POLICY IMPLEMENTATION 305

School District 110 recognizes the importance of implementing school district policy in an effective, efficient, and consistent manner. The administration is responsible for implementing and monitoring all school district policies approved by the school board.

I. PROCESS FOR IMPLEMENTING POLICY

A. It shall be the responsibility of the superintendent to implement school board policy and to recommend additions or modifications thereto. The administration is authorized to develop guidelines and directives to effectuate the implementation of school board policies. These guidelines and directives shall not be inconsistent with said policies. At least annually, these written procedures shall be presented to the school board for review.

B. Employee and student handbooks shall be subject to annual review and approval by the school 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 superintendent to assure compliance with school board policy and shall be approved by the school board.

Legal References: Minn. Stat. § 123.34, Subd. 9 (Superintendent)

Cross References: School District Policy 209 (Development, Adoption and Implementation of Policies)

Policy Adopted: May 12, 1997 / February 11, 2002 / November 2007
Independent School District No. 110
Waconia, Minnesota 55387