

**Administrative Procedure**

The Superintendent with Administration shall develop such administrative procedures as are necessary to ensure consistent implementation of policies adopted by the Board.

When a written procedure is developed, it shall be submitted to the Board as an information item. Such procedures need not be approved by the Board, though they may be revised when it appears that they are not consistent with the Board's intentions as expressed in its policies. On controversial topics, the Superintendent may request prior Board approval.

**Policy History:**

Adopted on: June 11, 2003

Revised on: March 13, 2018