

Administration

Policy Manual

Introduction. The Superintendent shall establish and maintain an orderly plan for maintaining disseminating and publicizing policies and bylaws adopted by the Board of Education. Board policies, bylaws, and administrative regulations shall be published in a manual, maintained in current condition, and made available to all persons concerned.

Policies. Policies are statements of intent adopted by the Board. They serve as guides to the administration in the development and implementation of regulations for operating the district.

The Superintendent is an integral part of this policy-making process recommending to the Board areas requiring policy adoption or change. The Superintendent shall develop a regulation specifying how policies will be developed and presented to the Board.

Regulations. Consistent with policy, the Superintendent shall specify required staff actions and design administrative arrangements under which the school is to operate. Regulations and procedures shall be placed in the policy manual.

The Superintendent is responsible for developing and implementing district regulations and shall involve staff members in regulation development and implementation. Regulations should be complete, consistent with Board policy, and capable of reasonable implementation.

Bylaws. Bylaws are the rules governing internal operations of the Board. When need for a new bylaw, or modification of an existing bylaw is recognized, the Board will consider an effective new or modified bylaw for adoption. The same procedure used for development of policies shall be used for development of bylaws.

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