



Niagara Catholic District School Board

**ESTABLISHMENT AND CYCLICAL
REVIEW OF BOARD GOVERNANCE POLICIES POLICY**

ADMINISTRATIVE OPERATIONAL PROCEDURES

100 – Board

Policy No 100.5

Adopted Date: October 27, 1998

Latest Reviewed/Revised Date: January 25, 2022

The development of a new Board Governance Policy or the revisions to an existing policy will be at the direction of the Board or the Director of Education as required by law or regulations.

The Director of Education may delegate the development or revision of governance policy statements and/or Administrative Operational Procedures to appropriate members of Senior Administrative Council and staff.

The establishment of new policies and the cyclical review of existing policies will adhere to the following process:

1. The draft of a new Board Governance Policy or revisions to an existing policy will be reviewed by Senior Administrative Council.
2. The policy will be provided to the Policy Committee. The Policy Committee may recommend that the policy be vetted to various stakeholder groups within the Catholic education community or returned to staff for further study.
 - If recommended for vetting, the policy will be vetted internally and posted on the Board website for input through stakeholder groups for approximately six (6) weeks.
3. Senior Administrative Council will consider the recommendations from the vetting process as part of the design of the policy.
4. The policy will once again be submitted to the Policy Committee with the lead member of Senior Administrative Council providing a summary of the feedback and any changes made to the policy.
5. If recommended by the Policy Committee, the policy will be presented for approval at the next meeting of the Board.
6. The policy will be effective the date of approval by the Board.
7. The Director of Education will issue and be accountable to the Board for the Administrative Operational Procedures, to implement the policy, ensure that the policy is posted on the Board website and shared with staff.

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Revision History:	June 26, 2001 September 19, 2001 April 27, 2010 May 24, 2016 February 25, 2020 January 25, 2022