

GOVERNANCE & OPERATIONS

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GOVERNANCE PROCEDURES
POSITIONS AND POLICIES ON EDUCATION

Periodic Review of Positions and Policies on Education

All Association policies and positions set forth in the Manual of Positions and Policies on Education will be reviewed on a regular basis to ensure that they adequately address the current priorities in public education and the needs of New Jersey's school districts in accordance with a five-year schedule set by the Executive Director. (See Exhibit A)

Criteria/Standards

Each policy shall be reviewed in terms of current and anticipated changes in education and relevancy to today's needs of our membership. Positions in support of belief statements will automatically sunset at the end of each five-year sunset cycle unless recommended for reoption.

The following shall be considered in the process of recommending any changes to existing positions and policies on education:

- A. Is the policy still relevant to today's education system and operation?
- B. Does the policy provide a basic philosophy or overarching belief on an issue to guide the actions of the Association?
- C. Does the policy address only a portion of a complex issue and not provide the comprehensive guidance necessary for thorough Association action?
- D. Has the action requested in policy been wholly or partially accomplished through legislative or State Board action?
- E. Will a change to the policy affect any other policy area?
- F. Is the intent of the policy more appropriately addressed in another policy area?

Review Process

The General Counsel shall coordinate the periodic review process and ensure that policies and positions are presented for review at the semiannual and annual Delegate Assembly in accordance with the current schedule. Additionally, other policies, which have been identified by staff to be in need of change, may be added to the periodic review process, as necessary.

All Association staff that have occasion to refer to the Association's Manual of Positions and Policies on Education should be alert to the appropriateness of the policies therein. Any staff member who identifies a policy or position that may need to be reviewed should bring it to the attention of the General Counsel so that recommendations may be included in the periodic review process. Staff recommendations should include a brief statement that provides background on the original policy, reason for the recommended change, and specific recommended revised language.

The General Counsel or designee will convene an interdepartmental staff committee to analyze policies scheduled for review using the Criteria/Standards listed above. Comprehensive policies dealing with complex issues shall be forwarded to appropriate department directors for assignment to staff for an in-depth review and recommended policy language changes. As appropriate, a standing Association Committee may be asked to participate in review of a particular policy and to make recommendations to the Delegate Assembly.

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Periodic Review of Positions and Policies on Education (continued)

All recommendations for policy changes shall be collated and distributed by the General Counsel, or designee. Preliminary recommendations shall be submitted for review and comment to the Executive Staff. Following review by the Executive Staff, the Executive Director will submit formal recommendations to the Resolutions Subcommittee. The Delegate Assembly, which has the final authority for policy approval, will receive and act upon recommendations from the Resolutions Subcommittee or an appropriate Association standing committee.

As part of this periodic review, a recommendation for a revision that alters the original intent of any policy statement may be discussed by the Resolutions Subcommittee or the Delegate Assembly. However, any formal proposal for such substantive language revision shall be brought by resolution to a subsequent Delegate Assembly, in order to provide the opportunity for review, analysis and a recommendation.

All policies and positions of the Association revised or deleted as a result of this process shall be maintained for historical record purposes in a separate file and all changes shall be reflected in the semi-annual updates of the Manual of Positions and Policies on Education and the Winnebago Spectrum catalog.

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