

Development of Administration Policy

The Superintendent will ~~not~~ operate without written policies that are consistent with law and Board policy and ensure reasonable progress toward achieving the Board's *Ends*.

Accordingly, the District Superintendent will develop and promulgate administration policies that:

1. Are designed to achieve the Board's *Ends*;
2. Are consistent with constraints set forth in the Board's *Executive Limitations* policies;
3. Are consistent with federal and state law; and
4. Contain all legally required and recommended policies.

The Superintendent will communicate to the Board regarding:

1. Circumstances which indicate the need to draft new administration policy or revise existing administration policy;
2. Suggestions from CASB or other recognized education policy experts regarding new policy language or revisions to existing policy; and
3. Administration policies that are inconsistent with current law or Board policy.

The Superintendent will consult, when appropriate and at his or her discretion, with staff, students, parents, and other community members in the development of administration policy.

The Superintendent will provide copies of all newly promulgated or revised administration policies to the Board and all administrators with instructions to distribute to staff and students.

Adopted: 2025

Monitoring Method: Internal report

Monitoring Frequency: September

Monitored and Reviews:

Sample policy created for Board to review March 2025 based on sample policy provided by CASB. Original EL-3 was repealed by the Board on May 19, 2008.

Reviewed at Board Workshop April 8. No additional changes required from CASB sample policy. The Board would like to consider adoption of the CASB policy wording as Board policy EL-3. Board will go through the process of first and second reading for all EL policies in 2025. This will be a new policy adoption.