

Colonial Heights  
Public Schools  
&  
Virginia School Board Association

**POLICY MANUAL**



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PUBLIC SCHOOL BOARD AND/OR THE VIRGINIA  
SCHOOL BOARDS ASSOCIATION

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A	FOUNDATION AND BASIC COMMITMENT
B	BOARD GOVERNANCE AND OPERATIONS
C	GENERAL SCHOOL ADMINISTRATION
D	FISCAL MANAGEMENT
E	SUPPORT SERVICES
F	FACILITIES DEVELOPMENT
G	PERSONNEL
H	NEGOTIATIONS
I	INSTRUCTION
J	STUDENTS
K	SCHOOL-COMMUNITY RELATIONS
L	EDUCATION AGENCY RELATIONS

COLONIAL HEIGHTS PUBLIC SCHOOLS  
COLONIAL HEIGHTS, VIRGINIA

SCHOOL BOARD POLICY MANUAL

INTRODUCTION

This manual contains the policies of the Colonial Heights School Board.

Policy development in a modern, forward-looking school system is a dynamic, ongoing process. New problems, issues, and needs give rise to the continuing need to develop new policies or to revise existing ones. This is why the Board employs the loose-leaf format for this manual. It is easy to keep up to date.

Each person holding a copy of this manual is to make a diligent effort to keep it up to date as new policies are distributed by the superintendent's office of the Colonial Heights Schools. The clerk of the Board will provide up-to-date policies to each person, office, or library holding a copy of this manual upon request. Updates are posted to the website and are sent out via email throughout the division and to the Colonial Heights City Clerk and City Attorney for their records.

**How to Use This Manual**

The Colonial Heights Schools operate according to policies established by the Colonial Heights School Board. The Board, which represents the state and local community, develops policies after careful deliberation, and the school administration implements these policies through specific regulations and procedures. The Board then evaluates the effects of its policies and makes revisions as necessary.

In the interests of harmony, efficiency, uniformity of interpretation, coordination of effort, and in fairness to all concerned, the Board makes this manual available to all who are affected by its policies. Copies are to be maintained in school libraries, public libraries, principals' offices, teacher lounges, and School Board/superintendent's office.

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## **How the Manual is Organized**

The manual is organized according to the classification system developed by the Educational Policies Services of the National School Boards Association. The system provides an efficient means of coding, filing, and finding policies, regulations, and other documents.

There are 12 major classifications, each bearing an alphabetical code:

- A FOUNDATIONS AND BASIC COMMITMENTS
- B SCHOOL BOARD GOVERNANCE AND OPERATIONS
- C GENERAL SCHOOL ADMINISTRATION
- D FISCAL MANAGEMENT
- E SUPPORT SERVICES
- F FACILITIES DEVELOPMENT
- G PERSONNEL
- H NEGOTIATIONS
- I INSTRUCTIONAL PROGRAM
- J STUDENTS
- K SCHOOL-COMMUNITY RELATIONS
- L EDUCATION AGENCY RELATIONS

Sub-classification under each heading is based on logical sequence and alphabetical sub-coding. Each of the 12 major classifications is tabbed. Following the tab page is a table of contents for that section.

## **How to Find a Policy**

Consider where the policy would be filed among the 12 major classifications. Turn to the tab and table of contents for that section and glance down the listing until you find the term that most closely fits the topic that you are seeking. Use the code letters given for the term to locate the sheet which will appear in alphabetical order by code within the particular section. (All pages of the manual are coded in the upper right-hand corner.)

## **What If You Can't Find The Policy That You Are Seeking?**

If the policy that you are seeking is not included, look for a synonymous, more general, or more specific policy appropriate to the topic.

**What If You Can't Find the Policy and There Is No Such Policy?**

This probably means that the school system has not written policy in the particular area. However, if you are still interested in the particular area, please contact the superintendent who will explain the administration's interpretation of that particular area.

**Dates**

Wherever possible the original date of adoption/approval appears immediately following the policy.

**Legal Reference**

Pertinent legal references are given to advise the reader the legal authority for the policy. References direct the reader to Title 22.1 of the Code of Virginia, the bylaws and regulations of the Board of Education of the Commonwealth of Virginia (referred to in this manual as "Regulations of the Virginia Board of Education"), and to some other federal laws, regulations and cases.

**About Board Policies**

Generally, the role of a School Board is to set policy and the role of the administration is to execute it. The basic distinction as set forth by the National School Boards Association is as follows:

Policies are principles adopted by a School Board to chart a course of action. They tell what is to be done and may also include why and how much. They are broad enough to indicate a line of action to be taken by the administration in dealing with day to day activities. They are narrow enough to give the administration clear guidance. Policies are binding.

Regulations are the detailed directions developed to put policy into practice. They are the administrative procedures. Superintendents may promulgate regulations without prior School Board approval unless board action is required by law or unless the board has specifically asked that certain types of regulations be given prior board approval. The Board shall be kept informed of all regulations issued by the administration. Regulations are binding.

**Guidelines: set forth best practice and procedures for implementing policy.**

The administration develops guidelines unless board action is required by law or unless the Board has specifically asked that certain types of guidelines be given prior Board approval. Guidelines are not binding, they are discretionary.

These distinctions are serviceable most of the time. They reflect sound theory of government and administration. But the real world does not always conform. For example, often the state and federal governments require School Boards to make detailed rules; and many regulations are established by law or by the Virginia Board of Education. Additionally, the public may demand that a School Board itself, not the administration, establish the specific rules and procedures in certain sensitive areas. Thus, the separation of policies and administrative regulations in this manual follows several rules of thumb in addition to "basic theory" as follows:

1. All edicts of the Virginia Board of Education are considered mandated Board policy;
2. When the School Board has written regulations required by law or in particularly sensitive areas and has incorporated them in policy, the entire statement is to be considered Board policy; and
3. When the School Board has adopted rules (bylaws) concerning its own operations, (for example, how to conduct meetings), these statements concerning operations of the Board appear as Board policy.

As long as the administration operates within the guidelines of policy adopted by a School Board, it may issue regulations without prior Board approval unless board action is required by law or unless the Board has specifically asked that certain types of regulations be given prior Board approval. The Board, of course, is kept informed of all school system regulations issued by the administration, and all are subject to Board review. Also, in the absence of policy thought necessary, it is the superintendent's responsibility to recommend policy to the School Board.

**Is the Manual Complete?**

No. The manual contains all the current written policies of the School Board. But there is a continual need to adopt new policies, and revise old ones. Additionally, state and federal laws and agency regulations change. No matter how well conceived and well developed, a policy manual can never be 100% complete and 100% up-to-date. Policy development is a continuing process.

**Order of Precedence**

School Board policies and regulations must be read and interpreted in the light of the federal and Virginia statutes and regulations. Wherever inconsistencies of interpretation arise, federal and Virginia law and regulations prevail.

