

BOARD POLICY

A written guideline adopted by the Board under which the school operates. Policy should reflect essential board governance statements, such as board authorizations of programs and services or outlining the administration's role in implementing those programs. Create the framework within which the Superintendent and staff can discharge their assigned duties with positive direction.

Policy is:

- A guideline adopted by the Board to chart a course of action
- What is wanted and what is not wanted
- May also include "why" and "how much"
- Broad enough to allow administrative discretion/ specific enough to give clear guidance

Policy is NOT:

- Detailed direction
- Forms, job descriptions,

ADMINISTRATIVE REGULATIONS

Based on district policies but left to Administration to in both design and implementation. Regulations should NOT BE ADOPTED or written by the Board but may be reviewed for compliance with the law and Board Policy.

Step by step process to enforce policy. Describes what, when, how and by whom the policy is enforced.

AR's

- Provide the details for carrying out policy and enforcing it;
- May list do's and don'ts
- May include step by step
- May assign specific responsibility

EXHIBIT

Additional information, examples, standard forms necessary to understand and/or comply with a policy

SIMPLY

Work together to establish the rules and procedures by which the school district operates. The primary difference between the two is that Board Policies are enacted by the Board of Education and Administrative Regulations are enacted by the Superintendent's Office.

Board focuses on the "Ends" – the outcomes they desire for the students so their policies tend to focus on the outcomes.

Administration focuses on achieving the ends through the programs and practices (the means) so their regulations focus on the nuts and bolts of the system.

Don't forget....

BOARD BYLAWS

Rules adopted by the Board primarily for the purpose of governing its members and the regulation of operating the School District.

Bylaws also provide guidance on roles and responsibilities of Board Members and rules and procedures for conducting Board meetings.