

## FORMULATION, ADOPTION, AMENDMENT OF POLICIES

Adoption of new policies or changing existing policies is solely the responsibility of the Board of Education. 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.

In reviewing such policy proposals, the Board shall consider the following criteria necessary for the adoption of effective policy.

The proposed policy shall be:

1. consistent with sound educational practice and the best academic interests of our students;
2. reflective of the priorities and goals established by the Board;
3. within the scope of the Board's authority;
4. consistent with all applicable federal and state laws and regulations;
5. in compliance with the Board's definition of policy;
6. clear and concise;
7. reasonable and equitable, and not arbitrary or capricious;
8. compatible with all contracts negotiated with the school district's bargaining units; and
9. practical and capable of being administered effectively.

Unless extraordinary circumstances dictate emergency policy actions, it is the policy of the Board that policy adoption shall require a sequence of at least two regular or special meetings of the Board. This sequence should permit time for study of all new policies or policy amendments and provide an opportunity for all interested and affected parties to react to such proposals.

Proposed policies or amendments shall be presented as a Board agenda item 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 should not require repetition of the sequence, unless the Board so directs.

Cross-ref:      1000, Community Relations Goals  
                      2460, Policy Review and Evaluation

Ref: Education Law §§1604(9); 1709(1); 1804

Adoption date: June 21, 1993