

SALEM SCHOOL SYSTEM  
Salem, Connecticut

BY LAWS OF THE BOARD

FORMULATION, ADOPTION, AMENDMENT OF POLICIES AND BY LAWS

The policies of the Board of Education should be reviewed in light of changing conditions and experience as often as the Board deems necessary and at least every 3 years, according to the schedule established by the policy committee.

Policies proposed and suggested amendments to revisions of existing policies shall be submitted to all members of the Board of Education by the Superintendent, the policy committee or Board member suggesting the change, in writing, prior to a regularly scheduled Board of Education meeting in which such proposed policies, amendments, or revision thereof shall be read and discussed.

Policies, except in the instances below, will be adopted or amended after consideration at two meetings of the Board of Education. The agenda and minutes shall be marked to indicate policy matters. In the case of an emergency requiring immediate action and where the Board of Education does not have an established policy, the Board may adopt a policy by a 2/3 vote of its membership.

The adoption of policies shall be by a two-thirds vote of all members of the Board of Education and the action shall be recorded in the minutes of the Board. Only those written statements so adopted and so recorded shall be regarded as official policy.

(cf. 9313 – Formulation, Adoption, Amendment of Administrative Regulations)

Reference: Robert's Rule of Order

1<sup>st</sup> Reading: April 9, 1996  
Policy Adopted: April 23, 1996

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