

Board Operations

Methods of Operation

Policy Adoption, Review and Implementation

Policymaking is the primary method by which school boards exercise their statutory authority and broad powers. Therefore, the School Board shall adopt written policies to guide the actions of those to whom it delegates authority and to serve as the basis for District operations and decision making. These policies shall be in line with the District's mission, vision and strategic plan, and with applicable legal requirements. Board policies shall be organized according to a standard policy manual codification system.

Policy changes or additions may be proposed by the Superintendent, any board member, staff member or community member. Policy changes or additions must be proposed through the Superintendent of Schools. The Superintendent and the Board Policy Review Committee shall review the policy proposals and consider their merit before making any recommendation that the Board consider a proposal for possible adoption. The submission of a policy proposal does not guarantee consideration of the proposal by the full School Board. At any point in the policy review and adoption process, the Board may make such amendments to proposed policies as the Board deems necessary or appropriate.

New proposed policies shall be discussed by the Board Policy Review Committee and may be recommended to go to the full Board for approval. Proposed policies or policy revisions/deletions shall be a part of the Board's consent agenda and will be initially reviewed at one Board meeting and brought to a vote for adoption at a subsequent meeting to allow time for review, input and possible changes. On matters of unusual urgency, and following a Board vote to set aside and waive the standard two-meeting adoption process, a new proposed policy may be introduced and acted upon at the same meeting. Policy revisions/deletions may be adopted at the same meeting at which they are initially presented.

Formal adoption of policies shall be recorded in the minutes of the Board meeting and only those policies so recorded shall be official Board policies of the District.

The School Board policy manual shall be maintained electronically and shall be accessible to Board members, administrators, staff members, parents and guardians, and other interested members of the public through the District's website. District policies are public records and shall be available for inspection and copying through the District Office. Board policies shall also be further disseminated through other appropriate means as may be required by law or determined by the Superintendent.

School Board policies shall be reviewed and updated on a regular basis in order to keep them up-to-date.

The Board recognizes that while policymaking is its responsibility, the implementation of Board policies is the responsibility of the Superintendent. The Superintendent or designee shall inform staff members, students and other interested persons of Board policies, and act as necessary to ensure effective and consistent policy implementation.

Policy Approved: December 18, 1985

Policy Revised: December 16, 2013