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It is the hope of the School Board that this collection of policies will make a greater harmony and efficiency possible in all areas of school operations. This will enable the Board to devote more time to its primary duty - the development of long-range policies and planning for the future of the school system.

# TOPICAL INDEX

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IB	Academic Freedom
IKEB	Acceleration
IIBEA	Acceptable Computer System Use
FECBB	Accommodations for the Disabled
JHCD	Administering Medicines to Students
CA	Administration Goals
CHD	Administration in Policy Absence (Also BFE)
BFE	Administration in Policy Absence (Also CHD)
KFB	Administration of Surveys and Questionnaires
JECA	Admission of Homeless Children
JECB	Admission of Nonpublic Students for Part-Time Enrollment
IGE	Adult Education
IGBI	Advanced Placement Classes and Special Programs
LEB	Advanced/Alternative Courses for Credit
KJ	Advertising in the Schools
BCF	Advisory Committees to the School Board
BDDC	Agenda Preparation and Dissemination
IGBH	Alternative School Programs
IGAK	Alternatives to Animal Dissection
DB	Annual Budget
CBB	Appointment and Term of the Division Superintendent
EDC	Authorized Use of School-Owned Materials and Equipment
IGA	Basic Instructional Program
IEC	Bill of Rights of the Constitution of the United States
JHCCA	Blood Borne Contagious or Infectious Diseases
BBAA	Board Member Authority
BBBC	Board Member Oath of Office
BBD	Board Member Removal from Office
BF	Board Policy Manual
GBD	Board-Staff Communications (Also BG)
EBA	Buildings and Grounds Inspection
EC	Buildings and Grounds Management and Maintenance
BDCA	Calling and Certification of Closed Meetings
IGAD	Career and Technical Education
DM	Cash in School Buildings
IGAI	Character Education
LC-E	Charter School Application Addendum
LC	Charter Schools
JHG	Child Abuse and Neglect Reporting
IHB	Class Size
JCJ	Classroom Assignments for Twins
BDC	Closed Meetings
KQ	Commercial, Promotional, and Corporate Sponsorship and Partnerships
JHCC	Communicable Diseases



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KC	Community Involvement in Decision Making
IICB	Community Resource Persons
KG	Community Use of School Facilities
AF	Comprehensive Plan
JEA	Compulsory Attendance (Options 1 and 2)
FEG	Construction Planning
JGA	Corporal Punishment
IGBG	Correspondence Courses
IF	Curriculum Development and Adoption
IFE	Curriculum Guides and Course Outlines
DG	Custody & Disbursement of School Funds
GBC-E1(Option 2)	Deferred Wage Payment Election Form
BCEA	Disciplinary Committee
JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
JGDA	Disciplining Students with Disabilities
CBCA	Disclosure Statement Required of Superintendent (Optional)
DN	Disposal of Surplus Items
KF	Distribution of Information/Materials (Options 1 & 2)
IGAJ	Driver Education
JFCF	Drugs in School (Options 1 & 2)
LA	Education Agency Relations Goals
AD	Educational Philosophy
FEA	Educational Specifications
ET	Educational Technology Foundations and Public School Foundations (Optional)
GCDA	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
BDD	Electronic Participation in Meetings from Remote Locations
GCCB	Employment of Family Members
FECBA	Energy-Efficient Construction
JEB	Entrance Age/Admission of Persons Not of School Age
JB	Equal Educational Opportunities/Nondiscrimination
GB	Equal Employment Opportunity/Nondiscrimination
GCN	Evaluation of Professional Staff (Also AFC)
AFA	Evaluation of School Board Operational Procedures
GDN	Evaluation of Support Staff Members
CBG	Evaluation of the Superintendent (Also AFB)
JEG	Exclusions and Exemptions from School Attendance
DLC	Expense Reimbursements
FA	Facilities Development Goals
FB	Facilities Planning
GCBE	Family and Medical Leave
IGAH	Family Life Education
IICA	Field Trips
DI	Financial Accounting and Reporting

# TOPICAL INDEX

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EBCB	Fire Drills
EBBA	First Aid/CPR Certified Personnel
EFD	Food Sanitation Program
EF	Food Service Management
EFB	Free and Reduced Price Food Services
JL	Fund Raising and Solicitations
DGD	Funds for Instructional Materials and Office Supplies
JFCE	Gang Activity or Association
KH	Gifts from the Public
IKF	Graduation Requirements, Standards of Learning and
IHA	Grouping for Instruction
IJ	Guidance and Counseling Program
JHCCA-E	Guidelines for School Attendance for Students with Human Immunodeficiency Virus
IGAE/IGAF	Health Education/Physical Education
LBD	Home Instruction
IGBG	Homebound, Correspondence, And Alternative Means of Instruction
IKB	Homework
JHDA	Human Research
JHCB	Immunization of Students
IIAE	Innovative or Experimental Programs
IA	Instructional Goals and Objectives
IIA	Instructional Materials
EI	Insurance Management
KBE	Internet Privacy
ECA	Inventory and Reporting of Loss or Damage
GCBEA	Leave Without Pay
IGBF	Limited English Proficient Students
GCA	Local Licenses for Teachers
IKFA	Locally Awarded Verified Credits
DA	Management of Funds
GCBEB	Military Leave and Benefits
BDDG	Minutes
IE	Moment of Silence
IEB	National Motto
KBC	News Media Relations
AC	Nondiscrimination
DO	Non-Locally Funded Programs
GCQA	Non-School Employment by Staff Members
GBC-E2	Notice of How Employees Who Work Less Than 12 Months Are to be Paid
IAA	Notification of Learning Objectives

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BDDA	Notification of School Board Meetings
JFCL	Notification Regarding Prosecution of Juveniles as Adults
IGBGA	Online Courses and Virtual School Programs
IKA	Parental Assistance with Instruction
IGBC	Parental Involvement
KP	Parental Rights and Responsibilities
GCE	Part-Time and Substitute Professional Staff Employment
DK	Payment Procedures
DL	Payroll Procedures
GA	Personnel Policies Goals
GBL	Personnel Records
EBBB	Personnel Training-Viral Infections
DJB	Petty Cash Funds
JHCA	Physical Examinations of Students
FE	Playground Equipment
IEA	Pledge of Allegiance
BFC	Policy Adoption
CH	Policy Implementation
EBAB	Possible Exposure to Viral Infections
GC	Professional Staff
GCI	Professional Staff Assignments and Transfers
GCB	Professional Staff Contracts
GCL	Professional Staff Development
GCPD	Professional Staff Discipline
GCG	Professional Staff Probationary Term and Continuing Contract
IGBB	Programs for Gifted Students
IGBA	Programs for Students with Disabilities
KL	Public Complaints
KLB	Public Complaints About Learning Resources (Options 1 & 2)
KGB	Public Conduct on School Property
FF	Public Dedication of New Facilities
KB	Public Information Program
KD	Public Participation at School Board Meetings (Also BDDH)
DJA	Purchasing Authority
DJF	Purchasing Procedures
CBA	Qualifications and Duties for the Superintendent
BBBA	Qualifications of School Board Members
BDDD	Quorum
JHCE	Recommendation of Medication by School Personnel
GCPA	Reduction in Professional Staff Work Force
BDA	Regular School Board Meetings
JBA	Rehabilitation Act, Section 504 Nondiscrimination Policy and Hearing Procedures

