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| AA | School District Legal Status |
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| ABE | District Goals and Objectives |
| AC | School District Grade Levels |
| AD | District Attendance Areas |
| ADA | School Census |
| AE | School Year – Virtual Schools |
| AEA | School Calendar |
| AEB | School Year and Learning Opportunities |
| AF | School Day |
| AG | Closing School Buildings |

B--SCHOOL BOARD OPERATIONS

| | |
|-------|--|
| BA | Goals and Objectives |
| BBBA | Duties of Members Duties of Officers |
| BBBAA | Number of Members/Terms of Office |
| BBBAB | School District Election |
| BBBAC | Organization of the Board of Education |
| BBBAD | Board Vacancies |
| BBBB | New Member Orientation |
| BBBF | Reimbursement for Expenses Board Travel |
| BBC | Board Committees Advisory Committees |
| BBE | Attorney |
| BBG | Consultants |
| BCAC | Special Meetings Meetings Regular Meetings Waiver of Notice |
| BCAE | Public Hearings |
| BCBD | Agenda |
| BCBF | Rules of Order |
| BCBFB | Amendment of Policies on Operation and Procedures |
| BCBG | Voting Method Quorum and Voting |
| BCBH | Minutes |

| | |
|-------|--|
| BCBI | Public Participation Open Forum Patron-Requested Agenda Items Handling Complaints |
| BCBIA | Handling of Issues and Communications at Board Meetings |
| BCBJ | News Coverage |
| BCBK | Executive Sessions |
| BDA | Developing and Adopting Policy Drafting Policy Attorney Involvement Policy Dissemination Historical Policy Files Public Input on Policy |
| BE | School Board Records |
| BG | Memberships |
| BH | School Board Member Ethics |
| BK | Board Self-Evaluation |

C--GENERAL SCHOOL ADMINISTRATION

| | |
|------|--|
| CA | Goals and Objectives |
| CB | Administrator Ethics |
| CC | Organizational Chart |
| CD | Line and Staff Relations |
| CE | Superintendent of Schools |
| CEA | Qualifications |
| CEB | Duties |
| CEC | Recruitment |
| CEE | Compensation and Benefits |
| CEF | Expense Reimbursement and Credit Cards |
| CEG | Professional Development Opportunities |
| CEI | Evaluation |
| CEJ | Non-renewing or Termination |
| CEK | Resignation |
| CF | Board-Superintendent Relations |
| CG | Administrative Personnel Compensation Guides and Contracts Qualifications and Duties Recruitment Assignment Orientation Supervision Administrative Intern Program Travel Expense and Reimbursement |
| CGI | Evaluation |
| CGIA | Job Descriptions |
| CGIB | Contract Year |

| | |
|-------|---|
| CGIC | Vacations |
| CGICA | Principal/Assistant Principal Leaves |
| CJ | Hiring Consultants |
| CK | Professional Development Opportunities |
| CL | Administrative Teams |
| | Method of Appointment |
| | Organization |
| | Resources |
| | Financial |
| CM | Policy Implementation |
| CMA | Administrative Rules |
| | Staff Involvement |
| | Community Involvement |
| | Student Involvement |
| | Rules Drafting |
| | Rules Dissemination |
| | Rules Review |
| | Action Allowed When No Policy Exists |
| CN | Public Records |
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| CO | Reports, Types and Dissemination |
| CYA | Document Production, Including Electronic Information |
| | Destroying Documents |

D—Fiscal Management

| | |
|------|--|
| DA | Goals and Objectives |
| DB | Budget Planning |
| DC | Annual Operating Budget |
| | Budget Forms |
| | Priorities |
| | Deadlines and Schedules |
| | Encumbrances |
| | Recommendations |
| | Preliminary Adoption Procedures |
| | Hearings and Reviews |
| | Management of District Assets/Accounts |
| | Fraud Prevention and Investigation |
| | Reporting Fraud |
| | Whistleblowers |
| DFAB | Standard of Conduct for Federally Funded Contracts |
| DFAC | Federal Fiscal Compliance |

