

BDA Developing and Adopting Policy (See CM, CMA and GAA)

BDA

The board shall adopt all new policies and delete or modify existing policies. Board policies, rules and regulations may be amended at any board meeting by a majority vote of the board. All handbooks shall be approved by the board and adopted, by reference, as a part of these policies and rules.

Drafting Policy

The executive director shall draft all recommended policy changes, including new policy recommendations. The executive director may involve appropriate staff members, patrons or students when revising or drafting new policy.

Attorney Involvement

Board policies and rules shall be submitted to the legal counsel to determine their legality before they are submitted to the board.

Policy Dissemination

This policy book and subsequent changes shall be disseminated on the service center website www.sckesc.org. The executive director shall develop a procedure to ensure appropriate dissemination of current policies and the destruction of obsolete policies. A hard copy policy book shall be kept by the board clerk.

Historical Policy Files

The clerk shall keep an historical set of board policies which will reflect all revisions, amendments or other actions pertaining to every policy and rule.

Public Input on Policy

Individuals or groups may submit proposed changes in board policy.

Approved: SCKESC Board of Directors 10/01/2008

COPY