

RATIFICATION OF POLICIES/POLICY ADOPTION

Regular Procedure for Adoption

Except for good cause shown, the adoption or amendment of a **Shaker Regional School District (SRSD)** policy statement should follow this sequence:

- Proper publication to the **Shaker Regional School Board (SRSB)** of proposed new or revised policy as an item of information.

- **SRSB** consideration of the published proposed policy, with action for adoption only if:

- the policy content is within the scope of the **SRSB's** authority.
- the statement is not contrary to local, state and federal law.
- the statement is not contrary to the **SRSD's** mission, guiding principles and strategic plan.
- the policy is not contrary to any **SRSD** contractual obligation.
- the policy promotes sound educational, business or personnel practice.
- the policy is reasonable.
- the policy is not arbitrary or capricious.
- the statement adequately addresses related to the policy.
- the statement covers only one policy topic.
- the policy is consistent with existing policies.
- the policy can be reasonably administered.
- the **SRSD** has the ability to pay for the implementation of the policy.
- there has been or will be adequate opportunity offered to concerned groups or individuals to react to the policy proposal.

Final action by the **SRSB** on a proposed policy shall be at a duly called meeting after the one at which the Policy was first considered.

Procedure for Immediate Action

On matters of unusual urgency, the **SRSB** may, after stating the reason for so doing, waive the expectations of the above adoption procedure and take immediate action to adopt or amend a policy. When such immediate action is completed, the Superintendent shall publish the **SRSB's** action through the meeting minutes.

Adoption Policy

An affirmative vote of a majority of all Members of the **SRSB** is required for a policy to be adopted.

Record of Adoption and Effective Date

Policies and amendments adopted by the **SRSB** shall be attached to and made a part of the minutes of the meeting at which they are adopted and shall also be included in the policy manual of the **SRSD** marked with the date of adoption and/or amendment.

Policies and amendments to policies shall be effective immediately upon adoption unless a specific effective date is provided in the adoption resolution.