



1.0 POLICY

1.1 The Board believes that the primary means by which it provides governance to Sturgeon School Division is through written policies. These policies provide direction for the action of the Board, Superintendent, staff, students, electors and other agencies.

1.1.1 Accordingly, the initiation and/or adoption of new Board policies and revision and/or rescission of existing policies is solely the responsibility of the Board of Trustees.

1.2 The Board also believes that development and ongoing review of policies is necessary to ensure the governance and operation of the division remain consistent with Board beliefs, School Division needs, and compliance with the School Act and Alberta Education regulations.

2.0 GUIDELINES

2.1 The Superintendent of Schools shall make recommendations to the Board for the revision, rescission, and/or reclassification of existing Board Policies.

2.1.1 At any time, division stakeholders or stakeholder groups may submit recommendations regarding the need for policy development and/or review or rescission of existing policies.

2.1.2 Stakeholder recommendations, including supporting rationale, are to be forwarded, in writing, to the Superintendent, who will subsequently inform the Board.

2.2 Stakeholders may be provided with opportunity for consultation and involvement in the development, review and/or rescission of policy statements through School Councils, the division's Policy Advisory Committee and/or any other means as determined by the Board and/or its Standing Committees.

2.2.1 An up-to-date Policy Tracker will identify policies under review as well as their current status and will be provided to the Board at both their Committee of the Whole meeting.

2.2.2 Unless otherwise determined by the Board, all policy development and review will be concluded by the end of the school year in which it was initiated.

References: *Admin Practice(s): Governance 2 – Process for Policy Works*
Administration 3 – Developing Administrative Practices



- 2.2.3 In the event of an emergent or other situation where the board considers that it is in the interests of the jurisdiction to do so, the Board acknowledges that it may take immediate action on a policy matter.
- 2.3 Each policy statement shall be reviewed on a cyclical basis unless otherwise determined by the Board.
- 2.4 The Superintendent is responsible for developing the specific implementation steps required to operationalize a Board Policy.
 - 2.4.1 Administrative Practices are not subject to Board approval but are available to the Board for information at the time of Policy approval and thereafter on an ongoing basis. The Board expects that Administrative Practices will be developed by obtaining any necessary technical advice, stakeholder input, and legal opinions.
- 2.5 At any time the Board may delete or suspend a policy and subsequently delegate to the Superintendent authority over a particular area.

References: *Admin Practice(s): Governance 2 – Process for Policy Works*
Administration 3 – Developing Administrative Practices