

### A. Enforcement

The policies developed by the Board and the administrative regulations developed to implement policy are designed to increase the probability of an effective and efficient school system. All school district employees and students shall abide by the Board's policies. Suggestions for changes in, revisions of, or additions to existing policies and regulations are welcomed from employees and students.

The Superintendent or his/her designee is responsible for informing staff of existing policies and regulations and for seeing that they are implemented in the spirit intended. Disregard for Board policy and administrative regulation may be interpreted as willful neglect of duty and may constitute grounds for discipline up to and including dismissal. Any employee who feels that he or she is subject to arbitrary or capricious regulations may institute a formal grievance procedure.

### B. Board Review of Administration Rules

The Board reserves the right to review and veto administrative regulations should they, in the Board's judgment, be inconsistent with the policies adopted by the Board. The Board shall inform the Superintendent of the reason for any veto and the policies with which such administrative regulations conflict.

Administrative regulations need not be approved by the Board in advance of issuance, except as required by law.

### C. Administrative Rules Dissemination

The Superintendent shall establish procedures for the dissemination of administrative rules. These procedures shall assure that appropriate staff members are promptly informed. The Superintendent shall also establish procedures for the evaluation of the effectiveness and staff compliance with administrative rules.

### D. Administration in Policy Absence

The Superintendent shall have the power to implement action within the school district if a situation should develop for which the Board has provided no written policy. The Superintendent's decision shall be subject to review by the Board. It is the Superintendent's duty to inform the Board of the need for an official policy.

E. Administrative Reports

Information often has a time value. Delayed reports place an inconvenience and burden upon others who must use the information and may in some instances result in a financial loss to the district.

Each principal, director, supervisor, or other administrator shall give careful consideration to all procedures related to reports, accounting, and general business matters that are required for the administration of the school program and shall make accurate and prompt return on scheduled dates of all information required.

Date of Board Adoption: January 24, 2012  
Johnson City Central School District, Johnson City, NY