| | |
|-------|---|
| DFE | Investment of Funds |
| DFEA | Auditing Procedures |
| DFEB | Fixed Assets Accounting |
| DFEC | Financial Reporting |
| DFED | Guidelines for Travel Arrangements and Reimbursement Professional and Business Trip Reimbursement |
| DFG | Fees, Payments and Rentals |
| DFGA | Use of School Facilities by Community Elementary Schools Secondary Schools |
| DFK | Gifts and Bequests |
| DFM | Equipment and Supplies Sales |
| DH | Bonded Employees |
| DIC | Inventories |
| DJB | Petty Cash Accounts Resolution DJE Purchasing Purchasing Authority |
| DJEB | Quality Control Specifications Standardization Quantity Purchasing Cost Control |
| DJED | Bids and Quotations Requirements Bid Specifications Procedure Responsible Bidder Bid Specifications Withdrawal of Bids Rejection of Bids |
| DJEE | Local Purchasing |
| DJEF | Requisitions |
| DJEG | Purchase Orders and Contracts |
| DJEJ | Payment Procedures |
| DJFA | Purchasing Authority |
| DJFAB | Administrative Leeway |
| DK | Student Activity Fund Management Activity Fund Management Activity Fund Deposits Inactive Activity Funds Activity Fund Management Resolution |
| DP | Collection Procedures |

E--BUSINESS MANAGEMENT

| | |
|------|--|
| EA | Goals and Objectives |
| EB | Buildings and Grounds Management |
| EBA | Insurance Program |
| EBAA | Workers' Compensation |
| EBB | Safety |
| | Rules/Unit |
| | Warning Systems |
| | Safety Inspections |
| | Heating and Lighting |
| EBBA | Hazardous Waste Inspection and Disposal |
| EBBD | Evacuations and Emergencies |
| | School Closing Announcements |
| | Bomb Threats |
| | Planning for Emergencies |
| EBBE | Emergency Drills |
| EBBF | Crisis Planning |
| EBC | Security and Safety |
| | Reporting Crimes at School to Law Enforcement |
| | Reporting Certain Students to Administrators and Staff |
| | Annual Reports |
| | Staff Immunity |
| EBCA | Vandalism |
| | Protection |
| | Restitution for Damages |
| | Return of School Property |
| | Offering a Reward |
| EBE | Cleaning and Maintenance Programs |
| EBI | Long-Range Maintenance Program |
| EBJ | Records |
| EC | Equipment and Supplies Management |
| | Receiving |
| ECA | HIPPA Policy |
| ECH | Printing and Duplicating Services |
| | Fair Use Rules |
| | Prohibited Practice |
| | Permitted Practice |
| | Programming for Educational Purposes |
| | Computer Software |
| ED | Student Transportation Management |
| EDAA | School Vehicles |
| EE | Food Service Management |
| EF | Data Management |
| | Data Dissemination |
| | To Education Agencies |
| EG | Technology Disposal Policy |
| EGA | Technology Acceptable Use Policy |

F--FACILITY EXPANSION PROGRAM

| | |
|-----|------------------------------------|
| FA | Goals and Objectives |
| FB | Building Committees |
| FD | Capital Outlay Long Range Planning |
| FDB | Long-Range Needs Determination |
| FDC | Naming Facilities |

G--PERSONNEL

| | |
|-------|---|
| GA | Personnel Policy Organization |
| | <u>Policies That Apply to All Employees</u> |
| GAA | Goals and Objectives |
| GAAA | Equal Employment Opportunity and Nondiscrimination |
| GAAB | Complaints of Discrimination |
| GAAC | Sexual Harassment |
| GAACA | Racial and Disability Harassment – Employees |
| GAAD | Child Abuse <ul style="list-style-type: none">DCF Access to Students on School premisesCooperation Between School and AgenciesReporting Procedure |
| GAAE | Bullying by Staff <ul style="list-style-type: none">Bullying Plan |
| GAAF | Emergency Safety Interventions |
| GACA | Positions – Data Required for Employment |
| GACB | Job Descriptions |
| GACC | Recruitment and Hiring |
| GACCA | Nepotism |
| GACD | Employment Eligibility Verification |
| GACE | Assignment and Transfer |
| GAD | Employee Development Opportunities |
| GAE | Complaints |
| GAF | Staff-Student Relations |
| GAG | Conflict of Interest |
| GAH | Participation in Community Activities |
| GAHB | Political Activities |
| GAI | Solicitations |
| GAJ | Gifts |
| GAK | Personnel Records <ul style="list-style-type: none">Requests for ReferencesImmunity Provided |
| GAL | Salary Deductions |
| GAM | Personal Appearance |
| GAN | Travel Expenses |
| GANA | Expense Reimbursement and Credit Cards |
| GAO | Maintaining Proper Control. |

| | |
|--------|---|
| GAOA | Drug Free Workplace |
| GAOB | Drug Free Schools |
| GAOC | Use of Tobacco Products and Nicotine Delivery Devices |
| GAOD | Drug and Alcohol Testing |
| GAOE | Workers Compensation |
| GAOF | Salary Deductions |
| GAOFA | Tax Deferred Annuity Paid by Employee |
| GAR | Communicable Diseases |
| GARA | Bloodborne Pathogen Exposure Control Plan |
| GARI | Family Medical Leave |
| GARIA | Health Certificates |
| GARIAB | Lactation Accommodations |
| GARID | Military Leave |
| GAT | Staff Use of Communication Devices |

