

Adoption and Revision of Policies

Adoption of new policies, changes in or repeals of existing policies is the Board's responsibility. Policy will be adopted and amended or repealed only by the affirmative vote of a majority of the Board members. Such action will be scheduled on the agenda of a regular or special meeting.

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

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

First reading of a proposed policy (or policies): This is an information item and no action is required by the Board. A first reading announces that a new policy, a revision of an existing policy or consideration to rescind a policy, is being considered by the Board. Comments, questions, concerns and recommended edits may be brought forth to the Board during the appropriate time on the agenda. Individuals may address the Board on agenda items as long as it does not pertain to a complaint against a staff member. Individuals are to let the Board Chair know which item they wish to address. Individuals are limited to three minutes.

Second reading/Adoption of a proposed policy or policies: This is an action by the Board and may be placed on the consent agenda. Any revisions to a policy from the first reading will not require the policy go through an additional reading, except as the Board determines that the revision(s) need(s) further study and an additional reading would be advantageous. Comments, questions, concerns and recommended edits may be brought forth to the Board during the appropriate time on the agenda. Individuals may address the Board on agenda items as long as it does not pertain to a complaint against a staff member. Individuals are to let the Board Chair know which item they wish to address. Individuals are limited to three minutes.

When in the best interest 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 board policy manual.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 332.505](#)

[OAR 581-022-1610](#)
[OAR 581-022-1720](#)

Cross Reference(s):

BFG - Board Policy Review
KC - Community Involvement in Decision Making