

<i>Rainy River District School Board</i>	SECTION 1 <i>Governance</i>
POLICY DEVELOPMENT AND REVIEW	1.40

POLICY

The Rainy River District School Board will establish guidelines for the development and review of policies in accordance with all applicable legislation and regulations.

RATIONALE

Policies provide a framework continuity and consistency in decision-making and administrative processes.

IMPLEMENTATION

As per guidelines.

GUIDELINES

- 1.1 These guidelines set out a process for policy development and review. This process must allow for flexibility in application.
- 2.0 Process**
- 2.1 Stakeholders may submit recommendations in writing to the Director of Education for a new policy.
- 2.2 The Policy Committee will review all new policy recommendations to ensure they are necessary and in alignment with current policies, legislation, and Ministry of Education guidelines.
- 2.3 Administration, through the Director of Education, will be responsible for the suggested wording of new policies and for revisions to existing policies.
- 2.4 Existing policies will be reviewed every five years or less to ensure that they are current and effective. Stakeholders can request a policy review prior to the review date, in writing to the Director of Education.
- 2.5 Draft or revised policies and policies to be rescinded will be presented to the Board with a recommendation for stakeholder consultation. Written feedback will be required within a set time period specified by the Policy Committee. The Policy Committee will receive and review all stakeholder feedback for policies under review and will recommend all updated/reviewed policies to the Board.

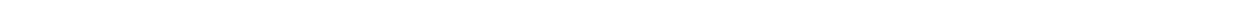
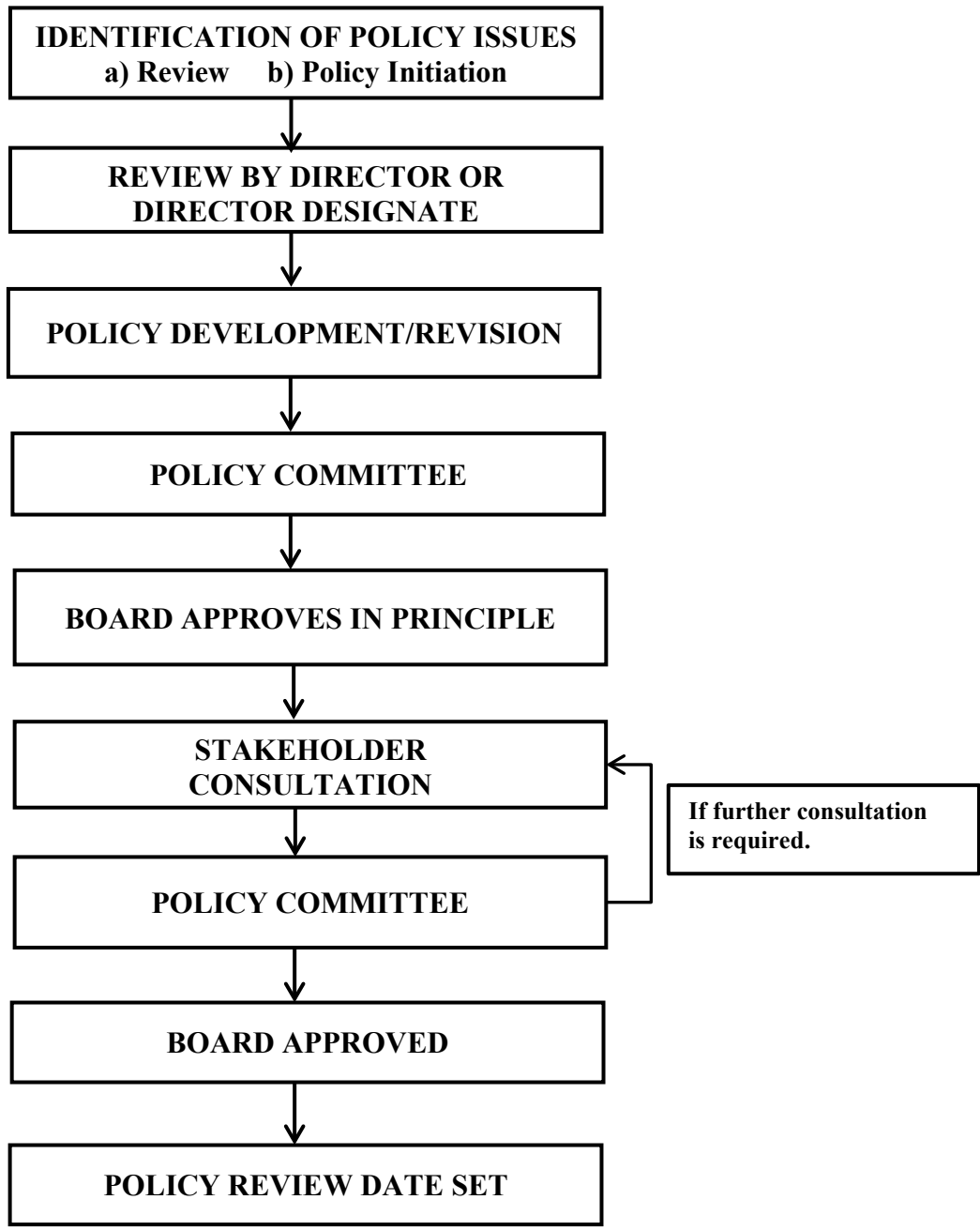
- 2.6 Final policies will be approved by the Board.
- 2.7 The Board may waive the process defined by this policy for reasons including, but not limited to, meeting timelines due to legislative requirements or issues of safety.
- 2.8 All policies will be available on the Board website.

3.0 Characteristics

- 3.1 Policies should:
 - Reflect the mission, vision, and belief commitment statements and support the Strategic Plan of the Rainy River District School Board.
 - Be developed through an equity lens and written using gender neutral language.
 - Have a clear purpose rationale for the policy should be clear.
 - Be broad enough to admit discretionary action in meeting day-to-day situations, yet be specific enough to give clear guidance.
 - Be sufficiently researched and in compliance with the *Education Act* and legislative and regulation changes.
 - Include the provision for evaluation and review.

<p style="text-align: center;"><u>CROSS REFERENCE</u></p> <p>Policies:</p> <ul style="list-style-type: none"> ▪ 1.07 The Role of the Board 	<p><u>Date Approved</u> November 2, 2021</p> <p><u>Board Motion</u> 213</p> <p><u>Review Prior to</u> 2026</p>	<p><u>LEGAL/MINISTRY OF EDUCATION REFERENCE</u></p>
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Appendix A: Model for Policy Development and Review



Appendix B: Policy Template

<i>Rainy River District School Board</i>	SECTION X <i>(Name of Section)</i>
(POLICY NAME)	XXX

POLICY

One or two-line statement that summarizes the policy using the opening statement:

The Rainy River District School Board will . . .

RATIONALE

A brief statement of the reason or logical basis for the policy.

IMPLEMENTATION

As per Regulation / Procedure notation here.

GUIDELINES

Overriding principles to be considered while implementing the policy.

1.1

Definitions (if required)

<u>CROSS REFERENCE</u>	<u>Date Approved</u> <u>Board Motion</u> <u>Review Prior to</u> (determined by Policy Committee)	LEGAL/MINISTRY OF <u>EDUCATION REFERENCE</u>
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