

## Board of Trustees

**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.

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 normally be introduced not less than one regular meeting prior to the meeting at which action is recommended. In unusual circumstances, where the Board by majority vote determines it is warranted, the Board may adopt, revise, add to, or amend Board Policies at the same meeting at which they are introduced. In unusual circumstances, where the Board by majority vote determines it is warranted, the Board may act to suspend all or part of a Board Policy for a temporary period of time as designated by the Board.

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 (*Replaced College of Marin Policies 1.6010 and 7.0002*)  
Date Reviewed/Revised: July 18, 2017; November 13, 2018  
**Date Revised:** January 17, 2023