

Basics of Policy Review





**Not everything that is required, is
required to be in policy!**

Policy



What is Policy?

- A guideline adopted by the Committee to chart a course of action
- Broad enough to allow administrative discretion; specific enough to give clear guidance
- Policy is the what and the why

Outdated Manual



Get organized



NEPN (National Education Policy Network)

- NEPN CODES
- A – Foundations and Basic Commitments
- B - School Committee Governance & Operations
- C – School District Administration
- D – Fiscal Management
- E – Support Services
- F – Facilities Planning & Development
- G – Personnel
- H – Negotiations
- I – Instruction
- J – Students
- K – School, Community, & Home Relations
- L- Education Agency Relations



AC Nondiscrimination/Equal Opportunity/Human Relations

ACA Nondiscrimination on the Basis of Sex

ACB Nondiscrimination on the Basis of Ethnicity and Race

ACC Nondiscrimination on the Basis of Age

ACD Nondiscrimination on the Basis of Religion

ACE Nondiscrimination on the Basis of Handicap/Disability

ACF Interpersonal/Human Relations

ACG Resolution of Discrimination Complaints

AD Educational Philosophy/School District Mission

ADA School District Goals and Objectives

ADB Drug-Free Schools

ADC Tobacco-Free Schools

ADD Safe Schools

ADE Effective Schools

ADF School Wellness

ADFA Coordinated School Health Program

AE Accountability/Commitment to Achievement



When Reviewing Current Policy ASK:

- Is it legal ?
- Does it reflect current practice?
- Is it working? If not, what needs to be changed?
- Do we need it? Don't be afraid of repealing policies that are no longer relevant. (Sometimes “less is more”)



Policies Under Review

When Reviewing Policy Check These:

- Policy Manual
- Collective Bargaining Agreements/Contracts
- Parent/Student Handbooks
- Staff/Employee Handbooks
- Budget document



Manual Maintenance

- Policy Updates
- State Regulation Changes
- State and Federal Law Changes
- Court Rulings
- Student and Faculty Handbook Changes
 - Ask the question

MASC Policy Services Overview

Policy Reference Manual - online, searchable
paper copy available for a fee

Subscription Services (dues)

Policy Update newsletter

Manual maintenance (online)

Individual Policy guidance

Contract Policy Review Service (Fee)

Policy 21 Online Policy Service (Fee)

Online Policy Review Service (Fee)





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Andrea Wadsworth
2022 President

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MASC, watch the video below.



New and Noteworthy

June meeting of the Board of Elementary



Popular Resources

- MASC/MASS Conference
- New Member Orientation
- Workshop Recordings



Workshop: Reviewing and Updating Policy Manuals
Jun 29, 2022
Time: 12:00 PM
Location: Online

2022 Summer Institute
Jul 15, 2022 - Jul 16, 2022
Time: 04:15 PM
Location: Courtyard Marriott Marlborough

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