

## Policy 206.1

### BOARD POLICY PROCESS

206.1

#### ADOPTION AND AMENDMENT OF POLICIES

Policy proposals and suggested amendments to or revisions of existing policies shall be submitted in writing to all members of the board by/or to the superintendent prior to a regularly scheduled board meeting in which such proposed policies, amendments, or revisions should be read and discussed. A vote for adoption shall take place at the next succeeding regular meeting of the board. Action shall be by majority vote of those present.

Development of all such proposals for new or amended policies prior to their submission to the board for action shall include to the fullest extent possible deliberative discussions with all persons to be affected, or their representatives. (Cf. 8310-Formulation of Policies)

The board shall cause to be published a list of claims allowed by the board following each meeting. This shall be done in a manner prescribed by law.

Proposed new by-laws and suggested amendments to or revisions of existing by-laws may be adopted by majority vote of ALL members of the board during the second of two regularly scheduled meetings of the board not less than two (2) weeks apart, in the calls for which meeting the proposed additions, amendments, or revisions shall have been described in writing.

The second reading may be suspended in case of emergency or in case of minor revisions.

Reference: Robert's Rules of Order, Newly Revised 1970, Chapter 18

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