

## **Policy Development**

### **Policy 1510**

**February 22, 2005**

**Revision Date: February 9, 2010**

**March 3, 2015**

Policy is a general statement expressing the will of the Board of Education in reference to the activities of the people for whom it is responsible and who are responsible to it. Policy may be expressed in philosophic terms, as a general statement of purpose, or as a statement of intent.

Guidelines are the definition of procedures to be adhered to in the implementation of a related policy, and where necessary, the specification of personnel affected. Not all policy statements will require guidelines, only those in which the Board wishes to determine the method of administration of policy.

#### **Policy Development Procedures:**

1. Suggestions for policy will be received by the Board from any committee of the Board, Secretary Treasurer, Superintendent of Schools and through these media from any interested party (ie: from the District).
2. Proposed policies should be screened on behalf of the Board to ensure that they are district-wide in focus.
3. Proposed policies shall be reviewed by the Board prior to being circulated to stakeholders (including Administrators, PACs, FNDTA and BCGEU) for 30 days. The policy shall come back to the Board with comments for final approval.
4. A thirty (30) day circulation period will allow those interested to provide input to the Board.
5. An exception to No.2-4 above would be the instance in which policy has been drafted as a result of negotiations between the Board and the FNDTA and/or the BCGEU.
6. If a policy includes protocol development at the school level, the Board will direct the Superintendent to ensure this is completed.