

**Board Policy**

The Shelley Joint School District No. 60 Board of Trustees acknowledges its responsibility to determine policy to govern the operation of the District schools consistent with Idaho State Code, Federal laws and rules and regulations of the Idaho State Board of Education.

**Suggested Implementation Guidelines**

1. Recommendations for new policy or revisions to existing policy may be proposed by the Board of Trustees, members of the Board of Trustees, Superintendent of Schools, District administrators, teachers, students and patrons of the District
2. Any and all recommendations and/or suggestions are to be provided to the Superintendent of Schools, and must arrive in the District Office not later than noon, fifteen days preceding a regularly scheduled Board meeting.
3. The Superintendent will review any proposed policy or proposed change in an existing policy and will provide the necessary data to the Board Members. Such data will accompany the agenda for the next regularly scheduled meeting. If time constraints preclude gathering the necessary data, the Superintendent may hold the proposed policy for further evaluation until the second regularly scheduled meeting following its receipt.
4. At the scheduled Board Meeting, policies introduced and recommended to the Board shall be granted one of four (4) classifications by the Board:
  - a. Tentative consideration
  - b. Returned for revision
  - c. Not adopted or given consideration
  - d. Adopted, by official action of the Board if it deems the health and welfare of the students or staff to be in jeopardy.
5. Policies given "Tentative consideration" are to be posted within the schools of the District for review and/or suggested revision until the time of the next regularly scheduled Board meeting to permit further study, and give opportunity for interested persons to react. All suggestions or reactions are to be submitted in writing to the Superintendents office not later than noon fifteen days preceding a regularly scheduled Board meeting. The Clerk of the Board will mail a copy of the policies to the President of the Shelley Education Association, with an additional copy to be placed in the box of each school principal.

POLICY ADOPTION

6. The Board will hold a second reading at the next Board meeting on all policies previously given a “tentative consideration” or “revision” classification. At that time the Board will review all written recommendations submitted per number 5 above and may vote to adopt non-controversial issue policies after this second reading upon an official motion. Controversial policies may be held over to a third reading allowing more time for research and evaluation.
7. At the next Board meeting, the Trustees will hold a third reading on applicable policies and grant one of three classifications:
  - a. Adoption by official motion.
  - b. Return for revision and treated as if initially introduced as outlined in number 3 above
  - c. Direct that the policy be deleted by official motion (if an existing policy) or removed from further consideration (if a proposed new policy).
8. All policies requiring further study shall be remanded to the Superintendent of Schools for thorough evaluation and subsequent change and reintroduction.
9. Unless questioned at a subsequent meeting, the adoption date for a policy shall be the date of the regular meeting in which it was approved as per number 4, 6, or 7 above as applicable.
10. Policy additions and/or changes as approved by the Board will be placed in the official policy manuals of the District as outlined by policy 203.11.

Reviewed/Revised: January 20, 2000