

Policy Review Process

One of the most important responsibilities charged to all School Boards in the Commonwealth of Pennsylvania is to develop and adopt policies. This responsibility is in addition to employing the superintendent, developing and adopting curriculum and the budget, overseeing facilities, and adopting collective bargaining agreements. The task of developing policy, in compliance with state and federal laws, is very important as the established policies and regulations govern our local schools.

To ensure our policies are current and compliant with state and federal laws, the ELCO School Board is working with the Pennsylvania School Board Association to complete this work. When complete, PSBA will have reviewed our current Policy Manual in its entirety and will have brought it up-to-date with any new or updated policies in each of the following categories which make up the ELCO Policy Manual:

- 000 Local Board Operations and Procedures
- 100 Programs
- 200 Pupils
- 300 Employees
- 600 Finances
- 700 Property
- 800 Operations
- 900 Community

To this end, the Policy Committee has established a meeting schedule and will regularly meet to review and discuss recommended PSBA revisions to our policies. All meetings will be held in the High School LGI room and will begin at 5:00pm. The Policy Committee meeting schedule is as follows:

- Monday, October 23, 2017
- Monday, October 30, 2017
- Monday, November 13, 2017

Future Policy Committee meetings will be established during the Reorganization Meeting in December 2017.

During the Policy Committee meetings, the members compare the current policy to all suggested revisions presented by PSBA as well as any input received from the administration. When necessary, draft policies are forwarded to the Solicitor for additional legal review prior to presentation to the full Board. Through discussion, the Committee determines the draft policy which is then recommended to the full Board for a 'first read'. Policies are presented to the full Board as a 'first read' during the first meeting of each month. No action is taken during the first meeting to adopt the draft policies; rather they are presented for the full Board's consideration. After the full Board has been provided time to review the recommended revisions, the policies are moved forward for a 'second reading' and adoption during the second Board meeting of the month. An opportunity is included in the protocol for the Board to discuss the draft policies. After the entire School Board has reviewed the policies, they then determine final changes and move for adoption.

The policies in the ELCO policy manual are developed with a focus on the Board's governance role. The policies reflect "what" the Board needs to do to ensure compliance with state and federal laws and regulations, not "how" the administration plans to achieve the goals of the policy. Procedural details, as appropriate, on how to implement the policy become part of administrative regulations. Maintenance and respect of the proper roles and responsibilities related to the specific purposes of policies and administrative regulations will lead to more effective and successful operations of the district.

As the Policy Committee reviews each section of the Policy Manual, a summary of recommended revisions will post to the website by category. Each policy will be noted by name and a summary of recommended revisions will be listed.