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Superintendent Review:	January 28, 2008 (No Change-New Number)
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Board Approved:	August 12, 2024
Contact Person:	Superintendent

POLICY 208 SCHOOL BOARD POLICIES

I. PURPOSE

To define how the School Board fulfills its responsibility of establishing and maintaining School Board policies.

II. GENERAL STATEMENT OF POLICY

The School Board will vote to establish and maintain policies. Maintaining can mean deleting, revising, or updating policies.

Policies will have, at the minimum, a “Purpose” statement and a “General Statement of Policy.”

A policy does not need a Regulation. A Regulation is an administrative guideline for operationalizing a policy. A Regulation does not need School Board approval.

III. SCHOOL BOARD PROCEDURES

1. A School Board member or the Superintendent may initiate a proposal to establish a new policy or to maintain an existing policy.
 - a. To initiate a proposal, a School Board member may bring a policy to the attention of the School Board Policy Committee Chair or the Superintendent for consideration.
2. Proposals will be processed as follows:
 - a. The Superintendent or designee will draft a proposal for a new policy or recommend maintaining an existing policy.
 - i. If the Superintendent is uncertain of the need for a new policy or the need to maintain an existing policy, the Superintendent will bring the topic to the School Board Policy Committee for direction.

- b. Administration will present the proposal for review, discussion, and action by the School Board Policy Committee. When finalized, the School Board Policy Committee will vote on the proposal.
 - i. A majority vote in the affirmative moves the proposed policy to a Study Session, Part A, or Part B of a Business Meeting, at the School Board Policy Committee Chair's and/or Superintendent's discretion.
 - ii. Failure to receive a majority vote in the affirmative keeps the proposed policy in Committee for possible further consideration or dismissal, at the School Board Policy Committee Chair's and/or Superintendent's discretion.
- c. The School Board Policy Committee Chair, with assistance from Administration, as needed, will present the proposal to the School Board for review. Proposed policies presented at a Study Session will automatically move to Part B of a future Business Meeting for further discussion.
 - i. The School Board Policy Committee may meet, at the discretion of the School Board Policy Committee Chair and/or Superintendent to review any discussion and/or potential edits that may have occurred at the Study Session.
 - ii. Proposed policies not initially heard at a Study Session, will be discussed in the Part B section of a Business Meeting, with the exception of those with minor changes as defined by section III, 4.
- d. When a proposed policy is discussed during Part B of a Business Meeting, the following procedures apply:
 - i. After each proposed policy is discussed, the School Board Policy Committee Chair will ask for objection to moving the proposed policy to the Part A section of the agenda of the next Business Meeting.
 - 1. If there is no objection, the proposed policy moves to Part A of the next Business Meeting by consensus.
 - 2. If there is an objection from any School Board member, the School Board Policy Committee Chair will motion to move the proposed policy to Part B of the next Business Meeting.
 - a. A majority vote in the affirmative moves the proposed policy to Part B of the next Business Meeting for a final vote.
 - b. Failure to receive a majority vote in the affirmative moves the proposed policy back to a future School Board Policy Committee Meeting.
 - i. The School Board Policy Committee will discuss the proposed policy and will either edit the proposed policy for further consideration by the School Board or dismiss the proposed policy.

- e. At any time throughout this process, the School Board Policy Committee Chair may bring the proposed policy back to the Committee for continued discussion and possible revision. Substantial changes must be discussed in a Study Session or Part B of a Business Meeting. Policies with minor changes, as defined in section III, 4, may continue to the next step of the process already underway.
3. Temporary approval (before official action can be taken) may be granted by the School Board to meet emergency conditions or special circumstances.
4. Upon approval of the School Board Policy Committee, if a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the School Board has no control, the modified proposed policy may be approved at one meeting. The policy will be placed in Part A of a Business Meeting.