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KM	Relations with Community Organizations
LI	Relations with Educational Accreditation Agencies
KNAJ	Relations with Law Enforcement Authorities
LB	Relations with Other Schools and School Divisions
KMA	Relations with Parent Organizations
INDC	Religion in the Schools
IGBE	Remedial and Summer Instruction Program
IKG	Remediation Recovery Program
GB-F	Report of Discrimination
CLA	Reporting Acts of Violence and Substance Abuse
EBAA	Reporting of Hazards
DIA	Reporting Per Pupil Costs
KNB	Reports of Missing Children
EGAA	Reproduction of Copyrighted Materials
KLB-E	Request for Reconsideration of Learning Resources
KBA	Requests for Information
GCPB	Resignation of Staff Members
JM	Restraint and Seclusion of Students
IKH	Retaking SOL Assessments
FG	Retirement of Facilities
GBR	Retirement Savings Program
BDDE	Rules of Order
DLB	Salary Deductions
KGA	Sales and Solicitations in Schools
DGC	School Activity Funds
JEC/JEC-R	School Admission
JC	School Attendance Areas
BCG	School Attorney
BCC	School Board Clerk
BCE	School Board Committees
BB	School Board Legal Status
BHD	School Board Member Compensation and Benefits
BHB	School Board Member In-Service Activities
BHE	School Board Member Liability Insurance
BBFA	School Board Members Conflict of Interest
BCB	School Board Officers
BCA	School Board Organizational Meeting
BBA	School Board Powers and Duties
CF	School Building Administration
GDQ	School Bus Drivers
EEAC	School Bus Safety Program
EEAB	School Bus Scheduling and Routing
JD	School Census
JCC	School Choice for Students Enrolled in Schools Identified for Improvement
EBCD	School Closings

# TOPICAL INDEX

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EB	School Crisis, Emergency Management, and Medical Emergency Response Plan
IC/ID	School Day/School Year
CM	School Division Annual Report
CMA	School Division Annual Report Card
AE	School Division Goals and Objectives
AA	School Division Legal Status
IIBD	School Libraries/Media Centers
JHCH	School Meals and Snacks
FFA	School Names
IICC	School Volunteers
IC/ID	School Year/School Day
KA	School-Community Relations Goals
JFG	Search and Seizure
KKA	Service Animals in Public Schools
CBE	Severance Benefits
KN	Sex Offender Registry Notification
JFHA/GBA	Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion
DJ	Small Purchasing
BDB	Special School Board Meetings
EEAD	Special Use of School Buses
JFCB	Sportsmanship, Ethics and Integrity
GBC (Option 1)	Staff Compensation Procedures
GBM	Staff Complaints and Grievances
GCBC	Staff Fringe Benefits
GBI	Staff Gifts and Solicitations
GBE	Staff Health
GBN	Staff Hiring Procedures (formerly GCA)
GBB	Staff Involvement in Decision Making (Also ABB)
G CBD	Staff Leaves and Absences
GBG	Staff Participation in Political Activities
GCQB	Staff Research and Publishing (Options 1 & 2)
GCBA	Staff Salary Schedules
GAA	Staff Time Schedules
GBEB	Staff Weapons in School
IKF	Standards of Learning Tests and Graduation Requirements
JFC-R	Standards of Student Conduct (Options 1 & 2)
JED	Student Absences/Excuses/Dismissals
JFC	Student Conduct
JGD/JGE	Student Expulsion
JN	Student Fees, Fines, and Charges
JHC	Student Health Services and Requirements
JFB	Student Involvement in Decision Making
BBBB	Student Liaison to the School Board
IGDA	Student Organizations
JP	Student Publications

# TOPICAL INDEX

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JO	Student Records
JGD/JGE	Student Suspension/Expulsion (Options 1 & 2)
JGD/JGE-R	Student Suspension/Expulsion (Options 1 & 2)
LEA	Student Teachers
EEA	Student Transportation Services
JHCF	Student Wellness
JJAC	Student-Athlete Concussions During Extra Curricular Activities
JFCI	Substance Abuse - Student Assistance Program
JHH	Suicide Prevention
CBD	Superintendent's Compensation and Benefits
IIAB	Supplementary Materials Selection and Adoption
GCBB	Supplementary Pay
EA	Support Services
GD	Support Staff
GDI	Support Staff Assignments and Transfers
GDB	Support Staff Employment Status
GBMA	Support Staff Grievances
GDG	Support Staff Probationary Period
GCPF	Suspension of Staff Members
JFCA	Teacher Removal of Students from Class
INB	Teaching About Controversial Issues
IGAG	Teaching About Drugs, Alcohol, and Tobacco
IL	Testing Programs
IIAA	Textbook Selection, Adoption, and Purchase
GBLA	Third Party Complaints against Employees
KGC	Tobacco Use on School Premises
JFCH	Tobacco-Free School for Staff and Students (Also GBEC)
EBCC	Tornado Drills
JCA	Transfers by Student Victims of Crime
JCB	Transfers by Students in Persistently Dangerous Schools
GCQAB	Tutoring for Pay
BBE	Unexpired Term Fulfillment
ECAB	Vandalism
DJG	Vendor Relations
KNA	Violent Sex Offenders on School Property
GBO	Virginia Retirement System
KK	Visitors to the Schools
BDDF	Voting Method
JFCD	Weapons in Schools
JFCJ	Written Notification of Violation of School Policies by Students in Alternative Education Programs

# CODE FINDER INDEX

## A

<b>Absences</b> (also see <b>Leaves</b> )	
Military Leave and Benefits	GCBEB
Staff Leaves and Absences	GCBD
<b>Abuse of Children</b>	
Child Abuse and Neglect Reporting	JHG
Reports of Missing Children	KNB
<b>Academics</b>	
Academic Freedom	IB
Locally Awarded Verified Credits	IKFA
Standards of Learning Tests and Graduation Requirements	IKF
<b>Acceleration</b>	
Acceleration of Students	IKEB
<b>Access</b>	
Public Information Program	KB
Student Records	JO
<b>Accountability</b>	
Comprehensive Plan	AF
<b>Accommodations</b>	
Accommodations for the Disabled	FECBB
<b>Accounting</b>	
Financial Accounting and Reporting	DI
<b>Accreditation Agencies</b>	
Relations with Educational Accreditation Agencies	LI
<b>Administration</b>	
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Administration in Policy Absence	CHD
Administration of Surveys and Questionnaires	KFB
Adult Education	IGE
Summer Schools	IGBE
<b>Administrative</b>	
Appointment and Term of the Division Superintendent	CBB
Policy Implementation	CH
Qualifications and Duties for the Superintendent	CBA
School Building Administration	CF
<b>Administrators</b> (see policy codes under <b>Professional Staff</b> )	
<b>Admissions, Student Admissions/Withdrawals from School</b>	
Admission of Homeless Children	JECA
Admission of Nonpublic Students for Part-Time Enrollment (Options 1 and 2)	JECB
School Admission	JEC/JEC-R
<b>Adoption</b>	
Family and Medical Leave	GCBE
Supplementary Materials Selection and Adoption	IIAB
Textbook Selection, Adoption, and Purchase	IIAA
<b>Adult</b>	
Adult Education	IGE
<b>Advanced/Alternative Courses for Credit</b>	LEB
<b>Advanced Placement Classes and Special Programs</b>	IGBI

