

MEDICINE HAT SCHOOL DISTRICT NO.76**POLICY ON POLICY REVIEW****BACKGROUND**

The Board believes that the policy manual is a living document and must be amended as circumstances change.

POLICY

The Board will review the policy manual and sections within it as the need requires. Need will be established by the Board or the Superintendent based upon concerns that are raised about specific policy(s) from:

- Students,
- Parents,
- Members of the community,
- Individual staff members,
- The Coordinating Committee or
- Legislation changes resulting in a need to amend District policy.

GUIDELINES

1. If an issue is governed by existing policy and the policy is deemed to be sufficient to deal with the matter - then the policy shall be applied.
2. If an issue is governed by existing policy and the policy is deemed to be insufficient or out-of-date to deal with the matter - then the policy shall be referred to the Coordinating Committee for review and revision.
3. If an issue arises and there is no policy and a new policy is deemed necessary – the Board will set the general direction on the matter and refer it to the Coordinating Committee for review and development of related policy, guidelines and procedures.

Approved:
September 8, 2009

Reviewed:
May 4, 2010

Revised: