

EDUCATION PHILOSOPHY

Series 100

100	Legal Status of the School District
101	Educational Philosophy
102	Equal Educational Opportunity
102.E1	Section 504 Notice of Non-Discrimination
102.E2	Grievance Form
102.E3	Grievance Documentation
102.E4	Sec. 504 Student and Parental Rights
102.R1	Grievance Procedure Regulation
103	Long Range Needs Assessment
103.R1	Long Range Needs Assessment Regulation
104	Anti-Bullying/Harassment
104.E1	Anti-Bullying/Harassment Complaint Form
104.E2	Anti-Bullying/Harassment Witness Disclosure Form
104.R1	Anti-Bullying/Harassment Investigation Procedures

BOARD OF EDUCATION

Series 200

- 200.1 Organization of the Board of Directors
- 200.1R1 Organizational Meeting Procedures Regulation
- 200.2 Power of the Board of Directors
- 200.3 Responsibilities of the Board of Directors
- 201 Board of Directors Elections
- 202.1 Qualifications
- 202.2 Oath of Office
- 202.3 Term of Office
- 202.4 Vacancies
- 203 Board of Directors' Conflict of Interest
- 204 Code of Ethics
- 205 Board Member Liability
- 206.1 President
- 206.2 Vice President
- 206.3 Secretary-Treasurer
- 207 Board of Directors' Legal Counsel
- 208 Ad Hoc Committees
- 208.1E1 Ad Hoc Committees Exhibit
- 209.1 Development of Policy
- 209.2 Adoption of Policy
- 209.3 Dissemination of Policy
- 209.4 Suspension of Policy
- 209.5 Administration in Absence of Policy
- 209.6 Review and Revisions of Policy
- 209.7 Review of Administrative Regulations
- 210.1 Annual Meeting
- 210.2 Regular Meeting
- 210.3 Special Meeting
- 210.4 Work Sessions
- 210.5 Meeting Notice
- 210.6 Quorum
- 210.7 Rules of Order
- 210.8 Board Meeting Agenda
- 211 Open Meetings
- 212 Closed Session
- 213 Public Participation in Board Meetings
- 213.1R1 General Complaints By Citizens Regulation
- 214 Public Hearings
- 215 Board of Directors' Records
- 216.1 Association Membership
- 216.2 Board of Directors' Member Development and Training
- 216.3 Board of Directors' Member Compensation and Expenses
- 217 Gifts to Board of Directors

ADMINISTRATION

Series 300

- 300 Role of School District Administration
- 301 Administrative Structure
 - 301.1 Management
 - 301.2 Management Team
 - 302.1 Superintendent Qualifications, Recruitment, Appointment
 - 302.2 Superintendent Contract and Contract Non-renewal
 - 302.3 Superintendent Salary and Other Compensation
 - 302.4 Superintendent Duties
 - 302.5 Superintendent Evaluation
 - 302.6 Superintendent Professional Development
 - 302.7 Superintendent Civic Activities
 - 302.8 Superintendent Consulting/Outside Employment
- 303.1 Administrative Positions
- 303.2 Administrator Qualifications, Recruitment, Appointment
- 303.3 Administrator Contract and Contract Non-renewal
- 303.4 Administrator Salary and Other Compensation
- 303.4R1(L) Administrative Salary and Other Compensation
- 303.5 Administrator Duties
- 303.6 Administrator Evaluation
- 303.7 Administrator Professional Development
- 303.8 Administrator Civic Activities
- 303.9 Administrator Consulting/Outside Employment
- 304.1 Development and Enforcement of Administrative Regulations
- 304.2 Monitoring of Administrative Regulations
- 305 Administrator Code of Ethics
- 306 Succession of Authority to the Superintendent
- 307 Communication Channels

