

M.S.A.D. #30
POLICY DEVELOPMENT

BFA

The board of directors believes policies are guidelines that chart a course of action, tell what is wanted, why and how much. They should be broad enough to permit day-to-day discretionary action by the administration, yet specific enough to give clear guidance.

The process is as follows:

1. a. Establish need (at a board meeting).
- b. Direct the superintendent to draft a policy.
- c. Have the policy committee review the first draft.
- d. Have the board consider the policy at a first reading.
- e. Have the board take action on the policy at a subsequent meeting after a second reading.
2. Have all policies reviewed and evaluated by the board annually.
3. Direct the superintendent to see that all appropriate staff members know and understand the policy, and that guidelines for implementation are developed on each policy and approved by the board.

APPROVED: 10/24/89