

A - SCHOOL DISTRICT ORGANIZATION

Policy

Y	AA	School District Legal Status
Y	AB	School Board Legal Status
Y	ABA	Authority
Y	ABB	Powers and Responsibilities
Y	ABC	Board Members Legal Status
Y	ABCA	Number
Y	ABCB	Qualifications
Y	ABCC	Term of Office
	ABCD	Method of Election
Y	ABCD A	Unexpired Term Fulfillment
	ABCE	Resignation
	ABCF	Removal from Office
Y	ABD	School Board Liability
Y	ABE	School Superintendent Legal Status
Y	AC	School District Organization
Y	AD	School Attendance Areas
Y	ADA	School Census
Y	AE	School Year
Y	AEA	School Calendar
Y	AF	School Day
	AFA	Double Sessions
	AFB	Evening Sessions

B - SCHOOL BOARD OPERATIONS

Policy

	BA	Goals and Objectives
	BB	Internal Organization
Y	BBA	Officers
	BBB	Members
Y	BBBA	Duties
Y	BBBB	Board Member Orientation
Y	BBBC	Board Member Continuing Education
Y	BBBD	Bonded Members
Y	BBBE	Compensation and Expenses
Y	BBBF	Board Communications
Y	BBC	Board Committees
Y	BBD	Board - School Superintendent Relations
Y	BBE	Board Attorney
	BBF	Advisory Committees
Y	BBG	Consultants
Y	BC	Meetings
	BCA	Types
	BCAA	Regular
	BCAB	Special
	BCAC	Work Sessions
Y	BCB	Rules of Procedures
Y	BCBA	Notification
	BCBB	Agendas - Preparation and Dissemination
	BCBC	Distribution of Materials
	BCBD	Quorum
	BCBE	Rules of Order
	BCBF	Voting Method
Y	BCBG	Minutes
	BCBH	Official Journal
	BCBI	Public Participation
	BCBJ	Board Meeting News Coverage
Y	BCBK	Executive Sessions
	BCBL	Board Hearings
Y	BD	Policy Development
Y	BDA	Administrative Regulations and Procedures
	BDB	Administration in Policy Absence

B - SCHOOL BOARD OPERATIONS (continued)

Policy

**BDC
BDD**

**Suspension of Policies
Policy Implementation**

Y BE

School Board Ethics

C - GENERAL SCHOOL ADMINISTRATION

Policy

	CA	Goals and Objectives
Y	CB	School Superintendent
Y	CBA	Qualifications
Y	CBB	Powers and Responsibilities
Y	CBC	Recruitment/Appointment
	CBD	Compensation and Benefits
	CBE	Professional Development Opportunities
	CBF	Evaluation
	CBG	Dismissal
	CBH	Retirement
	CC	Administrative Organizational Plan
	CCA	Organizational Charts
Y	CCB	Line and Staff Relations
	CD	School Building Administration
	CDA	School Principals/Building Administrators
	CDB	Evaluation of Principals/Building Administrators
	CDC	Assignment and Transfer of Building Administrators
Y	CDD	School Improvement Teams
	CDE	School Climate
	CDF	Support Personnel for Building Administration
	CDG	Elementary School Administration
	CDH	Secondary School Administration
	CDHA	Middle School/Junior High Administration
	CDHB	High School Administration
	CE	Special Administrative Programs
	CEA	Temporary Administrators
	CEB	Administrative Intern Program
	CEC	Summer Programs Administration
	CF	Administrative Councils, Cabinets, and Committees
Y	CG	Administrative Records
	CH	School Reports

D - FISCAL MANAGEMENT

Policy

	DA	Goals and Objectives
	DB	Planning Programming Budgeting System
Y	DC	Annual Operating Budget
	DCA	Fiscal Year
Y	DCB	Budget Planning and Preparation
	DCC	Publication
	DCD	Periodic Budget Reconciliation
Y	DCE	Budgetary Items Transfer Authority
	DD	State and Federal Aid
Y	DE	Indebtedness
	DEA	Debt Limitation Payments
Y	DEB	Short Term Notes
	DF	Revenues
Y	DFA	Local Tax Revenues
Y	DFB	State Revenues
	DFC	Federal Revenues
Y	DFD	Tax and Bond Elections and Sales
Y	DFE	Investments
Y	DFF	Grants
Y	DFG	Bequests and Gifts
	DFH	Tuition Income
Y	DFI	Admissions and Gate Receipts
Y	DFJ	Lease of School Lands
	DFJA	Mineral Leases
Y	DFK	Sale of Surplus Equipment and Supplies
Y	DFL	Sale of Buildings and Land
Y	DG	Depository of Funds
Y	DH	Bonded Employees

