

# POLICY DEVELOPMENT AND ADOPTION

## I. POLICY STATEMENT:

It is the policy of the St. Johnsbury School District to adopt all policies in accordance with Vermont state law as outlined in 16 V.S.A. §563 (1).

## II. POLICY INITIATION:

Any person residing in or employed by the School District may suggest policies by providing a statement of need in writing to the Superintendent or Board clerk. Such suggestions will be considered by Board and administrators to determine whether a policy is warranted to assure consistent and equitable school operations.

## III. POLICY DEVELOPMENT:

The Board shall direct the Superintendent to research, develop and/or revise policies as necessary and required for consideration. The Superintendent shall work with the administrative team to develop a draft of the policy to be considered by the Board, with appropriate notice to and input from the school staff. A draft will be presented at a regularly scheduled Board meeting for Board and public input. A first reading will be warned for discussion of the policy. The second and final reading will be duly warned at the following regularly scheduled Board meeting at which the Board will vote on its adoption.

The Board will seek appropriate public comment and administrative guidance as it considers proposals for policy development or revision.

Comment and information will be sought in the following areas:

1. The specific need for the policy.
2. The effect of proposed policy on administrators, students, teaching staff and the community.
3. Samples of similar policies of other Boards.
4. Applicable provisions of state and federal law.
5. The fiscal consequences of implementing, enforcing, and evaluating the proposed policy.

## IV. WARNINGS:

Policies will be adopted by the Board only after appropriate public notice and opportunity for public comment as outlined in state law.

**LEGAL REFERENCE(S):** 16 V.S.A. §563 (1) (Powers of school boards)

**CROSS REFERENCE:** The Role of Policy (A1)

Policy Dissemination, Administration & Review (A3)

**DATE WARNED:**  
**DATE ADOPTED:**

**NOVEMBER 9, 2007**  
**NOVEMBER 19, 2007**