

POLICY / REGULATION / BYLAW DEVELOPMENT**POLICY MANUAL**

The Superintendent shall establish an orderly plan to publish the Board's policies, regulations and bylaws in a manual and maintain them in current condition. The policy manual shall be distributed to the Governing Board and to key District personnel. Student's members of the community and other staff members shall have access to the District policy manual.

POLICIES

Policies are written statements adopted by the Board, which provide guides for discretionary action to the Superintendent and his/her staff. The Board may request the Superintendent to provide policy statements for its consideration or may initiate a committee from among its own members to develop policy.

ADMINISTRATIVE REGULATIONS

The Superintendent shall develop the regulations and procedures necessary to implement policy and operate the schools of the District. Rules and regulations shall not be in conflict with adopted Board policy, statutory provisions and State Department of education rules and regulations.

The Board retains the right to review District rules and regulations to ensure that they are not in conflict with policy.

Regulations, which apply to all schools of the District, shall be included in the policy manual.

BOARD ADOPTED REGULATIONS

The Board shall formally adopt or approve regulations when required to do so by law. The Board may request the Superintendent to prepare and submit draft regulations for its consideration.

BYLAWS

Bylaws are the rules governing the internal operations of the Governing Board. When need for a new bylaw, or modification of an existing bylaw, is recognized the Superintendent will be directed to develop and present the Board with a new or modified bylaw for consideration. The same procedure used for development of policies shall be used for development of bylaws.

MAINTENANCE OF POLICY MANUAL

The Governing Board recognizes that new developments in education, changes in law and local community issues will have an impact on the operation of the school district and consequently the Board's policy manual. In order to respond to these various needs in a timely manner the Board welcomes written recommendations for change from any source.

The Board expects the administration to keep abreast of changes in law, state regulations and court decisions and to make recommendations for the amendment of policies, regulations and by laws or the development of new ones.

LEGAL REFERENCES

EDUCATION CODE

- 35014 Adoption of rules by Governing Boards
- 35035 Powers and Duties of Superintendent
- 35291 Rules (Powers of Governing Board)
- 48657 Rules and Regulations for Management and Government (Adjustment Schools)

GOVERNMENT CODE

- 3540 - 3549.3 Public Educational Employer-Employee Relations