D - FISCAL MANAGEMENT (continued)

Policy

	DI	Accounting and Reporting
Y	DIA	Accounting System
	DIB	Financial Reports and Statements
Y	DIC	Inventories
Y	DID	Audits
Y	DIE	Records Retention
Y	DJ	Expenditure of Funds
	DJA	Checking Accounts
Y	DJAA	Authorized Signatures
	DJAB	Check-Writing Services
	DJB	Petty Cash Accounts
	DJC	Payroll Procedures
	DJCA	Pay Day Schedules
Y	DJCB	Salary Deductions
Y	DJCC	Payment for Independent Services
Y	DJD	Expense Reimbursement
Y	DJE	Purchasing
	DJEA	Purchasing Authority
	DJEB	Quality Control
	DJEC	Cost Control
Y	DJED	Bids and Quotations
	DJEE	Local Purchasing
	DJEF	Requisitions
Y	DJEG	Purchase Orders and Contracts
	DJEH	Payment Procedures
	DJF	Lease and Rental Payments
	DJG	Notes and Bond Payments
Y	DK	School Activities Funds Management
Y	DL	Cash In School Buildings
	DM	Management of State Funds
	DMA	Employee Benefits Administration
	DMB	Tax-Sheltered Annuities
Y	DN	School Loans

E - BUSINESS MANAGEMENT

Policy

	EA	Goals and Objectives
Y	EB	Buildings and Grounds Management
	EBA	Inspections
Y	EBB	Safety Program
	EBBA	Fire Prevention
	EBBB	Warning Systems
Y	EBBC	Emergency/Crisis Management
Y	EBBD	School Closing and Cancellation
	EBBE	Traffic and Parking Controls
Y	EBBF	Safety Inspections
Y	EBBG	Hazardous Substances
Y	EBC	Security
Y	EBCA	Vandalism
	EBD	Energy Conservation
	EBE	Heating and Lighting
	EBF	Sanitation
Y	EBG	Repairs
	EBH	Leasing and Renting
	EBI	Long-Range Maintenance Program
	EBJ	Buildings and Grounds Records
Y	EC	Equipment and Supplies Management
	ECA	Authorized Uses of Equipment
	ECB	Playground Equipment
Y	ECC	Receiving/Warehousing
	ECD	Distribution
	ECE	Leasing and Renting
Y	ECF	Equipment Maintenance
Y	ED	Transportation Management
	EDA	Authorized Carriers
	EDAA	Board-Owned Buses
	EDAB	Leased Buses
	EDAC	Contracted Bus Service
	EDAD	Public Carriers
Y	EDAE	Student Transportation in Private Vehicles
	EDAF	Driver Education Vehicles
	EDB	Business and Personnel Transportation Management
Y	EDBA	Board-Owned Vehicles
Y	EDBB	Use of Private Vehicles for School Business

E - BUSINESS MANAGEMENT (continued)

Policy

Y	EDC	Transportation Safety Program
	EDCA	Safety Inspection
Y	EDD	School Bus Scheduling and Routing
Y	EDDA	Special Use of School Buses
Y	EDDB	Authorized Passengers
	EDE	Maintenance Program
	EDF	Transportation Records
Y	EE	Child Nutrition Program Management
	EEA	Free Food Service
	EEB	Sanitation Inspections
	EEC	Food Services Records
	EF	Data Management
Y	EFA	Computer and Internet Use for Employees
Y	EFB	Copyright
Y	EFC	Mail and Delivery Services
	EFD	Use of Computers in Recordkeeping
Y	EG	Insurance and Risk Management
Y	EGA	Staff Insurance Coverages
Y	EGB	Student Insurance Program
	EGC	Property Insurance
Y	EGD	Casualty Insurance
Y	EH	Professional Services

