

## **Concord School District Policy #241 \***

### **Policy Development/Revision**

The following procedure shall be followed by the administration and the School Board in developing routine policies or revising existing policies:

7. The administration will prepare proposal with the rationale for change.
8. Policy proposals will be considered by the Communications and Policy Committee, which will make a recommendation to the full Board.
9. Recommended policy proposals will be placed on the Board's agenda for a first reading and voted on after a second reading at the following meeting.
10. If the policy is adopted, the administration will inform appropriate staff members of the Board's action. If not adopted, action appropriate to the Board's direction will be undertaken.
11. Emergency policies may be adopted by a two-thirds vote of the Board.
12. Policies will be reviewed periodically.

Adopted 1976. Revised August 1, 1983; April 3, 2017

\* Also Policy #141

Corresponds to NHSBA Policies BG, GA, and BGB