

BY-LAW

**FORMULATION, ADOPTION, AMENDMENT OF ADMINISTRATIVE
REGULATIONS**

The Board delegates to the Superintendent or his/her designee the function of specifying required actions and designing the detailed procedures under which the District will be operated. Such rules and detailed procedures shall constitute the Administrative Regulations governing the District.

These Administrative Regulations must be consistent with Board Policies, Bylaws, contracts, the law, rulings of the Commissioner, and rules of the State Board of Education.

In the development of rules, regulations, and procedures for the operation of the District, the Superintendent or his/her designee shall include at the planning stage, whenever appropriate, those employees who will be affected by such provisions.

Such rules and regulations shall be binding on all employees unless or until the Board should vote to change or rescind any such rule or regulation following its presentation at a public meeting of the Board. The Board itself will adopt administrative regulations when specific state laws require board adoption, and may do so when the Superintendent recommends Board adoption. The Board reserves the right to review and cause revisions of Administrative Regulations should they, in the Board's judgment, be inconsistent with the Policies and Bylaws adopted by the Board.

Adoption of Administrative Regulations

Administrative Rules and Regulations will be developed and considered by the Board in accordance with the following procedure:

1. A new or revised Rule or Regulation may be suggested to the Board by any Board member, the Superintendent, Board Solicitor, any staff member, or a member of the public;
2. A suggestion for a new or revised Rule or Regulation may be referred, at the discretion of the Board and as appropriate to the subject, to the Superintendent, Board Solicitor, Board committee, or a public advisory committee for study and formulation of a recommendation to the Board. Any study of a Rule or Regulation suggestion should consider whether the matter is adequately addressed in existing Rules or Regulations;

