

## **203.2 ADOPTION OF POLICY**

The adoption of new policies or amending or rescinding an existing policy is the exclusive responsibility of the Board. Any formal action to add, modify or change existing Board policy shall be by a majority vote of the membership of the Board during an open meeting. The proposed change must appear as an agenda item in normal situations at least two times before the Board may take official action to approve the suggested change to Board policy.

A Board policy may be temporarily suspended and/or modified in an effort to try a new practice or procedure by a majority (2/3) vote of the Board. The modified, temporary policy shall be in effect for a period of time as decided by a 2/3 majority of the Board, but in no instance longer than one calendar year. It cannot be further modified or extended without a formal change in Board policy.

If the board adopts a policy in an emergency situation, a statement regarding the emergency and the need or immediate adoption of the policy will be included in the minutes. The board will have complete discretion to determine what constitutes an emergency situation. The emergency policy will expire at the close of the third regular meeting following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board.

If passed, the proposal shall become effective upon the date of passage, or at a time stated in the proposal, whichever occurs last.

LEGAL REF: Iowa Code § 279.8. 281 I.A.C. 12.3(2). 1970 Op. Atty. Gen. 287.