

# INDEX TO THE NEPN POLICY CLASSIFICATION SYSTEM

Updated September 2012

## A

<b>Ability Grouping</b>	IFA
<b>Absences (<i>see</i> Leaves and Absences for types of Leave)</b>	
Administrative Staff Leaves and Absences	GCCB
Instructional Staff Leaves and Absences	GCCA
Professional Staff Leaves and Absences	GCC
Student Absences and Excuses	JH
Support Staff Leaves and Absences	GDC
 Abuse of Children <i>see</i> Child Abuse/Neglect	
<b>Abusive Language</b>	
Bullying	JICK; IJNDC
Public Conduct on School Property	KFA
Public Participation at Board Meetings	BEDH
Staff Conduct	GBEB
Student Conduct	JIC
Student Publications	JICE
 <b>Academic Achievement</b>	IK
Academic Incentives/Penalties	IKEA
Student Awards, Honors and Scholarships	JM
 <b>Academic Freedom</b>	IB
 <b>Acceleration of Students</b>	
Grade Advancement	IKE
Acceleration of At-Risk Students	IHBDC
 <b>Acceptable Use of Electronic Resources/Internet</b>	IJNDC
 <b>Access to School Buildings</b>	ECAB
 <b>Accidents (<i>see also</i> Safety)</b>	
Accident Insurance	
Insurance Program/Risk Management	EI
Workers' Compensation	GBGD
Accident Prevention and Safety Procedures	EBB
Accident Reports	EBBB
Bus Accidents/Emergencies	EEAEE
Bus Safety Program	EEAE

**Accountability**

Accountability/Commitment to Accomplishment	AE
Accountability of Administrative Staff	GCOD
Accountability of Instructional Staff	GCOB
Accountability of Support Staff	GDOA
Grading/Assessment Systems	IKA

**Accounting**

Accounting System	DI
Audits	DIA
Financial Reports and Statements	DIE
Types of Funds	DIC
	DIB

**Accreditation Agencies, Relations with**

LH

**Achievement, Commitment to**

AE

**Activities**

Activities Fees	JJD
Activities Funds	JJF
Staff Participation in Community Activities	GBH
Student Activities	JJ

**Administering Medicines to Students**

JLCD

**Administration**

Administration Goals/Priority Objectives	CA
Administrative Organization	CC
School Building Administration	CF
Special Programs Administration	CG
State and Federal Programs Administration	CGD

**Administrative Committees/Councils**

CE

**Administrative Staff (*see also* Superintendent)**

Accountability	GCOD
Administrative Councils, Cabinets, and Committees	CE
Assessment	GCOB
Contracts	GCBB
Management Team/Senior Staff	CD
Positions	GCAB
Recruiting	GCEB
Schedules: School Year/Work Day	GCLD; GCLB
School Superintendent	CB
Workload	GCME

<b>Admission to Events</b>	DFD; DFDA
<b>Admissions, Student</b>	JF
Exchange and Foreign Students	JFABB
Homeless Students	JFABD
Nonresident Students	JFAB
Procedures	JFA
Re-entry	JFCA
Resident Students	JFAA
Transfer Students	JFABC
<b>Adopt-a-School Programs</b>	KGB
<b>Adult/Community Education</b>	IHD
<b>Adult Education/Lifelong Learning Program Administration</b>	CGC
<b>Advanced College Placement</b>	IHCD
Postsecondary Concurrent Enrollment	IHCDA
<b>Advertising in Schools</b>	KHB
Commercial Activities, Sponsorships & Partnerships	KGF
Business Solicitations in Schools	KHD
<b>Advisory Committees to the School Board</b>	BDF
<b>Advisory Councils, Student</b>	JIBC
<b>Affirmative Action</b>	GBA
<b>After School Activities</b>	JJ
After School Child Care	IHCFB
<b>Age Discrimination</b>	ACC
<b>AIDS <i>see</i> HIV/AIDS</b>	
<b>Alcohol (<i>see also</i> Substance Abuse)</b>	
Drug and Alcohol Use by Students	JICH
Drug-Free Workplace	GBEC; ADB
Programs for Substance Abusers	IHBCB
Public Conduct on School Property	KFA
Substance Abuse Counseling	JLDBC
Teaching about Drugs, Alcohol, and Tobacco	IHAMA

