

The Transylvania County Board of Education reserves to itself the functions of developing, revising, and rescinding policies for the school district. The formation and adoption of policies will constitute the primary method through which the Board exercises its leadership in the operation of the school district.

The superintendent will seek input from board members, the board attorney(s), other professionals, school district personnel, parents, students, and citizens as appropriate in the development of proposed policies. The development, revision, or rescinding of all policies must be presented to the Policy Committee prior to going to the Board of Education for information and action.

Policy Committee

A committee shall be recommended by the superintendent to develop/revise/rescind policy for the Board. The Policy Committee members shall be a cross section of representatives of the school community. The committee chairman shall include such *ad hoc** members as are necessary to represent the needs and interests of the administrative staff, instructional and non-instructional staffs, parents, students, and the general community as appropriate to the policy area under consideration.

Policies may be proposed for adoption, amendment or repeal at any board meeting by any member of the board or by the superintendent. A request to place the proposed policy on the agenda must be made in accordance with board policy.

Policies introduced and recommended to the board will not be adopted until a subsequent meeting. This time will be given to permit further study and to give an opportunity for interested parties to react. Temporary approval may be granted by the board in lieu of formal policy to meet emergency conditions or special events that will take place before formal action can be taken.

During discussion of a policy proposal, the views of the public, parents, students and staff will be considered. Amendments may be proposed by board members. An amendment will not require the policy go through an additional reading except as the board determines that the amendment needs further study and an additional reading would be desirable. The board shall adopt by majority vote and the superintendent shall record the policy in the minutes of the board meeting in order for the policy to be considered official board policy.

Unless otherwise specified by the board, a policy is effective as of the date it is adopted by the board.

No policy formally adopted by the Board of Education may be revised or rescinded except by majority vote of the Board of Education.

All policies adopted by the Board of Education shall be maintained in a policy manual which will constitute a public record and which will be open for inspection at the Board of Education offices during regular office hours. In addition, the superintendent will ensure all board members, employees, and members of the public will have access to copies of the policy manual on-line through the school system Web page.

The Board of Education delegates to the superintendent of schools the power to act in cases where the Board has not provided policy statements to guide administrative action. The superintendent will inform the Board promptly of such action and of the need for policy.

**definition, ad hoc: Made, established, acting or concerned with a particular end or purpose at hand and without reference to wider application or employment.*

Legal References: G.S. 115C 36, 47, 276

APPROVED BY BOARD
AND EFFECTIVE 2/6/79
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