

BOARD POLICY DEVELOPMENT

The Board of Education is solely responsible for the adoption, regulation, and amendment of policies of the District. The policies serve as directives and guidelines reflecting the philosophy and goals of the District. District employees, students, and other persons affected by directives and guidelines found in a Board policy are expected to follow and adhere to such directives and guidelines. The policies will be formally approved and recorded in the District's policy manual. Policies will be effective immediately upon adoption unless a specific effective date is provided in the motion to adopt.

When the Board of Education adopts a policy that expressly or implicitly delegates certain responsibilities, duties, or other authority to one or more administrators, or to the administration in general, the Board does not intend to create, or intend to require the administration to create or convene, a governmental body of the District to carry out such delegation except:

1. As otherwise required or provided by law; or
2. In the case where such policy, or another rule or order of the Board, creates (or expressly mandates the creation of) a body with a defined membership that, by the terms of the policy (or other rule or order), is expected to exercise authority in a collective manner.

For example, if a Board policy states that the heads of particular departments are authorized to take certain action, then, unless the context clearly requires otherwise, the delegated authority may be exercised by any of the department heads independently and should not be construed as the creation of a committee that is to exercise any type of collective authority.

Cross Reference: Board Policy Development, 151-Rule

Adoption Date: March 14, 1988

Amended Date: September 25, 2017

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Procedures

Proposals for new policies or revisions of current policies, may be initiated in writing by anyone interested in or connected with the District, and may be presented to any member of the Board or to the Superintendent, for referral to the Board President. The policy proposals shall be referred to the Board President for study prior to consideration by the Board. Pending the results of the study, the Board President may dismiss the proposal, or refer it to either the Policy Review Committee or the appropriate subcommittee of the Board for review and action.

The adoption of policies by the Board will include:

- Presentation of proposed new or revised policy to Board members as an Item for Consideration at a Policy Review Committee or the appropriate subcommittee meeting of the Board.
- Posting of the proposed policy in subcommittee agendas and minutes to allow responses by concerned groups or individuals.
- Review, discussion, and final action by the Board Policy Review Committee or the appropriate subcommittee meeting of the Board.
- Discussion and action by the full Board of Education. Changes to the proposal after the first presentation will not require repetition of the above process unless the Board so directs.

Policy development or revisions involving emergency matters or non-substantive updates may be taken directly to the full Board for consideration.

The policies will be formally approved and recorded in the minutes. Policies will be effective immediately upon adoption unless a specific effective date is provided in the motion to adopt. Only those written statements so adopted and so recorded will be regarded as official policy of the Board.

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Amended Date: September 25, 2017