

## **SCHOOL BOARD POLICY**

The Terrebonne Parish School Board shall formulate policies to guide the action of those to whom it delegates authority. These guides shall constitute the policies governing the operation of the school district. They shall be recorded in writing and made a part of the official Terrebonne Parish School Board *Policy Manual*.

The formulation and adoption of Board policies shall constitute one method by which the Board shall exercise its leadership in the operation of the school district. When establishing Board policies, the Board shall prioritize student achievement, financial efficiency, and workforce development on a local, regional, and state-wide basis. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board shall exercise its control over the operation of the school district.

The policies of the Board are meant to be interpreted in terms of Louisiana laws, rules and regulations of the Louisiana Board of Elementary and Secondary Education (BESE), and all other regulatory agencies within the local parish, state, and federal levels of government.

### **POLICY ADOPTION**

For a policy to be adopted by the Board, it must receive a *majority vote of the membership* of the Board.

The formal adoption of Board policies shall be recorded in the minutes of the Board. The official minutes shall constitute the authority for any change made in the *Policy Manual*.

The Board is recognized as the legal body authorized to approve policies for the School District and shall not delegate or relinquish that authority to another party or group. The Board welcomes comments and suggestions on local policy matters, and will comply with all laws addressing proper involvement of other parties in the policy process.

### **POLICY REVIEW**

The Board shall periodically direct the systematic review of its policies. Monthly, the Education and Policy Committee will review all actions of the Board, which either modifies or amends existing policy, or which establishes new policy. These will be prepared in a proper manner for inclusion in the *Policy Manual*.

The Superintendent shall appropriately involve representative groups of administrators, teachers, supervisors, students, support personnel and lay citizens relative to policies affecting each group. The Superintendent shall solicit from all employees, on a periodic basis, recommendations to be considered for possible policy revision. Written suggestions should be transmitted to the Superintendent.

The Board shall appoint a *Discipline Policy Review Committee*, as required by state law, whose selection of members shall be neither discriminatory nor arbitrary in nature. The purpose of the *Discipline Policy Review Committee* shall be to annually review discipline policies of the Board to assure consistency with state law, receive input into the effectiveness of established policy, make recommendations to improve policy provisions, and assist the Board in the orderly operation of the school district. In particular, state law requires a policy review committee to review the Board's student discipline policies annually, to make recommendations for appropriate revisions.

A public meeting shall be held on the recommendations before the Board considers revising any of the discipline policies. State law also requires the administrators, teachers and parents of each public school to meet annually and develop or review the discipline regulations for their school, and assure compliance with Board policy and state law.

### POLICY DISSEMINATION

The Board shall direct the Superintendent to establish and maintain an orderly plan for disseminating School Board policies and administrative rules and regulations.

School Board policies and administrative rules and regulations shall be made accessible to all employees of the school district directly or indirectly affected by those policies. Board policies and administrative rules and regulations shall also be made accessible to members of the Board, students and members of the community served by the school district. At the end of each quarter, the compiled amendments, modifications or new policies will be distributed to all holders of the *Policy Manual* so that it is updated and kept current.

### SUSPENSION OF POLICY

The operation of policy or section of policy not established by law or contract may be temporarily suspended by a *two-thirds* (2/3) vote of Board Members present and voting at a regular or special meeting.

### ADMINISTRATION IN ABSENCE OF POLICY

In cases where action must be taken within the school system where the Board has no formalized policy statement, the Superintendent shall have the power to act. His or her decisions, however, shall be subject to review by action of the Board at its regular meeting. It shall be the duty of the Superintendent to inform the Board promptly of such action and of the need for policy if in his or her best judgment, a need for such policy exists.

### STUDENT HANDBOOKS

It is acceptable that individual schools write student handbooks containing school policies and other pertinent information of value to the student. **Provisions included in student handbooks shall comply with all pertinent Board policies.** Individual school policies which

will be placed in student handbooks, or otherwise, shall be submitted to the Superintendent for presentation to the School Board for final adoption.

Revised: July 1998

Revised: August 1998

Revised: March 2001

Revised: November 2012

Ref: Constitution of Louisiana, Art. VI, Sec. 10; La. Rev. Stat. Ann. § 17:416.8; Board minutes, 5-11-76, 7-21-98, 8-18-98, 3-20-01, 11-20-12.