



# Turtle River School Division

## Policy Manual Introduction

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The Board of Trustees (hereinafter referred to as the Board) is elected to represent the public in overseeing education within the Division and does so primarily through its policies. These policies serve as a foundation for the daily activities of the schools and school division. They are formally adopted by Board motion and provide clear direction to the Division. One of the key roles of the Board is to determine the need for policy, ensure that policy is developed and reviewed on a regular basis, and monitor that it is being followed. The role of Administration is to execute policy within the spirit and intent in which it was adopted by the Board.

This Board Policy Manual is supplemented by Board Operating Procedures and Bylaws and the Administrative Procedures Manual. Board Operating Procedures and Bylaws prescribe the processes and rules that govern Board operational matters. The Administrative Procedures Manual is the principal document by which Senior Administration directs the ongoing operations of the school division and must be entirely consistent with the Board Policy Manual.

All three of the above mentioned documents must reflect provincial legislation and priorities, as outlined in the legislation and regulations governing education, including ***The Public Schools Act, The Education Administration Act, The Safe Schools Charter, The Workplace Safety and Health Act, The Manitoba Human Rights Code, The Child and Family Services Act, Appropriate Educational Programming in Manitoba: Standards for Student Services, The Freedom of Information and Protection of Privacy Act (FIPPA), the Personal Health Information Act (PHIA), The Government of Manitoba General Manual of Administration (GMA), and The Public Interest Disclosure Act.*** Compliance with federal legislation including the ***Charter of Rights and Freedoms, The Criminal Code of Canada, The Youth Criminal Justice Act, The Canada Human Rights Act*** and ***The Constitution Act*** is mandatory.

The development of three discrete documents reinforces the distinction between the governance responsibility of the Board as reflected in the Board Policy Manual, the procedural duties of the Board as reflected in Board Operating Procedures and Bylaws, and the administrative responsibilities of Senior Administration as reflected in the Administrative Procedures Manual.

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