<b>Allergies, Food</b>	EFAB
First Aid and Emergency Medical Care	JLCE
<b>Alternative Learning Experiences</b>	IMBA
Opt-out Procedures for Alternative Instruction	IMBC
<b>Alternative School Programs</b>	IHBH
<b>Animals in Schools</b>	IMG
<b>Annual Report, School District</b>	CM
<b>Appropriate Use of Electronic Resources</b>	IJNDC
<b>Arbitration</b>	
Impasse Procedures	HO
<b>Architects</b>	FEB
<b>Arrests</b>	
Relations with Law Enforcement Authorities	KLG
Student Interrogations, Searches, and Arrests	JIH
<b>Arts Education</b>	IHAF
Arts and Music Resources and Materials	IJE
<b>Assemblies, School</b>	IME
<b>Assessment (<i>see also</i> Evaluation; Tests)</b>	
Grading/Assessment Systems	IKA
Instructional Program	IL
District Program Assessments	ILBA
National Program Assessments	ILBC
State Program Assessments	ILBB
Use and Dissemination of Assessment Results	ILC
<b>Assignment</b>	
Assignment and Transfer of Building Administrators	CFC
Assignment of Students to Classes and Grade Levels	JG
Assignment of Students to School	JCA
Professional Staff Assignments and Transfers	GCK
Support Staff Assignments and Transfers	GDJ

**At-Risk Students**

Acceleration of At-Risk Student Behaviors IHBDC  
Programs for At-Risk/Disadvantaged Students JLDB  
IHBC; JLDB

**Athletics**

Drug and Steroid Use JJI  
Eligibility JJIE  
Interscholastic Sports JJIC  
Intramural Sports JJIB  
Media Coverage JJIA  
Student Physicals KDDDB  
JJID

**Attendance**

Attendance Officer JE  
Compulsory Attendance Ages JHBA  
Exclusions and Exemptions from School Attendance JEA  
Monitoring and Accounting JHD  
Student Absences and Excuses JHBB  
Truancy JH  
JHB

**Attorney/Legal Services**

BDG

**Audits**

Environmental and Safety Audits DIE  
EBAC

**Authorized Signatures**

DGA; DHA

**Automobiles and Parking**

Driver Education IHAN  
Parking Lot Searches JIHB  
Student Automobile Use and Parking JLIE  
Student Transportation in Private Vehicles EEAG  
Traffic and Parking Procedures ECE

**Awards**

Recognition for Accomplishment AEB  
Staff Awards and Recognition GBL  
Student Awards, Honors and Scholarships JM

## B

Baccalaureate Services *see* **Graduation Exercises**

### **Background Checks**

Board Member Qualifications	BBBA
Qualifications of Superintendent	CBA
Professional Staff Hiring	GCF
Support Staff Hiring	GDF
School Volunteers	IJOC
Visitors to Schools	KIA

Badges *see* **Identification**

### **Banking Services**

Authorized Signatures	DG
Check Writing	DGA
Credit Cards	DGB
Employee Loans/Credit Unions	DGD
Employee Personal Debts	DGC
	DGE

Bargaining *see* **Negotiations**

### **Benefits (see also Compensation)**

Employee Benefits Administration	DLA
Professional Staff	G CBD
Superintendent	CBE
Support Staff	G DBD

### **Bicycles**

JLID

### **Bidding**

Bidding Procedures	DJE
Construction Contracts Bidding and Awards	FEG

### **Bilingual Instruction**

IHBE; IHBEA

Board of Education *see* **School Board**

### **Bomb Threats**

EBCC

### **Bond Campaigns**

Community Involvement	FDA
	KCCA

<b>Bonded Employees and Officers</b>	DH
<b>Booster Organizations</b>	KJA
<b>Broadcasting/Recording of Board Meetings</b>	BEDJ
<b>Budget/Annual Budget</b>	DB
Adoption Process	DBG
Appeals	DBH
Budget Referenda	DBGA
Budget Hearing and Reviews	DBF
Budget Implementation	DBI
Budgeting System	DBA
Planning, Preparation and Schedules	DBC
Transfers	DBJ
<b>Bullying</b>	JICK
Cyberbullying	IJNDC
<b>Buses <i>see</i> Transportation</b>	
<b>Business and Industry Involvement in Education</b>	KG
Advertising	KHB
Commercial Activities, Sponsorships and Partnerships	KGF
Cooperative Programming	KGC
Donations/Joint Ventures	KGD
Solicitations in Schools	KHD