<b>Advertising</b>	Advertising in the Schools	KJ
<b>Age</b>	Entrance Age/Admission of Persons Not of School Age	JEB
<b>AIDS</b>	Blood Borne Contagious or Infectious Disease	JHCCA
	Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
<b>Alcohol</b>	Teaching about Drugs, Alcohol, and Tobacco	IGAG
<b>Alternative School Programs</b>	Alternative School Programs	IGBH
	Online Courses and Virtual School Programs	IGBGA
<b>Animals</b>	Service Animals in Public Schools	KKA
<b>Annual Report Card</b>	School Division Annual Report Card	CMA
<b>Assignment</b>	Classroom Assignments for Twins	JCJ
	Homework	IKB
	Professional Staff Assignments and Transfers	GCI
	Support Staff Assignments and Transfers	GDI
<b>Attendance</b>	Compulsory Attendance Option 1 School Board	JEA (Option 1)
	Compulsory Attendance Option 2 Superintendent	JEA (Option 2)
	Entrance Age/Admission of Persons Not of School Age	JEB
	Exclusions and Exemptions from School Attendance	JEG
	Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
	Leave Without Pay	GCBEA
	School Attendance Areas	JC
	Staff Leaves and Absences	GCBD
	Student Absences/Excuses/Dismissals	JED
<b>Attorney for the Board</b>	School Attorney/Legal Services	BCG
<b>Authority</b>	Board Member Authority	BBAA

## B

<b>Basic</b>	Adult Education	IGE
	Basic Instructional Program	IGA
<b>Behavior</b>	Restraint and Seclusion of Students	JM
	Student Conduct	JFC
<b>Benefits</b>	Military Leave and Benefits	GCBEB
	Severance Benefits	CBE
	Staff Fringe Benefits	GCBC
<b>Bequests</b>	Public Gifts to the Schools	KH
<b>Bill of Rights</b>	Bill of Rights of the Constitution of the United States	IEC

### Bill Payment



Payment Procedures	DK
<b>Books</b>	
Supplementary Materials Selection and Adoption	IIAB
Textbook Selection, Adoption, and Purchase	IIAA
<b>Budget/Annual Budget</b>	DB
<b>Buildings and Grounds</b>	
Buildings and Grounds Inspection	EBA
Buildings and Grounds Management and Maintenance	EC
Reporting of Hazards	EBAA
<b>Bus/Buses/Student Transportation</b>	
School Bus Drivers	GDQ
Student Conduct	JFC
<b>C</b>	
<b>Calendar</b>	
School Year/School Day	IC/ID
<b>Career and Technical Education</b>	IGAD
<b>Cash in School Buildings</b>	DM
<b>Censorship</b>	
Academic Freedom	IB
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<b>Certificated/Certified Personnel</b>	
Local Licenses for Teachers	GCA
Professional Staff	GC
<b>Challenged Materials</b>	
Public Complaints about Learning Resources	KLB
Teaching about Controversial Issues	INB
<b>Character Education</b>	IGAI
<b>Charges</b>	
Search and Seizure	JFG
Student Fees, Fines, and Charges	JN
<b>Charter Schools</b>	LC
[SCHOOL DIVISION] Charter School Application Addendum	LC-E
<b>Child</b>	
Child Abuse and Neglect Reporting	JHG
Family and Medical Leave	GCBE
Reports of Missing Children	KNB
<b>Civil</b>	
Equal Educational Opportunities/Nondiscrimination	JB
<b>Class</b>	
Class Size	IHB
Classroom Assignments for Twins	JCJ
Teacher Removal of Students from Class	JFCA
<b>Classroom Assignments for Twins</b>	JCJ
<b>Classified/Support Personnel</b>	
(See policy codes in Section G)	
<b>Closed Board Meeting (Executive Session)</b>	BDC
<b>Coaches</b>	

Professional Staff Contracts	GCB
<b>College Courses</b>	
Advanced/Alternative Courses for Credit	LEB
<b>Committees</b>	
Advisory Committees	BCF
Board Committees	BCE
Disciplinary Committees	BCEA
<b>Communicable Diseases</b>	
Blood Borne Contagious or Infectious Diseases	JHCCA
Communicable Diseases	JHCC
Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
<b>Communications</b>	
Board-Staff Communications	BG, GBD
<b>Community</b>	
Community Involvement in Decision Making	KC
Community Resource Persons	IICB
Goals for School-Community Relations	KA
School Volunteers	IICC
<b>Community Relations/School, Community, and Home</b>	
Community Resource Persons/School Volunteers	IICB/IICC
Community Use of School Facilities	KG
Relations with Community Organizations	KM
Service Animals in Public Schools	KKA
<b>Compensation</b>	
School Board Member Compensation and Benefits	BHD
Staff Compensation Procedures (Options 1 and 2)	GBC
(Option 1) Deferred Wage Payment Election Form	GBC-E1
(Option 2) Notice of How Employees Who Work Less Than 12 Months Are to be Paid	GBC-E2
Superintendent's Compensation and Benefits	CBD
<b>Complaints/Concerns</b>	
Professional Staff Grievances	GBM
Third Party Complaints Against Employees	GBLA
<b>Composition of the School Board/School Board Legal Status</b>	BB
<b>Comprehensive Plan</b>	AF
<b>Compulsory Attendance</b>	
Compulsory Attendance Option 2 (Superintendent)	JEA (Option 2)
<b>Computer Use—Staff and Students</b>	
Acceptable Computer System Use	IIBEA, GAB/IIBEA, GAB-R/IIBEA-R
Acceptable Computer System Use Agreement	GAB-E1/IIBEA-E2
<b>Concerns/Complaints/Grievances</b>	
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Public Complaints	KL
Support Staff Grievances	GBMA
<b>Conduct</b>	
Restraint and Seclusion of Students	JM
Student Conduct	JFC
Student Conduct on School Buses	JFCC
Teacher Removal of Students from Class	JFCA
<b>Conferences, Conventions, and Workshops</b>	
School Board Member In-Service Activities	BHB
<b>Confidential Information</b>	
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Student Records	JO
<b>Conflict of Interest</b>	
School Board Members Conflict of Interest	BBFA
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<b>Contagious Diseases/Communicable Diseases</b>	
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Communicable Diseases	JHCC
Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
Staff Health	GBE
<b>Continuing Education</b>	
Adult Education	IGE
<b>Contracts</b>	
Petty Cash Funds	DJB
Professional Staff Contracts	GCB
Purchasing Procedures	DJF
<b>Controversial Issues</b>	
Teaching about Controversial Issues	INB
<b>Corporal Punishment</b>	JGA
<b>Correspondence Courses</b>	
Homebound, Correspondence, and Alternative Means of Instruction	IGBG
Online Courses and Virtual School Programs	IGBGA
<b>Court/Relations with Juveniles</b>	
Notification Regarding Prosecution of Juveniles as Adults	JFCL
Relations with Law Enforcement Authorities	KNAJ
<b>Criminal</b>	
Criminal Conviction, Effect of or Founded Complaint of Child Abuse or Neglect	GCDA
Notification Regarding Prosecution of Juveniles as Adults	JFCL
Violent Sex Offenders on School Property	KNA
<b>Crisis and Emergency Management Response Plan</b>	
School Crisis, Emergency Management, and Medical Emergency Response Plan	EB
<b>Curriculum</b>	
Advanced Placement Classes and Special Programs	IGBI
Alternatives to Animal Dissection	IGAK
Character Education	IGAI
Curriculum Development and Adoption	IF
Curriculum Guides and Course Outlines	IFE
Online Courses and Virtual School Programs	IGBGA

