

POLICY

The Board of Education shall exercise its rule-making power by adopting bylaws and policies for the organization and operation of the school district.

Section 1. Adoption, amendment, and repeal – Bylaws and policies may be adopted, amended, and repealed at any meeting of the Board by a majority vote of those present and voting, provided said vote constitutes at least a majority of the quorum.

The adoption, amendment, repeal, or suspension of a bylaw or policy shall be recorded in the minutes of the Board. Any policy or part of a policy that is superseded by a term in a negotiated agreement or by a subsequently adopted policy shall no longer be in force and effect as a policy.

Section 2. Promulgation and distribution – A manual of bylaws and policies shall be maintained. A copy of the manual of bylaws and policies shall be given to each Board member, the Superintendent, the Board Secretary, the Board Attorney, the building principal, and each recognized majority representative.

The Superintendent shall institute a plan for the orderly promulgation of policies to staff members who are affected by them and shall provide staff members with access to an up-to-date manual of Board bylaws and policies.

Each copy of the manual and bylaws and policies shall be numbered; a record of the placement of each manual shall be maintained by the Board Secretary. Copies of revised pages will be furnished to the holders of the manuals as changes are made to bylaws and policies. The holder of a policy manual shall return the manual to the Board Secretary upon the termination of his or her service to the district.

The manual of bylaws and policies shall be considered a public record open to inspection in the office of the Superintendent. The manual retained by the Board Secretary shall be considered the master copy of the policy manual and may not be used by any person other than the Board Secretary or his or her designee.

N.J.S.A. 18A:11-1

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