

FREDERICK COUNTY PUBLIC SCHOOLS	Reg. No. 200-00
Subject: POLICIES AND REGULATIONS	Issued: 3/9/78
Preparing Office: Office of the Superintendent	Amended: 9/8/04

I. Policy 400.1

II. Procedures

- A. The Board of Education of Frederick County establishes policies to provide focus and strategic guidance of the school system. The superintendent of schools establishes regulations to provide procedural guidelines for administrative staff in the implementation of board policies.
- B. The superintendent's advisory council provides input from a wide range of perspectives in the continued evaluation of school system regulations and procedures. The advisory council is comprised of individuals appointed by the superintendent representing diverse viewpoints from various offices within the school system and the community including: administrative staff; PTA representatives; teachers', support personnel, and administrative and supervisory unions; and members of the local business community.

The council may provide input on development and/or modification of regulations that govern the day-to-day operations of the school system. Staff members who wish to propose new regulations or modify existing regulations may present a proposal to the council for review. Unless otherwise waived by the superintendent, such proposals must be submitted by a council member. On occasion, the advisory council is asked to provide input regarding recommended changes to board policy prior to presentation to the board.

Policies and regulations are maintained on the FCPS web site by the Office of Legal Services. Policies and regulations are continually revised and updated to comply with state and federal laws and the school system is apprised of these revisions via the FCPS web site and email notices to all departments and schools.

- C. The Office of Legal Services coordinates the superintendent's advisory council meetings and distributes the meeting agendas. Members must submit items for the agenda to the executive director of legal services at least one week prior to the meeting.

Approved

Original signed by

Linda D. Burgee
Superintendent