STAFF PERSONNEL

Series 400

400	Role of and Guiding Principles for Employment
401	Employees and Internal Relations
401.1	Equal Employment Opportunity
401.2	Employee Conflict of Interest
401.3	Nepotism
401.4	Employee Complaints
401.5	Employee Records
401.5R1	Employee Records Regulation
401.6	Transporting of Students by Employees
401.7	Employee Travel Compensation
401.8	Recognition for Service of Employees
401.9	Employee Political Activity
401.10	Credit Cards
401.11	Employee Orientation
402	Employees and Outside Relations
402.1	Release of Credit Information
402.2	Child Abuse Reporting
402.2R1	Child Abuse Reporting Regulation
402.3	Abuse of Students by School District Employees
402.3E1	Abuse of Students by School District Employees
402.3E2	Abuse of Student by School District Employees
402.3R1	Abuse of Student by School District Employees Regulation
402.4	Gifts to Employees
402.5	Public Complaints about Employees
402.6	Employee Outside Employment
403	Employee's Health and Well-Being
403.1	Employee Physical Examinations
403.2	Employee Injury on the Job
403.3	Communicable Disease - Employees
403.3E1	Hepatitis B Vaccine Information & Record
403.3R1	Universal Precautions Regulation
403.4	Hazardous Chemical Disclosure
403.5	Harassment
403.5E1	Harassment Complaint Form
403.5E2	Witness Disclosure Form
403.5R1	Harassment Investigation Procedures Regulation
403.6	Substance-Free Workplace
403.6E1	Substance-Free Workplace Notice to Employees
403.6R1	Substance-Free Workplace Regulation
403.7	Drug and Alcohol Testing Program
403.7R1	Drug and Alcohol Testing Program Regulation
403.7R2	Drug and Alcohol Testing Program Definitions
403.7E1	Drug and Alcohol Testing Program Notice to Employees
403.7E2	Drug and Alcohol Testing Program Acknowledgment
403.7E3	Consent for Request of Information
403.7E4	Drug/Alcohol Test Notification Form
403.7E5	Certification of Previous Employers Requiring Acknowledgment

403.7E6	Drug and Alcohol Reasonable Suspicion Observation
403.7E7	Drug and Alcohol Testing Program
403.7E8	Random Testing Driver Change List Form
403.7E9	Post-Accident Drug and Alcohol Testing Instruction
403.7E10	Drug & Alcohol Testing Program Worksheet
404	Employee Conduct and Appearance
404.R1	Code of Professional Conduct and Ethics
404.R2	Code of Rights and Responsibilities
405	Licensed Employees -General
405.1	Licensed Employee Defined
405.2	Licensed Employee Qualifications, Recruitment, Selection
405.3	Licensed Employee Individual Contracts
405.4	Licensed Employee Continuing Contracts
405.5	Licensed Employee Work Day
405.6	Licensed Employee Assignment
405.7	Licensed Employee Transfers
405.8	Licensed Employee Evaluation
405.9	Licensed Employee Probationary Status
406	Licensed Employee Compensation & Benefits
406.1	Licensed Employee Salary Schedule
406.2	Licensed Employee Salary Schedule Advancement
406.3	Licensed Employee Continued Education Credit
406.4	Licensed Employee Compensation for Extra Duty
406.5	Licensed Employee Group Insurance Benefits
406.6	Licensed Employee Tax Shelter Programs
406.6E1	Letter to Collective Bargaining Representative
407	Licensed Employee Termination of Employment
407.1	Licensed Employee Resignation
407.2	Licensed Employee Contract Release
407.3	Licensed Employee Retirement
407.4	Licensed Employee Suspension
407.5	Licensed Employee Reduction in Force
407.6	Licensed Employee Early Retirement
408	Licensed Employee Professional Growth
408.1	Licensed Employee Professional Development
408.2	Licensed Employee Publication or Creation of Materials
408.3	Licensed Employee Tutoring
409	Licensed Employee Vacations and Leaves of Absence
409.1	Licensed Employee Vacation - Holidays - Personal
409.2	Licensed Employee Personal Illness Leave
409.3	Licensed Employee Family and Medical Leave
409.3E1	Licensed Employee Family and Medical Leave Notification
409.3E2	Licensed Employee Family and Medical Leave Requirements
409.3E3	Licensed Employee Family and Medical Leave Certification
409.3E4	Licensed Employee Family and Medical Leave Requirements
409.3R1	Licensed Employee Family and Medical Leave Regulation
409.3R2	Licensed Employee Family and Medical Leave Definition
409.4	Licensed Employee Bereavement Leave
409.5	Licensed Employee Political Leave
409.6	Licensed Employee Jury Duty Leave

