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Within the context of current law, the ESC shall be guided by Board-adopted written policies that are given appropriate distribution and are accessible to staff members and community residents.

Legally referenced policies contain provisions from federal and state statutes and regulations, case law, and other legal authority that together form the framework for local decision making and implementation. These policies are binding on the ESC until the cited provisions are repealed, revised, or superseded by legislative, regulatory, or judicial action.

**Harmony with Law** No policy or regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable law.

Severability If any portion of a policy or its application to any person or circumstance is found to be invalid, that invalidity shall not affect other provisions or applications of policy that can be given effect without the invalid provision or application; and to this end the provisions of this policy manual are declared to be severable.

**Policy Development** Policies and policy amendments may be initiated by the Executive Director, members of the Board, advisory committees, local school district officials, or the Commissioner, but shall be recommended for the Board's consideration by the Executive Director.

Annual Review The Executive Director shall establish a schedule and procedure for annual review of policies.

**Official Policy Manual** The Board designates the online policy manual as the official policy manual of the ESC. The Executive Director shall ensure that any adopted policies are delivered to be placed online as expeditiously as possible. Individual policies adopted by the Board, but not immediately placed online, shall constitute the official policy for the ESC as of the date of adoption, or at a future date designated by the Board.

Local policies become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

TASB Localized Updates After Board review of legally referenced policies and adoption of local policies, the new material shall be incorporated into the official policy manual online and into any hardcopy manuals maintained by the ESC. If discrepancies occur between the official online copy of the manual and other copies maintained by the ESC, the version contained in the official online policy manual shall be regarded as authoritative.