



12119 16th Ave S, Burnsville, MN 55337  
(952) 206-4050  
[www.gatewaystemacademy.org](http://www.gatewaystemacademy.org)

## **DEVELOPMENT, ADOPTION AND IMPLEMENTATION OF POLICIES POLICY**

- I. **Purpose**  
This policy emphasizes the importance of the policy-making role of the school board and provides the framework for regular review.
- II. **General Statement of Policy**  
Formal guidelines are necessary to ensure that the School embraces and advances its mission and operates in an effective, efficient and consistent manner. A set of written policy statements is maintained and modified as needed and in accordance with this policy and applicable laws. Policies define the desire and intent of the school board.
- III. **Development of Policy**
  - A. The school board has jurisdiction to legislate policy for the School with the force and effect of law.
  - B. The school board's written policies provide the basis for forming operational procedures and practices.
  - C. Policies may be proposed by a school board member, employee, student or community member. Proposed policies or ideas are submitted to the Governance Committee for review prior to possible placement on the school board agenda.
- IV. **Adoption of Policy**
  - A. The school board gives notice of proposed policy changes or adoption of new policies by placing the item on the agenda of at least two school board meetings: (1) discussion approval, and (2) final action approval. The proposal is available for the public to review and comment at both meetings prior to final school board action.
  - B. The final action taken to adopt the proposed policy will be approved by a simple majority vote of the school board at a subsequent meeting after the meeting where the proposed policy was approved for discussion. The policy will be effective on the later of the date of passage or the date stated in the motion.
  - C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the school board. A statement regarding the emergency and the need for immediate adoption of the policy will be included in the minutes. The emergency policy expires within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The school board has discretion to determine what constitutes an emergency situation.
  - D. If a policy is modified because of a legal change over which the school board has no control, the modified policy may be approved at one meeting at the discretion of the school board.



12119 16th Ave S, Burnsville, MN 55337

(952) 206-4050

[www.gatewaystemacademy.org](http://www.gatewaystemacademy.org)

V. Implementation of Policy

- A. The School leadership has the responsibility to implement school board policies, and to develop guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives are subject to annual review by the school board.