## C

<b>Cafeterias <i>see</i> Food Services (EF)</b>	
Student Conduct in Cafeteria	JICDC
<b>Calendar, School</b>	ICA
<b>Camps</b>	IHCE
School-sponsored	IHCEA
Sponsored by Outside Groups/Organizations	IHCEB

<b>Campus, Open/Closed</b>	JHCA
<b>Cancellations and School Closings</b>	EBCE
<b>Capital Reserves Management</b>	DCA
<b>Career Counseling</b>	JLDC
Career Development <i>see</i> <b>Professional Development</b>	
<b>Career and Technical/Vocational Education</b>	
Adult	IHDC
Career/Transition to Work Education	IHAQ
Curriculum Programs	IHAI
Instructional Resources	IJH
<b>Caring Adult Program</b>	JLDBF
Cars <i>see</i> <b>Automobiles</b>	
<b>Cash in School Buildings</b>	DM
<b>Catering</b>	EFG
<b>Cell Phones and Electronic Devices</b>	JICJ
Staff Use	GBEF
Censorship <i>see</i> <b>Intellectual Freedom (IB)</b>	
Freedom of Expression in Student Publications	JICEC
<b>Census, School</b>	JD
<b>Ceremonies and Observances</b>	IMD
Graduation Exercises	IKFB
<b>Certification and Credentialing Requirements</b>	GCFC
<b>Charter Schools</b>	LBD
<b>Cheating/Academic Honesty</b>	JIC
<b>Child Abuse/Neglect</b>	
Child Abuse/Neglect Counseling	JLDBD
Reporting Child Abuse/Child Protection	JLF



<b>Child Care Programs</b>	IHCF
Relations with Child Care Providers	KJH
School-based Child Care Administration	CGB
Choice of Schools <i>see</i> <b>School Choice</b>	
Churches ( <i>see also</i> <b>Religion</b> )	KJC
Nonpublic Schools	LBC
<b>Citizenship Education/Values Education</b>	IHAK
<b>Class Assignments</b>	JG
<b>Class Interruptions</b>	IMH
<b>Class Rankings</b>	IKC
<b>Class Size</b>	IIB
<b>Cleaning Program</b>	ECD
Clerical Services <i>see</i> <b>Office Services</b>	
<b>Closed Campus/Open Campus</b>	JHCA
<b>Closing Schools</b>	
Retirement of Facilities	FCB
School Closings and Cancellations	EBCE
<b>Code of Conduct (<i>see also</i> <b>Conduct</b>)</b>	
Board Member Conduct	BC
Staff Conduct	GBEB
Student Code of Conduct	JICDA
Superintendent's Conduct	CBF
Code of Ethics <i>see</i> <b>Ethics</b>	
Collective Bargaining <i>see</i> <b>Negotiations</b>	
<b>Colleges and Universities</b>	
Advanced College Placement	IHCD
Concurrent Enrollment	IHCDA
Relations with	LD
Cooperative Programming	LDB
Staff Development Assistance from Higher Education	LDC

