

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

POLICY SERIES 200 - BOARD OF EDUCATION

203
203.1

PROCEDURES OF OPERATION **Formulation and Evaluation of Policy**

The Board of Education's primary role is to establish policy and assign responsibility for the implementation and review of policy.

The Board believes that policy should be formulated and developed through a consultative process with those groups affected by the policy. Further, the Board believes that policy development is a continuous and on-going process in order to ensure that policy remains current and meaningful.

The following procedures shall guide policy formulation:

1. The development and adoption of new policies and the revision of existing policies are the responsibility of the Board of Education.
2. The Superintendent or Secretary-Treasurer will bring an abstract of policy development revision or deletions to the Board for approval in principle.
3. The Superintendent or Secretary-Treasurer will develop policy wording through a consultative process and bring it back to the Board for review and adjustment at first and second readings.
4. After second reading, the policy draft will go through a formal response process to assess policy impact with the appropriate groups in the district. The responses will be collated and summarized.
5. The responses will be brought to the full Board, not a committee, for review. Depending on the responses, the policy may either move to third reading or may be revised and then sent for review again.
6. The Superintendent or Secretary-Treasurer may make recommendations to the Board for minor policy revisions. Such minor revisions do not require a formal policy impact process.
7. Board policies will be reviewed periodically and revised as necessary to meet changing needs.
8. The Superintendent and/or Secretary-Treasurer shall be responsible for keeping the Board advised as to evaluation and feedback procedures relative to existing policies and/or implications for new policies.
9. New policies, regulations or administrative procedures or change in existing policies, regulations or administrative procedures may be proposed by any Board member, administrator, staff member, student or resident of the School District.

Adopted: June, 1991
Revised: January, 1995, March 12/03