



**POLICY:**

Hanover School Division believes that the formulation, adoption, and monitoring of its written policies constitute one of the primary methods by which the Board of Trustees demonstrates its leadership in the education of students and the guidance and direction of the operation of the school division.

The Board of Trustees is responsible for overseeing the development of policies that:

- Identify the processes and operations that govern the Board
- Identify the specific priorities and results the Board wants to achieve
- Define authority and responsibilities
- Provide guidance for the management and operation of the school division

The Board's philosophy of education, beliefs and core values are reflected in the development and

4. The Board's educational philosophy, mission, beliefs and core values shall influence all policies.
5. The creation of a policy, or amendment, to a policy shall progress through a thrd

## GUIDELINES FOR RESCINDING A POLICY OR CONVERTING A POLICY TO PROCEDURE

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1. In the ongoing process of ensuring accurate and relevant policies for the Division, there will be occasions where circumstances are identified that have changed the requirements of policies and procedures.
2. In the course of policy review, it may become evident that a policy has become outdated or redundant. There may also be occurrences where a policy should be converted to a Procedure.
3. In cases such as this, the following process shall occur:
  - a. The Governance Committee will be given a copy of the Policy in question and advised as of the reason for the request to rescind or convert.
  - b. For a Policy that has been deemed to be redundant or outdated, the request to rescind will be made.
  - c. The Board, on the first and only reading, will vote on the request to rescind. If granted, the Policy will be removed from the Policy website. If not granted, the Policy will remain on the website. The Board must provide rationale for their refusal to rescind.
  - d. For a Policy that will be converted to a Procedure, the Committee will be provided with a copy of the new Procedure in order that the transition can be seen to be complete and relevant.

Date Policy Created:	September