

# Commerce Public Schools

420 D Street  
Commerce, Oklahoma 74339

BOARD OF EDUCATION:  
ERRY PERRY, President  
ERRY HELMIG, Vice President  
ENE HULSEY, Clerk  
OMPSON, Member  
RYMPLE, Member

DICK CURREY,  
Superintendent of Schools  
RANDALL JONES, High School Prin.  
JIM HUTTO, Middle School Prin.  
JACK REDDEN, Elementary Prin.  
PATRICIA HALL, Fin. Secretary

BOARD POLICY

BOARD POLICY BOOK--INDEX

BOARD POLICY	DATE APPROVED	PAGE
"Fees" for Students	07/12/76	96
Acceptance of policies	11/02/81	35
Accumulated Sick Leave Support Staff	10/02/78	123
Aids Admission and Management of Students	11/02/87	64
Aids Employees Infected	11/02/87	68
Aids Prevention Education	11/02/87	63
Aids Referral of Students	11/02/87	66
Allocations for Professional Trips	10/06/80	75
Appointing a Superintendent		18
Band Trips and Non-Band Members	12/07/83	79
Board Community Relations		28
Board Member's Creed		6
Board Philosophy		8
Board Resolution on Discrimination	10/01/84	39
Catastrophic Insurance for Athletics	05/2/83	141
Christmas Gift Exchange	12/02/73	83
Civil Defense Plan	09/30/69	99
Civil Rights Resolution		29
Clinic Card Medication	1984-85	116
Commerce Constitution National Honor Society		990
Complaint Policy	01/83	56
Complaints	05/03/76	55
Concession Income	06/01/69	98
Confidentiality Procedures		48
Constitution National Honor Society		85
Curriculum Evaluation	06/06/83	103
Discipline Policy	11/01/82	125
Duties of Board President		21
Duties of Treasurer		22
Duties of Vice-President		21
Eighth Grade Promotion	11/05/79	74
Employee Under Doctors Care	01/09/78	120
Employment of Personnel	02/05/62	38
Evaluation Procedures	1986	150
Executive Session		11
Exhibit	11/02/81	3
Extra Curricular Activities & Attendance		156
Extra Pay Speech & Drama	11/02/81	109
Family Concept & Activity Practice		157
Felony Record Searches	10/10/90	
Football Insurance	09/02/63	138
Forward		1
Functions of the Board		12
a. Reviewing action		
b. Adoption of policies		
c. Legislative action		
d. Appraisal and approval action		
e. Operational action		
f. Executive action		
g. Judicial action		
Fund Raisers	06/22/78	95
General Instructions to Teachers		44
Gift for Retirees	05/03/71	82
Graduation Requirements	03/06/89	159
Grievance Procedure	04/03/78	106
H.B. 1367 Notification of Support Employees	05/29/87	60
H.S. Commencement and Baccalaureate	11/02/81	73

BOARD POLICY BOOK--INDEX

BOARD POLICY	DATE APPROVED	PAGE
High School Cheerleaders		158
Homecoming Parades	09/30/69	81
In-Service Education for Board Members		33
Integration and Desegregation		28
Investing Funds County Treasurer		24
Investment of Funds		25
Kitchen-School Function	12/04/66	144
Legal Age for Attending School	06/01/64	101
Letter for Removing Support Employees		62
Letter Jackets	02/82	132
Library Policy	12/01/68	145
Log on Dispensing Medication	1984-85	114
Method of Election of Officers		9
National Honor Society	11/02/81	84
Needs Assessment Advisory Committee	11/04/73	52
New Gym Use	02/08/71	133
New Teachers Experience Time	09/13/82	53
Nine Week Test Exemption	10/03/83	128
No League Games in Gym	10/06/79	137
Non-Participants of Athletic Tournaments	12/14/82	139
Notice of Agenda		10
Notice of Regular Board Meetings	11/07/88	4
Notice of Responsibilities		2
Okla. Secondary School Membership	10/05/64	140
Open Meeting Law	05/05/80	37
Organization of the Board		9
Organizational Chart		5
Overnight Trips for Mixed Groups	03/06/89	78
Paging Devices	08/07/89	160
Parent Insurance Form for Athletics		143
Parent Letter on Child Paddling	01/05/81	124
Parental Authorization Medicine	1984-85	115
Personal Leave	09/13/82	72
Policy for Suspension, Demotion, Termination, or Non-Reemployment of Support Employees		
Policy of Catastrophic Insurance	05/02/83	142
Policy of Children Residing on Indian Land	12/14/82	58
Policy on Dispensing Medication	1984-85	111
Qualifications and Duties of a Teacher		42
Qualifications and Duties of a Principal		40
Referral Process for Testing	1988	51
Request for Reconsideration of Media		149
Resolution on P.L. 81-874/815	09/06/88	50
Resolution Unemployment Act	01/04/82	102
Rotation of Board Officers	02/04/80	36
Rules on Board Meetings		12
School Band Instruments	06/05/72	80
School Board Meeting Procedures		14
School Bus Load Capacities	12/06/76	76
School Jackets	12/08/72	130
School Jackets and Class Rings	02/09/84	129
School Newspaper	06/08/82	100
Selection of Board Attorney		10
Selection of Library Material	01/82	146
Selection of Treasure		9
Senior Jackets	11/07/65	131