<b>Combining/Consolidating Schools</b>	FCA
Commencement Exercises <i>see</i> <b>Graduation Exercises</b>	IKFB
<b>Commercialism</b> ( <i>see also</i> <b>Advertising in Schools</b> )	KGF
<b>Committees</b>	
Administrative Councils, Cabinets, and Committees	CE
Board Advisory Committees	BDF
Board Committees	BDE
Student Advisory Councils	JIBC
<b>Communicable/Infectious Diseases</b>	JLCC
Student with HIV/AIDS	JLCCA
<b>Communications</b>	
Communications with Parents	KBD
Communications with Staff	GBD; BHC
Crisis Management/Communications	KDE
Policy Communication/Feedback	BGE
Public Information and Communications	KD
Regulations Communication	CHC
School Board Communications	BH
School Communications Program	KDA
<b>Community</b>	
Adult/Community Education	IHD
Community Attitudes	KCBA
Community Involvement in Decision Making	KCB
Community Involvement in Education	KC
Community Learning Resources	IJO
Community Relations: <i>see</i> policy codes Section K	K
Community Organizations: <i>see</i> policy codes under section	KJ
Community Service by Students	JN
Community Use of School Facilities	KF
Complaints	KE
Staff Participation in Community Activities	GBH
<b>Community Relations</b> <i>see</i> policy codes Section K	K
<b>Compensation</b> ( <i>see also</i> <b>Benefits</b> )	
Board Members	BID
Instructional Staff	GCBA
Merit/Performance Pay Programs	GBCA
Staff (general)	GBC

Superintendent	CBE
Support Staff	GDBA
Unemployment Compensation	GBGE
Workers' Compensation	GBGD
<b>Compensatory Education/Title I</b>	IHBD
<b>Competitions</b>	
Performances, Exhibits and Competitions	JJC
<b>Complaints</b>	
Discrimination	ACG
Public	KE
Staff Concerns/Complaints/Grievances	GBK
Student Concerns/Complaints/Grievances	JII
<b>Computers (<i>see also Internet; Technology</i>)</b>	
Computer-Assisted Instruction	IJNDA
Computerized Data Systems	EHA
Computer Security	EHAA
Software	IJK; IJND
<b>Concealed Observations</b>	CFI
Concerns/Complaints <i>see</i> <b>Complaints</b>	
<b>Concurrent Postsecondary Enrollment</b>	IHCDA
<b>Concussions</b>	JLCEB
<b>Conduct (<i>see also Codes of Conduct</i>)</b>	
Public Conduct on School Property	KFA
Staff Conduct with Students	GBEBB
Student Conduct	
Buses	EEAEC; JICC
Cafeteria	JICDC
Halls	JICDB
Out of School Actions	JK
<b>Conferences</b>	
Administrative staff	GCCBE
Board Members	BIBA
Instructional Staff	GCCAE
Parents	IKACA
Students	IKACB
Support Staff	GDMB

<b>Confidentiality</b>	
Staff Records	GBJA
Student Information	JRC; JLDAA
<b>Conflict of Interest (<i>see also Ethics</i>)</b>	
Board Members	BCB
Staff	GBEA
Construction <i>see</i> <b>School Buildings</b>	
<b>Consultants</b>	
Administrative	CK
Board	BDH
Facilities Construction	FEC
Professional Staff Consulting Activities	GCRC
Superintendent's Consulting Activities	CBH
<b>Consumer Education</b>	IHAP
<b>Contests for Students (<i>see also Competitions</i>)</b>	JJG
Continuing Education <i>see</i> <b>Adult Education; Professional Development</b>	
<b>Contracts</b>	
Administrative Staff	GCBB
Construction	FEG
Contracting for Instruction	IJK
Instructional Staff	GCBA
Professional Staff	GCB
Signing Authority	DHA
Superintendent	CBD
Support Staff	GDB
<b>Controversial</b>	
Issues, Teaching about	IMB
Speakers	IMC
<b>Cooperative</b>	
Learning	IIN
Programming	
with Business and Industry	KGC
with Other Schools/School Systems	LBB
Purchasing	DJD

**Copyright**

Compliance	EGAD
Professional Staff Research and Publishing	GCF
Royalties	DFE

**Corporal Punishment**

JKA

**Corporate Sponsorships**

KGF

**Counseling and Guidance**

At Risk Students	JLD
Career Counseling	JLDB
Child Abuse/Neglect Counseling	JLDC
Peer Counseling	JLDBD
School Counselor/Guidance Positions (also GCAAB)	JLDBE
Substance Abuse Counseling	JLDA
Suicide Prevention	JLDBC
	JLDBA

