



Chittenden Central Supervisory Union

Policy Development and Adoption Policy B17

Member school districts within the Chittenden Central Supervisory Union affirm that the policies of the supervisory union shall provide direction to member school districts and are formulated under the authority granted member school districts by Vermont statutes and the regulations of the State Board of Education.

The CCSU Board considers policy development and adoption by the board as its principal means of:

- Reflecting the ideals and objectives of member districts and communities; and
- Guiding the efforts and practices of the professional educators and other staff employed in the member districts within the supervisory union.

Policies are principles adopted by the school board to chart a course of action. Policies are guides for action by the administration, who then sets rules and regulations to provide specific directions to school district personnel.

Therefore, the board will reduce policies to writing and codify them in a single policy manual to serve as goals and guidelines for the successful and efficient functions of the schools governed by the member districts within CCSU. Written policies will serve as sources of information and guidance for all people who are interested in or connected with the schools and school districts within the supervisory union.

The board recognizes that the adoption of policy is a most serious matter generating both short and long term effects upon the supervisory union, its member districts, and those individuals and groups it attempts to serve. In formulating policies, the board may consult those individuals or groups affected by the policies. Nothing in this policy reduces the ability of board members, students, staff or community members to draft policies for submission for consideration by the school board. The board also recognizes that its responsibility dictates conscientious study and research of all aspects of proposed policies prior to adoption. All policies for review and for final adoption shall be available for inspection by any interested citizen, student, board member, parent, staff member, or administrator.

Local board representatives to the CCSU Board should represent their local board's positions/opinions about policies during the reading(s). The CCSU Board reserves the right, however, to grant temporary approval to any policy it deems of an emergency nature which, in the judgment of the board, would require enactment prior to the next regular meeting. Any policy so enacted shall automatically be reviewed and acted upon at the next regular meeting of the CCSU board.

The Board recognizes that some situations are unique to a single member district within CCSU. When policies arise specific to a single member district, the CCSU Board will accommodate member board requests. The Board's authority in those cases will be to ensure there is no perception of conflict between the proposal and other pre-existing CCSU policies.

Application of Board Policies

Application of board policies to individual problems and tasks is an administrative function to be performed by the Superintendent. The Superintendent shall prepare procedures to insure the implementation of board policy.

Board Review of Policies and Procedures

The CCSU Board shall review the policy adoption process every year and policies every five years. The board reserves the right to review all administrative procedures but will revise them only when, in the judgment of the board, they are inconsistent with policies established by the board.

Policy Dissemination

Board policies shall be readily available to those whom they may affect. The superintendent is responsible for establishing and maintaining an orderly plan for preserving and making accessible the policies adopted by the board as well as the procedures needed to implement these policies.

Administration in Absence of Policy

In cases where action must be taken and the board has provided no policy guidance for administrative action, the superintendent shall have the power to act.

Suspension of Policies

The application of any section or sections of board policies not established by law or contract may be temporarily suspended by a majority vote of CCSU Board members present at a regular meeting or at a special meeting called for the purpose of dealing with a problem affected by a specific section or sections of policy. The suspension of sections of policies should occur rarely with the expectation that a permanent change will be forthcoming. Therefore, the board shall, at its next regular meeting, reconsider its suspension of any policy, using adopted procedures to permanently adjust or amend its policies.

Legal References: 16 VSA 261 (a), 492, 563, and 706q.

Adopted:

First Reading: September 22, 2008

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