



POLICY ADOPTION

Adoption of new policies or changing existing policies is solely the responsibility of the Board. Policies will be adopted and/or amended only by the affirmative vote of a majority of the members of the Board when such action has been scheduled on the agenda of a regular or special meeting. Except in an emergency situation, policies should not be adopted at the meeting at which they are initially introduced.

To permit time for study of all new policies or amendments to policies and to provide an opportunity for others to react, proposed policies or amendments will be presented as an agenda item to the Board in the following sequence:

1. Information item--distribution with agenda (this may be an announcement that a policy is being developed in a particular area and that interested persons may submit suggestions).
2. Discussion item--first reading of proposed policy or policies; response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting.
3. Action item--discussion, adoption or rejection.

Amendments to the policy at the action stage will not require repetition of the sequence, unless the Board so directs. In instances, the Board may dispense with the above sequence to meet emergency conditions. Policies will be effective upon adoption by the Board. Once adopted, policies of the Board will be distributed to the community, staff and students. The Board will re-adopt its collection of written policies annually at the organizational meeting.

NOTE: Except in an emergency situation, policies should not be adopted at the meeting at which they are initially introduced.