

# Yoncalla School District 32

Code: **BF/BFC**  
Adopted: 8/23/00  
Readopted: 6/11/12  
Orig. Code(s): BF/BFC

## **Board Policy Development/Adoption**

The Board has the authority and responsibility to establish policy. The Board accepts the definition of policy set forth by the National School Boards Association:

“School Board policies are statements which set forth the purposes and prescribe in general terms the organization and program of a school system. They create a framework within which the superintendent and his/her staff can discharge their assigned duties with positive direction. They tell what is wanted.”

Adoption of new policies and change or repeal of existing policies is solely the responsibility of the Board. Policy will be adopted and amended or repealed only by the affirmative vote of the majority of the members of the Board. Such action will be scheduled on the agenda of a regular or special meeting.

The policies shall be consistent with Oregon Revised Statutes, Oregon Administrative Rules and all federal laws and regulations.

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 discussions 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 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 proposed policy or policies; response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and direction for any redrafting. 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 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.

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, but the vote to do so must be unanimous.

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.

The policies of the Board will be subject to alteration, addition or deletions only upon majority vote of the Board at any regular or special meeting in which all members have been notified of the text of the proposed alteration, addition, or deletion in writing at least 24 hours in advance. In most cases, a first reading of the policy will be scheduled on the agenda of a regular meeting prior to the adoption at a subsequent regular meeting.

A proposed change in policy will not be made at the meeting in which it is proposed unless an emergency situation arises. For the situation to be declared an emergency, a unanimous vote of the Board is required. The formal adoption of policies will be recorded in the minutes. Only those written statements so adopted and so recorded will be regarded as official Board policy.

Any formal motion or action of the Board which tends to create, amend, or supplement policy will be called to the attention of the Board in the review of the minutes for formal adoption as a revision to the existing policy.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)

[ORS 332.505](#)

[OAR 581-022-1610](#)

[OAR 581-022-1720](#)