BP 2410 - Policy and Administrative Procedure

Reference: Education Code Section 70902; Accreditation Standard IV.B.1.b & e

Education Code Section 70902 establishes the policy-making authority of the Board. The Board may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to district activities. All district employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to, or amended by majority vote at any board meeting. Proposed changes or additions shall be introduced not less than one meeting prior to the meeting at which action is recommended.

The Superintendent/President is directed by the Board to establish Administrative Procedures, as necessary, to implement Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy, and may be revised as deemed necessary by the Superintendent/President.

The Superintendent/President shall annually provide each member of the Board with copies of the administrative procedures or any revisions since the last time they were provided. The Board reserves the right to direct revisions of the administrative procedures should they, in the Board’s judgment, be inconsistent with the Board’s own policies.

Copies of all policies and administrative procedures shall be readily available to District employees through the office of the Superintendent/President.

See Administrative Procedure 2410

Last Board Review/Adoption: December 10, 2008