

Adopted: 11-14-2023

MSBA/MASA Model Policy 305 Charter  
Orig. 1995 (as ISD Policy)  
Orig. 2022 (as Charter Policy)

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

### **305 POLICY IMPLEMENTATIONS**

#### **I. PURPOSE**

The purpose of this policy is to clarify the responsibility of the school administration for implementation of charter school policy.

#### **II. GENERAL STATEMENT OF POLICY**

- A. It shall be the responsibility of the executive director to implement charter school policy and to recommend additions or modifications thereto. The administration is authorized to develop procedures, guidelines, and directives to effectuate the implementation of charter school policies. These procedures, guidelines, and directives shall not be inconsistent with said policies. At least annually, these written procedures, guidelines, and directives, shall be presented to the school board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the executive director to assure compliance with charter school policy and shall be approved by the school board.

**Legal References:** Minn. Stat. Ch. 124E (Charter Schools)  
Minn. Stat. Ch. 317A (Nonprofit Corporations)

**Cross References:** MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)  
Charter School Bylaws