

SCHOOL COUNCIL POLICY

Pikeville Independent Schools

Pikeville High School

Policy Type (Check One)

<input type="checkbox"/> Council Operations
<input checked="" type="checkbox"/> School Operations

POLICY TOPIC DESCRIPTION

STANDING COMMITTEE MEETINGS POLICY

POLICY STATEMENT

- 1) Policy will be written on the Proposed Policy Form and attached to the minutes.
 - 2) Policy can also be in the form of a policy change; therefore, before new policy is written, the chairperson must check to see if a current policy can be amended.
 - 3) Proposed policy should be embedded in the minutes and **boldfaced** typed.
 - 4) The chairperson or designee must inform the council secretary forty-eight (48) hours in advance of a council meeting if there is to be a proposed policy presented.
 - 5) The chairperson or a designee must present the policy to the council.
 - 6) If a first reading is given, it is the responsibility of the chairperson or the designee to attend the next council meeting to assure the accuracy of a second reading.
 - 7) Once a second reading has been given, it is the responsibility of the chairperson or designee to ask the council secretary to assign a number to the policy.
 - 8) The chairperson then must inform all faculty and staff, along with the president of the largest parent organization, in writing that the policy is now in effect.
 - 9) Chairperson or designee must attend all council meetings held during the school year.
- Date Adopted: October 22, 2001
- Hillard Howard
Council Chairperson