BOARD POLICY BOOK--INDEX

BOARD POLICY	DATE APPROVED	PAGE
Sick Leave and Tenure	03/06/78	71
Sick Leave for Support Staff	09/13/82	122
Sponsor Pay	09/06/88	108
Staff Development Committee	10/06/80	104
Staff Development Points	03/05/84	107
Staff Development Time	03/04/88	105
State Dues for Principals & Superintendents	06/02/80	70
Student Health Problems	10/06/74	110
Student Leadership	05/07/67	94
Student Money on School Events	06/29/68	97
Student Travel	01/04/65	77
The Family Educational Rights and Privacy Act	08/88	47
Title I Complaint Procedure	02/04/80	54
Title I-874	08/07/78	49
Title IV Indian Arts and Crafts	04/05/83	59
Tobacco To Minors H.B. 1104	08/05/85	117
Transfer Policy	03/03/74	118
Travel by Board of Education Members		31
Two Day In-Service Support Staff	09/08/81	119
Use of Gym for Little League Basketball	12/04/61	136
Use of School Facilities by Non-School Groups	10/03/83	134
Vacation for Janitors	06/19/79	121

INDEX

BOARD POLICY	DATE APPROVED	PAGE
Forward		B-1
Notice of Responsibilities		B-2
Exhibit	11-2-81	B-3
Notice of Regular Board Meetings	11-7-88	B-4
Organizational Chart		B-5
Board Member's Creed		B-6,7
Board Philosophy		B-8
Organization of the Board		B-9
Method of Election of Officers		B-9
Selection of Treasurer		B-9
Selection of Board Attorney		B-9
Notice of Agenda		B-10
Executive Session		B-10
Rules on Board Meetings		B-11
Functions of the Board		B-12
a. Reviewing action		B-13
b. Adoption of policies		B-13
c. Legislative action		B-13
d. Appraisal and approval action		B-14-17
e. Operational action		B-18
f. Executive action		B-19-20
g. Judicial action		B-21
School Board Meeting Procedures		B-22-23
Appointing a Superintendent		B-24
Duties of Board President		B-25
Duties of Vice-President		B-26-27
Duties of Treasurer		B-28
Investing Funds County Treasurer		B-29-30
Investment of Funds		B-31-32
Board Community Relations		B-33-34
Integration and Desegregation		B-35
Civil Rights Resolution		B-36
Travel by Board of Education Members		B-37
In-Service Education for Board Members		B-38
Acceptance of policies	Nov. 2, 1981	B-39
Rotation of Board Officers	Feb. 4, 1980	B-40-41
Open Meeting Law	May 5, 1980	B-42-43
Employment of Personnel	Feb. 5, 1962	B-44-45-46
Board Resolution on Discrimination	Oct. 1, 1984	B-47
Qualifications and Duties of a Principal		B-48
Qualifications and Duties of a Teacher		B-49
General Instructions to Teachers		B-50
The Family Educational Rights and Privacy Act	Aug. 1988	B-51
Confidentiality Procedures		B-52
Title I-874	Aug. 7, 1978	
Resolution on P.L. 81-874/815	Sept. 6, 1988	
Referral Process for Testing	1988	
Needs Assessment Advisory Committee	Nov. 4, 1973	

