

Monitor by Policy Manual section.

	Option 1: 1-Year Plan	Option 2: 2-Year Plan
July	Section 4: Operational Services**	Year 1 – Policy 4:170 (Safety)* Section 2: Board Process Policies****
Aug		
Sept	Section 2: Board Process Policies****	
Oct		Year 2 – Section 4: Operational Services – Fiscal and Business Policies**
Nov	Section 6: Instruction	
Dec		
Jan	Section 1: School District Organization Section 3: General School Administration*** Section 8: Community Relations	Year 1 – Section 1: School District Organization & Section 3: General School Administration***
Feb		
Mar	Section 5: Personnel	
Apr		Year 2 – Section 5: Personnel
May	Section 7: Students	
June		

*These policies are required to be monitored annually by state and/or federal law

**The board should monitor and review Section 4 before September 30 to ensure compliance with any annual budget deadlines.

***The board should monitor and review Section 3 before February prior to completing its superintendent evaluation and the evaluations of other district administrators.

****The board may want to monitor Section 2 within 6 months of board elections and the seating of new board members in order to review the board's own processes and commitment about how it does its work.

*Electronic version available at iasb.com, click My Account, Members Only, Member Resources

Hybrid Approach

	Annually	Every Other Year in Alternating Years
July		Year 2 – Section 4: Operational Services – Fiscal and Business Policies**
Aug	District Goals Year End Review: Policy 3:10, 6:10, other Policy 4:170 (Safety)*	
Sept		
Oct	Section 2: Board Process Policies**** Policy 6:50 (School Wellness)*	Year 1 – Section 6: Instruction
Nov		
Dec		
Jan	Section 3: General School Administration***	Year 1 – Section 1: School District Organization
Feb	District Goals Mid-Year Review: Policy 3:10, 6:10, other	
Mar		
Apr		Year 1 – Section 7: Students (Note: State law requires monitoring Policy 7:180 – Bullying Policy – every two years)
May		
June		
		Year 2 – Section 8: Community Relations

Most policy manual sections are reviewed and monitored biennially, but the board selects individual policies – or perhaps even sections – to monitor annually.

* Policy 4:170 and 6:50 legally must be monitored annually.

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