Series 100 Legal Status

100	Legal Status of the School District	
101	Education	al Philosophy of the School District
102	Equal Edu 102.E1	ncational Opportunity Annual Notice of Nondiscrimination
	102.E2	Continuous Notice of Nondiscrimination
	102.E3	Notice of Section 504 Student and Parental Rights
	102.E4	Discrimination, Anti-Bullying, and Anti-Harassment-Complaint Form
	102.E5	Witness Disclosure Form
	102.E6	Disposition of Complaint Form
	102.R1	Grievance Procedure
103	Education	al and Operational Planning, Needs Assessment and Evaluation
	103.R1	Long-Range Needs Assessment
104	Anti-Bull	ying/Anti-Harassment Policy
	104.E1	Complaint Form (Discrimination, Anti-Bullying, and Anti-Harassment)
	104.E2	Witness Disclosure Form
	104.E3	Disposition of Complaint Form
	104.R1	Anti-Bullying/Anti-Harassment Investigation Procedures
105	Assistance	e Animals
106	Discrimination and Harassment Based on Sex Prohibited	

Series 200 Board of Directors

200	Board of Directors			
	200.1	Organization of the Board of Directors		
	200.1R1	Organizational Meeting Procedures	***	
	200.2	Powers of the Board of Directors		
	200.2	Responsibilities of the Board of Directors		
	200.5	Responsionates of the Board of Directors		
201	Board of Dir	ectors' Elections		
202	Board of Dir	ectors Members		
	202.1	Qualifications		
	202.2	Oath of Office		
	202.3	Term of Office		
	202.4	Vacancies		
	202.5	Student School Board Representatives		
203	Board of Dir	ectors' Conflict of Interest		
204	C 1 CEAL			
204	Code of Ethi	CS		
205	Board Memb	per Liability		
206	Board of Dir	ectors' Officers		
	206.1	President		
	206.2	Vice-President		
	206.3	Secretary		
	206.4	Treasurer		
207	Board of Directors' Legal Counsel			
208	Ad Hoc Com	nmittees		
208.1E1	Ad Hoc Com	nmittees Exhibit	***	
209	Board of Dir	ectors' Management Procedures		
20)	209.1	Development of Policy		
	209.2	Adoption of Policy		
	209.3	Dissemination of Policy		
	209.4	Suspension of Policy		
	209.5	Administration in the Absence of Policy		
	209.6	Review and Revision of Policy		
	209.7	Review of Administrative Regulations		
210	D 1 . CD'.	and Markey		
210		ectors' Meetings		
	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		
	210.7R1	Rules of Order Regulation		
	210.8	Board Meeting Agenda Consent Agendas		
	210.9			

211	Open Meetings			
212 212.1	Closed Sessions Exempt Meetings			
213	Public Parti 213.1	cipation in Board Meetings Public Complaints	***	
214	Public Hearings			
215	Board of Di 215.1E1	rectors' Records Board Meeting Minutes		***
216	Board of Di 216.1 216.2 216.3	rectors' Member Services Association Membership Board of Directors' Member I Option I - Board of Directors'	1	d Expenses
217	Gifts to Board of Directors			
218	Electronic Records and Signatures			

Series 300 Administration

300	Role of School District Administration		
301	Administrative Structure		
	301.1	Management	
	301.2	Administrative Team	
302	Superintendent		
	302.1	Superintendent Qualifications, Recruitment, Appointment	
	302.2	Superintendent Contract and Contract Nonrenewal	
	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	Administrative Employees		
	303.1	Administrative Positions	
	303.2	Administrator Qualifications, Recruitment, Appointment	
	303.3	Administrator Contract and Contract Nonrenewal	
	303.4	Administrator Salary and Other Compensation	
	303.5	Administrative Duties	
	303.6	Administrator Evaluation	
	303.7	Administrator Professional Development	
	303.8	Administrator Civic Activities	
	303.9	Administrator Consulting/Outside Employment	
304	Policy In	plementation	
	304.1	Development and Enforcement of Administrative Regulations	
	304.2	Monitoring of Administrative Regulations	
305	Administ	rator Code of Ethics	
306	Succession	on of Authority to the Superintendent	

