



Windsor-Essex Catholic District School Board

Section: **Administration**

Policy: Board Solicitor - Contact

A:13

POLICY

1. The Windsor-Essex Catholic School Board may refer matters to the Board Solicitor.
2. The Board shall recognize that Senior Administration, in fulfilling its responsibilities, may refer matters to the Board solicitor.

PROCEDURES

1. In all matters to be referred to the Solicitor by the Board, the contact shall be made by the Chairperson of the Board or the Director of Education.
2. In all matters to be referred to the Solicitor by Senior Administration, the initial contact shall be made by the Director of Education or a senior staff member who has received the approval of the Director on a specific item.

Approved by the Board: October 26, 1999

Reviewed by the Board March 8, 2005

Related Policy:

Related Board Committees:

Policy Review Date: 2009