

Series 9000 - Bylaws of the Board

3. Methods of Operation

A. Development, Distribution, and Maintenance of Policy, Regulation, and Bylaws Manual Policy Dissemination

The Superintendent is directed to establish and maintain a process for making pertinent policies and regulations of the Board known to staff members, students, and others affected by them.

The official policy manual will be maintained electronically with a master printed copy available for public inspection. The Superintendent or his/her designee shall be responsible for its accuracy and integrity. All policies and bylaws shall contain all adoption and revision dates. If discrepancies occur between different copies of the manual distributed throughout the District, the version with the most recent date shall be regarded as authoritative.

The Superintendent shall arrange to disseminate to staff members and students all new policies and regulations that affect them and their work. Policy and regulation information should be available at all times, either electronically or in print form.

Manual Maintenance/Updating

Any new or revised policies and regulations will be made available to all Board members, staff members, and the public either electronically or in print form.