

<h1>POLICY</h1>	2008	1400
	By-Laws	

Subject: Formulation, Application and Dissemination of Policy

The formulation and adoption of policies shall constitute the basic method by which the Board of Education shall exercise its leadership in the operation of the school system.

The Board of Education shall reserve to itself the function of providing guides for the discretionary action of those to whom it delegates authority. The Superintendent shall act as an advisor to the Board in the adoption and approval of written Board policies. The Board shall also seek input from the staff and community where appropriate.

The adoption of a written policy shall occur after the proposal has been moved, discussed and voted on affirmatively at two successive meetings of the Board of Education (i.e., the “first reading” and the “second reading”). The period between the first and second reading also allows time for all concerned persons to ask questions, make comments, and offer suggestions for changes and improvements. The policy draft may be amended at the second meeting. The Board may, upon formal motion and vote, waive the first reading of a policy at the meeting and instead attach the policy to the official meeting minutes. They may also elect to read only the changes made to established policies that have undergone revisions to clearly indicate where changes have been made to a specific policy. References contrary to law or state and federal regulation, and conflicts with negotiated agreements, will be updated with the Board’s knowledge.

The formal adoption of written Board policy shall be recorded in the official minutes of the Board. Such written Board policy shall be the continuing legal regulations of the district.

Multiple copies of District policy will be readily accessible in all district buildings and on the district web site. It shall be the responsibility of all district personnel to be aware of and comply with these policies and regulations.

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Subject: Formulation, Application and Dissemination of Policy (Continued)

Approved: Board of Education
May 11, 1994

Amended: Board of Education
October 25, 2000

Approved: Board of Education
February 9, 2005

Approved: Board of Education
December 3, 2008