

FOREWARD

The policy statements adopted by the Regional Office of Education are written to reflect the following definition of the term “policy” developed by the National School Board Association and the American Association of School Administrators:

“Regional Office of Education policies are statements which set forth the purposes and prescribe in general terms the organization and program of the Regional Office. They create a framework within which the Regional Superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted. They may also indicate why and how much.”

The Regional Office of Education will strive continually to govern in a policy-making environment, delineating the legislative and implemental role of the administration. The Regional Office of Education solicits policy recommendations from the Regional Superintendent and approves administrative procedures that are consistent with its policies.

The Regional Superintendent shall create and adopt policies. Regional Office of Education policies have the effect of law within the Regional Office and its operations. The purpose of this policy manual is to outline the organization and administration of the Regional Office of Education, as well as to provide information for all employees and interested patrons concerning policies currently in effect.

Knowledge of the organizational and administrative functions of the Regional Office of Education and a clear understanding of the conditions of appointment and service are essential. It is hoped that this policy manual will provide a ready aid to this knowledge and understanding.

This policy manual cannot be complete in all details, but it does not, by omission, restrict legislative or administrative authority. It is understood whether expressed or not, that all policies contained in this manual are subject to state laws and regulations. The staff of the Regional Office of Education and other interested citizens or parties are encouraged to suggest additions or refinements.

Approved: 07/01/01