San Mateo County Board of Education Policy

Board of Education

Board Policies and Regulations

Board Policies

The Board recognizes the importance of developing and maintaining policies that are up to date and reflect the mandates of law. Policies shall be developed, reviewed and amended and/or adopted on a timely basis.

Procedures for the adoption or amendment of Board Policies shall provide opportunity whereby interested parties may provide input at Board meetings for the Board’s consideration.

The formal adoption of Board Policies shall be recorded in the minutes of the Board meetings. Only those policies so adopted and recorded shall be regarded as official Board Policy.

Policy Development and Adoption Process

The following process shall be observed except in the case of emergencies:

1. Proposed new or amended policies will be placed on the agenda of a meeting for a first reading, during which time there will be opportunity for review and input by the Board and other interested parties. If necessary, the Board may request that staff or legal counsel review or research issues related to the proposed policies or revisions. Also, the Board may refer any proposed new or revised policy to a Board subcommittee for further deliberation prior to a second reading.

2. At its second reading, the County Board may take action on the proposed policy. The County Board may waive the second reading or may require an additional reading if necessary.

In case of an emergency, the Board may adopt a policy after the first reading and at the same meeting. The Board reserves the right to determine emergencies.

Board Regulations

The Board may also adopt regulations, which prescribe procedures and other regulations the Board deems necessary. Board Regulations will be developed and adopted using the same procedures as Board Policies.
Administrative Regulations

It is the responsibility of the County Superintendent or designee to develop and enforce administrative regulations for the operation of the County Office of Education. The County Superintendent or designee also may develop procedures manuals, handbooks, or other guides to carry out the intent of County Board policy.

Access to Policies

The County Superintendent or designee shall maintain up-to-date versions of Board Policies and Regulations, and shall ensure their availability to all employees and the public. Board of Education.

Suspension of Policies

The Board may, by majority vote of the members of the Board, suspend any Board Policy or Regulation for a specified purpose and limited time.

Legal References:

Education Code 1040 Duties of boards; county boards of education
Education Code 1042 Powers of boards

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