**Credit Unions**

DGC

**Crisis Management/Communications**

KDE

**Curriculum**

Adoption	IGD
Development	IGA
Evaluation/Review	IGF
Guides and Course Outlines	IGE
Programs	IH
Basic Instructional Program	IHA
Alternative School Programs	IHBH
Arts	IHAF
At-Risk Students	IHBC
Bilingual Instruction	IHBE
Career Education	IHAQ
Citizenship	IHAK
Compensatory Education	IHBD
Computer/Technology Literacy	IHAJ
Consumer Education	IHAP
English/Reading/Writing/Language Arts	IHAA
Foreign Language	IHAH
Gifted and Talented	IHBB
Health	IHAM
Mathematics	IHAB
Music	IHAG
Physical Education	IHAE
Science	IHAD

Social Studies	IHAC
Special Education	IHBA
Vocational/Technical	IHAI
Public Concerns/Complaints about Curriculum	KEC
<b>Cultural Institutions, Relations with</b>	KM
<b>Custodial/Noncustodial Parent Rights and Responsibilities</b>	KBBA
<b>Custodial Services</b>	ECD
<b>Cyberbullying</b>	IJNDC

## D

Damage to School Property *see* **School Property**

<b>Data Management</b>	EH
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Day Care *see* **Child Care**

<b>Death of a Student</b>	JLDBH
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### **Decision Making**

Community Involvement in Decision Making	KCB
Parent Involvement in Decision Making	KBC
Staff Involvement in Decision Making	GBB
Student Involvement in Decision Making	JIB

<b>Dedication of New Facilities</b>	FI
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<b>Desegregation Plans</b>	JCAB
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<b>Detention of Students</b>	JKB
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### **Disabilities (see also Special Education)**

Discrimination	ACE
Discipline of Students with Disabilities	JKF

Disadvantaged Students *see* **At-Risk Students**

<b>Disaster Plans</b>	EBCA
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**Discipline**

Corporal Punishment	JKA
Discipline of Professional Staff	GCQF
Discipline of Students	JK
Detention	JKB
Expulsion	JKE
Probation	JKC
Suspension	JKD
Discipline of Students with Disabilities	JKF
Discipline of Support Staff	GDQD

Discrimination *see* **Nondiscrimination**

Diseases *see* **Health**

Dismissal of Staff *see* **Termination of Employment**

Distance Learning *see* **Online Learning/Virtual Schools**

**Distribution/Posting of Promotional Materials** KHC

**Do Not Resuscitate (DNR) Orders** JLCEA

**Donations to Schools**

Business and Industry Donations	KGD
Public Donations	KCD
Student Donations	JP

**Dress Codes**

Student Dress Code	JICA
Staff Dress Code	GBEBA

**Driver Education** IHAN

**Dropouts**

Re-entry	JFC; IHBC
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JFCA

Drug Use *see* **Substance Abuse**

**Due Process**

Student Due Process Rights	JIA
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## E

<b>Early Childhood Education</b>	IHBI
<b>Education Agencies</b>	
Accreditation Agencies	LH
County and Regional Education Agencies	LE
Education Research Agencies	LC
Federal Education Agencies	LG
Other Schools and School Systems	LB
State Education Agencies	LF
Educational Finance <i>see</i> <b>Finance</b>	
<b>Educational Philosophy</b>	AD
<b>Educational Research and Surveys</b>	ILD
Curriculum Research	IGB
Effective Schools Research	ILD
Measuring Community Attitudes	KCBA
Polling and Survey Research of Community	KCBB
Relations with Education Research Agencies	LC
Reports	CL
<b>Effective Schools</b>	ADE
<b>Elections</b>	
Board Elections and Campaigns	BBBG
Political Solicitations in Schools	KHE
Relations with Election Authorities	KLB
<b>Electronic Mail</b>	EGAEA
Board Member Use	BH
<b>Elementary School Administration</b>	CFG
<b>Emergencies</b>	EBC
Disaster Plans	EBCA
Emergency Closings	EBCE
Emergency Preparedness Authorities	KLH
Emergency Medical Care and First Aid	JLCE
Weather-Related Emergencies	EBCD