Series 400 Employees

Role of and Guiding Principles for Employees		
400.1	Code of Ethics	
Employees and Internal Relations		
401.1	Equal Employment Opportunity	
401.2	Employee Conflict of Interest	
401.3	Nepotism	
	Employee Complaints	
	Employee Records	
	Employee Records Regulation	
401.6	Limitations to Employment References	
401.7	Employee Travel Compensation	
401.8	Recognition for Service of Employees	
401.9	Employee Political Activity	
401.11	Employee Orientation	
401.12	Employee Use of Cell Phones	
401.12R1	Employee Use of Cell Phones Regulation	
401.13	Staff Technology Use/Social Networking	
401.13R1	Staff Technology Use/Social Networking Regulation	
401.14	Employee Expression	
401.15	Access to Buildings	
401.16	Use of Social Media and Other Electronic Communication	
401.16A	Use of Social Media and Other Electronic Communication Policy Acknowledgement	
Employees and Outside Relations		
402.1	Release of Credit Information	
402.2	Child Abuse Reporting	
402.3	Abuse of Students by School District Employees	
402.3E1	Abuse of Students by School District Employees Report Form	
402.3E2	Abuse of Students by School District Employees Investigation-Level I	
402.3R1	Abuse of Students by School District Employees Regulation	
402.4	Gifts to Employees	
402.5	Required Professional Development for Employees	
402.5R1	Public Complaints about Employees Complaint Form	
402.6	Employee Outside Employment	
Employees'	Health and Well-Being	
	Employee Physical Examinations	
	Employee Injury on the Job	
	Communicable Diseases - Employees	
	Hepatitis B Vaccine Information and Record	
	Communicable Diseases-Employees-Regulation	
403.4	Hazardous Chemical Disclosure	
403.5	Substance-Free Workplace	
403.5E1	Substance-Free Workplace Notice to Employees	
403.5R1	Substance-Free Workplace Regulation	
403.6	Drug and Alcohol Testing Program	
403.6E1	Drug and Alcohol Testing Program Notice to Employees	
403.6E2	Drug and Alcohol Testing Program Acknowledgment Form	
403.6E3	Drug and Alcohol Testing Program and Pre-Employment Testing	
	Written Consent to Share Information	
403.7	Workplace Bullying	
	400.1 Employees 401.1 401.2 401.3 401.4 401.5 401.5R1 401.6 401.7 401.8 401.9 401.11 401.12 401.12R1 401.13 401.16A Employees 402.1 402.2 402.3 402.3E1 402.3E2 402.3R1 402.4 402.5 402.5R1 402.6 Employees' 403.1 403.2 403.3 403.3E1 403.3R1 403.4 403.5 403.5E1 403.6E2 403.6E2 403.6E3	

404 Employee Conduct and Appearance

	404.1R1 404.1R2	Code of Professional Conduct and Ethics Regulation Code of Rights and Responsibilities Regulation			
405	Licensed E	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 E	Employee Compensation and Benefits			
	406.1	Licensed Employee Compensation			
	406.2	Licensed Employee Compensation 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			
407	Licensed Employee Termination of Employment				
	407.1	Licensed Employee Resignation			
	407.2	Licensed Employee Contract Release			
	407.3	Licensed Employee Early Retirement			
	407.3B	Licensed Employee Voluntary Early Retirement Benefit			
	407.4	Licensed Employee Suspension			
	407.5	Licensed Employee Reduction in Force			
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	Employee Vacations and Leaves of Absence				
	409.1	Employee Vacation - Holidays			
	409.2	Employee Leave of Absence			
	409.3	Employee Family and Medical Leave			
	409.3E1	Employee Rights Under the Family Medical Leave Act			
	409.3E2	Notice of Eligibility and Rights and Responsibilities (FMLA)			
	409.3E3	Certification of Health Care Provider for Serious Health Condition (FMLA)			
	409.3E4	Certification of Health Care Provider for Family Member's Serious Health Condition (FMLA)			
	409.3E5	Designation Notice (FMLA)			
	409.3R1	Employee Family and Medical Leave Regulation			
	409.3R2	Employee Family and Medical Leave Definitions			

410	Other Licensed Employees		
	410.1	Substitute Teachers	
	410.2	Summer School Licensed Employees	
	410.4	Education Associate	
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	
	412.4	Classified Employee Tax Shelter Programs	
413	Classified	Employee Termination of Employment	
	413.1	Classified Employee Resignation	
	413.2	Classified Employee Retirement	
	413.2B	Classified Employee Voluntary Early Retirement Benefits	
	413.3	Classified Employee Suspension	
	413.4	Classified Employee Dismissal	
	413.5	Classified Employee Reduction in Force	
414	Classified	Employee Professionals Purposes Leave	
415.1		entary Pass	
		•	

