

SECTION I

ORGANIZATION OF THE DISTRICT SCHOOL SYSTEM

(Ref. F.S. 1001.32)

1.02 THE DISTRICT SCHOOL BOARD

F. School Board Rules

These rules may be amended, repealed, or a new rule adopted as hereinafter prescribed and pursuant to The Administrative Procedure Act in Chapter 120, Florida Statutes. The definition of a rule is amended to exempt “curriculum by an educational unit,” thereby removing the development or prescription of curriculum by a School Board from the procedural requirements established for rule making.

1. Procedures for Adopting, Amending, or Repealing a Rule

- a. Unless an emergency exists, any proposal relating to an amendment to any rule, the repeal of any rule, or the adoption of a new rule shall be presented to the School Board at which time each School Board member shall receive a written copy of the proposal and a written explanation of the proposal.
- b. When the School Board has determined that it will give due consideration to the adoption of a rule which it proposes to adopt, repeal, or amend, the Superintendent shall give immediate and proper written notice to the public. The notice of a public hearing shall be advertised twenty-one (21) days prior to the date of the hearing. The notice shall include a brief and concise explanation of the proposed rule’s purpose and effect, the estimate of economic impact to all individuals affected by the proposed rule or rule amendment, the legal authority to authorize the School Board’s action, and the location where the text of the proposed change may be obtained.
- c. Any person, who is substantially affected by a proposed rule, rule amendment, or the repeal of a rule, may within twenty-one (21) days following notice of intent to adopt such rules, file a written request with the School Board seeking an administrative determination as to the validity of the proposed rule.
- d. If the proposed new rule, rule amendment, or repeal of a rule is adopted by the School Board, the Superintendent shall file a copy of such rule immediately in his/her office, and amend policy handbooks accordingly.
- e. Such rules shall become effective upon adoption by the School Board unless a later date is specified therein.
- f. All Board rules contained in the Board Policy Manual shall be reviewed by the Superintendent or his designee every two (2) years. The review shall be for the purpose of identifying and correcting deficiencies in Board rules, clarifying and

simplifying rules, deleting obsolete or unnecessary rules, deleting redundant rules and ensuring that Board rules are correct and comply with statutory requirements. This review shall take place during the last quarter of every odd numbered year beginning 2013. Drafts of individual Rules containing the proposed changes, additions and deletions shall be forwarded by the Superintendent to the School Board Attorney no later than the end of the first month of every even numbered year beginning in 2014. The School Board Attorney shall review and revise the changes to ensure clarity, simplicity and legality and make such changes as are deemed necessary to ensure that the Rule serves the purpose intended by the drafter/reviewer. After final review the School Board Attorney shall meet with the Board Chairman to review all revised Rules and to make arrangements for presentation to the full Board for consideration and adoption. The presentation to the full Board shall take place between April and September of each even numbered year, utilizing as many Board meetings and workshops as are necessary to adequately inform the Board.

- g. As used in this Section, and all sub-sections included therein, the use of the term “Rule(s)” shall be synonymous with the term “Policy(ies)”