

## **SULLIVAN SCHOOL BOARD POLICY**

### **Policy BG: Board Policy**

The development and adoption of policies that govern the School District is one of the School Board's most important functions. Board policies establish the goals, direction, and structure of the district under the authority of applicable statutes and regulations. In addition to policies required by state and federal laws and regulations, the Board adopts policies to provide direction to the Superintendent and other administrators in the management of the district and to provide clear expectations for district staff, students, and parents.

It is the Board's intention that its policies serve as sources of information and guidance for all people who are interested in, or connected with, the public schools.

Changes in needs, conditions, purposes, and objectives will require revisions, deletions, and additions to the policies of present and future Boards. The Board will welcome suggestions for ongoing policy development from citizens, students, and staff in the District.

Action on such proposals, whatever their source, is taken finally by the Board after receiving the recommendation of the Superintendent. The Superintendent bases his/her recommendations upon the outcomes of study and upon the judgment of the professional staff. The Superintendent shall seek counsel of the School Board Attorney when there may be a question of legality or proper legal procedure in the development of a proposed Board policy.

The Board authorizes the Superintendent to make non-substantive corrections and minor changes to existing policies provided that the Superintendent shall document such modifications and report the same at the next meeting of the School Board. For the purposes of this policy, "non-substantive changes" shall include grammatical, typographical, or other clerical changes; addition or deletion of legal, cross, or other references; policy code or policy class designation changes; or correcting misidentified or modified job titles. Upon review of such a report from the Superintendent, the Board may take such action as the Board deems appropriate, including accepting the report without objection or other formal action.

#### **Policy Adoption, Dissemination, and Review**

- a. The Board may adopt, amend, or repeal written policies at any meeting by a majority vote of Board members in attendance, provided that each Board member was notified of the proposed action. For purposes of notification, the meeting agenda delivered to each Board member is deemed sufficient.
- b. A first and second reading is generally required prior to policy adoption. The Board may revise an existing policy with one reading, providing that a majority of the Board members in attendance were notified of the proposed action.
- c. On matters of unusual or unexpected urgency, the Board may waive the second reading and take immediate action to adopt a new policy or revise an existing policy.
- d. The Board will allow an opportunity for public comments on policy proposals.
- e. All policies will be titled, dated, and coded consistent with the classification system used by the New Hampshire School Boards Association.
- f. Board action regarding the adoption, revision or repeal of policies will be included in the minutes of the meeting at which the official action is taken.
- g. Policies and amendments will be effective immediately upon adoption unless a specific effective date is provided in the adopted final policy.
- h. All written policies and administrative rules and regulations will be available for public inspection, upon request.
- i. All Board policies will be reviewed and evaluated by the school board on a regular and continuing basis. The Board's policy manual will be updated due to actions taken as a result of this review and evaluation.
- j. The Policy Manual will be available on the district website to each Board member and the public.

References: N.H. Code Admin. Rules 306.04(a) Availability of School Policy  
N.H. Code Admin. Rules 306.04(b) Required Policies

First Reading: 10/8/2025

Second Reading: 11/12/2025

Adopted: 11/12/2025