

**Policy 209.02: Adoption of Policy**

**Original Adopted Date:** 07/01/1989 | **Last Revised Date:** 04/01/2021 | **Last Reviewed Date:** 04/01/2021

The adoption of new policies or amending or rescinding an existing policy is the exclusive responsibility of the Board. Any formal action to add, modify, or change existing board policy will be by a majority vote of the membership of the Board during an open meeting. The proposed change must appear as an agenda item in normal situations at least two times before the Board may take official action to approve suggested change to board policy.

If passed, the proposal will become effective upon the date of passage or at a time stated in the proposal, whichever occurs last.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board.

The emergency policy will expire at the close of the third regular meeting following the emergency action, unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

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