

TABLE OF CONTENTS

TUSSEY MOUNTAIN SCHOOL DISTRICT

000 LOCAL BOARD PROCEDURES

001	Name And Classification
002	Authority And Powers
003	Functions
004	Membership
004.1	Student Board Representation
005	Organization
006	Meetings
007	Distribution

100 PROGRAMS

100	Strategic Plan
101	Philosophy Of Education
102	Academic Standards
103	Nondiscrimination In School And Classroom Practices
103.1	Nondiscrimination - Qualified Students With Disabilities
104	Affirmative Action Program For Employment/Contract Practices
105	Curriculum Development
105.1	Curriculum Review By Parents And Students
105.2	Exemption From Instruction
106	Guides For Planned Instruction
107	Adoption Of Planned Instruction
108	Adoption Of Textbooks
109	Resource Materials
109.1	Selection Of High School Library Instructional Materials
110	Instructional Supplies
111	Lesson Plans
112	Guidance Services
113	Special Education
113.1	Discipline Of Students With Disabilities
114	Gifted Education
115	Vocational Technical Education
116	Tutoring
117	Homebound Instruction
118	Independent Study
119	Current Events
120	Human Development Program
121	Field Trips
121.1	Decorum Of Chaperones And Coaches
121.2	Athletic Event Decorum
122	Co-Curricular Activities
123	Interscholastic Athletics
124	Summer School
125	Adult Education
126	Class Size
127	Assessment Of Educational Program
130	Homework
132	Alternative Education Program
137	Home Education Program
138	English As A Second Language/Bilingual Program
138.1	Programs And Services For Students With Limited English - ESL
139	Community Service
140	Charter Schools
140.1	Extracurricular Participation By Charter/Cyber Charter Students
142	Migrant Students
143	Online Schooling

200 PUPILS

201	Admission Of Beginners
202	Residency
203	Communicable Diseases And Immunization
203.1	HIV Infection
204	Attendance
204.1	Excessive Absence
205	Postgraduate Students
206	Assignment Within District
207	Confidential Communications Of Students
208	Withdrawal And Re-Entering School
209	Health Examinations
209.1	Pediculosis
210	Use Of Medications
210.1	Possession/Use Of Asthma Inhalers
211	Student Accident Insurance
212	Reporting Pupil Progress
213	Assessment Of Student Progress
214	Class Rank
215	Promotion And Retention
215.1	Drop/Add Course
215.2	Testing Out Of A Course
216	Student Records
216.1	Supplemental Discipline Records
217	Graduation Requirements
217.1	Valedictorian And Salutatorian
218	Discipline Code
218.1	Behavior Support
218.2	Weapons
218.3	Terroristic Threats/Acts
218.4	Bullying
219	Student Complaint Process
220	Student Expression
221	Dress Code
221.1	Student Possessions
222	Tobacco Use
223	Use Of Motor Vehicles
224	Care Of School Property
225	Students And The Police
226	Locker Search
226.1	School Security Screening – Metal Detectors/Scanners
226.2	Student Vehicle Search
227	Controlled Substances
228	Student Government
229	Student Fundraising
230	Public Performances By Students

200 PUPILS (continued)

231	Social Events And Class Trips
232	Participation In School Affairs
233	Suspension And Expulsion
233.1	Suspension And Expulsion - Exceptional Students
234	Pregnant Students
235	Student Rights And Responsibilities
236	Elementary Student Assistance Program Guidelines/Policy
237	Electronic Devices
239	Foreign Exchange Students
241	Nontraditional Educational Opportunities
246	Student Wellness
247	Hazing
248	Unlawful Harassment
250	Student Recruitment
251	Homeless Students

300 ADMINISTRATIVE EMPLOYEES

301	Creating A Position
302	Employment Of Superintendent/Assistant Superintendent
303	Employment Of Administrators
308	Employment Contract
309	Assignment And Transfer
310	Abolishing A Position
311	Suspensions And Furloughs
312	Evaluation Of Superintendent
313	Evaluation Of Administrative Employees
314	Physical Examination
314.1	Communicable Diseases
314.2	HIV Infection
315	Disqualification By Reason Of Health
316	Nontenured Employees
317	Disciplinary Procedures
319	Outside Activities
320	Freedom Of Speech In Nonschool Settings
321	Political Activities
322	Gifts
323	Tobacco Use
324	Personnel Files
325	Dress And Grooming
326	Complaint Policy
327	Management Team
328	Compensation Plan
331	Job Related Expenses
333	Professional Development
334	Sick Leave
335	Family And Medical Leaves
336	Personal Necessity Leave
337	Vacation
338	Sabbatical Leave
339	Uncompensated Leave
348	Unlawful Harassment
351	Drug And Alcohol Substance Abuse
351.1	Pre-Employment Drug Testing Policy

