

**ADMINISTRATION**

**Policies and Policy Development**

The Superintendent directs that clearly written policies be developed which reflect the stated philosophical beliefs of the Superintendent, the mission and goals of the County Office of Education, the desires of the community and school districts, and the best advice of the staff. Once adopted, Superintendent policies shall determine the scope and nature of the services and programs of the County Office of Education and shall be one method by which the Superintendent provides educational direction and leadership in the operation of the County Office of Education.

**Superintendent Policy**

Formal policies shall reflect the date of adoption and be printed in the Policies and Procedures Manual. Only statements so adopted shall be regarded as official Superintendent policies.

**Absence of Policy**

While the Superintendent policies are intended to be inclusive in the absence of policy, all staff are directed to operate reasonably and make decisions in good faith based on the mission and goals of the office.

**Administrative Regulations**

Administrative Regulations may be necessary to implement specific Superintendent policies. All Administrative Regulations so developed shall be consistent with policies adopted by the Superintendent and shall identify the policy to which they pertain. When necessary, Administrative Regulations may be developed which do not relate to a specific policy.

Legal Reference:

**EDUCATION CODE**

1040 et seq. Duties and powers of the County Board

1240 et seq. Duties and powers of the County Superintendent of Schools

35035 Additional powers and duties of Superintendent