F - FACILITY EXPANSION PROGRAM

Policy

	FA	Goals and Objectives
	FB	Building Committees
	FC	Information Campaigns
	FD	Long-Range Planning
	FDA	Long-Range Planning Involvement
	FDB	Long-Range Needs Determination
	FDC	Naming New Facilities
Y	FE	Facilities Planning
	FF	Facilities Financing
	FG	Facilities Construction Administration
	FGA	Construction Plans and Specifications
	FGB	Site Acquisition Procedures
	FGC	Bids and Quotations
	FGD	Contracts
	FGE	Supervision of Construction
	FGEA	Inspections
	FGEB	Field Checks
	FGF	Change Orders
	FGG	Payment Procedures
	FGH	Building Project Records and Reports
	FH	Completed Project
	FHA	Board Inspection and Acceptance of New Facilities
	FHB	Staff Training for Occupancy
	FHC	Public Dedication
	FHCA	Names on Building Plaques
	FI	Temporary School Facilities
	FJ	Facilities Renovations

G - PERSONNEL

Policy

	GA	General Section
	GAA	Goals and Objectives
Y	GAAA	Equal Opportunity Employment
Y	GAAB	Individuals With Disabilities
	GAB	Budget Planning Involvement
	GAC	Staff Involvement in Decisionmaking
Y	GAD	Professional Development Opportunities
Y	GAE	Complaints and Grievances
	GAEA	Staff Protection
Y	GAEAA	Sexual Harassment
Y	GAEAB	Individuals With Disabilities Grievance
		Procedures
	GAF	Staff-Student Relations
	GAG	Staff Conflict of Interest
	GAH	Community Relations
Y	GAHA	Participation in Community Activities
Y	GAHB	Political Activities
	GAHC	Public Appearances
Y	GAI	Solicitations
	GAIA	Solicitations by Staff Members
Y	GAIB	Solicitations of Staff Members
Y	GAJ	Gifts to Employees
Y	GAK	Personnel Records
	GAL	Ethics
	GAM	Working Conditions
Y	GAMA	Tobacco Use
Y	GAMB	Dress Code
Y	GAMC	Investigations
Y	GAMD	Drug-Free Workplace
Y	GAMDA	Employee Assistance Program
	GAME	Employee Alcohol and Drug Testing
Y	GAMEA	General Employees
Y	GAMEB	Commercial Drivers License Holders
Y	GAMF	Employee Health and Safety
	GAMFA	Communicable Diseases
Y	GAMFB	Handling of Body Fluids
Y	GAMFC	Health Examinations
	GAMFD	Personal Security and Safety
Y	GAMG	Dangerous Weapons
Y	GAMH	Defense and Indemnification of Employees

G - PERSONNEL (continued)

Policy

	GB	Personnel - Professional and Support
Y	GBA	Employment Contracts
Y	GBAA	Compensation
Y	GBAAA	Overtime Compensation
	GBB	Positions
Y	GBBA	Qualifications and Duties
	GBBB	General Qualifications and Duties - Support Staff
Y	GBC	Recruitment
Y	GBD	Employment
Y	GBE	Assignment
	GBF	Orientation
Y	GBG	Probation
	GBH	Supervision
Y	GBI	Evaluation
Y	GBJ	Promotion
Y	GBK	Discipline
Y	GBKA	Suspension
Y	GBL	Tenure
Y	GBM	Transfer
Y	GBN	Dismissal
Y	GBNA	Reduction in Staff Personnel
Y	GBO	Resignation
	GBP	Reemployment
Y	GBQ	Retirement
	GBR	General Responsibilities
Y	GBRA	Employee Conduct
	GBRB	Employee Attendance
Y	GBRC	Staff Schedules
Y	GBRD	Professional Faculty Study Meetings
Y	GBRE	Extra Duty
	GBRF	Duty at Student Activities
Y	GBRG	Nonschool Employment
Y	GBRH	Professional Leave
Y	GBRHA	Sabbatical Leave
Y	GBRI	Employee Leaves and Absences
Y	GBRIA	Personal Leave
Y	GBRIB	Sick Leave
Y	GBRIBA	Family and Medical Leave
Y	GBRIBB	Catastrophic Sick Leave Bank
Y	GBRIC	Maternity Leave
Y	GBRID	Military Leave

