

# POLICY

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## Board of Education

Bernards Township

File Code: 0131

### FORMULATION, ADOPTION, AMENDMENT OF POLICIES

The Board of Education recognizes that one of its most important functions is the establishment of long range policies for the public schools of this District. The Board acknowledges that these policies must be directed to providing a thorough and efficient education for its pupils, complying with laws and regulations and must also reflect consideration of the wishes and needs of the community.

In order to ensure that policy adopted by the Board is timely, legal, consistent, and in the public interest, the Board appoints the Chief School Administrator as Policy Coordinator.

The Policy Coordinator shall establish procedures to implement this policy.

These procedures shall conform in all respects to the bylaws of the Board concerning agenda and meetings. The procedures shall provide a means whereby all interested parties in the school community may submit proposals for additions and amendments to the school district governance manual, and may contribute opinions and information for the Board's consideration.

The Policy Coordinator shall ascertain any conflicts between proposed and existing policies and bring them to the attention of the Board at the first reading of the draft. Policies may be adopted on second reading by a majority vote of the members of the Board present and voting or may be further revised until consensus is reached. First reading means the first time the policy is presented, not the first time a policy is approved in its final form.

In the interest of efficient administration, the Chief School Administrator shall have the power to decide all matters of detail that may arise for which no specific provision is made in the policies adopted by the Board, but no emergency action shall constitute official Board policy. The Chief School Administrator shall present the matter at the next Board meeting, so the Board can consider policy to deal with that situation in the future.

The Board reserves to itself the right to final determination of what shall be the official policy of the School District.

#### **Continuing Review of Board Policies**

The passage of time and changing circumstances may alter the community's point of view. Changes in the law may alter what is allowable or what is required.

# POLICY - Continued

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Therefore:

- A. The Board directs the Policy Coordinator to develop procedures for continuous orderly review of the policies in the governance manual. The Policy Coordinator shall recommend any necessary revisions. At a minimum, each policy should be reviewed every 10 years.
- B. When changes in law occur, an immediate review of existing policy will be made. If required policy is lacking, its development shall become an immediate consideration. If the terms of existing policy are not affected by changes in the law, and the policy still reflects the intent of the Board in the matter, then notation shall be made of the review.
- C. The Board directs the Chief School Administrator or school business administrator/Board Secretary to review the rules and regulations implementing any amended or altered policy to ensure that they conform to the intent of the policy as amended or changed.

LEGAL: N.J.S.A. 10:4-6-21

N.J.S.A. 18A:10-6

N.J.S.A. 18A:11-1

N.J.S.A. 18A:17-20

N.J.S.A. 18A:54-20

**ADOPTED:** July 30, 2001