

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

**POLICY STATEMENT**

**Policy Name: Board Operation and Policy Development  
and Management**

**Policy Code: B-1.1**

**Section: Board and Community**

**4. APPLICATION**

This policy applies to all employees involved in development, review and revision of the Board's policies.

**5. RESPONSIBILITY**

The Board of Trustees is responsible for establishing and approving Board policies.

The Director of Education is responsible for the implementation of policy throughout the system, for reporting to the Board of Trustees on how its policies are being carried out and for advising the Board of Trustees on the need for policy change. The Director of Education is authorized to issue administrative regulations to implement this policy.

**6. POLICY****6.1 General**

Policies are the fundamental rules governing the Board of Trustees' deliberations, procedures and decision-making in relation to the organization of the Board, the operation of the Board, as well as Board and committee meetings; they are the general principles setting forth strategic direction for the system and guide administration, staff and the Board in delivery of sound academic, business, human resources and administrative practices.

**6.2 Requirements**

Policies must:

6.2.1 conform to the Education Act and the Regulations of the Province of Ontario, and other relevant acts or regulations governing the system's operations;

6.2.2 be reflective of the principles set out in the Ontario Human Rights Code, the Accessibility for Ontarians with Disabilities Act, Board Policy B-3.2, Equity, Diversity and Inclusion and Board Policy B-3.3, Human Rights: Code-Based Discrimination and Harassment (to be approved);

6.2.3 reflect the goals, intent and specific direction of the Board;

6.2.4 support the strategic plan of the Board;

6.2.5 be focused statements in clear, concise language; and

6.2.6 be relevant to the current and/or future operation of the system.

**6.3 Policy Approval**

6.3.1 The Director of Education or designate shall ensure that all policies are reviewed for appropriate format prior to consideration for approval by the Board of Trustees.

6.3.2 Administrative Council shall review all policies prior to presentation to committees.

6.3.3 Draft policy may be proposed through a Board committee to the Board of Trustees or by administration directly to the Board of Trustees if the topic of the proposed policy is not included in the mandate of a standing committee.

6.3.4 The Board may seek input from school councils on Board policies as referenced in Board Policy B-6.1, School Councils, and Board Policy B-6.2, School Councils' Associations.

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- 6.6.3 require approval for all revisions by Administrative Council, and
- 6.6.4 include discretionary action of the Director of Education, or designate, which are not part of the Board's policy.