

The Watauga County Board of Education (the “board”) reserves to itself the functions of developing and revising policies for the school system. The formation and adoption of policies will constitute the primary method through which the board exercises its leadership in the operation of the school system. All policy decisions will be made while keeping in mind the board’s objective to provide students with the opportunity to receive a sound basic education.

Board policy is applicable to all schools and programs within the school system unless (1) the board directs otherwise in an individual policy or (2) the board grants a school a waiver requested under policy 3430, School Improvement Plan. In addition, unless otherwise directed by the board, the superintendent may exempt any school designated as a restart model authorized by G.S. 115C-105.37B(a)(2) from any board policy requirements that correspond to a state statute or rule from which restart schools are exempted by law.

A. POLICY DEVELOPMENT

Any Watauga County Board of Education (the “board”) member, individual, group of citizens, student, or employee may initiate proposals for new policies or changes to existing policies. The initiator must refer the suggestions to the superintendent for study prior to public discussion of the proposal and board action.

As appropriate in the development of proposed new policies or the revision of existing policies, the superintendent shall seek input from the board attorney, other professionals, school system personnel, parents, students, and citizens.

Proposals to adopt, revise, or rescind policies may be added to the agenda in accordance with board policy 1430, Board Meeting Agenda.

B. ADOPTION OF POLICIES

Policies may be proposed for adoption, amendment, or repeal at any Watauga County Board of Education (the “board”) meeting by any member of the board or by the superintendent. A request to place the proposed policy on the agenda must be made in accordance with board policy.

New and revised policies will normally go through separate readings at two consecutive board meetings before approval. However, the board may waive second reading and approve a policy at first reading when the board determines this action is warranted by exceptional circumstances or when policy revisions are technical or otherwise non-substantive.

Temporary approval to follow a new or revised policy may be granted by the board in lieu of formal policy approval when necessary due to emergency conditions or special events that will take place before formal action can be taken.

During discussion of a policy proposal, the views of the public, parents, students, and staff will be considered. Board members may propose amendments at the first or second reading of the policy.

An amendment will not require that the policy go through an additional reading except as the board determines that the amendment needs further study and that an additional reading would be desirable. The board must adopt by majority vote, and the superintendent must record the policy in the minutes of the board meeting in order for the policy to be considered official board policy.

Unless otherwise specified by the board, a policy is effective as of the date it is adopted by the board.

No policy formally adopted by the board of education may be revised or rescinded except by majority vote in accordance with policy 1442, Voting Methods.

C. DISSEMINATION AND PRESERVATION OF POLICIES

The superintendent shall establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Watauga County Board of Education (the “board”) and any accompanying administrative procedures or memoranda.

All policies adopted by the board of education will be maintained in both electronic and physical form. The electronic form shall be accessible through the school system website. The physical form shall be kept in a policy manual that will constitute a public record that will be open for inspection at the board of education offices during regular office hours. The board will endeavor to keep both the electronic policies on the website and the physical policy manual updated with the most recent policies adopted by the board. Any discrepancies between the policies on the website and in the physical manual shall be resolved in accordance with the board’s most recent action on the policy.

The superintendent shall ensure that all board members and employees have convenient access to copies of the board’s policies.

All physical policy manuals distributed remain the property of the board, will be deemed to be “on loan” to any person or organization, and are subject to recall at any time deemed necessary for purpose of amendment, rescission, or recodification.

D. REVIEW AND EVALUATION OF POLICIES

The Watauga County Board of Education (the “board”) assigns to the superintendent the responsibility of continued review and evaluation of the policies adopted by the board and of bringing to the board's attention the need for adopting, amending, updating, or rescinding any policies.

The superintendent has the authority to make to any existing policies technical and conforming changes necessitated by changes in state and federal law and minor changes to correct typographical, grammatical, or clerical errors. Such changes are effective immediately subject to ratification by the board at its next regular meeting.

The superintendent is responsible for the dissemination of updated, revised and newly adopted

policies to all holders of policy manuals.

E. SUSPENSION OF POLICIES

The operation of any section or sections of Watauga County Board of Education (the “board”) policies not established by law or contract may be suspended temporarily by a majority vote of board members present at a board meeting held in compliance with law and board policy.

Legal References: G.S. 115C-36, -47, -105.37B(a)(2); *Leandro v. State*, 346 N.C. 336 (1997)

Cross References: Board Meetings Agenda (policy 1430), Voting Methods (policy 1442), School Improvement Plan (policy 3430)

Adopted: November 9, 2015

Replaces: Board policy 1.05, Development and Administration of Board Policy

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