Certified Personnel Section

| | |
|--------|--|
| GBH | Supervision |
| GBI | Evaluation |
| GBK | Suspension |
| GBN | Non Renewal and Termination |
| GBO | Resignation |
| GBOA | Request for Release from Contract During the Contract Year |
| GBOAA | COBRA Guidelines for Retirees Health Insurance |
| GBQA | Reduction of Teaching Staff |
| GBR | Work Schedule |
| | Attendance Required |
| | Time Schedule |
| GBRC | In-Service Education |
| GBRF | Student and Parent Conferences |
| GBRCA | Continuing Education |
| GBRCB | Professional Organizations |
| GBRD | Staff Meetings |
| GBRE | Additional Duty |
| GBRG | Non-School Employment |
| GBRGA | Consulting |
| GBRGB | Tutoring for Pay |
| GBRH | Leaves and Absences |
| GBRHA | Sick Leave Annual and Maximum Accumulation |
| GBRIBA | Disability Leave |
| GBRJ | Substitute Teaching |
| | Pay in Long-Term Assignment |
| GBRJA | Student Teachers |
| GBRK | Political Activities |
| GBU | Ethics |
| GBV | Procedures for Professional Negotiations |

Non-certified Personnel Section

| | |
|-----|-----------------------------------|
| GC | |
| GCA | Compensation and Work Assignments |
| | Appointment |
| | Work Assignments |
| | Attendance Required |

| | |
|------|------------------------------------|
| | Overtime |
| GCI | Evaluation |
| GCIA | Evaluation of Coaches and Sponsors |
| GCK | Suspension |
| GCKA | Resignation |
| GCRF | Non-School Employment |
| GCRG | Leaves and Absences |
| GCRH | Vacations |
| GCRI | Holidays |
| GCRK | Political Activities |

H--NEGOTIATIONS

| | |
|-------|-----------------------------------|
| HAA | Legal Status |
| HAB | Goals and Objectives |
| HAC | Scope of Negotiations |
| HAE | Board Negotiating Agents |
| HAF | Superintendent's Role |
| HAHBA | Use of School Facilities |
| HAHBB | Use of School Equipment |
| HAI | Negotiations Procedures |
| | Minutes and Records |
| | Reporting to the Staff and Board |
| | Reporting to the Media and Public |
| | Research Assistance |
| HAJ | Preliminary Agreement Disposition |
| HAK | Ratification Procedures |
| HAL | Announcement of Agreement |
| HAN | Slowdowns |

I--INSTRUCTIONAL PROGRAM

| | |
|-----|----------------------------------|
| IA | Philosophy - Mission Statement |
| | Goals and Objectives |
| IAA | Academic Freedom |
| IB | School Site Councils |
| IBA | District Mission Statement |
| | Articles I - X |
| IC | Educational Programs |
| | Curriculum Handbooks |
| | Educational Goals and Objectives |
| | Additional Educational Programs |
| ICA | Pilot Projects |

| | |
|-------|--|
| | Pilot Project Evaluation |
| ICAA | Teaching Methods |
| ID | Instructional Program |
| | Modification |
| | Personnel |
| | Financial Resources |
| | Evaluation |
| IDA | Educational Program |
| | Curriculum Handbooks |
| | Educational Goals and Objectives |
| | Other Educational Programs |
| IDAA | Special Programs |
| | Partnerships |
| | Work-Study Programs |
| IDAB | Support Programs |
| | Drug Education |
| | Student Mental Health |
| | Dropout Prevention |
| | At-Risk Students |
| | Guidance |
| | Homebound Instruction |
| IDAC | Exceptional Programs |
| IDACA | Special Education Services |
| IDACB | Section 504 Accommodations for Students |
| IDAD | Title I Programs |
| | Protection of Pupil Rights Amendment: Regulation |
| IDAE | Student Privacy Policy |
| IDCE | College Classes |
| IDFA | Athletics |
| IE | Instructional Arrangements |
| | Class Size |
| | Scheduling for Instruction |
| | Pre-enrollment |
| IEB | Charter Schools |
| IF | Textbooks, Instructional Materials & Media Centers |
| | Textbooks & Instructional Materials |
| | Media Center Materials |
| | Collection Development |
| | Challenges of Materials |
| | Review Committee |
| | Removing Challenged Materials |
| IFAB | Supplemental Instructional Materials |
| IFBH | Outside Speakers |
| IFC | Community Resources |
| | School Volunteers |
| IFCB | Field Trips |
| | USD Approved Field Trips |
| | Educational Trips |
| | Trip |
| | Field Trip |
| | Extended Trip |

