

## **Adoption and Revision of Policies**

Adopting new policies and changing or repealing existing policies are solely the Board's responsibilities. Policy will be adopted and amended or repealed only by the affirmative vote of a majority of the Board members.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 or policy changes and 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 a Board agenda item in the following sequence:

The Superintendent shall convene a committee, to include board members and selected administrative staff, which will review all policy additions, deletions and changes prior to presentation to the entire Board. The committee will determine the policies necessity for proposal to the Board. Any Board member may request that a policy be reviewed by the committee.

### **First Reading of Proposed Policy or Policies**

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.

### **Second Reading of Proposed Policy or Policies**

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.

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 will be included in the district's policy manual.

END OF POLICY

**Legal Reference(s):**

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

[OAR 581-022-2305](#)  
[OAR 581-022-2405](#)

**Cross Reference(s):**

BCE - Board Committees  
BFG - Policy Review and Evaluation/Manual Accuracy Check  
CA/CAA - Administration Goals  
KC - Community Involvement in Decision Making