

## POLICY DEVELOPMENT, IMPLEMENTATION AND DISSEMINATION

The Superintendent will be responsible for specifying required actions and designing the detailed arrangements under which the school district system will be operated in accordance with North Middlesex Regional School Committee policy. These detailed arrangements will be designed to implement the policies, goals, and objectives of the School Committee and will be one of the means by which the school system will be governed.

In developing procedures, the Superintendent may involve those who would be affected by the procedures and regulations, including staff members, students, parents/guardians, and the public, at the planning stage. They must weigh with care the counsel given by representatives of staff, students, and community organizations. They will inform the Committee of such counsel in presenting pertinent reports of procedures and in presenting procedures for Committee approval.

As long as the Superintendent operates within the guidelines of policy adopted by the School Committee, they may issue procedures without prior Committee approval unless Committee action is required by law or the Committee has specifically asked that certain types of regulations be given Committee approval, or the Superintendent recommends Committee approval in light of strong community attitudes or probable staff reactions.

A procedure concerning a particular group or groups in the schools will be distributed to the group(s) prior to the effective date of the procedure.

The Superintendent has responsibility for carrying out, through procedures, the policies established by the School Committee.

The policies developed by the School Committee and the procedures developed to implement policy are designed to increase the effectiveness and efficiency of the school system. Consequently, it is expected that all employees and students will carry them out.

Administrators and supervisors are responsible for informing staff members in their schools, departments, or divisions of existing policies and procedures and for ensuring that they are implemented in the intended spirit.

SOURCE: MASC

CROSS REF: BDG, School Attorney

**Adopted by the NMRSD School Committee:**

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