Special Trip
Non-Sanctioned Field Trips

| | |
|-------|--|
| IG | Textbook Rental Lost Books Rental Fees Responsibility School Visitation |
| IHA | Grading Systems |
| IHB | Homework |
| IHEA | Make-Up Opportunities |
| IHF | Graduation Requirements |
| II | Educational Testing Programs Reporting Test Results |
| IIA | Performance-Based Credits |
| IIBG | Computer Use Use of District Computers/Privacy Rights Copyright Installation Hardware Audits Privacy Rights Ownership of Employee Computer Materials |
| IIBGA | Children's Internet Protection Act Children's Internet Protection Plan (CIPA) Plan Children's Internet Protection Act (CIPA) Safety Plan Goals Access to Inappropriate Material Inappropriate Network Usage Education, Supervision and Monitoring Disciplinary Measures Children's Internet Protection Act Technology Plan |
| IIBGB | On-Line Learning Opportunities Application Guidelines Other Regulations or Guidelines |
| IIBGC | Staff Online Activities |
| IJ | Evaluation of Instructional Program |
| IKA | Financial Literacy |
| IKB | Controversial Issues |
| IKCA | Human Sexuality and AIDS Education |
| IKD | Religion in Curricular or School Sponsored Activities Teaching About Religion Religion in the Curriculum Religious Symbols in the Classroom Religious Holidays Graduation and Other Ceremonies |
| IKDA | Religious Objectives to Activities |
| IKE | Assemblies |
| IKI | Lesson Plans |
| ING | Animals and Plants in the School |

J--STUDENTS

| | |
|-------|--|
| JA | Goals and Objectives |
| JB | Attendance Records |
| JBC | Enrollment <ul style="list-style-type: none">Resident StudentsNon-Resident StudentsEnrollment ProceduresPart-Time EnrollmentIdentification of StudentsEnrollment InformationAssignment to a School Building, Grade Level or ClassesTransferring CreditTransfers from Non-Accredited Schools |
| JBCA | Homeless Students <ul style="list-style-type: none">Enrollment/PlacementServicesTransportationRecordsCoordinatorComplaint Form |
| JBCB | Foster Care Students |
| JBD | Absences and Excuses <ul style="list-style-type: none">Excused/Unexcused AbsencesSignificant Part of a School DayMake-Up Work |
| JBE | Truancy <ul style="list-style-type: none">Waiver of Compulsory Attendance RequirementsInvolvement of Law EnforcementReporting to ParentsDual Enrollment StudentsEducation Pays |
| JBH | Release of a Student During the School Day |
| JCAB | Searches of Property |
| JCABB | Searches of Students |
| JCAC | Interrogations and Investigations <ul style="list-style-type: none">Coordination with Law EnforcementInvestigations Conducted by Law Enforcement OfficersChild Abuse Investigations Conducted by Law EnforcementLaw Enforcement Initiated Investigations at SchoolViolations of Criminal LawTaking Students Into CustodyDisturbance of School EnvironmentReport to Local Law EnforcementReport to Staff Member |
| JCDA | Student Conduct |
| JCDAA | Tobacco and Nicotine Delivery Devices |
| JCDB | Dress Code |

