

APPROVAL OF HANDBOOKS AND DIRECTIVES

In order that pertinent Board policies and important regulations and procedures may be known by all staff members and students affected by them, administrators are granted authority to issue staff and student handbooks, curriculum guides, manuals, pamphlets, and other similar type publications, as found necessary and desirable.

It is essential that such handbooks conform to Board policies, and that they be approved by the Board or Superintendent as appropriate prior to publication.

Annual Board approval will be necessary for handbooks which contain required standards of conduct for employees or students so that the contents may be accorded the status of Board approved procedure or regulation. The Superintendent will use his/her judgment regarding Board approval of other specific handbooks. All handbooks published will be made available to the Board for information.