



# KSBA

KENTUCKY SCHOOL BOARDS  
ASSOCIATION

Davonna Page,  
President

Kerri Schelling,  
Executive Director

May 21, 2021

Dear Superintendent/Policy Contact:

Enclosed are your customized 2021 Policy Update (#44) and Procedure Update (#25) (if applicable) and related checklists. Proposed changes reflect new legal requirements, as well as “best practice” recommendations from KSBA.

Please note the following:

- **KRS 160.340 requires that Board Policies be kept up to date by filing annual amendments thereto by August 15.**
- At the top of each draft is the legal and/or recommended explanation for the proposed change. In the body of each draft, new language is underlined. Language with ~~strike through~~ is recommended for deletion.

**Mark any requested changes in edit mode in Word or contact your KSBA Consultant for assistance with such.** Also, if you have been working with your Consultant on a draft to revise any of the update areas, contact him/her if you want to substitute that draft for the one enclosed with this update.

As we do each year, we request that staff review the introductory pages in your hard copy manual for changes to be made to any vision/mission statement and/or goals found there.

The update checklist is the only document we need returned to us, unless there are drafts to be modified. Complete the checklist and return to the KSBA Policy Service by September 1 so that final copies can be returned to you for use during the upcoming school year.

If you have questions or comments about the updating process or need your Consultant to prepare additional drafts, contact us immediately. If this will be your first experience with a Policy update, we strongly recommend you contact your assigned Policy Consultant for help.

**Please be aware that because the Policies belong to your Board of Education, the choice of language to be adopted rests solely with the Board.** The KSBA Policy Service appreciates the opportunity to serve your District and stands ready to assist the Board with this important task.

Note the approved changes go into effect as of the date of Board approval, unless otherwise noted in your Board meeting minutes.

Sincerely,

*Prindle G. Hinton*

Prindle G. Hinton  
Policy Consultant/eMeeting Trainer

Enclosures