

**1000 Series Policies  
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**1001**  
**General Policy Statement**

**I. Policy Purpose**

- A. The organization, management, and control of this Educational Service Unit ("ESU") is vested in its board ("board"). To guide the board and educational service unit operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.
- B. Written board policies serve the following purposes:
  - 1. Formally articulating the board's goals and long-term objectives.
  - 2. Providing ESU 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 ESU will conduct its business and its relationships with staff, pupils, parents, and patrons.
- C. 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 ESU, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.
- D. The policies are not the only guidelines for ESU 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.

**II. 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 administrator should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

### **III. 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: June 21, 2021

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

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

## **1002**

### **Creation, Amendment, and Distribution of Board Policies; Accreditation and Evaluation**

#### **I. Policy Adoption Generally**

- A. Each of these policies shall become the official policy of the ESU when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.
- B. It shall generally be the practice of the board to adopt or amend any policy after a single reading at any regular or special board meeting. However, the board may, in its discretion, review policies at multiple meetings prior to taking action.
- C. Each policy shall bear the date when it was adopted, revised or reviewed.
- D. The administrator 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 ESU's web site.
- E. 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 administrator 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.

#### **II. Annual Accreditation**

The ESU will submit an Annual Accreditation Compliance Report before November 1 of each year in compliance with 92 NAC 84.

### **III. Improvement and Evaluation**

A. At least once every year, the Leadership Team shall:

1. Identify improvement goals and report them to the board
2. Evaluate progress toward the improvement goals and report them to the board

B. At least once every five years the board shall:

1. Review its mission and vision statement
2. Review and improve on-going collection and analysis of aggregate data about student performance, programs, core services, demographics, and school district satisfaction; and set annual improvement goals based on the data
3. Develop and implement a plan that includes procedures, strategies, or actions to achieve goals
4. Engage in an external team review as required by law

Adopted on: June 21, 2021

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

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