G - PERSONNEL (continued)

Policy

	GBRIE	Religious
	GBRIF	Bereavement
Y	GBRIG	Public Service
Y	GBRIH	Jury Duty or Subpoenas
	GBRII	Leave for Marriage
Y	GBRIJ	Leave Without Pay
Y	GBRJ	Substitute Personnel
Y	GBRK	Annual Leave
Y	GBRL	Holidays
Y	GBS	Employee Organizations

H - NEGOTIATIONS

Policy

HA	Personnel Negotiations
HAA	Legal Status
HAB	Goals and Objectives
HAC	Scope of Negotiations
HAD	Board Rights and Duties
HAE	Board Negotiating Agent
HAF	Superintendent's Role
HAG	Staff Rights and Responsibilities
HAH	Staff Negotiating Organization
HAI	Bargaining Meeting Procedures
HAJ	Preliminary Agreement Disposition
HAK	Ratification and Implementation Procedures
HAL	Announcement of Agreement
HAM	Impasse Procedures
HAN	Professional Personnel Job Actions
HAO	Amendment and Renegotiations Procedures

I - INSTRUCTIONAL PROGRAM

Policy

	IA	Philosophy
	IAA	Academic Freedom
	IB	Instructional Goals
	IC	Curriculum Development
Y	ID	Curriculum
Y	IDA	Basic Instructional Program
Y	IDAA	Educational Assessment Program
	IDB	Health Education
Y	IDBA	Sex Education
Y	IDBB	Alcohol, Tobacco, Drug and Substance Abuse Education Program
	IDC	Extended Programs
Y	IDCA	Summer Session
Y	IDCB	After School/Evening Programs
	IDCC	School Camp
	IDCD	Travel Study
	IDCE	Advanced College Placement
	IDCF	Work-Study
	IDCG	Honors
Y	IDCH	Home Study Program
Y	IDCI	College/University Programs
	IDD	Special Programs
	IDDA	Disadvantaged
	IDDB	Remedial
Y	IDDC	Homebound Instruction
	IDDD	Gifted Student
Y	IDDE	Driver Training
Y	IDDF	Special Education
Y	IDDG	Alternative Schools Education Program
Y	IDDH	Magnet Schools and Programs
Y	IDDI	Limited English Proficiency Program
Y	IDE	Co-curricular and Extracurricular Activities
	IDF	Interscholastic Activities
Y	IDFA	Interscholastic Athletics
Y	IDFAA	Drug Screening of Student Athletes
Y	IDG	Adult Education

I - INSTRUCTIONAL PROGRAM (continued)

Policy

	IE	Instructional Arrangements
	IEA	Grouping for Instruction
Y	IEB	Class Size
Y	IEC	Scheduling for Instruction
	IED	Student Schedules
	IEE	Team Teaching
	IF	Instructional Resources
Y	IFA	Instructional Materials
Y	IFAA	Textbook Selection and Adoption
Y	IFAB	Supplementary Materials Selection & Adoption
	IFAC	Equipment and Supplies Selection & Adoption
	IFB	Instructional Services
	IFBA	Teacher Aides
	IFBB	Resource Teachers
	IFBC	Instructional Media Centers
	IFBD	School Libraries
	IFBE	Instructional Television
	IFBF	Instructional Radio
	IFBG	Computer Assisted Instruction
Y	IFBGA	Computer Access and Use
	IFC	Community Instructional Resources
	IFCA	University and Colleges
Y	IFCB	Field Trips and Excursions
	IFCC	Community Resource Persons
Y	IFCD	School Volunteers
Y	IFD	Parental Involvement
Y	IFDA	Parental Rights/Student Rights of Privacy
	IG	Guidance and Counseling Plan
	IH	Academic Achievement
Y	IHA	Grading Systems
	IHAA	Final Examinations
Y	IHAB	Report Cards
	IHAC	Student Conferences
Y	IHAD	Parent Conferences
Y	IHB	Homework
Y	IHC	Class Rankings
	IHD	Honor Rolls

I - INSTRUCTIONAL PROGRAM (continued)

