

# SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

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<i>Section</i>	BOARD AND ADMINISTRATION	
<i>Policy Name</i>	META: Policy Initiation, Identification, Development, Implementation and Review <i>Management Guideline Applies</i>	214
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<i>Board Approved:</i>	<i>November 7, 2019</i>	
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	<i>October 18, 2011</i>	<i>September 26, 2011</i>
	<i>March 21, 2006</i>	<i>Review by: December 2024</i>

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## **POLICY**

It is the intent of Superior-Greenstone District School Board to set out a process of policy development/review, which will provide for thoroughness and consistency in approach. Policy statements provide a framework for decision-making and guidelines for the effective operation of the system.

Policies developed through this process will reflect the values of the board and rigorous standards for which we are held accountable.

### **1.0. Rationale**

- 1.1 The Superior-Greenstone District School Board recognizes the need for clear, effective policies to provide direction and focus for decision-making and action. Establishing a process, which defines how policies will be initiated and/or identified, how policies will be developed, the process for policy implementation and how policy review is undertaken is essential to the establishment of exemplary policies.

Policy of the Board should:

- a) Reflect the basic philosophy and values of the Superior-Greenstone District School Board;
- b) Create a framework for the stable operation and provide direction to the education system;
- c) Constitute guidelines for decision making and action by those with decision making responsibility;
- d) Provide defined guidelines within which the Board of Trustees will exercise its legislative authority;
- e) Establish limits within which activities of the board may be carried out by designated staff;
- f) Reduce inconsistency and duplication by establishing clear criteria and parameters for administrative, employee and students' actions.

## 2.0. Guidelines

2.1 Board Policy Statements may be:

- a) statements of philosophy, goals, objectives or priorities, or
- b) standards or principles by which individuals make judgments, take courses of action, or
- c) guidelines for decision making or to future action by the Board, administrative personnel or staff, or
- d) statements or criteria or models for establishing principles and parameters for the development of derivative or subordinate policies (e.g. school policies).

2.2 Each board policy shall:

- a) be consistent with the mission statement and goals of the board;
- b) provide rationale;
- c) be written in clear, concise inclusive language;
- d) be sufficiently broad to allow administrators to be guided in their decisions and actions, and
- e) conform to current legislation and regulations.

2.3 Board policies should:

- a) be designed in a standard format;
- b) be reviewed according to prescribed procedures;
- c) be developed by involving individuals who are identified by the board;
- d) be clear on how they are to be implemented.

2.4 Trustees, employees and students are responsible for acting in accordance with Board Policy.