STEM COLLEGIATE EDMONTON

POLICY 2 POLICY DEVELOPMENT AND REVIEW

POLICY STATEMENT

The Board of STEM Collegiate Canada Society is responsible for the development of policies to provide effective parameters and procedures to guide the governance and administration of STEM Collegiate Canada (the "School"). In fulfilling its responsibility, the Board is directed by the following:

1. Board policies shall be consistent with the Charter, relevant legislation, and Alberta Education policies.

2. All references in Board policies shall be read with such changes in number and gender as may be appropriate according to whether the reference is to male or female person.

3. Policies shall contain a broad, general statement of policy and specific relevant guidelines. Guidelines shall reflect an appropriate balance between the responsibility of the Board to develop a framework to guide and support and the responsibility of the Board to allow the superintendent to exercise his/her professional expertise.

4. Policy development or amendment may be initiated by the Board, administration, Alberta Education, or by legislation.

5. The process for developing or amending policies shall be determined by the Board and may include participation of stakeholders where appropriate.

6. Policies and amendments shall be approved by the Board and shall specify the policy code, approval date, and where appropriate, the amendment date. Approved policies shall be maintained electronically in a Policy Manual and posted on the school's website.

7. Where appropriate, the Board will develop and include forms as appendices to a policy. Such forms shall be maintained in an electronic Policy Manual.

8. The Board shall review policies as needed.

9. The superintendent shall determine an appropriate process for reviewing a specific policy when requested by a stakeholder to ensure that fair and reasonable consideration is given to the request. It is expected that in most instances, such a review will be carried out by the superintendent.

10. The superintendent is responsible for the implementation of appropriate administrative procedures which are guided by Board policy.

Approved: September 18, 2023