



Book	Policy Manual
Section	READY FOR 2-10-2026
Title	Copy of DEVELOPMENT OF ADMINISTRATIVE GUIDELINES
Code	po1230.01 REVISED
Status	
Adopted	December 8, 2015
Last Revised	February 10, 2026

1230.01 - **DEVELOPMENT OF ADMINISTRATIVE GUIDELINES**

The Board ~~of Education~~ delegates to the District Administrator the function of designing and implementing the guidelines, required actions, and detailed arrangements under which the District will operate. These administrative guidelines shall not be inconsistent with the policies adopted by the Board.

The Board itself will formulate and adopt administrative guidelines and rules only when required by law, and when the District Administrator recommends Board adoption.

The District Administrator may also issue such administrative and student handbooks as **the District Administrators** ~~he~~ may consider necessary for the effective administration of the schools and distribute them to employees and students and/or their parents.

[X] The District Administrator may consult with appropriate District leadership and stakeholders, when appropriate, during the development of administrative guidelines.

As long as the provisions of these administrative guidelines and handbooks are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees and students.

[X] All current administrative guidelines **(X)** and handbooks shall be published on the District website and be readily accessible to staff, students, parents, and community members to ensure transparency and ease of access.

~~A copy of the District's administrative guidelines manual and a copy of each handbook shall be made a part of the Board's reference materials maintained in the District office.~~

The District Administrator shall maintain a current organizational chart to which immediate reference can be made by the Board or any employee of the Board.

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Legal 118.24, Wis. Stats.

Last Modified by Coleen Frisch on January 20, 2026