

APPROVAL OF HANDBOOKS AND DIRECTIVES

In order that pertinent Board policies, regulations and school rules are known by all staff members and students affected by them, administrators are granted authority to issue staff and student handbooks as necessary. Board-approved handbooks are disseminated electronically and hard-copy provided upon request to students at the beginning of each school year. It is the responsibility of the students and their parents to review and become familiar with all policies and rules contained in the handbooks.

It is essential that the contents of all handbooks conform with Districtwide policies and regulations and that all handbooks bearing the name of the District be of a quality that reflects credit on the District. Student handbooks should be consistent by both grade and building levels. Administrators at all levels should review handbooks for consistency. The Board approves handbooks prior to publication.

The Board reviews and approves all handbooks designated by the Superintendent in order that the contents are accorded the legal status of Board-approved policies and regulations. The Superintendent or designee uses his/her judgment as to whether other specific handbooks may need Board approval.

All handbooks published are to be made available to the Board for informational purposes.

[Adoption date: August 14, 2001]

[Re-adoption date: July 12, 2005]

[Re-adoption date: May 11, 2015]

LEGAL REF.: ORC 3313.20

CROSS REFS.: Staff Handbooks
Student Handbooks