

POLICY BOARD/EXECUTIVE COMMITTEE

2:240 Board Policy Development

The Policy Board and Executive Committee govern using written policies. Written policies ensure legal compliance, establish Board and Committee processes, delegate authority, and define operating limits.

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Director. Suggestions from all others should be made to the Chairperson or the Director.

The Director will consider all policy suggestions and provide information and recommendations to the Executive Committee.

The Director is responsible for: (1) providing relevant policy information and data to the Committee, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Committee deliberation. The Director shall seek the counsel of the Attorney when appropriate.

Policy Adoption and Dissemination

The Executive Committee will review all policies or policy revisions with a first reading except when: (1) appropriate for a consent agenda because no discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further consideration may be given at a subsequent meeting(s) and after opportunity for community input, the Executive Committee will make a recommendation to the Policy Board for final adoption. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The policies are available for public inspection in the Cooperative's main office during regular office hours. Copy requests should be made pursuant to policy 2:250, *Access to Cooperative Public Records*.

Words Importing Gender

Throughout this policy manual, words importing the masculine and/or feminine gender include all gender neutral/inclusive pronouns.

Director Implementation

The Executive Committee will support any reasonable interpretation of policy made by the Director. If reasonable minds differ, the Committee will review the applicable policy and consider the need for further clarification.

In the absence of policy, the Director is authorized to take appropriate action.

Suspension of Policies

The Executive Committee, by a majority vote of members present at any meeting, may temporarily suspend a policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the any action taken.

LEGAL REF.:

105 ILCS 5/10-20.5.

CROSS REF.: 2:22 (Executive Committee), 2:250 (Access to Cooperative Public Records), 3:40 (Director)

EXECUTIVE COMMITTEE APPROVAL: August 11, 2021

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Tazewell-Mason Counties Special Ed Association