

GOVERNANCE OF THE BOARD OF TRUSTEES

DATES (Adopted/Revised)	GUIDE WORDS
Adopted May, 2006 Revised March, 2007 Revised April, 2009	Governance of schools Organization and Governance of Board of Trustees.

General Authority

The Board of Trustees is the governing Board of the School District. Its legal authority is determined by the State Constitution, the statutes of the State Legislature, and regulations of the State Board of Education. The Board has the power to make rules, regulations and policies for the District.

District Policy

The adoption of new policies and the revision and amending of existing policies shall be the sole responsibility of the Board of Trustees. All policies shall conform to local, state, and federal laws. Board Policy shall not be in violation of any applicable state or federal laws.

Adoption and Amendment of Policies

Proposed new policies and proposed changes in existing policies shall be presented in writing for review and discussion at a regular or special Board meeting. Such proposals may be referred to the superintendent for detailed study as needed prior to Board action on the proposal.

Though not bound to a minimum two (2) reading process, the Board of Trustees will typically consider a minimum of two (2) readings as part of the policy adoption process. In the situation of multiple readings prior to adoption, a draft policy statement will be taken to the Board of Trustees for a first reading with any direction for revision provided at the time of the first reading. The administration shall post all policies under consideration after first reading for a period of time to solicit any public comment. That comment will be considered by administration and provided to the Board of Trustees. The Board of Trustees will hear, on second reading, the proposed policy at a Regular Board Meeting or Special Meeting.

In a situation of multiple readings, on second reading, the Board of Trustees may make any changes to the draft policy based on public comment and administrative recommendations. If any change is substantial, the draft policy will again be posted for public input and heard by the Board of Trustees on third reading prior to adoption.

In the normal course of doing business, the Board will, in all likelihood, adopt most proposed policies on second reading.

The Board may, at its discretion, choose to set aside the normal process of policy review for adoption and/or amendment, including the typical multiple

GOVERNANCE OF THE BOARD OF TRUSTEES

readings and public postings for policies and policy amendment, instead reviewing, reading and approving a new policy or adoption of a policy at a single reading. In such situation, the Board shall state that it is adopting or amending a policy in a single reading as provided by this policy.

Any procedure amendment or adoption may be done by the Board at a single reading.

All new or amended policies shall become effective upon adoption; unless a specific effective date is provided in the motion for adoption.

Policies as adopted or amended shall be made a part of the minutes of the meeting at which action was taken, and shall also be included in the District's policy manual. Policies of the District shall be reviewed annually by the Board.

Administration in Absence of Policy

In cases where action must be taken before the next board meeting and where the Board has provided no policies or guides for administrative actions, the superintendent shall have the power to act.

Such actions, however, shall be subject to review by action of the Board at its next regular meeting. In addition, it shall be the duty of the superintendent to inform the Board of such action and the need for policy.

Policy Manuals

The Superintendent shall develop and maintain a current policy manual which contains the policies of the District. Each administrator, as well as staff, students and other residents, shall have ready access to the manual. All policy manuals distributed to anyone shall remain the property of the District and shall be subject to recall at any time.

Legal References: I.C. § 33-506; I.C. § 33-512