

POLICY COMMITTEE CHARGE ADOPTED 1/11/06

Board of Education Policy

Board policies establish direction and guide the desired operation of the Oak Park District 97 Elementary School District. Policies reflect the beliefs and values of the Board. Only those statements approved by the Board as policy shall be recorded Board policy. Adopted board policies will be made available to the public electronically via the district web site, www.op97.org. Board policy implementation and evaluation shall be codified by the administration in a written document. This document shall be made available to the Board and community for reference.

Board of Education Policy Committee Composition and Charge

The BOE shall establish a standing committee called the “Policy Committee” of the Board. The policy committee will be composed of two board members and the superintendent or a designee. The Board President will appoint the board members with the concurrence of the board. The committee will conform to the rules of the Illinois Open Meetings Act. The policy committee shall be responsible for overseeing the policy development and review process.

Board of Education Policy Development and Review

Policy development and revision may be initiated by a board motion in response to a request from a board member, the administration, the community or in response to changes in the Illinois School Code. In its interest to represent community values, the board welcomes the involvement of school, district and community members in the policy development process. As charged, the policy committee shall be responsible for overseeing the policy development and review process with the following requirements:

1. Each policy statement shall be reviewed a minimum of every five years;
2. Stakeholders shall be provided with appropriate and timely opportunity for consultation and involvement in the development and/or review of policy statements;
3. The Superintendent of schools shall make recommendations to the board on the revision, rescission and/or reclassification of existing board policies identified through the review process;
4. All statements of board policy shall conform to the Illinois School Code and be within the scope of the Board’s authority;
5. All statements of board policy should create a framework within which the superintendent of schools can discharge assigned responsibilities; be capable of implementation, review and evaluation; be limited to a single policy topic; and be written in clear and concise language so that interpretation may be made without difficulty by staff, parents and the general community;
6. Each recommended policy, revised policy or policy affirmation shall receive two distinct separate readings by the board before the policy is finally approved.