

BYLAWS OF THE BOARD

Policy and Bylaw Review and Revision

The board of education is responsible for creating district policies that will represent the educational ideals, values and goals of the community as well as assuring that these are incorporated into practice and procedure by the superintendent and the staff. The board shall seek input where appropriate. The superintendent shall act as an advisor to the board in the adoption and approval of written board policies. Such written policy shall govern the conduct and affairs of the district.

Policies and bylaws may be added, deleted, amended, or suspended at a meeting of the board with an affirmative vote of four members of the board. It is the practice of the board to give all policies, new or changed, a first reading at a public meeting, with final action taken no sooner than one (1) month later from the date of first reading. The formal adoption of written board policy shall be recorded in the official minutes of the board. All bylaws and policies shall be available as part of the official operating policies of the Okemos Board of Education.

When considering suspending policy, the board of education shall thoroughly discuss the reasons for the suspension and find suspension necessary. Under emergency circumstances, the board may suspend the operation of a policy or bylaw and adopt, amend, or repeal a policy without prior notice. An emergency is defined as any situation or set of circumstances which the board has reason to believe will close the schools or jeopardize the safety or welfare of the students or employees of the district.

The superintendent of schools is responsible for developing administrative regulations, when appropriate, for policies of the board. These regulations shall in every respect be consistent with the policies adopted by the board. The board itself will formulate and adopt administrative regulations only when specific state laws require board adoption or when the superintendent recommends board adoption.

The board is responsible to keep its policies up to date. A subcommittee of the board shall meet regularly to review existing policies. All policies shall be reviewed on a regular review cycle.

All employees of the Okemos schools are responsible to inform themselves of school policies and regulations and to cooperate in the implementation of these policies and regulations.

See Also: Board Policies
8330: Formulation of Administrative Regulations
2440: In Absence of Policy

Policy

Adopted: 05-11-76

Amended: 01-09-12

Reviewed:

Okemos Public Schools

Okemos, Michigan

Policy and Bylaw Review and Revision - Regulations

Staff members and/or community members may propose new board policies or the review or deletion of existing policies. Such proposals for addition, deletion or revision of school board policy must be submitted in writing to the superintendent of schools.

1. The superintendent will review proposals with appropriate administrative staff when the recommendations pertain to or impact a particular area of the district's operations.
2. Following review, the superintendent will either: (a) submit the proposal to the board of education's policy committee; (b) return the proposal for further development; or (c) advise the requestor(s) that the proposal cannot be considered and explain the reasons for this determination. The superintendent will notify the policy committee of the action.
3. Proposals submitted to the policy committee of the board of education will be reviewed for content and applicability to other board policies and school law. The policy committee, at its discretion, may meet with the originator(s) of the request in its review process.
4. The policy committee will place proposals for new policies and/or deletion or revision of existing policies on a school board agenda for first reading; during first reading, school board members may suggest changes to the policy recommendations. The board will either approve first reading or return the policy to the committee for further revision.
5. Following first reading of a policy, a minimum one (1) month waiting period is imposed. During this time, individuals may submit comments or concerns about recommendations for policy addition, deletion or revision. This input is submitted to the policy committee for consideration prior to final action by the board.
 - 5.1 If substantial additional change is made (content/meaning as opposed to spelling, grammar or punctuation) in a policy recommendation, the policy will revert to first reading on the next board meeting agenda.
6. At the school board meeting following the waiting period, finalized policies are placed on the meeting agenda for board adoption.

Regulations: 01-09-12