

FORMULATION, ADOPTION, AMENDMENT OF POLICIES

Policy proposals and suggested amendments to, revisions of or appeal of existing policies shall normally be submitted for first reading to all members of the Board of Trustees in writing as agenda attachments prior to the Board meeting during which such proposed policies, amendments, revisions, or requests for repeal are to be read and discussed. The agenda and minutes are to clearly indicate those items which are policy matters.

Except in emergencies, policy proposals are normally adopted, amended, revised, or repealed after consideration at two meetings of the Board. The proposals are normally considered for first reading at the first meeting. The second meeting usually results in action being taken on the proposal.

The formal adoption of new, amended, or revised policies or repeal of existing policies shall be by majority vote of all members of the Board, and the action shall be shown in the minutes of the meetings of the Board and recorded in the journal of its proceedings. Only those written statements so adopted and so recorded shall be regarded as official policy.

The Superintendent shall be responsible for the formulation and presentation of District policy proposals for Board consideration and shall develop administrative regulations pertaining to their development and presentation. Any member of the Board may propose a new policy or the revision or repeal of existing policy.

Reference: Education Code Sections 35010, 35014, 35020, 35163, 35164, 35171; Roberts Rules of Order, Newly Revised

Bylaw adopted: November 22, 1976