



**School District 19**  
(Revelstoke)

# Revelstoke Board of Education

## Policy Manual

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### **2.4 District Policy Development and Review**

A significant responsibility of the Board of Education is the determination and development of policies.

Statements of policy are based on the Board's guiding principles. While policy is dynamic and evolving, policy will be broad enough to allow discretionary action, yet specific enough to provide clear direction to those responsible for implementing policy decisions of the Board. Policy is dynamic and evolving.

The Board has a standing Policy Review Committee comprised of trustees, the Superintendent of Schools, administrative staff, the President of CUPE and the President of the Revelstoke Teachers' Association.

The development and review of policies is the responsibility of the Policy Review Committee of the Board and policies should be reviewed every three years.

Each policy will conform to a standard format which includes: legal references, cross-references and a log of dates of approval and revision.

#### Guidelines

1. The Board, the Policy Review Committee, any Board Committee, staff or any interested party may make a recommendation to create a new policy, change or review an existing policy.
2. The Policy Review Committee will research and consult as appropriate, develop or amend policy and provide draft policy for approval of the Board.
3. The Board, upon approval of the draft or amended policy, will circulate the policy as appropriate.
4. The Policy Review Committee will review and make modifications as necessary, based on feedback from the draft.
5. The Board will approve final adoption of the policy.