

## Administration

### Policy Implementation

#### I. Purpose

This policy clarifies the responsibility of the school administration for implementation of school district policy.

#### II. General Statement of Policy

The superintendent is responsible to implement school district policy and to recommend additions or modifications.

#### III. General Responsibilities

A. Policy implementation includes dissemination and education regarding policy and changes to policy.

B. The administration is authorized to develop procedures, guidelines, and directives to effectuate the implementation of school district policies. These procedures, guidelines, and directives will be consistent with district policies.

C. District handbooks are subject to regular review by the school board.

D. School principals and other administrators who have handbook responsibilities will present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks are reviewed by the superintendent to ensure compliance with district policy.

#### Legal Reference:

Minn. Stat. § 123B.143 (Superintendent)

#### Cross Reference:

Policy 208 (Development, Adoption, and Implementation of Policies)

#### Policy

adopted: 06/18/07  
amended: 08/20/12  
revised: 01/28/19  
revised: 06/12/23

INDEPENDENT SCHOOL DISTRICT NO. 273  
Edina, Minnesota