

# REGULATION ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

**Related Entries:** Policy CF

**Responsible Office:** SUPERINTENDENT OF SCHOOLS

## **FORMULATION OF ADMINISTRATIVE REGULATIONS**

### **A. PURPOSE**

To provide a process for issuing Administrative Regulations that explain and facilitate the implementation of Board of Education (Board) policies, Code of Maryland Regulations (COMAR), and laws relating to the operation of schools.

### **B. BACKGROUND**

The Board authorizes the Superintendent to issue Administrative Regulations for adopted Board policies as necessary. Such Administrative Regulations serve to provide guidance and procedures regarding the implementation of Board policies, COMAR, and laws relating to the operation of schools.

### **C. PROCEDURES**

1. Administrative Regulations shall be reviewed by the Superintendent's Designee on an annual basis. The Superintendent's Designee shall provide an annual plan regarding the Administrative Regulations to be revised each school year.
  - a. As needs arise, Administrative Regulations shall be appropriately added and removed from the annual plan.
  - b. The Superintendent's Designee and appropriate staff may seek input from the public and relevant staff during an Administrative Regulation's development or revision.
2. All new Administrative Regulations shall be printed in the style and form approved by the Superintendent consistent with the style and form used by the Board for Policies.

3. All new or revised Administrative Regulations shall be reviewed by the Board and posted on the AACPS website for staff and public viewing.
4. All new or revised Administrative Regulations shall be posted to the Anne Arundel County Public Schools (AACPS) website and added to the Board policies and regulations manual after final approval from the Superintendent.

**Regulation History:**      *Developed by Superintendent 10/16/89  
Reviewed by Board of Education 04/22/15  
Issued 04/23/15*

**Note previous regulation history:** AR305 issued 10/16/89