

BG - Board Policy Process & Adoption

Spark Academy policies serve as guidelines and goals for the successful and efficient functioning of our school.

The Board, representing the community of Spark Academy, is the legislative body which determines all questions of general policy to be employed in the conduct of the school.

The Board considers policy development its chief function, along with providing the wherewithal such as personnel, buildings, materials, and equipment for the successful administration, application, and execution of its policies.

The Board accepts the definition of a policy set forth by the New Hampshire School Boards Association:

Policies are principles adopted by the Board to chart a course of action. They tell what is wanted; they may include why and how much. Policies should be broad enough to indicate a line of action to be followed by the administration in meeting a number of problems; narrow enough to give clear guidance. Policies are guides for action by the administration, who then sets the rules, regulations and procedures to provide specific directions to school personnel.

The policies of the Board are framed, and are meant to be interpreted, in terms of New Hampshire laws, rules and regulations of the State Board of Education and all other regulatory agencies within our local, county, state, and federal levels of government.

Changes in needs, conditions, purposes, and objectives may require revisions, deletions, and additions to the policies of present and future Boards. The Board will welcome suggestions for ongoing policy development.

Except for policy actions to be taken on emergency measures, the adoption of Board policies should follow this sequence which will take place at least at two regular or special meetings of the Board:

1. Announcement and publication of proposed new or revised policies as an item of information.
2. Opportunity offered to concerned groups or individuals to react to policy proposals.
3. Discussion and final action by the Board on policy proposals.
4. Prior to enactment, all policy proposals shall be titled and coded as appropriate to subject and in conformance with the codification system used in the Board policy manual.

5. When possible, each policy statement shall be limited to one subject.
6. Policies and amendments adopted by the Board shall be attached to and made a part of the minutes of the meeting at which they are adopted and shall also be included in the policy manual of the charter school marked with the date of adoption and/or amendment.
7. Policies and amendments to policies shall be effective immediately upon adoption unless a specific effective date is provided in the adopted resolution.

Emergency Procedure

On matters of unusual urgency, the Board may waive the two-week limitation and take immediate action to adopt new or revise existing policies. When such immediate action is necessary, the Board shall inform concerned groups or individuals about the reasons for this necessity.

Policy Committee Approved: 5/7/19

Board Approved: June 19, 2019