

School District #62 (Sooke)

POLICIES & REGULATIONS	No.: A-500
	Effective: Jan. 13/81 Revised: Apr. 22/97; Dec. 8/98; Oct. 27/15; Jan. 4/23 Reviewed: Feb. 16/15; May 11/15; June 15/15; Sept. 22/15; Sept. 29/15

REGULATIONS

This regulation outlines the procedures for development and revision of Board Policies and Regulations. When a suggested addition, deletion, or revision to a Board of Education Policy or Regulation is received the following steps shall occur:

<u>STEP</u>	<u>INVOLVEMENT</u>
1. Initial recommendation to formulate or review a policy/regulation.	Board of Education
2. Study of background information; consultation with involved personnel; preparation of initial draft.	Staff
3. Consultation with those affected.	Officers of the Board/Education-Policy Committee
4. Presentation of the draft.	Officers of the Board/Education-Policy Committee
5. Review, recommend and modification as necessary.	Board/Education-Policy Committee/ Officers of the Board/Partner groups
6. Notice of Motion	Board of Education
7. Adoption of policy, approval of regulations. (no less than one month after initial receipt of Step 6 above)	Board of Education
8. Publication of new policy and regulations.	Staff