

Whenever anyone other than a Board member or the Superintendent proposes a new or revised policy, such proposal shall be in writing and shall include a brief statement of what change is proposed and why the change is deemed necessary. These policy proposals and the proposals suggested by Board members are to be directed to the Superintendent. The Superintendent shall have the staff member delegated with such responsibility perform necessary research and draft preliminary policies for Board consideration. Legal counsel and other sources may be consulted as necessary.

The adoption of Board policies shall follow this sequence:

1. Preliminary development according to policy 2410.
2. Submission to the Board of Education for 1st reading (consideration for revisions, additions or deletions, if any).
3. 2nd reading - adoption.

On matters of unusual urgency the Board may adopt or revise policies at any regular or special meeting of the Board where properly entered on the meeting agenda.

The Board's set of written policies shall be readopted at each annual organizational meeting. Failure to do so shall not affect their continuance.