Staff Involvement in Decision Making

Bismarck Public Schools believes that its major policy decisions should be reached with meaningful participation by the staff. This participation is to be interpreted as contributing to the establishment of policy rather than as setting it, which is a right ultimately reserved to the Superintendent.

Further, the District believes that major decisions of the administration regarding the overall school program, including curriculum, instruction, and budget, should also be reached with meaningful participation by the staff in the decision-making process. Staff participation in the decision-making process is to be interpreted as non-binding recommendations to decisions by the administration pursuant to the authority delegated by the School Board.

The District believes that participation by staff in the decision-making process should be conducted in a spirit of cooperation.

The Superintendent will assure that each administrator establishes a written process by which meaningful participation by the staff is sought during the decision-making process on major decisions. Each written process shall include provisions which assure that 1) staff shall be given the opportunity to make suggestions and express views, orally or in writing, during the decision-making process; 2) staff shall be given notice and the opportunity to be heard, preferably before, but always after, decisions affecting large numbers of students and staff; and 3) staff shall be given a reasonable oral or a written explanation, upon request of any staff member, after major decisions are made.

The Superintendent shall use staff development opportunities to provide in-service training for staff in methods of participation in the decision-making process.

The Superintendent shall provide administrative guidance for the development of the written processes of administrators, which will identify:

1. The basic forms of meaningful participation and

2. The basic categories of major decisions in which meaningful participation is desirable.

The Superintendent shall:

1. Review annually the written processes of the administrators and

2. Include appropriate elements regarding administrator implementation of staff involvement in decision-making in the annual administrator evaluations.

End of Bismarck Public School District Policy DGF

Adopted: 8/13/1990
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