

**Saint Helens
School District 502**

Code: **BFC**
Adopted: 5/20/96
Readopted: 2/26/07
Orig. Code(s): BFC

Adoption and Revision of Policies

Adoption of new policies, changes in or repeals of existing policies are solely the responsibility of the Board. Policy will be adopted and amended or repealed only by the affirmative vote of a majority of the members of the Board. 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 to the Board in writing for consideration.

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 will be presented as an agenda item to the Board in the following sequence:

1. Distribution with agenda as an information item. This is an announcement that a policy is being developed in a particular area and that interested persons may submit suggestions.
2. 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 redrafting. During discussion of a policy proposal, the views of public and staff will be considered. Amendments may be proposed by Board members. An amendment will not require that the policy go through an additional reading except as the Board determines that the amendment needs further study and that an additional reading would be desirable.
3. Second reading of the proposed policy or policies; discussion; adoption or rejection of the proposed policy or amendments. The final vote to adopt or reject any policy will occur no sooner than the next regular Board meeting after presentation of the policy.

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 will also be included in the policy manual of the district.

END OF POLICY

Legal Reference(s):

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

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