## D

<b>Dangerous Weapons in Schools</b>	
Staff Weapons in School	GBEB
Weapons in School	JFCD
<b>Decision Making</b>	
Community Involvement in Decision Making	KC
Staff Involvement in Decision Making	GBB
Student Involvement	JFB
<b>Delinquent Behavior</b>	
Notification of Juveniles as Adults	JFCL
Restraint and Seclusion of Students	JM
Student Conduct	JFC

## **Desegregation**

Equal Educational Opportunities/Nondiscrimination Nondiscrimination	JB AC
<b>Destaffing/Reduction in Work Force</b>	
Reduction in Professional Staff Work Force	GCPA
<b>Development</b>	
Policy Adoption	BFC
Policy Implementation	CH
Professional Staff Development	GCL
School Board Member In-Service Activities	BHB
<b>Discharge of Staff Members/Dismissal</b>	
Professional Staff Discipline	GCPD
Suspension of Staff Members	GCPF
<b>Disciplinary Committee</b>	BCEA
<b>Discrimination</b>	
Equal Educational Opportunities/Nondiscrimination	JB
Nondiscrimination	AC
Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion	JFHA/GBA
<b>Disease/Disease Prevention</b>	
Blood Borne Contagious or Infectious Diseases	JHCCA
Communicable Diseases	JHCC
Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
Health Education/Physical Education	IGAE/IGAF
School Admission	JEC/JEC-R
Staff Health	GBE
<b>Disposal/Disposition of School Property</b>	DN
<b>Dissection</b>	
Alternatives to Animal Dissection	IGAK
<b>Distribution of Information/Material (Options 1 &amp; 2)</b>	KF
<b>Donations to Schools</b>	
Public Gifts to the Schools	KH
<b>Donations by Schools</b>	DN
<b>Driver Education</b>	IGAJ
<b>Drugs</b>	
Administering Medicines to Students	JHCD
Drugs in School	JFCF
School Bus Drivers	GDQ
Teaching about Drugs, Alcohol, and Tobacco	IGAG
<b>Duties</b>	
Board Member Authority	BBAA
Qualifications and Duties for the Superintendent	CBA
School Board Powers and Duties	BBA

## E

<b>Early Childhood Education</b>	
Parental Assistance with Instruction	IKA
<b>Educational Philosophy</b>	AD
<b>Educational Technology Foundation</b>	ET (Optional)
<b>Electronic Meetings</b>	
Electronic Participation in Meetings From Remote Locations	BDD

**Employment**

Equal Employment Opportunity/Nondiscrimination	GB
Part-Time and Substitute Professional Staff Employment	GCE
Support Staff Employment Status	GDB
Staff Hiring Procedures	GBN

**Energy-Efficient Construction** FECBA**Enrichment Programs**

Programs for Gifted Students	IGBB
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**Entrance Age/Admission of Persons Not of School Age** JEB**Equal Educational Opportunities/Nondiscrimination** JB**Equal Employment Opportunity/Nondiscrimination** GB**Equipment**

Playground Equipment	FE
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**Evaluation**

Evaluation of Professional Staff	GCN
Evaluation of Support Staff Members	GDN
Evaluation of the Superintendent	CBG

**Examination/Testing**

Human Research	JHDA
Physical Examination of Students	JHCA
School Bus Drivers	GDQ
Staff Health	GBE

**Exclusions and Exemptions from School Attendance**

Blood Borne Contagious or Infectious Diseases	JHCCA
Exclusions and Exemptions From School Attendance	JEG
Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
School Admission	JEC/JEC-R

**Executive Sessions (Closed Meetings)** BDC**Expenditure of Funds**

Custody and Disbursement of Funds	DG
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**Expenses/Expense Reimbursements**

Expense Reimbursements	DLC
School Board Member Compensation and Benefits	BHD

**Extra-Curricular Activities**

Student-Athlete Concussions during Extra Curricular Activities	JJAC
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**F****Facilities Planning and Development**

Accommodations for the Disabled	FECBB
Construction Planning	FEG
Educational Facilities Specifications	FEA
Energy-Efficient Construction	FECBA
Facilities Development	FA
Facilities Planning	FB

**Fair Employment**

Equal Employment Opportunity/Nondiscrimination	GB
Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion	JFHA/GBA

**Family and Medical Leave** GCBE**Family Life Education** IGAHI

<b>Fees</b>	Student Fees, Fines and Charges	JN
<b>Field Trips and Excursions</b>	Field Trips	IICA
<b>Financial</b>	Annual Budget	DB
	Custody and Disbursement of School Funds	DG
	Financial Accounting and Reporting	DI
	Management of Funds	DA
	Payment Procedures	DK
	Petty Cash Funds	DJB
	Purchasing Procedures	DJF
	Reporting Per Pupil Costs	DIA
<b>Fines</b>	Students Fees, Fines and Charges	JN
<b>Fire Drills</b>		EBCB
<b>Firearms</b>	Staff Weapons in School	GBEB
	Weapons in School	JFCD
<b>First Aid</b>	First Aid/CPR Certified Personnel	EBBA
<b>Food Service</b>	Food Sanitation Program	EFD
	Food Service Management	EF
	Free and Reduced Price Food Services	EFB
	School Meals and Snacks	JHCH
<b>403(b) Program</b>	Retirement Savings Program	GBR
<b>Freedom of Expression</b>	Academic Freedom	IB
	Student Publications	JP
<b>Fringe Benefits</b>	Staff Fringe Benefits	GCBC
	Superintendent's Compensation and Benefits	CBD
<b>Funding Proposals and Applications</b>	Non-Locally Funded Programs	DO
<b>Fund-Raising</b>	Fund-Raising and Solicitation	JL
	Staff Gifts and Solicitations	GBI
<b>Funds</b>	Activity Funds	DGC
	Cash in School Buildings	DM
	Custody and Disbursement	DG
	Funds for Instructional Materials and Office Supplies	DGD
	Management of Funds	DA
	Petty Cash Funds	DJB