| | |
|--------|--|
| JCDBB | Weapons |
| JCE | Complaints |
| | Complaints About Discrimination |
| | Complaints About School Rules |
| JCEC | Demonstrations |
| JD | Student Behavior and Discipline |
| JDA | Corporal Punishment |
| JDB | Detention |
| JDC | Probation |
| JDD | Suspension and Expulsion Procedures |
| | Short-Term Suspension |
| | Long-Term Suspension or Expulsion |
| JDDA | Drug Free Schools |
| JDDAA | Alcohol Screening Policy |
| Jddb | Reporting to Law Enforcement |
| JDDC | Bullying |
| | Report to Local Law Enforcement |
| JF | Academic Achievement |
| JFA | Peer Grading Prohibited |
| JFB | Promotion and Retention |
| JFC | Graduation Exercises |
| JFCA | Early Graduation |
| JGA | Student Insurance Program |
| JGC | Health Assessments and Physicals |
| JGCA | Local Wellness Policy |
| JGCB | Inoculations |
| JGCBA | Automated External Defibrillators |
| JGCC | Communicable Diseases |
| JGCD | Health Screenings |
| JGD | Student Psychological Services |
| JGDA | Guidance and Counseling |
| JGEC | Sexual Harassment |
| JGECA | Racial and Disability Harassment |
| JGFB | Supervision of Students |
| JGFF | Student Transportation Regulation |
| | Use of Vehicles and Bicycles |
| | Walkers |
| JGFG | Student Accidents |
| JGFGB | Supervision of Medications |
| JGFGBB | Accommodating Students with Diabetes |
| JGFGBA | Student Self-Administration of Medications |
| JGG | Transportation |
| | Rural Bussing |
| JGGA | Use of Video Camera |
| JGH | School Food Service Programs |
| JGHB | Vending Machines and Other Automated Play Machines |
| JH | Student Activities |
| | Eligibility for Activities |
| | Adding or Eliminating Activities |
| | Activity Fund Management |
| JHA | Activity Meal Policy |

| | |
|-------|--|
| JHC | Student Organizations Student Clubs Non-school Sponsored Student Clubs Student Government |
| JHCA | Student Publications |
| JHCAA | Gang Activity |
| JI | Community Activities |
| JJ | Employment of Students |
| JK | Solicitations |
| JL | Gifts |
| JM | Contests for Students |
| JN | Awards |
| JQ | Exceptional Students Concurrent Enrollment |
| JQA | Temporarily Disabled Students |
| JQE | Alternative Arrangements for Non-Traditional Students |
| JQI | Adult Students |
| JQKA | Foreign Exchange Students |
| JQL | Hearing Procedures for Exceptional Students |
| JQLA | Class Size/Caseload Limits for Exceptional Students |
| JR | Student Records |
| JRA | Types of Records |
| JRB | Release of Student Records |
| JRC | Disposition of Records |
| JRD | Hearing Request |
| JS | Student Fees and Charges |

K--GENERAL PUBLIC RELATIONS

| | |
|-----|---|
| KA | Goals and Objectives |
| KB | Public Information Program Media |
| KBA | District or School Web Sites |
| KBC | Media Relations Broadcasting and Taping News Releases Conferences and Interviews |
| KCA | Protection of Privacy Rights |
| KCB | Custodial and Non-Custodial Parent Rights |
| KDC | Solicitations |
| KFD | School Volunteers |
| KG | Use of School Facilities Fees and Rental Charges Lease Arrangements Supervision of Non-School Groups Insurance and/or Bonds |
| KGA | Use of District Personal Property and Equipment |
| KGB | Concealed Observations |

| | |
|------|--|
| KGAB | Memorials and Memorial Services Use of School Facilities/Grounds for Memorial Services and Funerals Existing Memorials |
| KGC | Bullying by Parents |
| KGD | Disruptive Acts at School or School Activities Possession of a Firearm |
| KGDA | Public Conduct on School Property |
| KH | Gifts to Schools |
| KI | Distributing Materials in Schools Materials Produced by Outside Groups – Including Religious Materials Political Campaign Materials Advertised in Schools Mailing Lists |
| KK | Sale of District Property |
| KM | Visitors to the Schools |
| KN | Complaints About Discrimination or Discriminatory Harassment Informal Procedures Formal Complaint Procedures About Policy, Curriculum, Instructional Materials, Facilities and Services, Personnel, Emergency Safety Intervention Use |

L--INTERORGANIZATIONAL RELATIONS

| | |
|------|--|
| LA | Goals and Objectives |
| LB | School-Community Cooperation |
| LC | School-Community Programs |
| LDD | Federal Government – Drug Free Schools |
| LDDA | Fiscal Management of Federal Grants |
| LED | Scheduling of School Activities |

M--RELATIONS WITH OTHER EDUCATION AGENCIES

| | |
|----|--|
| MA | Goals and Objectives |
| MD | Interdistrict Relations |
| MF | Colleges and Universities |
| MI | Kansas Education Systems Accreditation |