

FILE: BDF

## ADMINISTRATIVE REGULATIONS AND PROCEDURES

The Jefferson Davis Parish School Board delegates to the Superintendent the function of specifying required actions and designing the detailed arrangements under which schools will be operated. These detailed arrangements shall constitute the administrative regulations and procedures governing the schools and shall be designed to effectively implement the policies of the Board. They shall be defined in written form and organized by subject or date with adequate indexing for easy use. Make-up and distribution shall be so as to facilitate easy filing and proper use, and distribution shall include the members of the Board. The administrative regulations and procedures established by the Superintendent and staff shall in every respect be consistent with the policies of the Board.

The Board itself shall strive to formulate and adopt regulations only when specific state laws require Board adoption. But, the Board may also do so when the Superintendent recommends Board adoption in light of strong community attitudes or probable staff reactions.

Jefferson Davis Parish School Board