

**BOARD POLICY****Descriptive Code: BD****(School Board Operations)  
POLICY DEVELOPMENT****Date: December 1, 1994  
Revised: May 6, 2004**

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The Pickens County Board of Education, representing the people of the community, is the governing body which determines all questions of policy to be employed in the conduct of the public schools.

Proposals regarding school system policy may originate in any of several sources: a parent, a taxpayer, an employee or an employee organization, a student or student organization, a member of the board, the superintendent, a consultant, a civic group, or other concerned individuals.

In all cases, proposed new or amended policies shall be submitted in writing to the Superintendent/Secretary of the board, explicitly stating their potential contribution, either direct or intermediary, in furthering the stated goals of the schools as adopted by the board.

The Superintendent is authorized and directed to establish and maintain such administrative machinery as will be needed to ensure that full and adequate deliberation by all interested parties or their representatives precedes any recommendation by the Superintendent to the Board regarding a proposed policy or policy amendment.

Following full review by the Superintendent, the policy shall be brought to the Board for consideration with the Superintendent's recommendation.

**ADOPTION PROCEDURES**

Except for policy actions to be taken on emergency measures, the adoption of board policies shall follow this sequence which will take place at least at two regular or special meetings of the Board:

1. Announcement and distribution of proposed new or revised policies as an item of information including the recommendation of the Superintendent for adoption, revision or rejection.
2. Opportunity for concerned groups or individuals to react to policy proposals.
3. Discussion and final action by the Board on policy proposals.

The final vote to adopt or not to adopt shall follow at least four weeks from the meeting at which policy proposals are first placed on the agenda.

(see next page)

Page 2 – BD – POLICY DEVELOPMENT AND ADOPTION

The following guidelines apply:

1. Prior to enactment, all policy proposals shall be titled and coded as appropriate to subject and in conformance with the codification system used in the board policy manual.
2. Insofar as possible, each policy statement shall be limited to one subject.
3. Policies and amendments adopted by the Board shall be attached to and made part of the minutes of the meeting at which they are adopted and shall also be included in the policy manual of the school system.
4. Policies and amendments to policies shall be effective immediately upon adoption unless a specific effective date is provided in the adopted resolution.

Emergency Procedure

On matters of unusual urgency, the Board, by majority vote of the full board, may waive the four-week limitation and take immediate action to adopt new or revise existing policies. When such immediate action is necessary, the Superintendent shall inform concerned groups or individuals about the reasons for this necessity.

LEGAL REF.: Ga. Constitution, Art. 8, Sec. 5, Par. 2;  
O.C.G.A., 20-2-50; 20-2-59; 20-2-240(a); 50-13-2(1); 50-13-4

BOARD OF EDUCATION OF PICKENS COUNTY