Board Governance through POLICY

Peggy Holstedt, Director Policy Services
School boards GOVERN.

Superintendents MANAGE.
“School Board policies are statements which set forth the purpose and prescribe in general terms the organization and program of a school system.”

National School Boards Association
“They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction.”

National School Boards Association
“They tell WHAT is wanted.”

National School Boards Association
WHAT
& WHY
Specific for clear guidance

Broad for administrative discretion
DETAILED DIRECTIONS
FORMS
JOB DESCRIPTIONS
POLICY
WHAT
WHY
AR
WHO
HOW
WHEN
WHERE
<table>
<thead>
<tr>
<th>Policy</th>
<th>AR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Developed By</strong></td>
<td>Board</td>
</tr>
<tr>
<td><strong>Board Action</strong></td>
<td>Adoption</td>
</tr>
<tr>
<td><strong>Language</strong></td>
<td>Broad language that gives the direction to the administration.</td>
</tr>
<tr>
<td></td>
<td>WHAT, WHY. The end result.</td>
</tr>
</tbody>
</table>
POLICY
WHAT
WHY
WHERE
WHEN
HOW
WHO
HANDBOOKS
INTERNAL
PROCEDURES
PLANS
POLICY
WHAT
WHO
HOW
WHERE

HANDBOOKS
INTERNAL PROCEDURES
PLANS
Remember!

Policies are **legal documents**, not a Nobel prize in literature

Phrases and words have **legal meaning** which may not create the perfect sentence -- be careful of word-smithing

Policy is **legally binding** and creates **legal liability**
Be wary of special interest groups or grass root movements that are recommending (pushing) a policy for board adoption. They may not realize that a board policy is legally binding and that language in their policy may increase the district’s liability.
Not everything that is required is required to be in policy.

(but somethings are)
(sometimes less is more)
REQUIRED TO DO

R6/01/10 | PH
REQUIRED TO DO
TO BE IN POLICY

R6/01/10 | PH
“Each school district board shall adopt policies that...”
Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual’s perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veterans’ status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status or veterans’ status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.
Date of our last revision

R6/01/10 | PH
R6/01/10 | PH

Primary staff member on edits
HIGHLY RECOMMENDED

HR6/01/10 | RS
HIGHLY RECOMMENDED
REQUIRED TO DO
HIGHLY LITIGIOUS

HR 6/01/10 | RS
HIGHLY RECOMMENDED
REQUIRED TO DO
HIGHLY LITIGIOUS

HR 6/01/10 | RS
Programs and Services – Talented and Gifted**

A district written plan will be developed for programs and services beyond those normally offered by the regular school program. All required written course statements shall identify the academic instructional programs and services to be provided which accommodate the assessed levels and accelerated rates of learning in identified talented and gifted students. The superintendent will remove any administrative barriers that may exist which restrict students’ access to appropriate services and will develop program and service options. [These options may include, but are not limited to, the following:]

HR12/10/09|PH

Programs and Services – Talented and Gifted** - IGBBC 1-1
CONDITIONALLY REQUIRED

CR6/01/10 | SL
Unmanned Aircraft System (UAS) a.k.a. Drone

Any employee or representative of the district shall operate all district unmanned aircraft systems in accordance with this policy and all applicable federal aviation regulations.

An “unmanned aircraft system” (UAS) means an unmanned flying machine, commonly known as a drone, and its associated elements, including communication links and the components that control the machine.

The district recognizes the academic value of student operation of a UAS as one component of a curricula pertaining to principles of flight, aerodynamics and airplane design and construction, which can also serve as an academic tool in other areas such as television, film production or the arts in general. Therefore, in compliance with the Federal Aviation Administration Modernization and Reform Act of 2012, Section 336, students may operate a UAS as part of a course requirement, as long as that student does not receive compensation directly or incidently from such operation. District staff teaching a class that allows use of a UAS may assist students in their operation of the UAS, provided the assistance is needed as part of the curricula, and assistance is to students enrolled in those courses. The staff member’s participation must be limited to student’s operation of the UAS.
OPTIONAL

6/01/10 | PH
Pediculosis (Head Lice) (Version 1)
(Excludes students infested with either live lice or nits. Does not allow attendance of students with nits.)

