

**FOSTER-GLOCESTER REGIONAL SCHOOL DISTRICT  
GLOCESTER, RI**

**SCHOOL COMMITTEE ESTABLISHMENT**

**PURPOSE:**

The purpose of this policy is to establish an orderly procedure for the introduction, review and adoption of School Committee policy.

**PHILOSOPHY:**

The Committee believes that the adoption of any policy that governs the operation and administration of the School District should be proceeded with careful planning and the assurance that all that will be affected by them shall have had adequate opportunity to become knowledgeable of the content and intent of any such policy prior to its adoption.

**POLICY STATEMENT:**

1. Adoption of School Committee Policy or Amendment thereto:
  - a. No new policy, or an amendment to an existing policy, shall be acted upon by the School Committee unless it has been brought to the School Committee in accord with the procedures as herewith set forth.
  - b. When a member of the School Committee, or the Superintendent of Schools wishes to propose a new policy, or the amendment to an existing policy, except on an emergency basis, he/she shall file said proposal, in writing, with the Superintendent of Schools in sufficient time to allow for its preparation for placement on the School Committee Agenda for the meeting for which it has been requested. At least a one week advance notice is thought to be reasonable.
  - c. Every policy or policy amendment, other than an emergency policy, shall be read a first time by title, and in total, introducing it at the meeting at which it is to be read. No policy, except an emergency policy, shall be adopted by the Committee at the meeting at which it is introduced, but it shall be referred to the next regular meeting for adoption. Changes made at the introduction reading shall be considered to be part of the first reading.
2. Enactment of Administrative Directive:

The School Committee delegates to the Superintendent of Schools the function of specifying and establishing required Administrative Directives considered necessary to carry out the fulfillment of School Committee Policy, and State Law and Regulation. It

## POLICY STATEMENT (Continued)

is expressly understood that this delegation of authority assumes the necessity of such directives as being essential to effective and successful operation of the schools. The establishment of Administrative Directives must, in every respect, be consistent with the policy or regulation for which it is intended to support.

The Committee itself shall formulate and adopt administrative directives only when specifically stipulated by State Law.

Broad-based participation of appropriate parties shall be considered in the formulation of Administrative Directives wherever possible, and shall be widely disseminated. Inclusive in the dissemination process shall be the provision for formal notation of the establishment of such directives at the next regularly scheduled School Committee meeting following the ordered directive. Revisions to same should follow the same procedure.

Building Principals are encouraged to augment Directives with appropriate "rules". The establishment of same shall be appropriately disseminated to the Superintendent.

First Reading: 12/1/97  
Second Reading: 1/6/98  
Adopted: 1/6/98