

**POLICY ADOPTION AND AMENDMENT**

By-law and policy proposals and suggested amendments to or revisions of existing policies or by-laws shall be submitted to all members of the board and to the superintendent in writing prior to a regularly scheduled board meeting in which such proposed policies, amendments, or revisions shall be read and discussed. A vote for adoption shall take place at the next succeeding regular meeting of the board unless deemed an emergency and adopted by majority vote of members present. Action shall be by majority vote of the total board. Minutes of each meeting shall reflect any readings and action taken.

Development of all such proposals for new or amended policies prior to their submission to the board for action shall include, to the fullest extent possible, deliberative discussions with all persons to be affected or their representatives.

Cross Reference: BGA - POLICY DEVELOPMENT