

Recognizing that the authority of the South Slave Divisional Education Council (SSDEC) rests in its policies and that these policies have legal status, the SSDEC reserves the authority to determine policies for its schools and shall seek the counsel of representatives from the schools and communities of the South Slave region in the development of policy.

Policies, regulations, and guidelines published in either the Council's policy manual or other special documents published by the Council must be read and interpreted in the light of applicable laws and government regulations. The hierarchy of interpretation is as follows: District Education Authority (DEA) and school based policies must conform within the framework of the Council's policies, regulations and guidelines; and, the Council's policies must conform within the framework of GNWT directives and legislation (eg: the Education Act and Regulations). Further, nothing in the Council and DEA policies shall be interpreted so as to affect or override aboriginal rights.

REGULATIONS

Council policies will be developed within the following framework.

1. The development and adoption of new policies and the revision of existing policies are the responsibility of the Council.
2. Every policy of the Council must have three readings before it is passed, but not more than two readings of a policy shall be given at any one meeting.
3. Each reading of a policy must be in full, except on occasion when each member has been provided a copy of the policy, the second and third readings may be by title and description only.
4. The Council's official by-laws are subsumed under the policy manual section heading, 'School Board Governance and Operations'.
5. The Council delegates to the Superintendent the responsibility for drafting all new and revised policy statements that shall be submitted to the Council for approval.
6. All policy statements, new or revised, shall be researched and discussed with affected groups prior to their final submission as recommendations to the Council through the Superintendent.
7. Key policies should be written, clearly defined and based on the Council's philosophy and a thorough understanding and appreciation of local needs.

8. Council policies will be reviewed periodically and revised, if necessary, to meet changing needs. Policy development is a continuous, never-ending process.

GUIDELINES

The following steps will be taken in developing new policies or revising existing policies.

1. Suggestions for policy development or review may be initiated by the Council, the DEAs, the Superintendent, Northwest Territories Teachers' Association (NWTTA), Union of Northern Workers (UNW), other staff organizations or members, Government of the Northwest Territories Department of Education, Culture & Employment (GNWT ECE), parents, students, or other affected groups.
2. The Council will review the suggestions for policy development, and, if they accept the need, the Superintendent will develop a draft policy.
3. The draft policy will then be reviewed by the Council along with any recommendations for change emanating from the NWTTA, UNW and/or relevant stakeholder groups. Modifications to the policy draft will be made by the Council.
4. The revised draft shall be circulated to the stakeholders for their reaction.
5. The Council will review the policy and recommendations from stakeholder groups and make the modifications that it deems appropriate.
6. The policy will be adopted by motion at a regular meeting of the Council.
7. The Council may, when deemed necessary and/or appropriate, review existing policies and/or recommendations from stakeholder groups and make, amend, modify, update or delete as required.
8. The Superintendent is given the responsibility of bringing to the Council's attention all policies that are out-of-date or for other reasons appear to need revision.

Reference: *Education Act*, Sections 4.1, 108 (2)
Education Act, Conduct of Business Regulations
Education Act, South Slave Divisional Education Council Regulation,
Section 5 (b)

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