercise professional knowledge in the administration of the District.

Criteria Guidelines for Board Policies

1. Policies prioritize enhancing student learning.
2. Policies are consistent with the Board's Mandate, Vision, Values, Strategic Plan, and other Board policies.
3. Policies are developed in response to an identified need and are intended to achieve an implementable, common approach.
4. Policies should be based on reliable and valid evidence and be the result of a comprehensive consultative process.
5. Policies are clearly written and are easily understood by those who reference them.
6. Policies are precise enough to give guidance and broad enough to allow appropriate discretionary action.
7. Policies are current and regularly reviewed.
8. Policies are readily available and accessible.

1.0 Development process

The Board, in cooperation with the Superintendent, will assess the need for a policy, as a result of its own monitoring activities or on the suggestion of others, and identify the critical components of each policy to be developed. The Board Policy Committee may develop the policy itself or delegate the responsibility for development to the Superintendent. The Board may establish procedures in respect to policy planning, development, implementation and evaluation.

The policy development process will ensure that the Board acts on adequate and sufficient information and may seek the guidance of external expertise. Policies should be consistent with the above stated “Criteria Guidelines for Board Policies” and relevant legislation or provincial direction.

Administration should research each policy proposal to determine its education impact, budgetary effect, and the relationship of the proposal with existing plans, policies, legislation, and case law.

The policy formulation and revision process should be inclusive and consultative. Educational stakeholders significantly affected by policies in the development or review process must be provided an opportunity to share their input during the formulation process either directly or through appropriate representation.

Following this process, the policy committee will review the draft policy for recommendation to send the policy to the Board for feedback and approval.

All Board policies will be circulated as notice of motion for 30 days as a method of soliciting community feedback. All feedback submissions will be reviewed by the Board – Committee of the Whole prior to final approval.

2.0 Implementation

The Board is responsible for implementing policies governing its own processes. The Board and Superintendent share the responsibility for implementing policies relating to the Board-Superintendent relationship. The Superintendent enacts the Board’s vision by implementing policies related to the daily operations of the district. The Superintendent is also responsible for developing, implementing, approving, and evaluating Administrative Procedures

3.0 Evaluation

The Board will monitor and evaluate each policy in a timely manner to determine whether the policy achieves the intended purpose. The Board must also be informed about and evaluate Administrative Procedures to determine their capacity to carry out the intention and spirit of the relevant policy.

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| Legal References: | <i>School Act 65(2)(a)</i> |
| Monitoring Method: | <i>Internal Reports/Board and Superintendent</i> |
| Monitoring Frequency: | <i>Annual</i> |
| Previous Policy Number: | <i>Policy 2.7</i> |
| Adopted: | <i>2020.12.16</i> |
| Amended: | <i>2025.01.15</i> |