

SECTION: OPERATING COMMITTEE
PROCEDURES

TITLE: POLICY FORMULATION

ADOPTED: December 19, 1996

REVISED: November 19, 2002

ERIE COUNTY TECHNICAL SCHOOL

009. POLICY FORMULATION

1. Guidelines

The Joint Operating Committee shall follow these guidelines for final adoption of school policies:

- a. Policy drafts are to be initially reviewed by the policy committee or the Joint Operating Committee as a whole.
- b. The first reading of the policy is to occur at a regular meeting of the Joint Operating Committee.
- c. Notification of intent to adopt policies which affect employees shall be posted and copies distributed to employees prior to adoption.
- d. The second and final reading of the policy is to occur at the regular Joint Operating Committee meeting. The policy may be adopted at the meeting at which the second reading occurs.