Policy

Y	IHE	Promotion and Retention
Y	IHF	Graduation Requirements
	IHG	Awards and Scholarships
Y	II	Testing Program
Y	IIA	Test Selection and Adoption
	IIB	Test Administration
	IIC	Use and Dissemination of Test Results
	IJ	Evaluation of Instructional Program
	IK	Miscellaneous
	IKA	Teaching Methods
	IKB	Controversial Issues
	IKC	Teaching About Religion
	IKD	School Ceremonies and Observances
Y	IKDA	Flag Display/Pledge of Allegiance
Y	IKDB	Graduation Exercises
Y	IKDC	School Prayer
	IKE	Assemblies
	IKF	School Stores
	IKG	Book and Science Fairs
	IKH	Animals in Schools
Y	IKI	Lesson Plans

J - STUDENTS

Policy

	JA	Goals and Objectives
Y	JAA	Equal Education Opportunities
Y	JB	Attendance
Y	JBA	Compulsory School Attendance Ages
Y	JBB	Entrance Age
Y	JBC	School Admission
Y	JBC-P	Enrollment Procedures
	JBCA	Resident Students
Y	JBCB	Nonresident Students
	JBCBA	Tuition
Y	JBCBB	Homeless Students
Y	JBCBC	Foreign Exchange Students
Y	JBCC	Student Assignment
Y	JBCCA	Placement
Y	JBCD	Transfer and Withdrawal
Y	JBCE	School Choice
Y	JBD	Absences and Excuses
Y	JBE	Truancy
	JBF	Released Time for Students
	JBG	Readmissions
Y	JC	Rights and Responsibilities
	JCA	Civil Rights of Minors
Y	JCAA	Due Process
Y	JCAB	Student Searches
Y	JCABA	Searches of Student's Person
Y	JCABB	Use of Metal Detectors
Y	JCABC	Interrogations
	JCB	Student Involvement In Decisionmaking
Y	JCD	Student Conduct
	JCDA	Code of Conduct
Y	JCDAA	Student Smoking
Y	JCDAB	Alcohol and Drug Use
Y	JCDAC	Dangerous Weapons
Y	JCDAD	School Bus Conduct
Y	JCDAE	Electronic Telecommunication Devices
Y	JCDB	Dress Code

J - STUDENTS (continued)

Policy

Y	JCE	Complaints and Grievances
Y	JCEA	Student Sexual Harassment
Y	JCEB	Hearing Procedures
Y	JCEC	Demonstrations of Students
Y	JD	Discipline
	JDA	Corporal Punishment
	JDB	Detention
	JDC	Probation
Y	JDD	Suspension
Y	JDDA	In-School Suspension
Y	JDE	Expulsion
Y	JDF	Discipline of Students with Disabilities
Y	JDG	Zero Tolerance Discipline Program
	JE	Guidance and Counseling
	JF	Academic Achievement
Y	JG	Student Welfare
Y	JGA	Student Insurance Program
	JGB	Student Aid Programs
Y	JGC	Student Health Services
	JGCA	Physical Examinations
Y	JGCB	Immunizations
Y	JGCC	Communicable Disease Control
Y	JGCD	Administration of Medication
Y	JGCE	Child Abuse
	JGCF	School Nurses
Y	JGD	Crisis Intervention
	JGE	Student Social Services
	JGEA	Home Visits
Y	JGF	Student Safety
	JGFA	Emergency Drills
Y	JGFB	Supervision of Students
Y	JGFC	Student Dismissal Precautions
	JGFD	Safety Patrols
	JGFE	Bicycle Use
Y	JGFF	Student Use of Personal Vehicles

J - STUDENTS (continued)

Policy

Y	JGFG	Illness and Accidents
Y	JGFH	Student Identification
Y	JH	Student Activities
	JHA	Activities Fees
Y	JHB	Student Activities Funds Management
Y	JHC	Student Organizations
	JHCA	Limited Open/Closed Forum
	JHD	Social Events
Y	JHE	Student Communications
	JHF	Contests for Students
	JHG	Student Travel
	JI	Student Volunteers
Y	JJ	Employment of Students
Y	JK	Solicitations
	JKA	Solicitations of Students
	JKB	Solicitations by Students
	JL	Gifts
	JM	Student-Local Government Relations
	JN	Student-State Government Relations
	JO	Student-Community Relations
	JP	Student-Staff Relations
	JQ	Students With Special Needs
Y	JQA	Pregnant
	JQB	Married
	JQC	Students With Children
	JQD	Missing Students
	JQE	Post-Secondary
	JQF	Adult

