

DELANCO TOWNSHIP BOARD OF EDUCATION

No. O131.2R/page 1

POLICY MAKING PROCEDURE

1. The need for policy shall emerge when the Board of Education decides that a proposed policy or policy revision is valid. The proposal is subsequently sent to the Policy Committee (consisting of representative Board members, administrators, and an ad hoc committee when advisable).
2. The Policy Committee shall create a working draft which will be reviewed with the Board attorney and disseminated to the Board.
3. Written reactions and recommendations from citizens other than Board members, administrators, staff, or students shall be given due and serious consideration, if submitted within a reasonable time to the Board Secretary, who in turn will submit them to the Policy Committee.
4. Upon receipt of all input, the Policy Committee shall create a formal policy statement, which shall be presented to the full Board at a meeting for further discussion and debate.
5. When the proposed policy is placed on a monthly Board meeting agenda, a first reading will be held, affording the public an opportunity for input to influence modification.
6. At the next public meeting the Policy Committee Chairperson will present the second reading of the policy statement, after which time the Board may accept or reject the proposed policy.
7. In the event that the policy is not adopted, the Board can choose to have the policy returned to the Committee for revision.

Adopted: September 10, 1986