



## Eden Prairie School Board New Policy Introductions Workshop Process

Any board member, at any time, can bring forward a suggestion for a new policy or an update to an existing policy. The process is as follows:

1. Any Director may submit an agenda item to discuss a new policy or policy update at a future board workshop to the Board chair or at a board meeting when the board work plan changes are reviewed. The board will then vote on whether to approve the agenda item as an addition to the board work plan.
2. The Director bringing forward the policy suggestion should be prepared to discuss the following at the board workshop: the nature of the policy at a high level, why this policy should be considered at this time, and the desired outcome of the policy. Discussion about the policy occurs among the Board in accordance with normal discussions during a board workshop. The discussion must last for a reasonable amount of time to provide sufficient time for questions and explanations by the author of the policy. At any time, the author may withdraw their request that the policy be discussed, ending the discussion of that policy.
3. During the discussion, any Director may make one or more proposals that actions be taken regarding the policy. The proposals may include, but are not limited to, referral of the policy to the Policy Committee with or without additional instructions, scheduling of more discussion of the policy and/or a request for more information from administration that relates to the policy at a future workshop, placing the policy onto the work plan changes document for approval at a future business meeting, or that there be no further discussion of the policy. Since discussion takes place in a workshop, these proposals are not official motions and do not require the formal motions process.
4. The chair will ask the Board if there is additional support for the proposal. If a majority of Directors present indicate support for the proposal, then the proposal may be brought forward for a formal vote at the next board meeting. Support for a proposal signifies support of only the specific action of the proposal and does not signify explicit support of the policy or that any additional action be taken by the Board.
5. All new policies or policy updates will be referred to the policy committee for review and consideration prior to being brought forward to the board for final approval.