

FORT LA BOSSE SCHOOL DIVISION

TITLE – **POLICY DEVELOPMENT, REVISION AND REVIEW** POLICY - **BGC**

Cross Reference -

Resolution # - 37/17

Legal Reference -

Last Reviewed - 27/02/17

The following process will be used as a guideline for Policy development, revision and review in Fort La Bosse School Division.

1. The Policy Review Committee of the Board, together with Senior Administration, will review board policies on a clearly specified four-year rotational basis to identify policies that require revision, deletion or development.
2. Senior Administrators will prepare rough drafts of any policies identified by the Committees for revision or development. Input from the Committees and appropriate stakeholders will be sought as determined by the Board and the Senior Administrators.
3. The appropriate Standing Committee will review the draft policy and submit it to the Policy Review Committee of the Board for further review, discussion, final revisions and possible recommendation to the Board for adoption.
4. Senior Administrators will then prepare the final draft of the recommended policy. Legal council and other input may be sought as required.
5. Regulations and exhibits will be developed as necessary, and the appropriate Standing Committee will determine a process for their implementation. The finalized policy will then be recommended to the Board for approval either by motion or notice of motion.
6. The following criteria will be used when reviewing policies:
 - Is it legitimate? (within the Board's power)
 - Is it legal? (accordance with law)
 - Is it compatible with Divisional mission and goals?
 - Does it adequately cover the subject?
 - Does it conflict with or duplicate other existing policies?
 - Is it reasonable? (good sense)
 - Is it clear?
 - Is it practical? Is it current?
 - Is it affordable?
 - Does it have sufficient support?

