

Adopted: 1/15/2026

Revised:

**ROCHESTER BEACON ACADEMY
POLICY No. 305
POLICY IMPLEMENTATION**

I. PURPOSE

The purpose of this policy is to clarify the responsibility of Rochester Beacon Academy ("RBA") school administration for implementation of RBA policy.

II. GENERAL STATEMENT OF POLICY

- A. It shall be the responsibility of the executive director to implement RBA policy and to recommend additions or modifications thereto. The administration is authorized to develop procedures, guidelines, and directives to effectuate the implementation of RBA policies. These procedures, guidelines, and directives shall not be inconsistent with said policies. At least annually, these written procedures, guidelines, and directives, shall be presented to the school board for review.
- B. Employee and student handbooks shall be subject to annual review and approval by the school board.
- C. School principals and other administrators who have handbook responsibilities shall present recommended changes necessary to reflect new or modified policies. Changes of substance within handbooks shall be reviewed by the Executive Director to ensure compliance with RBA policy and shall be approved by the school board.

Legal References: Minn. Stat. Ch. 124E (Charter Schools)
Minn. Stat. Ch. 317A (Nonprofit Corporations)