

# Tennessee School Boards Association

Monitoring:  <b>Review: Annually, in September</b>	Descriptor Term:  <h2 style="text-align: center;">Policy Development and Adoption</h2>	Descriptor Code: <h3 style="text-align: center;">1.600</h3>	Issued Date:  <hr/> Issued:
		Rescinds:	

1 A proposed policy or policy change shall be submitted to the Board as part of the agenda. Any interested  
 2 party shall be given an opportunity to be heard on the proposal. The Board’s approval of the proposal  
 3 or return for study and/or further revision shall constitute the first reading.  
 4

5 The proposed policy or policy amendment shall be considered at the next board meeting with the final  
 6 vote following the second reading. Adoption shall require an affirmative vote by a majority of the members  
 7 of the Board and each vote will contain a future date for reporting the effectiveness of the policy.  
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9 Policies and amendments adopted by the Board shall be made a part of the minutes and shall be placed  
 10 in the policy manual. Policies and amendments shall be effective immediately upon adoption unless a  
 11 specific effective date is provided, and shall supersede any previous Board action on the subject.  
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13 **POLICY MAINTENANCE**

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 15 The director of schools shall be responsible for drafting policy proposals, maintaining the *Board Policy*  
 16 *Manual* and serving as liaison between the Board and the Tennessee School Boards Association. At  
 17 least ~~annually~~ biennially, the Board shall review its policy manual for the purpose of passing, revising  
 18 or deleting policies mandated by changing conditions.<sup>1</sup> In order that the policy manual remain current,  
 19 the Board may contract annually for TSBA’s policy maintenance service.  
 20

21 Policies shall be accessible to all employees of the school system, members of the Board, and citizens  
 22 of the community.<sup>1</sup> All policy manuals shall remain the property of the Board and are subject to recall  
 23 any time deemed necessary by the director of schools.  
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25 **EMERGENCY PROCEDURE**

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 27 On matters of unusual urgency, by an affirmative vote by a majority of the members of the Board, the  
 28 Board may waive the second reading limitation and take immediate action to adopt new or revised poli-  
 29 cies.  
 30

31 **SUSPENSION OF POLICIES**

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 33 Any board policy or part thereof may be suspended by an affirmative vote by a majority of the members  
 34 of the Board.  
 35

36 **ADMINISTRATION IN POLICY ABSENCE**

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 38 In cases where the Board has provided no guidelines for administrative action, the director of schools  
 39 shall have the power to act, but report to the Board at its next meeting.  
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 42 Legal Reference:  
 1. TCA 49-2-207

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 Cross References:  
 Duties of the Board of Education 1.101  
 Agendas 1.403

**PUBLIC CHAPTER NO. 883**

**SENATE BILL NO. 3255**

**By Tate, Ford**

Substituted for: House Bill No. 3867

By Ulysses Jones, Cooper

AN ACT to amend Tennessee Code Annotated, Title 49, Chapter 2, relative to policy pamphlets.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 49-2-207(a), is amended by deleting the last sentence and substituting instead the following:

Such policy pamphlet shall be updated every two (2) years.

SECTION 2. This act shall take effect July 1, 2010, the public welfare requiring it.

**PASSED: April 29, 2010**

  
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RON RAMSEY  
SPEAKER OF THE SENATE

  
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KENT WILLIAMS, SPEAKER  
HOUSE OF REPRESENTATIVES

**APPROVED this 5th day of May 2010**

  
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PHIL BREDESEN, GOVERNOR