

## Administrative Procedure 121

---

### REVIEW OF ADMINISTRATIVE PROCEDURES

#### Background

It is the responsibility of the Director of Education to develop and keep current an Administrative Procedures Manual and develop and maintain consultative processes for the establishment and review of such procedures.

#### Procedures

1. A review of administrative procedures will be carried out through the Office of the Director of Education on a regular basis.
2. Senior administrators are assigned responsibility for implementing and monitoring the effectiveness of selected ~~OE~~ related to their role descriptions. The senior administrator assigned such responsibility shall