

**Policy Implementation**

**Code #253.00**

The execution, administration and enforcement of all policies of the Tri-County Area School District is the responsibility of the District Administrator. The District Administrator shall report to and be accountable to the Board in fulfilling his/her responsibility, and not to any officer, committee, or individual thereof.

The policies adopted by the Board and the administrative rules developed to implement those policies are designed to promote an effective and efficient school system. Consequently, it is assumed that employees and students will abide by all policies and administrative rules.

In cases where emergency action must be taken and the Board has provided no policy guidelines, the District Administrator shall have the authority to act. It shall be the duty of the District Administrator to inform the Board promptly of such action and of the need for policy. His/her decisions shall be reported to the Board at its next regular meeting (unless more timely notice is necessary) and become part of the public record.

In an attempt to insure equitable and just treatment of all, suggestions for changes in, revisions of, or additions to existing policies and administrative rules are welcomed from employees and students.

Members of the administrative team are responsible for informing the students and staff of relevant policies and administrative rules, and for seeing that they are implemented.

**Cross Reference:** 151, Board Policy Development; 151.1, Policy Adoption & Evaluation; 151.3, Administration in Policy Absence; and 151.4, Board Review of Administrative Rules

Previous Approval: August 23, 2005  
Attorney Review: December 2015  
Approved: December 22, 2015