

Formulation, Adoption, Amendment of Bylaws and Policies

The Yolo County Board of Education (“County Board”) shall adopt written policies, consistent with laws, for its own governance and to convey expectations as to matters within the jurisdiction of the County Board.

The County Board recognizes the importance of maintaining policies and bylaws that are up to date and reflect the mandate of law. No County Board policy or bylaw, or any portion thereof, shall be operative if it conflicts with applicable federal or state law or regulations or court decisions. If any portion of a policy or bylaw is found to be invalid, that invalidity shall not affect other portions of the policy or bylaw.

County Board Policy Development and Adoption

Policy proposals and amendments to existing policies shall be submitted to all members of the County Board in writing prior to a regularly scheduled County Board meeting in which such proposed policies or amendments shall be read and discussed. Such policy proposals or amendments may be made at the request of any member of the County Board or the Yolo County Superintendent of Schools (“Superintendent”) or designee, or proposed by legal counsel of the County Board.

New and amended policies will normally be submitted to the County Board for first reading at one County Board meeting, and second reading and adoption at second meeting of the County Board. The County Board, at its sole discretion, may waive a second reading and adopt a policy at the first meeting. Reasons for waiver include, but are not limited to, the need to comply with changes in law, address a particular issue, or comply with orders and decisions of a governmental agency or court. The County Board delegates to the Superintendent or designee, the authority to make non-substantive changes, e.g., correction of spelling or grammar errors or modification to format, without the necessity of bringing the policy before the County Board.

The formal adoption of policies shall be by a majority vote of the County Board and the action shall be recorded in the minutes of the County Board. Only those written policies so adopted and recorded shall be regarded as official policies of the County Board.

County Board Bylaws

Bylaw proposals and amendments to existing policies shall be submitted to all members of the County Board in writing prior to a regularly scheduled County Board meeting in which such proposed policies or amendments shall be read and discussed. Such policy proposals or amendments may be developed, amended, or adopted following the same procedures as policy adoption described above.

The formal adoption of bylaws shall be by a majority vote of the County Board and the action shall be recorded in the minutes of the County Board. Only those written bylaws so adopted and recorded shall be regarded as official policies of the County Board.

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative regulations. Administrative regulations shall be consistent with law and County Board policy and shall be designed to promote the achievement of YCOE goals and objectives.

When County Board policies are amended, the Superintendent or designee shall review corresponding regulations to ensure that they conform to the intent of the revised policy. In case of conflict between policy and administrative regulations, policy shall prevail.

Access to Policies

The County Board and Superintendent shall ensure that YCOE employees and the public have access to YCOE policies and regulations. YCOE policies will be available on the YCOE website. As necessary, the Superintendent shall inform the public of policy changes.

Legal References:

Education Code, 1015, 1040-42, 35160-35160.2

ADOPTED: July 23, 1984

REVISED: 11/26/90, 10/10/23