

POLICY ADOPTION

The School District of Broadhead will develop, adopt, and revise School Board policies on a regular basis. Administrators should be alert to current and emerging issues that may require a policy solution, and bring these to the Board’s attention according to the procedure outlined below. All proposed policies and policy revisions will be considered in light of the District’s philosophy, vision, and mission.

Staff members requesting policy development or revision will present their ideas and/or written suggestions to their immediate supervisor who will, in turn, present the issue to the Superintendent and Policy Committee. The Policy Committee will consist of at least two Board members, appointed by the Board President, and the Superintendent. The Policy Committee will present policy issues to the entire Board for discussion in either open or closed Board sessions.

Policy revisions or amendments, as well as proposed policies, require two (2) readings in open Board meetings in order to be adopted. The two readings cannot be in the same meeting. By Board consent, a second reading may be waived. Adoption of policies requires a majority vote of the members.

Policies will be published in the local paper for community notice or input at the discretion of the Policy Committee or upon direction from the Board. Staff input will be solicited at the discretion of the Policy Committee or upon direction of the Board. The District will maintain an up-to-date policy manual in the District Office.

It is the responsibility of all staff members to be familiar with District policies. Questions or concerns related to policy application or interpretation should be directed to the employee’s direct supervisor.

District policies can be located on the District website.

LEGAL REF: WI. ST. 118.001, 120.12, 120.13

Adopted: _____

Last Revision: September 14, 2016

Last Review: September 14, 2016
