

WORKING DOCUMENT POLICY

As outlined in [Policy and Procedure #285.0, Board Policies, Procedures and Supporting Documents](#), school councils and advisory committees shall:

- review communications about policy and/or procedure changes and working documents and schedule for discussion on school council or advisory committee meeting agendas;
- work with the principal or superintendent to communicate policy and/or procedure changes to members of the school community or advisory committee, as appropriate, and where applicable;
- request clarification about Board policies and procedures through the school principal or the superintendent responsible for supporting the advisory committee;
- consider and follow-up on feedback received by parents or other members of the community; and
- ensure feedback;
 - aligns with the role of school councils or the advisory committee as outlined in [Policy and Procedure #262.0, School Councils](#) or the Committee's [Operational By-Law](#),
 - supports Board priorities, including, but not limited to, the [Trustees' Multi-Year Plan](#), [Director's Annual Plan](#) and the school improvement plan, and
 - represents the needs of students and the community.

The Board is seeking feedback from school councils, parents and other members of the school community on the following policy and procedure.

Policy #267.0, Supporting Community Concerns

The Supporting Community Concerns policy outlines the Board's commitment to supporting community concerns in a fair, respectful and effective manner. The importance of high standards of practice with regard to service provision is reinforced. This policy formalizes the existing How Can We Help You? Process outlined on pages 4 and 5 of the [Guide to the School Year 2015-2016](#).

PROVIDING FEEDBACK

The Board welcomes comments and suggestions from members of the school community on Board policy. Input is an important component of the review process. If your school council or advisory committee feels a policy and/or procedure should be revised, it is most helpful if you;

- **identify of the specific section(s) of the policy and/or procedure to be addressed,**
- **provide a rationale for the concerns, and**
- **suggest specific, alternate wording to reflect your position.**

Questions about the content or implementation of any Board policy and/or procedure should be raised with your principal or superintendent, as appropriate.

Recommendations should be forwarded by email to policy.committee@yrdsb.ca, via fax at 905-727-3984 or by mail to the [Education Centre Aurora](#).

Questions about the policy and procedure review process can be directed via email to the [Assistant Manager, Board and Trustee Services](#) or telephone at 905-727-3141 extension 2217.

Working documents, on which the Board is seeking feedback, are posted on the [Policies and Procedures for Comment](#) page of the Board's public website. Timelines for providing feedback are outlined.