## G

<b>Gangs</b>	Gang Activity or Association	JFCE
<b>GED Programs/Diplomas</b>	Adult Education	IGE

<b>Gifted and Talented Programs</b>		
	Programs for Gifted Students	IGBB
<b>Gifts</b>		
	Staff Gifts and Solicitations	GBI
<b>Graduation</b>		
	Adult Education	IGE
	Standards of Learning Tests and Graduation Requirements	IKF
<b>Graduation Requirements</b>		
	Retaking SOL Assessments	IKH
	Standards of Learning Tests and Graduation Requirements	IKF
<b>Grievances</b>		
	Professional Staff Grievances	GBM
	Support Staff Grievances	GBMA
<b>Grouping for Instruction</b>		IHA
<b>Guidance and Counseling Program</b>		IJ

## H

<b>Handbooks and Directives</b>		
	Student Conduct	JFC
<b>Health</b>		
	Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
	Health Education/Physical Education	IGAE/IGAF
	School Meals and Snacks	JHCH
	Staff Health	GBE
	Student Blood Borne Contagious or Infectious Diseases	JHCCA
	Student Health Services and Requirements	JHC
	Student Wellness	JHCF
<b>HIV/AIDS</b>		
	Blood Borne Contagious or Infectious Diseases	JHCCA
	Communicable Diseases	JHCC
	Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
<b>Home Instruction</b>		LBD
<b>Homeless Students</b>		
	Admission of Homeless Children	JECA
<b>Homework</b>		IKB
<b>Honors Programs</b>		
	Programs for Gifted Students	IGBB
<b>Hours</b>		
	School Year/School Day	IC/ID
	Staff Time Schedules	GAA
<b>Human Research</b>		JHDA

## I

<b>Immunizations</b>		
	Immunizations of Students	JHCB
<b>In God We Trust</b>		
	National Motto	IEB
<b>Innovative Programs/Pilot Projects</b>		
	Innovative or Experimental Programs	IIAE

<b>Insurance</b>	Insurance Management	EI
<b>Instruction/Instructional</b>		Section I
	Basic Instructional Program	IGA
	Instructional Goals and Objectives	IA
	Instructional Materials	IIA
<b>Integration</b>		
	Equal Educational Opportunities/Nondiscrimination	JB
	Nondiscrimination	AC
<b>Internet</b>		
	Acceptable Computer System Use	GAB/IIBEA
	Acceptable Computer System Use Agreement	GAB-E1/IIBEA-E2, IIBEA-E
	Internet Privacy	KBE

## J - K

## L

<b>Language Instruction</b>	Limited English Proficient Students	IGBF
<b>Law Enforcement Agencies</b>	Relations with Law Enforcement Authorities	KNAJ
<b>Layoffs</b>	Reduction in Professional Staff Work Force	GCPA
<b>Learning Disabilities</b>	Programs for Students with Disabilities	IGBA
<b>Leaves</b>		
	Family and Medical Leave	GCBE
	Leave Without Pay	GCBEA
	Military Leave and Benefits	GCBEB
	Staff Leaves and Absences	G CBD
<b>Legal</b>		
	School Attorney	BCG
	School Board Legal Status	BB
<b>Library</b>	School Libraries/Media Centers	IIBD
<b>Local Teachers License</b>	Local Licenses for Teachers	GCA
<b>Locally Awarded Verified Credits</b>		IKFA

## M

<b>Media</b>	Media Relations	KBC
<b>Medical</b>		
	Blood Borne Contagious or Infectious Diseases	JHCCA
	Communicable Diseases	JHCC
	Family and Medical Leave	GCBE
	Guidelines for School Attendance for Students with Human Immunodeficiency Virus	JHCCA-E
	Physical Examinations of Students	JHCA
	Staff Health	GBE



Student-Athlete Concussions during Extra Curricular Activities	JJAC
<b>Medicine Administration to Students</b>	
Administering Medicines to Students	JHCD
Recommendation of Medication by School Personnel	JHCE
<b>Meetings</b>	
Electronic Participation in Meetings from Remote Locations	BDD
Regular School Board Meetings	BDA
School Board Organizational Meeting	BCA
Special School Board Meetings	BDB
<b>Military Leave and Benefits</b>	GCBEB
<b>Moment of Silence</b>	IE
<b>Motto</b>	
National Motto	IEB
<b>N</b>	
<b>National Motto</b>	IEB
<b>Nepotism</b>	
Employment of Family Members	GCCB
School Board Members Conflict of Interest	BBFA
<b>News/News Coverage</b>	
Media Relations	KBC
<b>Nondiscrimination</b>	
Equal Educational Opportunities/Nondiscrimination	JB
Equal Employment Opportunity/Nondiscrimination	GB
Nondiscrimination	AC
Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion	GBA/JFHA
<b>Nonschool Employment by Staff Members</b>	GCQA
<b>Notification of Learning Objectives</b>	IAA
<b>Notification of Parents</b>	
Written Notification of Violation of School Policies by Students in Alternative Education Programs	JFCJ
<b>O</b>	
<b>Oath of Office</b>	BBBC
<b>Officers of the Board/Board Officers</b>	BCB
<b>Online Courses and Virtual School Programs</b>	IGBGA
<b>Order of Business/Agenda</b>	BDDC
<b>Organization</b>	
Goals for School-Community Relations	KA
School Board Organizational Meeting	BCA
<b>P</b>	
<b>Parent/Parental</b>	
Family and Medical Leave	GCBE
Parental Assistance with Instruction	IKA
Parental Involvement	IGBC
Parental Rights and Responsibilities	KP

