

### **Formulation and Revision of Policies**

The primary responsibility for recommending or revising board policies rests with the board Educational Programs/Policy/Strategy Committee. Revisions or new policies may be proposed by any member of the board, by a staff member, or by any citizen or group of citizens in the school district.

Policy proposals and/or revisions shall be submitted to the board through the board Educational Programs/Policy/Strategy Committee prior to a regularly scheduled meeting.

The Board of Directors shall, at least once every five years, review all policies of the board for the purpose of strengthening the operation of the board and to improve the educational program of the schools.

It shall be the responsibility of the superintendent to keep the board informed concerning law changes at both the federal and state levels. The superintendent shall also be responsible for bringing proposed policy statement revisions in compliance with new laws to the board's attention.

Policies may be rescinded, adopted, or revised by a unanimous vote of all board members at any regular or special meeting or by a majority of the board at two consecutive regular meetings.

The date when a policy is adopted, revised, or reviewed shall be shown on each policy as a part of the standard format on the lower left-hand corner.

Adopted: May 8, 1967  
Revised: October 10, 2011  
Revised: July 18, 2016

Legal Reference:  
Iowa Code 279.8 (1999)  
281 I.A.C. 12.3 (2).