

Review Board Policies 700 through 703.2, Non-instructional Operations and Business Services

Background:

Our District Board Policy 209.6, Review and Revision of Policy, states that we shall review all policies at least once every five years. Our policy states, "Once the policy has been reviewed, even if no changes were made, a notation of the date of review is made on the face of the policy statement."

The policy also recommends we review approximately one-fifth of the policies each year. A good way of reviewing policies and keeping them current is by an on-going rotation of the policies each month.

Policy 209.6 also goes on to state, "It is the responsibility of the superintendent to keep the board informed as to legal changes at both the federal and state levels. The superintendent will also be responsible for bringing proposed policy statement revisions to the board's attention."

Each month, I will bring before the Board no less than 1/60 of the policy book for review. I have my administrative team review the policies for the board and recommend any additions, deletions, or changes. Board members are encouraged to look over these same policies prior to the meeting.

After a review of Board Policies 700 through 703.2, I have one recommendation for changes in these current policies:

- 701.3 Financial Records

Recommended Action:

I recommend the board approve these policies as reviewed as of this date except for the one policy in need of revision.