<b>Partnerships</b>		
	Commercial, Promotional, and Corporate Sponsorships and Partnerships	KQ
<b>Part-Time and Substitute Professional Staff</b>		
	Part-Time and Substitute Professional Staff Employment	GCE
<b>Paternity Leave</b>		
	Family and Medical Leave	GCBE
<b>Payment Procedures</b>		DK
<b>Payroll Deductions</b>		DLB
<b>Payroll Procedures</b>		DL
<b>Personnel</b>		
	Board-Staff Communications	GBD
	Equal Employment Opportunity/Nondiscrimination	GB
	Personnel Policies Goals	GA
	Personnel Training-Viral Infections	EBBB
	Professional Staff	GC
	Professional Staff Development	GCL
	Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion	GBA/JFHA
	Staff Compensation Procedures (Options 1 and 2)	GBC
	(Option 1) Deferred Wage Payment Election Form	GBC-E1
	(Option 2) Notice of How Employees Who Work Less Than 12 Months are to be Paid	GBC-E2
	Staff Involvement in Decision Making	GBB
	Staff Participation in Political Activities	GBG
	Staff Salary Schedules	GCBA
	Staff Time Schedules	GAA
	Support Staff	GD
	Suspension of Staff Members	GCPF
	Unlawful Manufacture, Distribution, Dispensing, Possession or Use of a Controlled Substance	GBEA
<b>Petty Cash Accounts</b>		DJB
<b>Physical Education</b>		
	Health Education/Physical Education	IGAE/IGAF
<b>Physical Examinations</b>		
	Physical Examination of Students	JHCA
	Staff Health	GBE
<b>Pledge of Allegiance</b>		IEA
<b>Policy Manual</b>		BF
<b>Political</b>		
	Staff Participation in Political Activities	GBG
<b>Powers</b>		
	School Board Powers and Duties	BBA
<b>Privacy, Right to</b>		
	Closed Meetings	BDC
	Personnel Records	GBL
	Student Records	JO
<b>Probation</b>		
	Professional Staff Probationary Term and Continuing Contract	GCG
	Support Staff Probationary Period	GDG
<b>Professional Staff</b> (only main codes starting with or having as main subject the words "professional staff" are listed below)		
	Evaluation of Professional Staff	GCN
	Part-Time and Substitute Professional Staff Employment	GCE
	Professional Staff	GC
	Professional Staff Assignments and Transfers	GCI
	Professional Staff Contracts	GCB
	Professional Staff Development	GCL

Professional Staff Discipline	GCPD
Professional Staff Probationary Term and Continuing Contract	GCG
Staff Leaves and Absences	GCBD
Supplementary Pay	GCBB
<b>Public</b>	
Community Involvement in Decision Making	KC
Community Use of School Facilities	KG
Goals for School-Community Relations	KA
Personnel Records	GBL
Public Complaints About Learning Resources	KLB
Public Conduct on School Property	KGB
Public Dedication of New Facilities	FF
Public Gifts to the Schools	KH
Public Information Program	KB
Public Participation at School Board Meetings	BDDH, KD
Request for Reconsideration of Learning Resources	KLB-E
Sales and Solicitations in Schools	KGA
Service Animals in Public School	KKA
Student Records	JO
<b>Publications</b>	
Staff Research and Publishing	GCQB
Student Conduct	JFC
Student Publications	JP
<b>Pupil</b> (see Student)	
<b>Purchase/Purchasing</b>	
(Use codes under Instructional Materials for selection of textbooks, films, computers and other classroom resources).	
Petty Cash Fund	DJB
Purchasing Authority	DJA
Purchasing Procedures	DJF
Small Purchasing	DJ
<b>Q - R</b>	
<b>Qualifications</b>	
Qualifications and Duties for the Superintendent	CBA
Qualifications of School Board Members	BBBA
<b>Questionnaires</b>	
Administration of Surveys and Questionnaires	KFB
<b>Quorum</b>	
	BDDD
<b>Readmission of Students</b>	
Student Suspension/Expulsion	JGD/JGE
<b>Records</b>	
Personnel Records	GBL
Student Records	JO
<b>Regular School Board Meetings</b>	
	BDA
<b>Regulations</b>	
Policy Implementation	CH
<b>Reimbursement</b>	
Reimbursement of Expenses	DLC
<b>Relations</b>	
Educational Agency Relations Goals	LA
Goals for School-Community Relations	KA
Relations with Educational Accreditation Agencies	LI
Relations with Community Organizations	KM
Relations with Law Enforcement Authorities	KNAJ
Relations with Parent Organizations	KMA

Relations with Private Schools	LB
<b>Release of Student Information</b>	
Student Records	JO
<b>Religion</b>	
Religion in the Schools	INDC
<b>Remedial and Summer Instruction Program</b>	IGBE
<b>Remediation Recovery Program</b>	IKG
<b>Removal from Office/Board Member</b>	BBD
<b>Renewal of Contract</b>	
Professional Staff Probationary Term and Continuing Contract	GCG
<b>Reproduction of Copyrighted Materials</b>	EGAA
<b>Reports</b>	
Child Abuse and Neglect Reporting	JHG
Financial Reports and Statements	DI
Inventory and Reporting of Loss or Damage	ECA
Reporting Acts of Violence and Substance Abuse	CLA
Reports of Missing Children	KNB
School Division Annual Report	CM
School Division Annual Report Card	CMA
<b>Requests for Information</b>	KBA
<b>Requisitions/Purchasing Procedures</b>	DJF
<b>Resignation</b>	
Resignation of Staff Members	GCPB
<b>Resource</b>	
Community Resource Persons/School Volunteers	IICB/IICC
Qualifications and Duties for the Superintendent	CBA
<b>Responsibilities</b>	
School Board Powers and Duties	BBA
<b>Retirement</b>	
Retirement of Facilities	FG
Retirement Savings Program	GBR
Virginia Retirement System	GBO
<b>Rules of Order</b>	BDDE
<b>S</b>	
<b>Safety</b>	
School Crisis, Emergency Management, and Medical Emergency Response Plan	EB
<b>Salary Deductions</b>	DLB
<b>Salary Schedules</b>	
Staff Compensation Procedures (Options 1 and 2)	GBC
(Option 1) Deferred Wage Payment Election Form	GBC-E1
(Option 2) Notice of How Employees Who Work Less Than 12 Months Are to be Paid	GBC-E2
Staff Salary Schedules	GCBA
<b>Schedules</b>	
School Year/School Day	IC/ID
Staff Time Schedules	GAA
<b>School Assets</b>	
Authorized Use of School-Owned Materials	EDC

**School** (the following listings refer only to "school" matters, not to "School Board" topics.)

Community Resource Persons/School Volunteers	IICB/IICC
School Admission	JEC/JEC-R
School Attendance Areas	JC
School Attorney	BCG
School Choice for Students Enrolled in Schools Identified for Improvement	JCC
School Day/School Year	IC/ID
School Division Annual Report Card	CMA
School Division Goals and Objectives	AE
School Division Legal Status	AA
School Names	FFA
Violent Sex Offenders on School Property	KNA