The Board recognizes that district programs should be conducted in a manner that protects and enhances student and employee health and is consistent with recognized health practices. Consequently, in order to prevent the spread of pediculosis (head lice) in the school setting, district staff shall institute guidelines in classrooms that will assist in the prevention and spread of head lice. Students with suspected cases of lice shall be referred to the school nurse or administrator for assessment. Students found with live lice or nits will be excluded from school attendance. The district recognizes that the Oregon Department of Human Services, Health Services, no longer requires excluding for the presence of nits (lice eggs) and allows discretion to districts to exclude. Students excluded from school will be readmitted after assessment by designated personnel to confirm no lice or nits are present.
LAWS
FEDERAL LAW (U.S.C.)
FEDERAL REGULATION (CFR)
U.S. SUPREME COURT
FEDERAL DISTRICT COURT
OREGON STATUTE (ORS)
OREGON RULES (OAR)
OREGON SUPREME COURT
OTHER REFERENCES
FIRE CODE
ATTORNEY GENERAL’S MANUAL
ACTS
OPINIONS
OTHER REFERENCES

FIRE CODE
ATTORNEY GENERAL’S MANUAL
ACTS
OPINIONS
OTHER REFERENCES

FIRE CODE
ATTORNEY GENERAL’S MANUAL
ACTS
OPINIONS
Remember!

When reviewing policy:

Is it legal?
Does it reflect current practice?
Is it working? What needs changed?
Do we need it?
POLICY BFC
ADOPTION
ADOPTION

PROVIDED

1ST READING

COMMENTS

2ND READING

ADOPTION
ADOPTION

3

PROVIDED

1ST READING

COMMENTS

2ND READING

ADOPTION
ADOPTION

PROVIDED
1ST READING
COMMENTS
2ND READING
POLICY BFC
ORGANIZATION
AB Board Governance
ORGANIZATION
AB Board Governance
C Administration
ORGANIZATION
AB Board Governance
C Administration
D Fiscal Management
ORGANIZATION

AB Board Governance
C Administration
D Fiscal Management
E Support Services
ORGANIZATION

AB Board Governance
C Administration
D Fiscal Management
E Support Services
F Facilities
ORGANIZATION
AB Board Governance
C Administration
D Fiscal Management
E Support Services
F Facilities
G Personnel
AB Board Governance
C Administration
D Fiscal Management
E Support Services
F Facilities
G Personnel
I Instruction
ORGANIZATION

AB Board Governance
C Administration
D Fiscal Management
E Support Services
F Facilities
G Personnel
I Instruction
J Students
ORGANIZATION

AB Board Governance
C Administration
D Fiscal Management
E Support Services
F Facilities
G Personnel
I Instruction
J Students
KL Community Relations
MAY BE SUBJECT TO YOUR COLLECTIVE BARGAINING AGREEMENT
"PARENT" INCLUDES LEGAL GUARDIAN OR PERSON IN A PARENTAL RELATIONSHIP
within [five] working days
to the [superintendent]
the Board [may][shall]
Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
REWRIGHTS

POLICY UPDATE
MANUAL MAINTENANCE
ONLINE HOSTING
POLICY PLUS
HANDBOOKS
SPECIAL PROJECTS
GENERAL INFO
WORKSHOPS
POLICY UPDATE
MANUAL MAINTENANCE
ONLINE HOSTING
POLICY PLUS
HANDBOOKS
SPECIAL PROJECTS
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SERVICES

REWRTIES
POLICY UPDATE
MANUAL MAINTENANCE
POLICY PLUS
HANDBOOKS
SPECIAL PROJECTS
GENERAL INFO
WORKSHOPS
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