

POLICY FOR ADOPTION, AMENDMENT, DELETION AND SUSPENSION OF POLICIES

ADOPTION

Adoption of new policies or changing existing policies is solely the responsibility of the School Committee. Policies will be adopted and/or amended only by the affirmative vote of a majority of the members of the School Committee when such action has been scheduled on the agenda of a regular or special meeting.

The formal adoption of policies shall be recorded in the minutes of the School Committee's meeting. The Committee will act jointly at a legal meeting and no single member will attempt to take any action which can be interpreted to be binding on the Committee as a whole.

Policies may be proposed and prepared by any member of the Committee or the Superintendent.

SEQUENCE FOR REVIEW AND APPROVAL

To permit time for study of all policies or amendments to policies and to provide an opportunity for interested parties to react, proposed policies or amendments will be presented as an agenda item to the Committee in the following sequence:

1. Information and discussion item – first reading of proposed policy or policies; response from Superintendent; report from any advisory Committee assigned responsibility in the area; Committee discussion and directions for any redrafting.
2. Second reading, discussion and first vote
3. Action Item – Second vote, adoption or rejection.

Amendments to the policy at the action stage will not require repetition of the sequence, unless the Committee so directs.

The School Committee may dispense with the above sequence to meet emergency conditions.

EFFECTIVE DATE

Policies will be effective upon the date set by the School Committee. This date will ensure that affected persons have an opportunity to become familiar with the requirements of the new policy prior to its implementation.

AMENDMENT

The policies of the Committee shall be subject to amendment only upon a majority vote of the members of the Committee at a meeting on the agenda for which the proposed amendment has been described in writing.

SUSPENSION OR DELETION

The policies of the Committee shall be subject to suspension or deletion only upon a majority vote of the Committee at a meeting for which the proposed suspension or deletion has been described in writing and placed on the agenda.

First Vote: 12/14/04
Second and Final Vote: 01/18/05