**School Board**

	Section B
Administration in Policy Absence	BEF
Agenda Preparation and Dissemination	BDDC
Authority	BBAA
Board Committees	BCE, BCEA, BCF
Board Communications with Staff	BG, GBD
Board Legal Status	BB
Board Meetings	BDA
Board Officers	BCB, BCC
Board Policy Adoption	BFC
Board Powers and Duties	BBA
Calling and Certification of Closed Meetings	BDCA
Clerk	BCC
Closed Meetings	BDC
Compensation and Benefits	BHD
Conflict of Interest	BBFA
Electronic Participation in Meetings from Remote Locations	BDD
Evaluation of School Board Operational Procedures	AFA
In-Service Activities	BHB
Liability Insurance	BHE
Minutes	BDDG
Notification of School Board Meetings	BDDA
Oath of Office	BBBC
Organizational Meeting	BCA
Powers and Duties	BBA
Public Participation at Board Meetings	BDDH, KD
Qualifications	BBBA
Regular Meeting	BDA
Removal from Office	BBD
Rules of Order	BDDE
Special School Board Meetings	BDB
Student Liaison	BBBB
Unexpired Term Fulfillment	BBE
Voting Method	BDDF

**School Buses**

School Bus Safety Program	EEAC
School Bus Scheduling and Routing	EEAB
Special Use of School Buses	EEAD
Student Conduct	JFC
Student Transportation Services	EEA

**School Closings**

EBCD

**School Year/Day**

IC/ID

**Searches**

Search and Seizure	JFG
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**Section 504 Nondiscrimination Policy and Grievance Procedures**

JBA

**Second Language Procedures**

Limited English Proficient Students	IGBF
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**Selection of Instructional Materials**

Supplementary Materials Selection and Adoption	IIAB
Textbook Selection and Adoption	IIA
<b>Severance Benefits</b>	CBE
<b>Sex Discrimination</b>	
Equal Employment Opportunity/Nondiscrimination	GB
Nondiscrimination	AC
Sexual Harassment/Harassment Based on Race, National Origin, Disability and Religion	JFHA/GBA
<b>Sex Education</b>	
Family Life Education	IGAH
<b>Sex Offenders</b>	
Sex Offender Registry Notification	KN
Violent Sex Offenders on School Property	KNA
<b>Sick Leave</b>	
Family and Medical Leave	GCBE
Staff Leaves and Absences	G CBD
<b>Smoking</b>	
Teaching about Drugs, Alcohol, and Tobacco	IGAG
Tobacco Use on School Premises	KGC
Tobacco-Free School for Staff and Students	GBEC,JFCH
<b>Solicitations</b>	
Sales and Solicitations in Schools	KGA
Staff Gifts and Solicitations	GBI
<b>Special</b>	
Programs for Gifted Students	IGBB
Remedial and Summer Instruction Program	IGBE
<b>Special School Board Meetings</b>	BDB
<b>Sponsorships</b>	
Commercial, Promotional, and Corporate Sponsorships and Partnerships	KQ
Student Athlete Concussions during Extra Curricular Activities	JJAC
<b>Sports</b>	
Sportsmanship, Ethics and Integrity	JFCB
Student-Athlete Concussions during Extra Curricular Activities	JJAC
<b>Staff</b> (see Personnel)	
<b>Student</b>	Section J
Classroom Assignments for Twins	JCJ
Restraint and Seclusion of Students	JM
School Meals and Snacks	JHCH
Search and Seizure	JFG
Student Suspension/Expulsion (Options 1and 2)	JGD/JGE & JGD/JGE-R
Student Teachers	LEA
Student Wellness	JHCF
Student-Athlete Concussions during Extra Curricular Activities	JJAC
Substance Abuse - Student Assistance Program	JFCI
Suicide Prevention	JHH
Teacher Removal of Students from Class	JFCA
Transfers by Student Victims of Crime	JCA
Transfers by Students in Persistently Dangerous Schools	JCB
<b>Student Organizations</b>	IGDA
<b>Summer Schools</b>	IGBE
<b>Superintendent</b>	Section C
Disclosure Statement Required of Superintendent	CBCA

School CH

<b>Supplementary Materials Section and Adoption</b>	IIAB
<b>Supplementary Pay Plan</b>	
Supplementary Pay	GCBB
<b>Support Services</b>	EA
<b>Support Staff</b>	Sections E, G
Evaluation of Support Staff Members	GDN
Support Staff	GD
Support Staff Assignment and Transfers	GDI
Support Staff Employment Status	GDB
Support Staff Probationary Period	GDG
<b>Surveys</b>	
Administration of Survey and Questionnaires	KFB
<b>Suspension</b>	
Discipline of Students with Disabilities for Infliction of Serious Bodily Injury	JGDB
Disciplining Students with Disabilities	JGDA
Student Suspension/Expulsion	JGD/JGE & JGD/JGE-R (Options 1 & 2)
Suspension of Staff Members	GCPF
<b>Surplus</b>	
Disposal of Surplus Items	DN
<b>T</b>	
<b>Tax Sheltered Annuity</b>	
Retirement Savings Program	GBR
<b>Teacher</b> (entries filed under Professional Staff)	
<b>Temporary</b>	
Part-Time and Substitute Professional Staff Employment	GCE
<b>Termination of Employment</b>	
Professional Staff Discipline	GCPD
<b>Tests/Testing</b>	
Standards of Learning Tests and Graduation Requirements	IKF
Testing Programs	IL
<b>Textbooks/Instructional Materials</b>	
Public Complaints about Learning Resources	KLB
Supplementary Materials Selection and Adoption	IIAB
Textbook Selection, Adoption, and Purchase	IIAA
<b>Time Schedules</b>	
Staff Time Schedules	GAA
<b>Title IX</b>	
Nondiscrimination	AC
<b>Tobacco</b>	
Teaching about Drugs, Alcohol, and Tobacco	IGAG
Tobacco Use on School Premises	KGC
Tobacco-Free School for Staff and Students	JFCH, GBEC
<b>Tornado Drills</b>	EBCC
<b>Transfers of Personnel</b>	
Professional Staff Assignments and Transfers	GCI
Support Staff Assignments and Transfers	GDI
<b>Transfers of Students</b>	
School Choice for Students Enrolled in Schools Identified for Improvement	JCC
Transfers by Student Victims of Crime	JCA

Transfers by Students in Persistently Dangerous Schools	JCB
<b>Tuberculosis Examinations</b>	
Staff Health	GBE
<b>Tutoring for Pay</b>	GCQAB

**U - V**

<b>Vacations</b> (see Leaves and Absences)	
<b>Vandalism</b>	ECAB
<b>Vendor Relations</b>	DJG
<b>Viral Infections</b>	
Possible Exposure to Viral Infections	EBAB
<b>Virtual School Programs and Online Courses</b>	IGBGA
<b>Visitors</b>	
School Visitors	KK
Service Animals in Public Schools	KKA
<b>Vocational Education</b> (see <b>Career and Technical Education</b> )	
<b>Volunteers</b>	
School Volunteers	IICB

**W**

<b>Wages</b> (see Compensation)	
<b>Weapons</b>	
Staff Weapons in School	GBEB
Weapons in School	JFCD
<b>Wellness</b>	
School Meals and Snacks	JHCH
Student Wellness	JHCF
<b>Working Conditions</b>	
Tobacco Use on School Premises	KGC
<b>Workshops</b>	
School Board Member In-Service Activities	BHB