

ARTICLE V: METHODS OF OPERATION

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POLICY 1-5.1 COMMITTEES

Standing Committees

The Hanover County School Board may establish such standing committees as it deems necessary or advisable. The chairperson of each standing committee will be appointed by the members of the committee.

Special Committees

The School Board Chairman may appoint temporary committees as may be expedient to gather information, conduct surveys, or to perform such other tasks as may be assigned by the School Board. The work of special committees shall be confined to their specific assignment and they shall have only such authority as is directed by the School Board. They shall make their reports directly to the School Board as a whole. Such special committees shall be temporary and shall terminate upon presentation of their final report to the School Board or at the direction of the Chairman.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, § 22.1-78.

Recodified: August 2000

Amended: June 13, 2017

POLICY 1-5.2 BOARD-STAFF COMMUNICATIONS

The Hanover County School Board supports and encourages the concept of two-way communication between the School Board and its employees. The division superintendent is the official representative of the School Board as its chief administrative officer in its relations and communications with its employees. The two-way communication system shall be described elsewhere in the Hanover County School Board Policy Manual.

The School Board desires to develop the best possible working relationship with the employees of the Hanover County Public Schools. The School Board welcomes the viewpoints of employees and it shall allow time at its meetings for employees to be heard. The School Board shall not discriminate against any employee by reason of his membership in an employee organization or participation in any lawful activities of the organization.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, § 22.1-253.13:7(D)(1).

Recodified: August 2000

POLICY 1-5.3 BYLAWS ADOPTION, AMENDMENT AND SUSPENSION

Adoption and Amendment

Hanover County School Board bylaws proposals, and suggested amendments to or revisions of existing bylaws, shall be approved only by majority vote of the School Board. Such proposed additions, amendments, or revisions shall be presented to the School Board in writing.

Suspension

Bylaws of the School Board shall be subject to suspension upon a majority vote at a regular meeting for which the proposed suspension has been described in writing, or upon a unanimous vote of all members of the School Board where there is no written description.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, § 22.1-78.

Recodified: August 2000

POLICY 1-5.4 BOARD POLICY MANUAL

The Hanover County School Board shall be guided by written policies that are readily accessible to the School Board, division employees, students, and citizens. The School Board Policy Manual shall be reviewed at least every five years and revised as needed. A current copy of the Policy Manual shall be posted on the division's website and printed copies of the Policy Manual shall be available as needed to citizens who do not have online access.

Policy and Regulation Adoption

Generally, it is the responsibility of the School Board to adopt policies for governing the schools. The power to enact policy cannot be delegated to an employee or agent such as the division superintendent or a single member of the School Board. Policy is a basic statement of the intent of the School Board, which creates rights and responsibilities for the conduct of the school system's business. Being of a dynamic nature, policies are subject to revision by the School Board. Regulation is the manner or method of implementation of policy by the division superintendent, subject to change as conditions and/or circumstances may dictate.

Policy Adoption

The School Board, representing the people of the school division, is the legislative body which determines all questions of general policy to be employed in the conduct of the public schools. Proposals regarding School Board policies and school division operations may originate at any of several sources, including a member of the School Board, the division superintendent, a citizen, a civic group, a School Board employee, a professional associate, a school study committee or a consultant.

Policies shall be developed and presented to the School Board evidencing the consideration given to the views of the school division's community and applicable legal references. The final authority for adoption rests solely with the School Board.

Policy proposals and suggested amendments to or revisions of existing policies shall be submitted to all members of the School Board and to the division superintendent in writing prior to a regularly scheduled School Board meeting in which such proposed policies, amendments, or revisions shall be read and discussed. A vote for adoption shall take place at the next regular meeting of the School Board. A majority vote shall be needed for the adoption of a policy. Unless otherwise provided, when policies are altered or replaced, the new or revised policy shall become effective upon adoption.

Regulation Adoption

The School Board delegates to the division superintendent the functions of specifying actions required under adopted policies and designing the detailed arrangements under which the policies will be implemented. Such actions and detailed arrangements shall constitute the administrative regulations governing the public schools. They must be consistent in every respect with the policies adopted by the School Board.

In the absence of applicable policy, the division superintendent is authorized to establish needed regulations, after an informal poll of the members of the School Board, subject to later confirmation in policy should the School Board so wish. Any such regulations shall be brought to the attention of the School Board no later than the next regular meeting subsequent to such establishment. It shall be the duty of the division superintendent to inform the School Board promptly of such action and of the need for policy.

The School Board itself shall formulate and adopt administrative regulations only when specific Virginia laws require School Board adoption and may do so when the division superintendent recommends School Board adoption in light of strong community attitudes or probable staff reaction.

The School Board reserves the right to review and veto administrative regulations should they, in the School Board's judgment, be inconsistent with School Board Policy.

Policy Suspension

Policies of the School Board shall be subject to suspension upon a majority vote of the School Board members at a regular meeting for which the proposed suspension has been described in writing, or upon a unanimous vote of ALL members of the School Board where there is no such written description.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-253.13:7(C)(D).

Recodified: August 2000

Amended: September 8, 2015

POLICY 1-5.5 ANNUAL REPORT

The division superintendent shall assist the Hanover County School Board in preparing an annual report for the Virginia Board of Education covering the works of the schools for the previous year. The School Board shall also report its compliance with the Standards of Quality to the Board of Education annually. The report of compliance shall be submitted to the Board of Education by the chairman of the School Board and the division superintendent.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-81, and 22.1-253.13:8.

Recodified: August 2000

Amended: July 12, 2005

POLICY 1-5.6 JOINT SCHOOLS

The Hanover County School Board shall elect representative(s) from its membership to committees or boards governing regional projects or joint schools in accordance with state and federal laws or regulations or joint agreement with other school boards and/or agencies.

LEGAL REFERENCE: Code of Virginia, 1950, as amended, § 22.1-26, Regulations Regarding Jointly Owned and Operated Schools and Jointly Operated Programs, 8 VAC 20-280-10.

Recodified: August 2000
