

Adopted: 06/23/21

MSBA/MASA Model Policy 305

Orig. 1995

Revised: _____

Rev. 1999

305 POLICY IMPLEMENTATION

I. PURPOSE

The purpose of this policy is to clarify the responsibility of the school administration for implementation of education district board policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the executive director to implement education district board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of education district board policies. These guidelines and directives shall not be inconsistent with said policies. At least annually, these written procedures shall be presented to the education district board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the education district board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the executive director to assure compliance with education district board policy and shall be approved by the education district board.

Legal References: Minn. Stat. § 123B.143 (Superintendent)

Cross References: MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)