Series 500 Students

501	Student Attendance			
	501.1	Resident Students		
	501.2	Nonresident Students		
	501.3	Compulsory Attendance		
	501.3R1	Attendance Cooperation Process		
	501.4	Entrance - Admissions		
	501.5	Attendance Center Assignment		
	501.6	Student Transfers In		
	501.7	Student Transfers Out or Withdrawals		
	501.7	Student Attendance Records		
	501.9	Student Attendance Records Student Absences - Excused		
	501.9E1	Request for Remote Learning Form		
	501.10	Truancy - Unexcused Absences		
	501.10 501.10R1	Truancy - Unexcused Absences Regulation		
	501.1011	Student Release During School Hours		
	501.11	Pregnant Students		
	501.12	Students of Legal Age		
	501.13	Open Enrollment Transfers - Procedures as a Sending District		
	501.14	Open Enrollment Transfers - Procedures as a Sending District		
	501.15	Homeless Children and Youth		
	301.10	Homeless Children and Touth		
502	Student Rig	ghts and Responsibilities		
	502.1	Student Appearance		
	502.2	Care of School Property/Vandalism		
	502.3	Student Expression and Student Publications		
	502.3R1	Student Expression and Student Publications Code		
	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	Use of Motor Vehicles		
503	Student Discipline			
303	503.1	Student Conduct		
	503.1R1	Student Suspension		
	503.2	Expulsion		
	503.3	Fines - Fees - Charges		
	503.3R1	Student Fee Waiver and Reduction Procedures		
	503.4	Good Conduct/Academic Eligibility Rule		
	503.5	Corporal Punishment, Mechanical Restraint and Prone Restraint		
	503.6	Physical Restraint and Seclusion of Students		
	503.6E1	Use of Physical Restraint and/or Seclusion Documentation Form		
	503.6E2	Debriefing Letter to Guardian of Student Involved In An Occurrence Where Physica		
	505.0L2	Restraint and/or Seclusion Was Used		
	503.6E3	Debriefing Meeting Document		
	503.6R1	Use of Physical Restraint and Seclusion With Students		
	503.0101	Student Disclosure of Identity		

	503.7E1	Report of Student Disclosure of Identity		
	503.7E2	Request to Update Student Identity		
504	Student Act	tivities		
	504.1	Student Government		
	504.2	Student Organizations (II)		
	504.4	Student Performances		
	504.5	Student Fund Raising		
	504.5 R1	Student Fund Raising Regulations		
	504.6	Student Activity Program		
505	Student Sch	Student Scholastic Achievement		
303	505.1	Student Progress Reports and Conferences		
	505.2	Student Progress Reports and Conferences Student Promotion-Retention-Acceleration		
	505.2	Student Honors and Awards		
	505.4	Testing Program		
	505.5	Graduation Requirements		
	505.5E	Graduation Requirements (Classes of 2015»)		
	505.7	Commencement		
	505.8	Parent and Family Engagement Districtwide Policy		
	505.8R1	Parent and Family Engagement Building-Level Regulation		
	303.0101	Tarent and Family Engagement Bunding Level Regulation		
506	Student Red	cords		
	506.1	Education Records Access		
	506.1A	Student Records Checklist		
	506.1E1	Request of Nonparent for Examination or Copies of Education Records		
	506.1E2	Authorization for Release of Education Records		
	506.1E3	Request for Hearing on Correction of Education Records		
	506.1E4	Request for Examination of Education Records		
	506.1E5	Notification of Transfer of Education Records		
	506.1E6	Letter to Parent Regarding Receipt of a Subpoena		
	506.1E7	Juvenile Justice Agency Information Sharing Agreement		
	506.1E8	Annual Notice		
	506.1E9	Annual Notice (Spanish Version)		
	506.1R1	Use of Education Records Regulation		
	506.2	Student Directory Information		
	506.2E1	Authorization for Releasing Student Directory Info		
	506.2R1	Use of Directory Information		
	506.3	Student Photographs		
	506.4	Student Library Circulation Records		
	506.4E1	Student Library Circulation Records Form		
507	Student Health and Well-Being			
	507.1	Student Health and Immunization Certificates		
	507.2	Administration of Medication to Students		
	507.2E1	Authorization for Asthma or Airway Constricting or Respiratory Distress Medication		
		Self-Administration Consent Form		
	507.2E1A	Prescription Medication Administration Form		
	507.2E1B	Non-Prescription Medication Administration Form		
	507.2E2	Parental Authorization and Release Form for the Administration of Medication or Specia		
		Health Services to Students		
	507.2E3	Parental Authorization and Release Form for the Independent Self Carry and		
		Administration of Prescribed Medication or Independent Delivery of Health Services by		
		the Student		
	507.2E4	Parental Authorization and Release Form for the Administration of Voluntary School		
		Stock Over-the-Counter Medication to Students		