409.7	Licensed Employee Military Service Leave
409.8	Licensed Employee Unpaid Leave
410	Other Licensed Employees
410.1	Substitute Teachers
410.2	Summer School Licensed Employee
410.4	Education Aide

STAFF PERSONNEL

Series 400

411	Classified Employees - General
411.1	Classified Employee Defined
411.2	Classified Employee - Qualifications, Recruitment, Selection
411.3	Classified Employee Contracts
411.4	Classified Employee Licensing/Certification
411.5	Classified Employee Assignment
411.6	Classified Employee Transfers
411.7	Classified Employee Evaluation
411.8	Classified Employee Probationary Status
412	Classified Employee Compensation and Benefits
412.1	Classified Employee Compensation
412.2	Classified Employee Wage and Overtime Compensation
412.3	Classified Employee Group Insurance Benefits
412.3R1(L)	Contract Days and Benefits
412.4	Classified Employee Tax Shelter Programs
413	Classified Employee - Termination of Employment
413.1	Classified Employee Resignation
413.2	Classified Employee Retirement
413.3	Classified Employee Suspension
413.4	Classified Employee Dismissal
413.5	Classified Employee Reduction in Force
414	Classified Employee Vacations & Leaves of Absence
414.1	Classified Employee Vacations - Holidays - Personal Leave
414.1R1(L)	Classified Employee Vacations - Holidays - Personal Leave
414.2	Classified Employee Personal Illness Leave
414.3	Classified Employee Family and Medical Leave
414.3E1	Classified Employee Family and Medical Leave Notification
414.3E2	Classified Employee Family and Medical Leave Requirement
414.3E3	Classified Employee Family and Medical Leave Certification
414.3E4	Classified Employee Family and Medical Leave Request Worksheet
414.3R1	Classified Employee Family and Medical Leave Regulation
414.3R2	Classified Employee Family and Medical Leave Definitions
414.4	Classified Employee Bereavement Leave
414.5	Classified Employee Political Leave
414.6	Classified Employee Jury Duty Leave
414.7	Classified Employee Military Service Leave
414.8	Classified Employee Unpaid Leave
414.9	Classified Employee Professional Purposes Leave

STUDENT PERSONNEL

Series 500

500	Objectives for Equal Educational Opportunities for Students
501.1	Resident Students
501.2	Nonresident Students
501.3	Compulsory Attendance
501.3	Compulsory Age Attendance Regulation
501.4	Entrance - Admissions
501.5	Attendance Center Assignment
501.6	Student Transfers In
501.6R1(L)	Student Transfers In
501.7	Student Transfers Out or Withdrawals
501.8	Student Attendance Records
501.11	Student Release During School Hours
501.111	Senior High School Open Campus
501.12	Pregnant Students
501.13	Students of Legal Age
501.14	Open Enrollment Transfers - Procedures As a Sending School
501.15	Open Enrollment Transfers - Procedures As a Receiving School
501.16	Homeless Children and Youth
502	Student Rights and Responsibilities
502.1	Student Appearance
502.2	Care of School Property/Vandalism
502.3	Freedom of Expression
502.4	Student Complaints and Grievances
502.5	Student Lockers
502.6	Weapons
502.7	Smoking - Drinking - Drugs
502.8	Search and Seizure
502.8E1	Search and Seizure Checklist
502.8R1	Search and Seizure Regulation
502.9	Interviews of Students by Outside Agencies
502.10	Student Bullying and Harassment
502.10R	Student-To-Student Harassment Regulation
502.10E1	Harassment Complaint Form
502.10E2	Witness Disclosure Form
502.10R1	Student-To-Student Harassment Investigation Procedure Regulation
502.11	Use of Motor Vehicles
503.1	Student Conduct
503.1R1	Student Suspension Regulation
503.2	Expulsion
503.3	Fines - Fees - Charges
503.3E1	Standard Fee Waiver Application
503.4	Good Conduct Rule
503.5	Corporal Punishment
504.1	Student Government
504.2	Student Organizations
504.3	Student Publications
504.3R1	Student Publications Code Regulation