BOARD POLICY	DATE APPROVED	PAGE
New Teachers Experience Time	Sept. 13, 1982	B-53
Title I Complaint Procedure	Feb. 4, 1980	B-54
Complaints	May 3, 1976	B-55
Complaint Policy	Jan. 1983	B-56-57
Policy of Children Residing on Indian Land	Dec. 14, 1982	B-58
Title IV Indian Arts and Crafts	April 5, 1983	B-59
H.B. 1367 Notification of Support Employees	May 29, 1987	B-60-61
Letter for Removing Support Employees		B-62
Aids Prevention Education	Nov. 2, 1987	B-63
Aids Admission and Management of Students	Nov. 2, 1987	B-64-65
Aids Referral of Students	Nov. 2, 1987	B-66-67
Aids Employees Infected	Nov. 2, 1987	B-68-69
State Dues for Principals & Superintendents	June 2, 1980	B-70
Sick Leave and Tenure	March 6, 1978	B-71
Personal Leave	Sept. 13, 1982	B-72
H.S. Commencement and Baccalaureate	Nov. 2, 1981	B-73
Eighth Grade Promotion	Nov. 5, 1979	B-74
Allocations for Professional Trips	Oct. 6, 1980	B-75
School Bus Load Capacities	Dec. 6, 1976	B-76
Student Travel	Jan. 4, 1965	B-77
Overnight Trips for Mixed Groups	March 2, 1969	B-78
Band Trips and Non-Band Members	Dec. 7, 1983	B-79
School Band Instruments	June 5, 1972	B-80
Homecoming Parades	Sept. 30, 1969	B-81
Gift for Retirees	May 3, 1971	B-82
Christmas Gift Exchange	Dec. 2, 1973	B-83
National Honor Society	Nov. 2, 1981	B-84
Constitution National Honor Society		B-85-89
Commerce Constitution National Honor Society		B-90-93
Student Leadership	May 7, 1967	B-94
Fund Raisers	June 22, 1978	B-95
"Fees" for Students	July 12, 1976	B-96
Student Money on School Events	June 29, 1968	B-97
Concession Income	June 1, 1969	B-98
Civil Defense Plan	Sept. 30, 1969	B-99
School Newspaper	June 8, 1982	B-100
Legal Age for Attending School	June 1, 1964	B-101
Resolution Unemployment Act	Jan. 4, 1982	B-102
Curriculum Evaluation	June 6, 1983	B-103
Staff Development Committee	Oct. 6, 1980	B-104
Staff Development Time	March 4, 1988	B-105
Grievance Procedure	April 3, 1978	B-106
Staff Development Points	March 5, 1984	B-107
Sponsor Pay	Sept. 6, 1988	B-108
Extra Pay Speech & Drama	Nov. 2, 1981	B-109
Student Health Problems	Oct. 6, 1974	B-110
Policy on Dispensing Medication	1984-85	B-111-112-113
Log on Dispensing Medication	1984-85	B-114
Parental Authorization Medicine	1984-85	B-115
Clinic Card Medication	1984-85	B-116
Tobacco To Minors H.B. 1104	Aug. 5, 1985	B-117

