

**TALBOT COUNTY BOARD OF EDUCATION  
GOVERNANCE OF THE SCHOOL SYSTEM**

**I. PURPOSE**

The purpose of these administrative regulations is to provide guidance for a process that will maintain a reasonably uniform system of public schools and to the best of its ability carry out the applicable provisions of the articles, bylaws, rules, and regulations of the State Board and determine, with the advice of the County Superintendent, the educational policies of the school system.

**II. ADMINISTRATIVE PROCEDURES**

The Talbot County Board of Education administration shall develop and maintain a Board of Education Members' handbook that, at a minimum, will include information about the following:

- Mission, Ethics, Responsibilities
- Organization
- New Board Members
- Regulations for Board Members
- Expenses of Board Members
- Employment of Independent Professionals
- Business Operations and Instructional Functions

**III. GENERAL PROVISIONS**

- A. The Board of Education Members' Handbook shall be updated annually at a minimum, or more frequent as required. This handbook shall be drafted and approved by the Superintendent, or designee.
- B. This handbook shall be shared with all Talbot County Board of Education members.
- C. The Talbot County Board of Education Members' Handbook shall be available to the public by being posted on the TCPS (Talbot County Public Schools) website.