504.4	Student Performances
504.5	Student Fund Raising
504.5R	Minors School Licenses
504.6	Student Activity Program
505.1	Student Progress Reports and Conferences
505.2	Student Promotion – Retention - Acceleration
505.3	Student Honors and Awards
505.4	Testing Program
505.5	Graduation Requirements
505.5R1(L)	Graduation Requirements for Foreign Students
505.6	Early Graduation
505.7	Commencement
506.1	Student Records Access
506.1E1	Student Records Checklist
506.1E2	Request of Nonparent for Examination or Copies
506.1E3	Authorization for Release of Student Records
506.1E4	Request for Hearing on Correction of Student Records
506.1E5	Request for Examination of Student Records
506.1E6	Notification of Transfer of Student Records
506.1E7	Letter to Parent Regarding Receipt of a Subpoena
506.1E8	Juvenile Justice Agency Information Sharing Agreement
506.1E9	Annual Notice
506.1R1	Use of Student Records Regulation
506.2	Student Directory Information
506.2E1	Authorization for Releasing Student Directory Information
506.2R1	Use of Directory Information Regulation
506.3	Student Photographs
506.4	Student Library Circulation Records
507.1	Student Health and Immunization Certificates
507.2	Administration of Medication to Student
507.2E1	Record of the Administration of Medication
507.2E2	Parental Authorization and Release Form For the Administration of Medication to Students
507.2E3	Authorization – Asthma or Airway Constricting Medication Self-Administration Consent Form
507.3	Communicable Diseases – Students
507.3E2	Reportable Infectious Diseases
507.4	Student Illness or Injury at School
507.5	Emergency Plans and Drills
507.6	Student Insurance
507.7	Custody and Parental Rights
507.8	Student Special Health Services
507.8R1	Special Health Services Regulation
507.9	Wellness Policy
508.1	Class or Student Group Gifts
508.2	Open Night

EDUCATIONAL PROGRAM

Series 600

600	Goals and Objectives of the Education Program
601	General Organization
601.1	School Calendar
601.2	School Day
602	Curriculum Development
602.1	Curriculum Development
602.2	Curriculum Implementation
602.31	Accountability Test Integrity/Test Preparation
602.3	Curriculum Evaluation
602.4	Pilot - Experimental - Innovative Projects
603	Instructional Curriculum
603.1	Basic Instruction Program
603.2	Summer School Instruction
603.3	Special Education
603.4	Multicultural/Gender Fair Education
603.5	Health Education
603.5E1	Human Growth and Development Student Excuse
603.6	Physical Education
603.7	Career Education
603.8	Teaching About Religion
603.8R1	Teaching About Religion Regulation
603.9	Academic Freedom
603.9R1	Teaching Controversial Issues Regulation
603.10	Global Education
603.11	Citizenship
604	Alternative Programs
604.1	Competent Private Instruction
604.1E1	Competent Private instruction Report
604.2	Individualized Instruction
604.3	Program for Talented & Gifted Students
604.4	Program for At-Risk Students
604.5	Religious-Based Exclusion from a School Program
604.6	Instruction at a Post-Secondary Educational Institution
604.7	Dual Enrollment
604.8	Foreign Students
604.9	Home School Assistance Program
605	Instructional Materials
605.1	Instructional Materials Selection
605.1R1	Selection of Instructional Materials Regulation
605.2	Instructional Materials Inspection
605.3	Objection to Instructional Materials
605.3E1	Instructions to the Reconsideration Committee
605.3E2	Reconsideration of Instructional Materials Request Form
605.3E3	Sample Letter to Individual Challenging Instructional Materials
605.3R1	Reconsideration of Instructional Materials Regulation
605.4	Technology and Instructional Materials
605.5	School Library