	507.2	C ' 11 D' C 1 .
	507.3	Communicable Diseases - Students
	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
	507.9R1	Wellness Policy Regulation
3	Miscellaneo	us Student-Related Matters
	508.1	Class or Student Group Gifts
	508.2	Open Night

508

Series 600 Education Program

600	Goals and Objectives of the Education Program		
601	General Org	ganization	
	601.1	School Calendar	
	601.2	School Day	
602	Curriculum	Development	
002	601.3	Curriculum Development	
	602.2	Curriculum Implementation	
	602.3	Curriculum Evaluation	
	602.4	Pilot - Experimental - Innovative Projects	
603	Instructional Curriculum		
005	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 Form	
	603.51	Physical Education	
	603.7	Career Education	
	603.8	Teaching About Religion	
	603.8R1	Teaching About Religion Regulation – Religious Holidays	
	603.9	Academic Freedom	
	603.9R1	Teaching Controversial Issues	
	603.10	Global Education	
	603.11	Citizenship	
	003.11	Citizenship	
604	Alternative Programs		
	604.1	Private Instruction	
	604.2	Individualized Instruction	
	604.3	Program for Talented and 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	
	604.10	On-line Courses	
	604.11	Appropriate Use of Online Learning Platforms	
605			
	605.1	Instructional Materials Selection	
	605.1R1	Selection of Instructional Materials	
	605.2	Instructional and Library Materials Inspection and Display	
	605.3	Objection to Instructional and Library Materials	
	605.3E1	Instructions to the Reconsideration Committee	
	605.3E2	Reconsideration of Instructional and Library Materials Request Form	
	605.3E3	Sample Letter to Individual Challenging Instructional Materials	
	605.3E4	Request to Prohibit a Student From Checking Out Specific Library Materials	
	605.3E5	Request to Prohibit a Student from Accessing Specific Instructional and Library	
		Materials	
	605.3R1	Reconsideration of Instructional and Library Materials Regulation	
	605.4	Technology and Instructional Materials	

605.5 605.6 605.6E1 605.6E2 605.6R1 605.7 605.7R1 606.1 606.2 606.3 606.4 606.5 606.6	School Library Internet Access and Internet Safety Parental Permission for Internet Access and Use Internet Appropriate Use Violation Notice Internet-Appropriate Use Regulation Use of Information Resources Use of Information Resources Regulation Class Size – Class Grouping School Ceremonies and Observances Animals in the Classroom Student Production of Materials and Services Student Field Trips and Excursions Insufficient Classroom Space
Student Services	
607.1 607.2 607.2R1	Student Guidance and Counseling Program Student Health Services Student Health Services Regulation

Series 700 Non-Instructional Operations and Business Services

700	Purpose of Non-instructional and Business Services		
701	Financial Ad 701.1 701.2 701.3 701.4 701.5 701.5R1	Depository of Funds Transfer of Funds Financial Records Governmental Accounting Practices and Regulations Fiscal Management Fiscal Management-Financial Metrics	
702	Cash in School Buildings		
703	Budget 703.1 703.2	Budget Planning Spending Plan	
704	Revenue 704.1 704.2 704.2R1 704.3 704.4 704.5 704.6	Local - State - Federal - Miscellaneous Revenue Debt Management Policy Post-Issuance Compliance Regulation for Tax-Exempt Obligations Investments Gifts - Grants - Bequests Student Activities Fund Online Fundraising Campaigns-Crowdfunding	
705	Expenditure 705.1 705.1R1 705.1R2 705.2 705.3 705.4 705.4R1	Purchasing – Bidding Suspension and Debarment of Vendors and Contractors Procedure Using Federal Funds in Procurement Contracts Credit and Procurement Cards Payment for Goods and Services Expenditures for a Public Purpose Use of Public Funds Regulation	
706	Payroll Proc 706.1 706.2 706.3 706.3R1	Payroll Periods Payroll Deductions Pay Deductions Pay Deduction Regulation	
707	Fiscal Report 707.1 707.2 707.3 707.4 707.5 707.5R1	Business Manager's Reports Treasurer's Annual Report Publication of Financial Reports Audit Internal Controls Internal Controls Procedures	
708	Care, Maintenance and Disposal of School District Records		
709	Insurance Pr	rogram	

