

# VALLEY STREAM UNION FREE SCHOOL DISTRICT TWENTY-FOUR

## FORMULATION, ADOPTION AND AMENDMENT OF POLICIES

Policy 9000

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The Board of Education recognizes that the adoption of written policies constitutes the basic method by which the Board of Education outlines the governance and leadership in the operation of the district. Policies may be proposed for adoption, change, or repeal at any regular or special Board of Education meeting, by any member of the Board of Education or the School District's central office administration. The Board of Education delegates to the Superintendent of Schools the responsibility and authority to establish any and all rules, regulations, and/or procedures necessary to implement and maintain its policies.

Accordingly, the Superintendent of Schools is directed to initiate a program of Board of Education policy review to include the following items:

1. periodic review and evaluation of all current Board of Education policy;
2. preparation of additional policies as needed;
3. consultation with School District staff ; and
4. presentation of a proposed policy in draft form to the Board of Education for consideration prior to action.

The Board of Education may, in its discretion, establish a Policy Committee to undertake periodic review of the policy manual. Said committee shall be advisory only. The Superintendent of Schools, or his/her designee, will consult with the school attorney, as necessary, prior to the adoption, modification or repeal of a Board of Education policy. The adoption, modification or repeal of a policy requires a majority vote of the entire Board of Education.

When a new policy has been proposed, it will be placed on the Board of Education's agenda for a first reading, giving all individuals an opportunity to comment on the proposed policy. The Board of Education will not take any official action on any policy on a first reading unless a majority of the Board of Education decides that it is necessary to do so. If the draft policy is acceptable or if it is not acted upon out of necessity after the first reading, the draft policy will be placed on the Board of Education's agenda for a second reading at which time the Board of Education will officially act to adopt said policy. When changes are suggested to an existing policy or a policy is proposed to be abolished, only one reading will be needed.

Policies adopted by the Board of Education shall take effect upon the date of their adoption and shall supersede previously adopted policies not in accordance therewith. If any provisions of Board of Education policies are determined to be unconstitutional, illegal or contractually barred, the remaining provisions of such policies shall remain in full force and effect.

The Superintendent of Schools or his/her designee shall be responsible for the execution, administration and enforcement of Board of Education policies.

The formal adoption of policies shall be recorded in the Board of Education's minutes. Only those policies so adopted and so recorded shall be regarded as official Board of Education policy. The secretary to the Superintendent of Schools will maintain the official copy of the

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policy manual for the School District. The Board of Education's policy manual shall be kept in the School District's administrative office and shall be made available to the public upon request. A copy of the Board of Education's policy manual shall also be posted on the School District's website and such other locations as specified by the Board of Education.

Ref: Education Law §1709(1)

Adoption Date: October 24, 2018