**Policy Adoption**

The procedure for the adoption of policies shall be as follows:

1. A proposed policy and/or policy revision shall be presented in writing at one meeting, copy distributed to each Board member, and acted on at a subsequent meeting.

2. In specific situations where Board policy does not exist, the Board will take action after it receives a report and recommendation from the Superintendent.

Proposed: 10 April 1975

Adopted: 12 June 1975