710

School Food Services

	710.1	School Nutrition Program	
	710.1E1	School Nutrition Program Notices of Nondiscrimination	
	710.1E2	Child Nutrition Programs Civil Rights Complaint Form	
	710.1R1	School Nutrition Program Civil Rights Complaints Procedure	
	710.2	Free or Reduced Cost Meals Eligibility	
	710.3	Vending Machines	
	710.4	Meal Charges	
711	Transportation		
	711.1	Student School Transportation Eligibility	
	711.2	Student Conduct on School Transportation	
	711.2R1	Student Conduct on School Transportation Regulation	
	711.3	Student Transportation for Extracurricular Activities	
	711.4	Summer School Program Transportation Service	
	711.5	Transportation of Nonresident and Nonpublic School Students	
	711.6	Transportation of Nonschool Groups	
	711.7	School Bus Safety Instruction	
	711.8	Transportation in Inclement Weather	
	711.8R1	Transportation in Inclement Weather Regulation	
	711.9	District Vehicle Idling	
	711.10	School Bus Passenger Restraints	
	711.10R1	School Bus Seat Belt Policy	
712	Technology	y and Data Security	
	712R1	Security Requirements of Third-Party Vendors Regulation	

Series 800 Buildings & Sites

800 Objectives of Buildings & Sites		of Buildings & Sites			
801	Site Acquisition and Building Construction				
001	801.1	Buildings & Sites Long Range Planning			
	801.2	Buildings & Sites Surveys			
	801.3	Educational Specifications for Buildings & Sites			
	801.4	Site Acquisition			
802	Maintenance, Operation and Management				
	802.1	Maintenance Schedule			
	802.2	Requests for Improvements			
	802.3	Emergency Repairs			
	802.4	Capital Assets			
	802.4R1	Capital Assets Regulation			
	802.4R2	Capital Assets Management System Definitions			
	802.5	Buildings & Sites Adaptation for Persons With Disabilities			
	802.6	Vandalism			
	802.7	Energy Conservation			
803	Selling and Leasing				
	803.1	Disposition of Obsolete Equipment			
	803.2	Lease, Sale Or Disposal of School District Buildings & Sites			
804	Safety Program				
	804.1	Facilities Inspection			
	804.2	District Emergency Operations Plans			
	804.4	Asbestos Containing Material			
	804.5	Stock Prescription Medication Supply			
	804.5E1	Parental Authorization and Release Form for the Administration of a Voluntary School			
		Supply of Stock Medication for Life Threatening Incidents			
	804.6	Use of Recording Devices on School Property			
	804.6R1	Use of District Owned Recording Devices on District Property Regulation			
	804.7	Radon Mitigation			
	804.7R1	Radon Mitigation Regulation			

Series 900 - School District - Community Relations

900	Principles and Objectives for Community Relations		
901	Public Exa	mination of School District Records	
902	Press, Rad	io and Television New Media	
	902.1	News Media Relations	
	902.2	News Conferences and Interviews	
	902.3	News Releases	
	902.4	Live Broadcast or Recording	
903	Public Participation in the School District		
	903.1	School - Community Groups	
	903.2	Community Resource Persons and Volunteers	
	903.3	Visitors to School District Buildings & Sites	
	903.4	Public Conduct on School Premises	
	903.5	Distribution of Materials	
	903.5R1	Distribution of Materials Regulation	
904	Community Activities Involving Students		
	904.1	Transporting Students in Private Vehicles	
	904.2	Advertising and Promotion	
905	Use of School District Facilities and Equipment		
	905.1	Community Use of School Facilities and Equipment	
	905.1A	The Use and Care of School Property	
	905.2	Tobacco/Nicotine Free Environment	
	905.3	Weapons in the School District	
	905.4	ICN Room Use	
	905.4R1	ICN Room Use Regulation	
	905.5	Loan and Use of School Equipment	
	905.6	City Recreation Use of School Facilities	
906	Unmanned Aircrafts-Drones		
907	District Op	peration During Public Emergencies	
	907.R1	District Operation During a Public Health Emergency Regulation	