

## SCHOOL BOARD POLICY PROCESS

Code **BG** Issued **11/02**

---

Purpose: To establish the basic structure for the development of board policy.

The board considers policy development its chief function.

The board will develop written policies to serve as guidelines for its own operations and for the successful and efficient functioning of the center.

Written policies are guides for the discretionary action of those to whom the board delegates authority and as a source of information and guidance for all those who are interested in and affected by the center.

In formulating policy, the board will consult with personnel, students, parents or community leaders who may be affected by the policy or who may request input into the development of the policy. The final responsibility for the drafting, development and adoption of the policy will rest with the board.

The board will continually study and evaluate the written policies and the reports concerning the execution of its written policies to determine the adequacy and effectiveness of those policies. Changes in needs, conditions, purposes and objectives will require revisions, deletions and additions to the policies of present and future boards.

Each proposed policy will require **two** readings at consecutive meetings of the board. The formal adoption of the policies will be recorded in the minutes of the board. Only those written statements so adopted and so recorded will be regarded as official board policy.

Adopted 3/18/85; Revised 11/25/02

---

Legal references:

- A. State Board of Education Regulations:
  - 1. R-43-150 - Policy development.