

Board Policy BDC: Policy Adoption

Status: DRAFT

Original Adopted Date: 09/11/2000 | **Last Revised Date:** 05/06/2013 | **Last Reviewed Date:** 05/06/2013

It shall be the responsibility of the DeKalb County Board of Education to enact written policies for the efficient and effective governance of the District.

Development of appropriate policies is a cooperative process involving the Superintendent and the Board. Either the Board or the Superintendent may identify the need for a new or revised policy.

Once a need is identified, the Superintendent or designee will conduct any necessary research, consult with others as the Superintendent deems appropriate, and prepare a preliminary draft of the proposed policy or revision. The preliminary draft will be submitted to all Board members.

Except for matters of unusual urgency, proposed policies or revisions will be presented for first reading at one monthly work session or business meeting and for action at the next month's or a later work session or business meeting.

Board members may offer changes to a draft policy proposal at any time prior to Board action. Changes receiving a majority vote of Board members present will be incorporated into the draft proposal. The Board may, but is not required to, postpone action on a policy proposal if extensive changes have been made.

Following first reading, the policy proposal will be posted online in a manner that allows parents, students, staff, and community members to submit written comments. All comments submitted by the specified deadline will be distributed to Board members in advance of the meeting at which the vote will be taken.

Adoption of a new or revised policy requires a majority vote of Board members present. New and revised policies become effective immediately upon adoption unless the Board specifies a different effective date. New and revised policies shall not be retroactive.

All new and revised policies adopted by the Board shall be attached to and made a part of the minutes of the meeting at which they were adopted. Only those new and revised policies so adopted and recorded shall be regarded as official Board policy.

In matters of unusual urgency, the Board may expedite or otherwise alter the policy-adoption process.

The rescission of a policy follows the same procedures as the adoption of new and revised policies.

Staff shall ensure that the Online Board Policy Manual is updated to reflect additions, revisions, and rescissions approved by the Board.

Any Board action that appears to be in conflict with Board policy shall remain valid and effective. The conflicting policy will be deemed suspended to the extent and for such time as may be required by the action taken by the Board. However, such actions shall not otherwise constitute an amendment of these policies.

The Superintendent annually shall review the policy manual of the Board and report recommended changes to the Board.
