

## **BOARD POLICY DEVELOPMENT**

Adopting, amending or deleting district policies is solely the responsibility of the Board of Education.

To permit time for study of all proposed policies, provide an opportunity for interested parties to react and for the views of the public and staff to be heard, the Board will adhere to the following procedure in considering proposals to adopt, amend or delete policies. This procedure will ensure that a proposal is placed on the agenda no fewer than three public meetings before official Board action is taken.

1. First Reading - the proposal will be presented for information and possible discussion.
2. Second Reading - the proposal will be presented for additional discussion.
3. Third Reading - the proposal will be presented for addition discussion and possible adoption.
4. At the discretion of the Board, policies that are presented only for amendment where such amendment does not materially alter the intent of the policy, or for deletion, may not require three readings.

During discussion of a policy Board members may propose amendments. Such amendments will not require that the policy be subject to additional readings except as the Board determines that an amendment needs further.

Under unusual circumstances, the Board may temporarily approve a policy to meet emergency conditions. However, the above procedure is required before the policy will be considered permanent.

The formal adoption, amendment or deletion of policies will be recorded in the minutes of the Board and will become effective immediately. Principals are responsible for implementing all policies in their buildings.

Policies are posted on the District website, and policy manuals can be found in each building.

***Great Neck Public Schools***

***Adopted: 2/9/87***

***Amended: 11/03/03; 11/19/12; 1/26/16***