

Colorado Springs School District 11 Board Policy Workflow



Administrator (policy owner as defined in Policy BG, i.e. Board member, staff member, parent, etc.) proposes new/ revised policy to Policy Committee (notify Records Manager to get policy on Committee agenda)

Policy Committee review/recommendation
Potential for direct approval

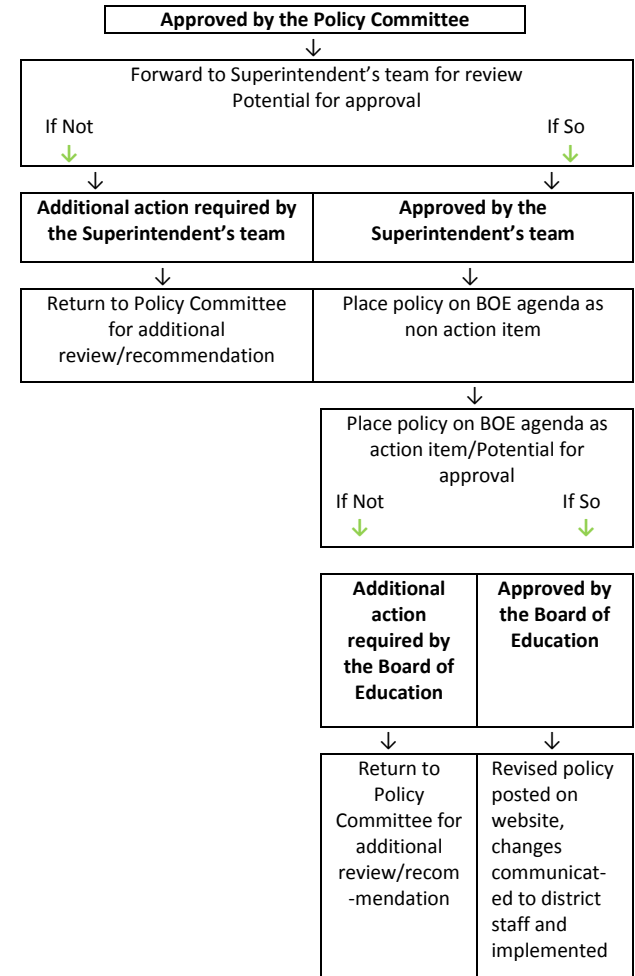
If Not ← If So →



Manager rather than directly contacting outside legal counsel.
4) In the event of changes made to the policy by the Superintendent's cabinet, the changes will be communicated to the Policy Committee.

For assistance or questions, please contact the Records Manager @ 520-2075.

This process may take a minimum of two months.



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- 1) Only additions/revisions that significantly impact the proposed policy will be sent back to the Policy Committee for additional review to ensure legal compliance, etc.
- 2) Typographical corrections or revisions for clarification purposes will be forwarded to the Records Manager by the Administrator. The Records Manager will make the changes and notify the Administrator when that is completed.
- 3) Please note, if you have a question that requires legal clarification or analysis, please contact the Records