



WINOOSKI SCHOOLS
We are the future.

POLICY #8313

WINOOSKI SCHOOL DISTRICT ROLE AND ADOPTION OF SCHOOL BOARD POLICIES

It is the intent of the board to outline direction and goals for the successful consistent and efficient operation of the Winooski School District (WSD) through the adoption of policies. WSD policies will be in compliance with Vermont and federal law and regulations.

Definitions

Policies guide the school board, administrators and other district employees, students, parents and community members by stating district goals and establishing parameters for administrative action.

Procedures (also referred to as rules or regulations)

Procedures are developed by the superintendent or his or her designee to provide for the management of the public schools in the district by describing how tasks will be carried out and board policies will be implemented.

Policy Development

In order to ensure efficient development and implementation of school board policies in the school district, or a subcommittee thereof, will determine when school board policies in the school district should be developed or revised. The superintendent will assist the school board in determining the need for policy development or revision in specific areas and will advise the school board on policy content.

Comment and information may be sought in areas such as the following.

1. The specific need for the policy
2. The scope of the policy with regard to establishing appropriate roles for the board and the administration
3. The effect of the proposed policy on administrators, students, teaching staff and the community
4. Samples of similar policies of other boards
5. Applicable provisions of state and federal law
6. The anticipated costs and benefits of implementing, enforcing and evaluating the proposed policy

Policy Adoption¹

After consideration of the comments and information provided by interested individuals, the adopting board may adopt or revise a policy developed by the school board. A policy may be adopted at a regular or special meeting of the school board, after the board has given at least 10 days prior public notice of its intent to adopt the policy and has stated in its notice the substance of the proposed policy.

Policy Dissemination, Administration & Review

Dissemination

When policies are adopted and/or revised, the superintendent will publish and make them available to the public, students, and school personnel.

A copy of the district policy manual will be available on the school district website and during the normal working day in the district office. The student handbook will include board policies related to student activities and conduct. The staff handbook will include board policies related to teachers' responsibilities.

Administration

Policies will be administered through procedures and directives of the superintendent of schools and members of the management team.

Policy Review

The superintendent will advise the school board when revisions to adopted policies are required or otherwise appropriate. In addition, the superintendent will develop a policy review schedule to ensure that all policies are reviewed at least once every five years and, if necessary or appropriate, revised or repealed in response to changing legislation or other altered circumstances.

Reviewed and Updated:

1st Reading: June 9, 2021

2nd Reading: October 13, 2021

Approved by Board of School Trustees: October 13, 2021

¹ See 16 V.S.A. §563(1). At the option of the school board, additional requirements for policy adoption or board approval or review of administrative procedures may be established through the inclusion of those requirements in this policy.

Legal Reference(s): 16 V.S.A. §563 (1) (*Powers of school boards*)

Cross Reference(s):