

## Series 9000 - Bylaws of the Board

### 3. Methods of Operation

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

##### (1) Formulation, Adoption, Amendment of Policies

The Suffield Board of Education considers policy development one of its chief functions with appraisal of the result achieved through its policies. It is through the development and adoption of written policies that the Board can exercise its leadership in the operations of the school system. It is through monitoring and evaluations of reports concerning the execution of its written policies that the Board can exercise its responsibilities of the school district.

It is the intent of the Board to develop and revise policies in writing to serve as guidelines and goals for the successful and efficient functioning of its schools. The Board expects compliance with its adopted policies. Failure to comply will be considered cause for disciplinary action.

The Board will make every effort to ensure that its policies conform to state and federal laws. When necessary, the Board will seek the advice of legal counsel. In the development of policies, the Board will delegate to the Superintendent the responsibility of seeking advice and counsel from appropriate personnel.

Any and all policies to be developed or revised should be submitted in writing to the Suffield Board of Education Policy Subcommittee. The Board Policy Subcommittee will review the proposed/revised policy/ies and prepare a recommendation to be submitted to the entire Board at one of its regular meetings. All proposed and/or revised policy/ies submitted in writing to the Board will then be placed on a 30 day read. After 30 days, the proposed/revised policy/ies will be voted on and accepted based on a majority vote. The Board of Education meeting minutes will reflect the action of the policy/ies.

On matters of urgency or legal compliance, the Board may waive the 30 day read limitation and take immediate action to adopt new or revised policy/ies. When such immediate action is necessary, the Superintendent will inform concerned individuals or groups regarding the reason for this necessity.

Bylaw adopted: December 2, 1997

Bylaw Revised: September 18, 2012, December 15, 2015

SUFFIELD PUBLIC SCHOOLS

Suffield, Connecticut