

The board is authorized by law to adopt policy for its governance. In matters involving policy, the board will look to the superintendent and his or her administration for advice and guidance regarding how the policies being discussed would affect the schools in the district.

The adopting of new policies and the revision and amending of existing policies is the duty and responsibility of the board of trustees. All adopted policies must conform to local, state, and federal laws and regulations.

Proposals for new policies or changes to existing policies may be initiated in writing by any board member or any administrative employee of the board. Such proposals will be referred to the superintendent for review prior to board action on the proposal.

Policies and policy revisions will be reviewed by the board, but will not be adopted until a subsequent meeting. However, temporary approval may be granted by the board to meet emergency conditions or special *events* which may occur before formal action can be taken by the board. The board, at its discretion, may receive public input prior to adopting policy.

The superintendent and his or her staff will draft the policy for the board, and will make changes as designated by the board, prior to final adoption.

Policies adopted or amended will be made a part of the minutes of the meeting in which the action occurred and will also be included in the district's policy manual.

The board will be informed by the superintendent or his or her designee when policies are determined to be needed.

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LEGAL REFERENCE:

Idaho Code Section 33-506

ADOPTED: February 17, 1999