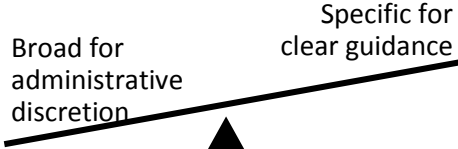


Policy 101: Board Governance through Policy

What is policy?

School Board policies are statements which set forth the purpose and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.

National School Boards Association

	POLICY	ADMINISTRATIVE REGULATION (AR)
WHAT IT IS	The WHAT and WHY Guideline Charts a course of action <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">Broad for administrative discretion</div> <div style="text-align: center;">  </div> <div style="text-align: center;">Specific for clear guidance</div> </div>	The WHO, HOW, WHERE & WHEN Detailed Directions Puts policy into action
WHAT IT IS NOT	Detailed direction Restatements of the law Forms Job descriptions	Handbook Plan Job description
WHY IT IS IMPORTANT	Direction Informs public, Board, staff & students Accountability Legal record May be required by law	Assigns detail needed to implement Informs Compliance indicator Satisfies laws
BOARD'S ROLE	Review, amend, adopt	Review after administrator development. Generally, the board does not have to adopt.

Not everything that is required is required to be in policy!

Sometimes less is more!

NOTES _____

General adoption process

1. Policies are provided to Board members in the Board packet. Policies can be information items, no action is required.
2. Policies have first reading at the Board meeting.
3. Any comments or suggested changes are brought to the Board’s attention.
4. Second reading and adoption at the next meeting. If there are no comments or suggested changes, the adoption can be done on the consent agenda. There is no statutory requirement for multiple readings. Boards can adopt at the meeting when first introduced. Check your policy BFC for additional guidance.

Policy Organization	
AB	Board Governance
C	Administration
D	Fiscal Management
E	Support Services
F	Facilities
G	Personnel
H	Negotiations
I	Instructions
J	Students
KL	Community Relations

Single Asterisk*

May be subject to collective bargaining agreement

Double Asterisks**

“Parent” includes legal guardian or person in a parental relationship

[Brackets]

You need to select language to put in the brackets

Policy Services

Rewrite, including charters, ESDs and community colleges

Desk Rewrite

Policy Update

Manual Maintenance

Online Policy Manual

Policy Plus

Handbooks, including staff, students and key dates

Special Projects

General Information and Workshops

NOTES
