

**BP 2410 BOARD POLICIES AND ADMINISTRATIVE PROCEDURES****References:**

Education Code Section 70902;  
ACCJC Accreditation Standards IV.C.7, IV.D.4, I.B.7, and I.C.5. (*formerly IV.B.1.b & e*)

The Board of Trustees may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended.

The Board shall regularly assess its policies in fulfilling the District's mission.

Administrative procedures may be revised as deemed necessary by the Superintendent/President.

Administrative procedures approved by the Superintendent/President in accordance with Board policies shall apply to all students and personnel employed by the District, including the Superintendent/President and other District officers, and, where applicable, to agents and consultants of the District and the Board.

Administrative procedures are to be issued by the Superintendent/President as statements of method to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy.

The Superintendent/President shall provide each member of the Board with copies of the administrative procedures. The Board of Trustees reserves the right to direct revisions of the administrative procedures should they, in the Board's judgment, be inconsistent with the Board's own policies.

Copies of all Board Policies and Administrative Procedures are readily available on the District's website and/or through the Office of the Superintendent/President.

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Date Adopted: January 19, 2010  
(Replaces College of Marin Policies 1.6010 and 7.0002)

Date Reviewed/Revised: July 18, 2017

**Date Reviewed:** November 13, 2018