

STAFF INVOLVEMENT IN DECISION MAKING

It is the policy of the board to encourage employee participation in decision making for the school district.

Such participation shall include, as appropriate to areas, programs, and schools, involvement in

- Policy development
- Administrative rules development
- Budget planning
- Facilities planning

In the development of rules, regulations, and arrangements for the operation of the school system, the superintendent shall include, at the planning stage whenever feasible, those employees who will be affected by such provisions.

The professional staff shall be given full opportunity and encouragement to contribute in curriculum development and in the development of policies and regulations pertaining to the instructional program.

Each building administrator shall maintain channels for conferring with both the professional and support staff in establishing building policies and regulations.

The superintendent shall evolve with employees channels for the ready intercommunication of ideas and feelings regarding the operation of the schools. He or she shall weigh with care the counsel given, especially that given by groups designated to represent large segments of the staff, and shall inform the board of all such counsel in presenting recommendations for board action.

The board shall encourage the use of established channels for the exchange of ideas between itself and its staff. These channels shall provide opportunity for an employee to be heard by the board when differences of opinion are not resolved at lower levels.

Adopted: date of manual adoption

Department of Public Schools, Augusta, Maine