Policy #1

First Reading: 8-5-08
Second Reading: 8-11-08

Clark-Moores Middle School
School-Based Decision Making Council
Policy Development & Review Policy

The SBDM Council of Clark-Moores Middle School believes that a policy development, review and adoption process which includes broad-based involvement and input from all interested parties should be implemented.

To that end, the Council will implement a policy development, review, and adoption process as follows:

1. Policies may be developed by any Council member, teacher, parent, student, or other interested person affected by the proposed policy.
2. Upon submission of a proposed policy to the Council, it will be placed on the Agenda of the next scheduled meeting and receive its first review or First Reading by the Council at that meeting. Discussion of the proposed policy will be governed by the rules on debate found in Article V, Section E of the By-Laws.
3. The Second Reading of the proposed policy will take place at the next scheduled meeting of the Council and action will be taken relative to adoption. This action will be governed by Article V, Section F of the By-Laws.
4. If necessary, policy review and adoption may be extended for additional involvement, data gathering, or other important reasons.
5. The Council authorized the Clark-Moores Middle School Principal to review and assist people, desiring to develop a policy for Site Based Council consideration, in the proper policy format and procedures for review and adoption.
6. In support of this policy, the Clark-Moores Middle School Principal will develop operational procedures to implement this policy. The principal will keep the Council informed annually concerning the implementation of this policy.
7. The Council will review, assess, and evaluate this policy annually and will authorize the principal and the vice-chairperson of the Council to establish procedures and guidelines for the review of this policy within operational procedures.

Adoption

The Council shall adopt policies in accordance with the provisions of state laws, state regulations, and in keeping with board policies. All policies shall be designed to provide an environment that enhances student achievement and helps the student meet goals established by law.

When the proposed policy is in final form, but prior to adoption, it shall be forwarded by the principal to the superintendent for review by the board attorney. Any potential violation of state or federal law or regulation or board policy for which no waiver has been obtained shall be noted in writing by the board attorney and forwarded to the superintendent and the principal.