



POLICY PROBLEM/ISSUE/NEED (PIN) FORM

The development and adoption of policies to govern operation of the District are the responsibility of the Board of Education. Proposals to develop new policies or amend current policies may be initiated by any Board member, citizen of the District, or employee of the District. Those interested in addressing an area of concern with a proposed policy or policy amendment may do so by submitting a PIN (Problem-Issue-Need) form to the superintendent/designee.

If existing policy, number and name: _____

Rationale for new policy or revision of existing policy:

Suggested language for new or revised policy: _____

Use reverse side of form if additional space is needed.

SUBMITTED BY:

Name: _____
Address: _____
City, State, Zip: _____
Work Phone: _____
Home Phone: _____

Employee of the district?
Yes No

Please submit the completed form to:
Superintendent of Schools, 801 Corporate Centre Drive, O'Fallon, MO 63368