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Board of Education January 16, 2025  
Human Resources Committee  
Testimony

III. Department of Education Recommendation to Revise Board of Policy 500-2 (Plan of Organization)

**COMMENTS ONLY:**

**Regarding Attachment B (marked up) and C (clean version), retain the wording inside the brackets of the markup in Attachment B in Attachment C.**

**ADD: updated annually as of June 30<sup>th</sup> of each Fiscal year.”**  
**(Governor’s Directive states “updated annually as of June 30<sup>th</sup> of each Fiscal year.”)**

The Department would annually provide the Board a plan of organization outlining the structure and function of its various offices, which shall include an organizational chart.

The Department would present “major” changes to the Board for approval; other changes would be delegated to the Department.

**What is considered a “major” change? This recommendation also requires major changes, such as establishing a new complex area or Assistant Superintendent, to be approved by the Board.**

This policy amendment would ensure the Board receives the Department’s plan annually basis and also delegate authority for

organizational alignment to the Superintendent as part of the Superintendent's managerial authority.

What is considered “organizational alignment?”

The Department shall present to the Board, for its approval, changes in the plan of organization that involve the creation or abolishment of an office led by a subordinate superintendent.

Is this example the only instance to seek Board approval?

*According to the Governor's Directive 24-02, Extension of Administrative Directive No. 19-02, Policy and Procedures for Effecting Organizational and Functional Statement Changes, requires that “departmental organizational information be updated annually as of June 30th of each fiscal year” (i.e., “annual snapshot” of the Plan representing the status as of the end of the fiscal year).*

***The annual updates must include any changes in the organization and position charts, including changes in organizational titles, the establishment of new positions (permanent or temporary), reclassification of positions, and abolishment of positions.***

Some organizations or individuals may find that the proposed policy language does not specify a date or month for the Department to provide the Plan to the Board.

Governor's Directive states “updated annually as of June 30<sup>th</sup> of each Fiscal year.”