

Adoption and Revision of Policies

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

Proposed policies or policy changes and repeal of existing policies will be presented in writing for consideration by the Board.

To permit time for study of all new policies or amendments to policies and to provide an opportunity for interested parties to react, proposed policies or amendments shall be presented as an agenda item to the Board 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 re-drafting. During discussion of a policy proposal, the views of the public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require the policy go through an additional reading except as the Board determines that the amendment needs further study and an additional reading would be advantageous;
3. Action item - Second reading of proposed policy or policies, discussion, adoption, rejection. Amendments to the policy at the action stage will not require repetition of the sequence, unless the Board so directs.

When, in the best interests of the district, immediate adoption of a proposed policy is necessary, the Board may adopt such policy at the first meeting in which it is presented.

Policies and amendments adopted by the Board will be attached to, and made a part of, the minutes of the meeting at which they are adopted and also will be included in the district's policy manual.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.505](#)

OAR 581-022-1610

OAR 581-022-1720