J - STUDENTS (continued)

Policy

	JQG	Veterans
Y	JQH	Language Minority Students
Y	JR	Student Records
Y	JS	Student Fees, Fines, and Charges

K - GENERAL PUBLIC RELATIONS

Policy

Y	KA	School-Community Relations Goals
Y	KB	Public Information Program
	KBA	Public's Right to Know
	KBB	School-Sponsored Information Media
Y	KBC	News Media Relations
	KBCA	News Releases
	KBCB	News Conferences and Interviews
	KBCC	Board Meeting News Coverage
	KBCD	Sports and Special Events Coverage
	KBCE	Broadcasting and Taping
	KBD	Speaker Services
	KBE	Information Campaigns
	KBF	Use of Students in Information Programs
	KC	Parent Involvement in Education
	KD	Community Involvement
	KDA	Staff Participation In Community Activities
	KDB	Staff Public Appearance
Y	KDC	Public Gifts/Donations to Schools
	KDD	Interviews with Students
Y	KE	Public Concerns and Complaints
Y	KF	Use of School Facilities
Y	KFA	Public Conduct on School Property
Y	KG	Visitors to Schools
	KH	Business and Industry Involvement in Education
Y	KHA	School Foundations
	KHB	Partners in Education Program
	KHC	Cooperative Programming with Business and Industry
	KHD	Business and Industry Donations/Joint Ventures with Schools
	KI	Solicitations in Schools
	KIA	Public Solicitations in Schools
Y	KIB	Advertising in Schools
Y	KIC	Distribution/Posting of Promotional Materials

K - GENERAL PUBLIC RELATIONS (continued)

Policy

	KID	Business Solicitations in Schools
	KIE	Political Solicitations in Schools
	KJ	Relations with Community Organizations
	KJA	Relations with Booster Organizations
	KJB	Relations with Neighborhood/Community Associations
	KJC	Relations with Churches
	KJD	Relations with Youth Organizations
	KJE	Relations with Community/Private Social Service Organizations
	KJF	Relations with Labor Organizations
	KJG	Relations with Indian Tribal Councils
	KJH	Relations with Child Care Providers
	KJI	Relations with Senior Citizens
	KK	Relations with Professional Associations
Y	KKA	School Boards Association
	KL	Relations with Government Authorities
	KLA	Relations with Financial/Tax Authorities
	KLB	Relations with Election Authorities
	KLC	Relations with Social Service Agencies
	KLD	Relations with Housing Agencies
	KLE	Relations with Health and Welfare Agencies
	KLF	Relations with Parks and Recreation Agencies
Y	KLG	Relations with Law Enforcement Authorities
	KLH	Relations with Fire and Emergency Preparedness Authorities
	KLI	Relations with Environmental Protection Agencies
	KLJ	Relations with Planning and Zoning Authorities
	KLK	Relations with Local Government Authorities
	KLKA	Relations with Municipal Authorities
	KLKB	Relations with County/Regional Authorities
	KLL	Relations with State Government Authorities
	KLM	Relations with Federal Government Authorities
Y	KLMA	Relations with Armed Services/ Military Agencies
	KM	Relations with Cultural Institutions

L – EDUCATION AGENCY RELATIONS

Policy

- LA** **Education Agency Relations Goals/Priority Objectives**

- LB** **Relations with other Schools and School Systems**
- LBA** **Shared Services and Staff**
- LBB** **Cooperative Educational Programming**
- LBC** **Relations with Nonpublic Schools**

- LC** **Relations with Education Research Agencies**

- LD** **Relations with Colleges and Universities**
- LDA** **Student Teaching and Internships**
- LDB** **Cooperative Programming with Higher Education**
- LDC** **Staff Development Assistance from Higher Education**

- LE** **Relations with County/Regional Education Agencies**

- LF** **Relations with State Education Agencies**

- LG** **Relations with Federal Education Agencies**

- Y** **LH** **Relations with Education Accreditation Agencies**

- LI** **Professional Visitors and Observers from Education Agencies**