

AMSA Board of Trustees

Policy for Formulation of Policies

Background

The Board of Trustees of AMSA develops written policies to serve as guidelines for the operation and successful functioning of the Board.

A policy is a broad principle adopted by the Board that sets a framework for standards and procedures for actions. It indicates the intent of the Board regarding its operation to the School's administration, faculty and staff as well as the general public.

Process of Policy Development

- Policies are consistent with all state and federal laws as well as the Massachusetts Department of Elementary and Secondary Education and AMSA's own charter and By-Laws
- Policy proposals may originate with any individual Trustee, any Board Subcommittee or the Executive Director
- The Governance Subcommittee of the Board conducts the research necessary to develop a policy and will develop written drafts of all policies
- The Board will discuss all proposed policies at regular meetings of the Board and will allow public comment prior to a vote

Process of Policy Adoption

The Board of Trustees reserves for itself the final authority on policy adoption. The formal adoption of a policy is recorded in the Board meeting minutes. Each policy adopted will be assigned a policy number and included in the Board Policy Manual. Each policy adopted will supersede any existing policies that may be in conflict.

Policy Number	A-100
Adopted	June 13, 2013