

- ATTACHMENT 3 -

NOTE: Footnotes are for reference only. They should be eliminated from an individual board's policy.

ADMINISTRATIVE PROCEDURES

Policy Code: **2470**

¹The superintendent shall develop any administrative procedures necessary to implement board policies.

In developing procedures, the superintendent should consult, as appropriate, with principals and other school system personnel, parents, students, the board attorney, and other professionals and citizens. The superintendent may establish formal administrative procedures or use less formal documents, such as memoranda, so long as the documents are preserved and disseminated in accordance with board policy. The board may review an administrative procedure at any time and direct the superintendent to modify, expand or omit the procedure.

Legal References: G.S. 115C-36, -47

Cross References: Dissemination and Preservation of Policies (policy 2430)

Issued:

Revised:

¹ This policy may be modified.