

Watertown School District 14-4

APPROVAL OF HANDBOOKS AND DIRECTIVES

District administrators are granted the authority to issue staff and student handbooks necessary and desirable to outline Board policy and District regulations. All handbooks bearing the name of the District or one of its schools shall be of a quality that reflects credit on the District. Prior to publication, the Board expects all handbooks to be approved by the Superintendent or designee.

The Superintendent will determine when a specific handbook needs Board approval. All published handbooks will be made available to the Board for informational purposes. Handbooks published specifically for a particular group of employees will be distributed to all of the employees affected by the handbook.

Policy

Adopted: 1/97

Revised: 12/08