400 PROFESSIONAL EMPLOYEES

401	Creating A Position
404	Employment Of Professional Employees
405	Employment Of Substitute Professional Employees
406	Employment Of Summer School Staff
407	Student Teachers
408	Employment Contract
409	Assignment And Transfer
410	Abolishing A Position
411	Suspensions And Furloughs
412	Evaluation Of Professional Employees
413	Evaluation Of Temporary Professional Employees
414	Physical Examination
414.1	Communicable Diseases
414.2	HIV Infection
415	Disqualification By Reason Of Health
416	Nontenured Staff Members
417	Disciplinary Procedures
418	Penalties For Tardiness
419	Outside Activities
420	Freedom Of Speech In Noninstructional Settings
421	Political Activities
422	Gifts
423	Tobacco Use
424	Personnel Files
425	Dress And Grooming
426	Complaint Policy
428	Salary Determination
429	Substitute Compensation
431	Job Related Expenses
432	Working Periods
433	Professional Development
434	Sick Leave
435	Family And Medical Leaves
436	Personal Necessity Leave
438	Sabbatical Leave
438.1	Compensated Professional Leaves
439	Uncompensated Leave
440	Responsibility Of Staff For Student Welfare
442	Jury Duty Leave
448	Unlawful Harassment
451	Drug And Alcohol Substance Abuse
451.1	Pre-Employment Drug Testing Policy

500 SUPPORT EMPLOYEES

501	Creating A Position
504	Employment Of Support Employees
505	Employment Of Substitute And Short-Term Employees
508	Employment Contract
509	Assignment And Transfer
511	Suspensions Or Layoffs
512	Evaluation Of Support Personnel
514	Physical Examination
514.1	Communicable Diseases
514.2	HIV Infection
515	Disqualification By Reason Of Health
517	Disciplinary Procedures
518	Penalties For Tardiness
519	Outside Activities
523	Tobacco Use
524	Personnel Files
525	Dress And Grooming
526	Complaint Policy
528	Wage And Salary Determination
529	Substitute Compensation
530	Overtime
531	Job Related Expenses
532	Working Periods
534	Sick Leave
535	Family And Medical Leaves
536	Personal Necessity Leave
537	Vacation
539	Uncompensated Leave
541	Benefits For Regularly Employed Part-Time Personnel
542	Jury Duty Leave
543	Paid Holidays
548	Unlawful Harassment
551	Drug And Alcohol Substance Abuse
551.1	Pre-Employment Drug Testing Policy

600 FINANCES

601	Objectives
602	Budget Planning
603	Budget Preparation
604	Budget Review
605	Tax Levy
606	Tax Collection
607	Tuition Income
608	Bank Accounts
609	Investment Of District Funds
610	Purchases Subject To Bid
611	Purchases Budgeted
612	Purchases Not Budgeted
613	Cooperative Purchasing
614	Payroll Authorization
615	Payroll Deductions
616	Payment Of Claims
617	Petty Cash
618	Activity Fund
619	District Audit - Public
621	Local Taxpayer Bill Of Rights
622	GASB Statement 34
623	Procurement Cards

700 PROPERTY

701	Facilities Planning
702	Gifts, Grants, Donations
702.1	Memorials
703	Sanitary Management
704	Maintenance
705	Safety
706	Property Records
707	Use Of School Facilities
708	Lending School Owned Equipment And Books
709	Building Security
710	Use Of Facilities By Staff
711	Concession Facility Agreement
715	Use Of FAX Machines
716	Integrated Pest Management

800 OPERATIONS

801	Public Records
802	School Organization
803	School Calendar
804	School Day
805	Safety Regulations And Procedures/Emergency Plans
806	Child/Student Abuse
807	Opening Exercises/Flag Displays
808	Food Services
810	Transportation
810.1	Tobacco Use – Bus Drivers
810.2	Transportation Certification Requirements
811	Bonding
812	Property Insurance
813	Other Insurance
814	Copyright Material
815	Acceptable Use Of Internet
815.1	Employee Acceptable Use Of The Internet And Intranet
816	Use Of Video Surveillance Cameras
818	Contracted Services
819	Suicide And Other Tragic Deaths
822	Automatic External Defibrillator
825	State Mandate Waivers
828	Anti-Fraud

900 COMMUNITY

901	Public Relations Objectives
902	Publications Program
903	Public Participation In Board Meetings
904	Public Attendance At School Events
904.1	Tobacco Use
905	Citizens Advisory Committees
906	Public Complaints
907	School Visitors
908	Relations With Parents
909	Municipal Government Relations
910	Community Relations
911	News Media Relations
912	Relations With Educational Institutions
913	Relations With Special Interest Groups
914	Relations With Intermediate Unit
915	Support Organizations
916	Volunteers
916.1	Community Volunteer Tutors
918	Title I Parent Involvement
918.1	District Wide Parent Involvement
918.2	Saxton Liberty School – Parent Compact
918.3	Robertsdale Elementary School – Parent Compact
918.4	Defiance Elementary School – Parent Compact
919	District/School Report Cards
951.1	Pre-Employment Drug Testing Policy/Volunteers