605.6	Internet - Appropriate use
605.6E1	Internet Access Permission Letter to Parents
605.6E2	Internet Appropriate Use Violation Notice
605.6R1	Internet- Appropriate Use Regulation
605.7	Use of Information Resources
605.7R1	Use of Information Resources
606	Instructional Arrangements
606.1	Class Size - Class Grouping
606.2	School Ceremonies and Observances
606.3	Animals in the Classroom
606.4	Student Production of Materials & Services
606.5	Student Field Trips and Excursions
606.6	Insufficient Classroom Space
607	Instructional Services
607.1	Student Guidance and Counseling Program
607.2	Student Health Services
607.2R1	Student Health Services

AUXILIARY SERVICES

Series 700

700	Purpose of Non-instructional and Business Services
701.1	Depository of Funds
701.2	Transfer of Funds
701.3	Financial Records
701.4	Governmental Accounting Practices and Regulations
702	Cash in School Buildings
703.1	Budget Planning
703.2	Spending Plan
704.1	Local - State - Federal - Miscellaneous Revenue
704.2	Sale of Bonds
704.3	Investments
704.4	Gifts - Grants - Requests
704.5	Student Activities Fund
705.1	Purchasing - Bidding
705.1R1(L)	Purchasing - Bidding
705.2	Purchasing on Behalf of Employees
705.3	Payment for Goods and Services
706.1	Payroll Periods
706.2	Payroll Deductions
706.3	Pay Deductions
706.3R1	Pay Deductions
707.1	Secretary's Reports
707.2	Treasurer's Annual Report
707.3	Publications of Financial Reports
707.4	Audit
707.5	Internal Controls
707.5R1	Internal Controls Procedures
708	Care, Maintenance and Disposal of School District Records
709	Insurance Program
709.1R1(L)	Insurance Program
710.1	School Food Program
710.2	Free or Reduced Cost Meals Eligibility
710.3	Vending Machines
711.1	Student School Transportation Eligibility
711.2	Student Conduct on School Transportation
711.3	Student Transportation for Extra Curricular Activities
711.4	Summer School Program Transportation Service
711.5	Transportation of Non-resident and Non-public School Students
711.6	Transportation of Non-school Groups
711.7	School Bus Safety Instruction
711.8	Transportation in Inclement Weather

BUSINESS PROCEDURES

Series 800

- 800 Objectives of Buildings & Sites
- 801.1 Buildings & Sites Long Range Planning
- 801.2 Buildings & Sites Surveys
- 801.3 Educational Specifications for Buildings & Sites
- 801.4 Site Acquisition
- 802.1 Maintenance Schedule
- 802.2 Requests for Improvements
- 802.3 Emergency Repairs
- 802.4 Capital Assets
- 802.4R1 Capital Assets
- 802.4R2 Capital Assets Management System Definitions
- 802.5 Buildings & Sites Adaptation for Persons with Disabilities
- 802.6 Vandalism
- 802.7 Energy Conservation
- 803.1 Disposition of Obsolete Equipment
- 803.2 Lease, Sale, or Disposal of School District Buildings & Sites
- 804.1 Facilities Inspections
- 804.2 Warning System and Emergency Plans
- 804.3 Bomb Threat
- 804.4 Asbestos Containing Material

BUILDING AND SITES

Series 900

- 900 Principles and Objectives for Community Relations
- 901 Public Examination of School District Records
- 902.1 News Media Relations
- 902.2 News Conferences and Interviews
- 902.3 News Releases
- 902.4 Live Broadcast or Videotaping
- 903.1 School - Community Groups
- 903.2 Community Resource Persons and Volunteers
- 903.3 Visitors to School District Buildings and Sites
- 903.4 Public Conduct on School Premises
- 903.5 Distribution of Materials
- 903.5R1 Distribution of Materials Regulation
- 904.1 Transporting Students in Private Vehicles
- 904.2 Advertising and Promotion
- 905.1 Community Use of School District Facilities & Equipment
- 905.1R1 Community Use of School District Facilities & Equipment Regulation
- 905.1E1 Community Use of School District Facilities & Equipment
- 905.1E2 Community Use of School District Facilities & Equipment
- 905.2 Smoke-Free Environment

SCHOOL COMMUNITY RELATIONS

Series 1000

1004.2AR Use of George Daily Community Auditorium