

## **1000 Series Policies**

### **Policy Overview and Mission Statement**

- 1001      General Policy Statement
- 1002      Creation and Amendment of Board of Education Policies
- 1003      Mission Statement
- 1004      Distribution of Policies

## **1001 General Policy Statement**

The organization, management, and control of this school district is vested in its board of education (“board”). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board’s goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees and patrons of the district.
3. Informing the public of the manner that the board and district will conduct its business and its relationships with staff, pupils, parents and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

### **Exceptional Circumstances**

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

## **Validity of Policies**

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## Creation and Amendment of Board of Education Policies

### Creation of Board Policies

Each of these policies shall become the official policy of the school district when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.

It shall generally be the practice of the board to review each policy at a regular or special board meeting before adopting or amending it at a second meeting. However, the board may, in its discretion, adopt or amend any policy at any regular or special board meeting without a prior review.

### Amendment of Board Policies

The board may revise policies at a regular or special meeting if the proposed revision, addition, or amendment has been distributed to the board members in writing prior to the meeting at which it is to be adopted.

In an emergency, the board may declare an emergency and revise policies without having distributed copies of the proposed revisions to board members prior to the meeting.

Each policy shall bear the date when it was adopted, revised or reviewed.

The superintendent shall distribute copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's web site.

### Annual Review

The board shall review all policies at least once every three years. Nebraska statutes require an annual review of specific policies, and such policies shall be so identified. The board may update or add policies as needed. The board shall determine the number of copies of policies to be made and their distribution. The superintendent shall maintain an up-to-date master copy of the policies in the main administrative office. Unless otherwise directed by the board, the master copy shall be considered the official district policy manual.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**1003**  
**Mission Statement**

The mission of the Overton Public school is to provide a learning environment that is rigorous, meaningful, and safe; that welcomes diversity and mutual respect among adults and students. We value parents and community as partners in supporting and encouraging all students to acquire the knowledge necessary to participate in the world community.

**1004**  
**Distribution of Policies**

The superintendent shall see to the posting of a current copy of these policies on the district's web site and to the maintenance of a master copy of the policy manual in the main administrative office. Other copies will be made available as needed throughout the district.

The board and the district's officers and employees shall make other information about the school district and its schools, programs, policies and procedures available to all interested persons, as appropriate.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_