# **Lakeland Joint School District #272**

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LJSD Vision: A community committed to academic excellence ... dedicated to student success.

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As emailed to the board already, these are the reasons for the changes:

- Collaborative Feedback This process would allow the administrative team and me
  to dive more deeply into each policy and provide collaborative feedback. In turn, this
  would result in stronger, more comprehensive drafts for the Policy Committee to
  review.
- 2. **Time** One of my goals as Superintendent is to be visible in the community and attend extracurricular activities and events. With the current schedule and meeting times, I often miss policy reviews. This change would allow both me and members of the administrative team to still contribute meaningfully to the process.
- 3. **Deeper Dive on Policies** Coming from another state, I am still learning about Idaho law and administrative code. This approach would allow me to carefully review existing policy, conduct needed research, and, where appropriate, recommend revisions. This will lead to a more informed process where I can fully contribute.
- 4. Policy Committee Role
  - a. From my experience with policy committees, and based on concerns raised by other administrators, the current structure allows those with the loudest voices in the room to drive changes, rather than ensuring balanced input. A more effective process would be for the Policy Committee to begin with policies already reviewed by the administration and to use those meetings primarily for gathering feedback for administration to review.
  - b. If committee members believe changes are necessary, those recommendations should be sent back to the administrative team for further consideration. Once revisions are made, the draft should be posted for public review and feedback. The administration can then incorporate that feedback and adjust the policy accordingly before sending the policy to the board for their approval.
- **5. Policy 1410:** The Board ... seeks the recommendations of the Superintendent ... The Board adopts policies ... The Superintendent develops plans, programs, and procedures needed to implement the policies

### Conclusion

I fully recognize that policy is the Board's responsibility. However, under Policy 6100, the superintendent is charged with developing the procedures necessary to implement board policy. For that reason, it is essential that the superintendent be closely involved in both the revision and creation of policies to ensure they are practical, aligned with district operations, and effectively implemented.

Rusty

# Lakeland Joint School District Policy Review Procedures DRAFT Version

## • Policy Review Trigger

#### Process:

- Reason for review-- change in law, board request, superintendent review, stakeholder feedback
- A request for policy review will be submitted to the Board Clerk by the Superintendent and/or the Board Chair

#### • Board Clerk Logs Request

#### Process:

- The Board Clerk will log the request and add it to the Policy Committee agenda.
- The Board Clerk will notify the Superintendent, who will work with the administrative team to complete a review and submit recommendations to the Policy Committee.

#### Adminstrative Review

#### Process:

 Superintendent reviews the policy, gathers input for admin team, and drafts recommendations to submit to the policy committee.

# • Policy Committee Review

#### Process:

- The Policy Committee will review the policies on its agenda and make recommendations for changes to be considered by the full Board.
- If the Superintendent is not present at the Policy Committee meeting, the Board Clerk will forward the recommended policy changes to the Superintendent for final review prior to submission to the Board.

#### Superintendent Submission

- **Process:** After reviewing the Policy Committee's recommendations, the Superintendent may:
  - Submit the recommended policy to the Board for review and possible approval, or
  - Return the policy to the Policy Committee for further review.