*Rev. March 1979*

## BOARD POLICY

DATE APPROVED

PAGE

BOARD POLICY	DATE APPROVED	PAGE
Transfer Policy	March 3, 1974	B-118
Two Day In-Service Support Staff	Sept 8, 1981	B-119
Employee Under Doctors Care	Jan. 9, 1978	B-120
Vacation for Janitors	June 19, 1979	B-121
Sick Leave for Support Staff	Sept. 13, 1982	B-122
Accumulated Sick Leave Support Staff	Oct. 2, 1978	B-123
Parent Letter on Child Paddling	Jan. 5, 1981	B-124
Discipline Policy	Nov. 1, 1982	B-125-126-127
Nine Week Test Exemption	Oct. 3, 1983	B-128
School Jackets and Class Rings	Feb. 9, 1984	B-129
School Jackets	Dec. 8, 1972	B-130
Senior Jackets	Nov. 7, 1965	B-131
Letter Jackets	Feb. 1984	B-132
New Gym Use	Feb. 8, 1971	B-133
Use of School Facilities by Non-School Groups	Oct. 3, 1983	B-134-135
Use of Gym for Little League Basketball	Dec. 4, 1961	B-136
No League Games in Gym	Oct. 6, 1979	B-137
Football Insurance	Sept. 2, 1963	B-138
Non-Participants of Athletic Tournaments	Dec. 14, 1982	B-139
Okla. Secondary School Membership	Oct. 5, 1964	B-140
Catastrophic Insurance for Athletics	May 2, 1983	B-141
Policy of Catastrophic Insurance	May 2, 1983	B-142
Parent Insurance Form for Athletics		B-143
Kitchen-School Function	Dec. 4, 1966	B-144
Library Policy	Dec. 1, 1968	B-145
Selection of Library Material	Jan. 1982	B-146-147-148
Request for Reconsideration of Media		B-149
<i>Evaluation Procedures</i>	<i>1986 Adoption</i>	<i>B-150-155</i>
<i>Extra Curricular Activities + Attendance</i>		<i>B-156</i>
<i>Family Concept + Activity Practice</i>		<i>B-157</i>
<i>High School Cheerleaders</i>		<i>B-158</i>
<i>Graduation Requirements</i>	<i>March 6, 1989</i>	<i>B-159</i>
<i>Paging Devices</i>	<i>Aug. 7, 1989</i>	<i>B-160</i>
<i>Policy for Suspension, Demotion, Termination, or Non-Reemployment of Support Employees</i>		
<i>Felony Record Searches</i>	<i>Oct. 10, 1990</i>	

# Mini

- ✓ H.S. Checkleader March 6, 1989
- ✓ Paying Diners Aug. 7, 89
- ✓ No. 10th Jan. Aug. 4, 86
- Certified Personnel Evaluation Policy Oct. 3, 77
- Powers and Duties of the Board
- Policy for Selection of Teacher of  
the Year Award 2/1/88?
- Reporting Students Under the Influence...  
June 22, 1981
- Policy for gets buses & concession  
workers 8-21-70
- Student Release to Parents (Admin Policy)
- Disposal of School Property
- Suspension, Promotion, or Termination of  
Support Employees June 22, 1981
- Football Equipment Nov. 2, 87
- Varsity Basketball Dec 1, 1986
- Selection of Home Student Dec 4, 86
- High School Closed Campus June 7, 1970
- Alcoholism, Child Prevention Education  
for Student May 2, 87
- ✓ Sick Leave for Support Personnel 12-5-88
- Graduation Requirements March 6, 1989
- Overnight Trips April 10, 1989
- Resolution: Authorized up school records  
May 8, 1989
- ✓ Checkating Squads M.S. 4-9-90
- ✓ Annual Accumulated Sick Leave 10-3-88
- ✓ Attendance Office Agreement Oct. 8, 1990
- ✓ " " " " " " " "
- ✓ Sulong Record Searches 10-8-90
- Defted & Talented Policy 2-11-91
- Early Childhood Education March 1, 1991



- ✓ School Activities Prohibited
- ✓ Authorized Rpt for Student Transfers
- ✓ Communi. School District Policy for Student
- ✓ Regarding Drug & Alcohol Sept. 13, 1993
- ✓ Policy with regard to Employer for a
- ✓ Drug - and Alcohol - Free Workplace Sept 13, 1993
- ✓ Board Requirements for Drug and Alcohol Free
- ✓ Schools Sept. 13, 1993
- ✓ Asbestos Hazard Emergency
- ✓ & Staff Evaluation 1986
- ✓ Suspension, Deviation, Termination, or
- ✓ Nonemployment of Support Employees 11/6/82
- ✓ Family Concept (Admin) Nov. 24, 1981
- ✓ Non-Discrimination Resolution Aug. 6, 90
- ✓ 81-874 Res. " " "
- ✓ Non-Disc. Res. 2-11-81
- ✓ Ind. Prog. Rep. Res. Aug. 5, 80
- ✓ Non-Disc. Res. " " "
- ✓ Use and Control of Tools SB Field June 8, 82
- ✓ Ind. Prog. Rep. Res. Aug. 6, 90
- ✓ Grading Scale 5-6-91

M.S.