

## **POLICY ADOPTION**

Policies introduced and recommended to the committee shall not be adopted until a subsequent meeting. Thus, time shall be given to permit further study and also to give opportunity to interested parties to react. However, temporary approval may be granted by 2/3 vote of the committee in lieu of formal policy to meet emergency conditions or special events which will take place before formal action can be taken.

### **PROCEDURE**

- Step 1:** All proposed policies shall be warned at the same time the agenda is warned for a school committee meeting. The proposed policy shall be in writing and copies attached to the agenda of the initial meeting at which it will be presented. Said agenda will be mailed one week before the meeting. This constitutes the first reading.
- Step 2:** The second reading and final action will occur at the next warned school committee meeting. If adopted at this step, it will become school committee policy.