

Adopted: 03/08/13

1st Reading 11/19/14

Revised: 12/17/14

2nd Reading 12/17/14

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. GENERAL STATEMENT OF POLICY

A set of written policies shall be developed and revised as necessary. Policies should define the desire and intent of the school board and should, using clear language, inform administrative action.

II. DEVELOPMENT OF POLICY

- A. School board policies outline the general direction as related to the school board's goals, mission, and vision; while delegating implementation of policies to the administration.
- B. School board policies shall be the basis for the development of guidelines, protocols, procedures, and implementation processes by the administration. The school board shall periodically evaluate and revise policies as necessary.
- C. Policies may be proposed by a school board member, employee, student, parent/guardian, or community member of the charter school service area. Proposed policies or revisions shall be submitted to the charter school administrator for evaluation before potentially being presented to the school board.
- D. All school board policies will comply with current State and Federal statutes, rules, and guidelines. School board policies will be revised as necessary due to statutory changes.

III. ADOPTION OF POLICY

- A. The school board shall give written notice of proposed policy adoptions or revisions by placing the item on the agenda of two school board meetings. The proposals shall be available and public comment will be taken at both meetings before the final school board action at the second meeting. The policy will be effective on the later of the date of passage or the date stated in the motion.

IV. IMPLEMENTATION OF POLICY

- A. The charter school administrator or designees will implement school board policies and develop administrative guidelines and directives to implement policies. Guidelines and directives listed in employee and student handbooks shall be reviewed annually and approval by the school board.
- B. A copy of school board policies shall be placed in the office of the charter school.
- C. It shall be the responsibility of the charter school administrator, employees designated by the charter school administrator, school personnel committee, and individual school board members to keep the policies current.
- D. The school board shall review all policies at least once every three years or as necessary. However, the school board shall review the following policies annually: 410 Family and Medical Leave Policy; 413 Harassment and Violence; 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415 Mandated Reporting of Maltreatment of Vulnerable Adults; 506 Student Discipline; 514 Bullying Prohibition Policy; 522 Student Sex Nondiscrimination; 524 Internet Acceptable Use and Safety Policy; 616 School District System Accountability; and 806 Crisis Management Policy.