

**Bath County School District  
Crossroads Elementary School  
School-Based Decision Making Policy**

**Council Policy Type (Check one)**

**By-Laws (Council Operational Policies)**

**Function (School Operational Policies)**

**Policy Number**

**10-45**

**Policy Topic Description**

Staff Time Assignment

**Policy Statement**

By August 1<sup>st</sup> of each year, the principal shall prepare an instructional and non-instructional staff time assignment plan for the following school year, and shall present the plan to the school council for approval. A follow up plan that reflects amendments to the original plan shall be prepared by the principal and submitted to the school council for approval by September 1<sup>st</sup>. Discussion of the plan shall include school wide priorities and concerns only and will not include discussion of individual staff persons. This school council policy shall also be consistent with the applicable indicators from the Standards and Indicators for School Improvement.

**Date Adopted** September 14, 2010

**Signature** Lisa Linam  
**Council Chairperson**

**Date Revised/ Updated/ Amended :** December 12, 2018 LRJ