



8520

Policy Development

Policy 8520

Original Adoption: (formerly 9310) 04/25/1967

Effective Date: 08/12/2009

Revision Dates: 12/12/1972, 10/30/1979, 8/18/1992, 02/26/2008, 08/11/2009

Review Date: 07/18/2012

I. PURPOSE

The purpose of this policy is to provide the means by which the board, as the representatives of the people of the district, acts as the legislative body which determines all questions of general policy to be employed in the conduct of the public schools. Additionally this policy establishes how policies may be repealed or suspended, establishes emergency policy directives and provides for the continuous efforts to develop, adopt and implement appropriate policies for the district.

II. GENERAL STATEMENT OF POLICY

District policies are necessary to ensure the public that the school system responds to its mission and operates in an effective, efficient and consistent manner. Written policies shall be maintained and modified as needed. Policies should define the desire and intent of the school board and should be in a form which is sufficiently explicit to guide administrative action, and sufficiently clear to inform the public.

III. POLICY INITIATION

- A. Proposals regarding school district policies may originate from a Director, the Superintendent, staff, student, parent or resident of the school district.
- B. Proposed policies or policy ideas shall be forwarded to the Superintendent or designee, or to the Board Chair to initiate consideration of the policy change or adoption.

IV. POLICY ADOPTION

- A. The Board shall take action on most policy matters upon the basis of recommendations presented to the Board by the Superintendent.
- B. Any policy, regulation or rule may be adopted or modified at any regular meeting of the Board by a unanimous vote of the full Board membership.
- C. Any policy, regulation or rule may be adopted or modified by an affirmative vote of a simple majority of the Board provided that notice shall be given of the proposed policy change or adoption of new policy by placing the item on the agenda of two school board meetings. The proposals shall be distributed and public comment will be allowed at both meetings prior to final school board action.
- D. Policies shall become effective on the day following the board vote approving the policy, or at the date stated in the resolution approving the policy.



- E. If a policy is modified because of a legal change over which the board has no control, the modified policy may be approved at one regular meeting at the discretion of the school board.

V. REPEAL OR SUSPENSION

- A. Any policy, regulation or rule of the Board may be repealed or suspended at any regular meeting of the Board by a unanimous vote of the full Board membership.
- B. Any policy, regulation or rule of the board may be repealed or suspended by the affirmative vote of a simple majority of the full Board, provided that a motion, in writing, identifying the policy, regulation or rule proposed for repeal or suspension shall have been presented at a preceding regular or special meeting of the Board and each Director provided a copy thereof.

VI. EMERGENCY POLICY PROVISIONS

- A. In the case of any emergency, a new or modified policy may be adopted, or an existing policy or regulation may be repealed or suspended by a majority vote of a quorum of the school board at a single meeting. A statement regarding the emergency and the need for immediate adoption, repeal or suspension of the policy shall be included in the minutes. Any emergency policy so adopted shall expire within one year following the emergency action unless the policy adoption procedures stated above is followed and the policy is reaffirmed. Any policy so suspended shall be reinstated upon an affirmative vote of the majority of the quorum of the board at a single meeting, upon a written motion identifying the policy or regulation to be reinstated. The school board shall have discretion to determine what circumstances constitute an emergency.
- B. When there is no school board policy in existence to provide guidance on a matter, the superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the superintendent shall advise the school board of a need for a policy and present a recommended policy to the school board for approval as soon as possible.

VII. POLICY IMPLEMENTATION, INTERPRETATION, REVIEW AND PUBLICATION

- A. It is the responsibility of the superintendent to interpret and implement school board policies, and to develop administrative regulations and guidelines, directives or procedures to provide greater specificity and consistency in the process of implementation.
- B. The superintendent shall assure that all current policies, administrative regulations, guidelines and directives are published for use by the board, district employees, parents, students and the public.



- C. The Board of Education and the Superintendent shall assure a periodic review of policies and shall recommend revisions. The Superintendent will establish a schedule for the periodic updating of School Board Policies and Regulations

Legal References:

Minn. Stat. §123B. 02 (General Powers of Independent School Districts)

Minn. Stat. §128D. 04 (District Like Independent Districts; Exception)