

VENTURA COUNTY BOARD OF EDUCATION

BOARD POLICY NO. 2200

ADOPTED: 02/24/97

CLASSIFICATION: Administration

REVISED: 10/24/05

SUBJECT: Policy and Administrative Regulation Systems

POLICY MANUAL

The Superintendent shall establish and maintain an orderly plan for preserving and making accessible the policies and bylaws adopted by the Board and the administrative regulations. The policies, bylaws, and the administrative regulations shall be published in a manual, maintained in current condition, and made available for review to all persons concerned and/or affected thereby. Newly elected Board members shall receive a copy of existing Board Policies, Administrative Regulations, and any other applicable legal documents, upon certification of election.

POLICIES

Policies are adopted by the Board. They serve as guides to the administration in the development and implementation of regulations for operating the Office. The Board may also adopt administrative regulations to ensure that its policies, and the law, are implemented.

The Superintendent shall take the leadership in the policy-making and rule making process, by recognizing the need for specific policies and providing the Board with recommendations for consideration, modification and adoption. (See also BP 9300.)

ADMINISTRATIVE REGULATIONS

The Superintendent and the Board may develop and adopt administrative regulations to implement the policies adopted by the Board, or to enable them to perform the duties required by law. The Board will review and approve such regulations applying to the Board's areas of responsibility.

BYLAWS

Bylaws are the rules governing the internal operations of the Board. When the need for a new bylaw, or modification of an existing bylaw is recognized, the Superintendent will develop and present the Board with a recommended bylaw for adoption.

Legal Reference:

EDUCATION CODE

1040	Article 2. Duties and Responsibilities, County boards of education
1042	County boards; authority
35160.1	Legislative Funding

Board Policy 9300, Development of Policies & Procedures