<b>Employment of Students</b>	JO
<b>Energy Conservation</b>	ECF
<b>English as a Second Language (ESL)</b>	IHBEA
<b>English Curriculum</b>	IHAA
<b>Enrollment Projections</b>	FBB
<b>Entrance Age</b>	JEB
Early Entrance	JEBA
<b>Environmental</b>	
Audits	EBAC
Environmental and Safety Program	EB
Environmental Education	IHAO
Environmental Protection Authorities, Relations with	KLI
<b>Equal Educational Opportunities</b>	JB
<b>Equal Employment Opportunity</b>	GBA
<b>Equal Pay</b>	GBAB
<b>Equipment</b>	
Authorized Use of School Materials and Equipment	EDC
Construction Equipment	FEDC
Maintenance and Control of Materials and Equipment	EDB
Purchasing Procedures	DJB
Receiving and Warehousing	EDA
Records and Reports	EDD
<b>Ethics</b>	
Board Member Code of Ethics	BCA
Staff Ethics	GBEA
Superintendent	CBF
<b>Evaluation</b>	
Evaluation of the School Board	BAA
Evaluation of Instructional Program	IL
Evaluation of Management Team	CDA
Evaluation of Professional Staff	GCO
Evaluation of Support Staff	GDO
Evaluation of Superintendent	CBI

<b>Evening Instructional Activities</b>	IDA
<b>Examinations</b> <i>see</i> Tests	
<b>Exchange and Foreign Students</b>	JFABB
<b>Exchange Teaching</b>	GCT
<b>Executive Sessions</b>	BEC
<b>Exemptions</b>	
From Required Instruction	IMBB
From School Attendance	JHD
Opt-Out Procedures for Alternative Instruction	IMBC
<b>Exhibits of Student Work</b>	JJC
<b>Expenses</b>	
Authorization/Reimbursement	DKC
Board Member Compensation and Expenses	BID
<b>Expulsion</b>	JKE
<b>Extended Instructional Programs</b>	IHC
<b>Extended School Day</b>	IDB
<b>Extended School Year</b>	ICB
<b>Extracurricular Activities</b> ( <i>see also</i> Student Activities; Athletics)	JJ
Bus Transportation to Activities	EEAFA
Eligibility	JJ
Limited Open/Closed Forum	JJAB

## F

**Facilities Planning and Development** *see* School Buildings

**Fair Employment** (*see also* Equal Employment Opportunity)

    Contractor's Clause

FEGA

**Fairs, School**

IMF

**Family Involvement**

Communications	KBD
Decision Making	KBC
Parent Conferences	GCMC; IKACA
Parent Organizations	KBE
Parent Rights and Responsibilities	KBB
Custodial and Non-Custodial Parents	KBBA
Surrogate Parents	KBBB
School-Parent Relations Goals	KBA

**Family Leave *see* Leaves and Absences****Federal**

Federal Education Agency Relations	LG
Federal Governmental Authorities Relations	KLM
Federal Programs Administration	CGD
Revenues from Federal Tax Sources	DEC

**Fees**

Student Activities Fees	JJD
Student Fees, Fines, and Charges	JQ

**Field Trips**

IJOA

**Finance (*see also* Revenues; Fundraising)**

Grants, Proposals, and Special Projects	DD
Funding Sources Outside the School System	DDA
Funding Sources Within the School System	DDB
Staff Working on Federal/State Grants	GBF
Revenues from Nontax Sources	DF
Revenues from Tax Sources	DD
School Foundations	KGA
Taxing and Borrowing	DC

**Financial Aid to Students**

JLB

**Financial Management (*see also* Accounting; Budget)**

Audits/Financial Monitoring	DIE
Cash in School Buildings	DM
Evaluation of Fiscal Management	DAA
Fiscal Management Staff Positions	GDA
Fraud Prevention	DIF
Goals and Objectives	DA
Management of Staff Funds	DL
Money Collection from Students	IMJ; JQA

Firing *see* **Termination of Employment**

**First Aid and Emergency Medical Care** JLCE

**Fiscal Year** DBB

**Flag Displays** IMDB

**Food Services**

Adult	EFF
Catering at School Activities and Events	EFG
Competitive Food Sales/Vending Machines	EFE
Food Allergies	EFAB
Food Staff Positions	GDAC
Free and Reduced Price Meals	EFC
Menu Development/Options	EFB
Pricing and Payment	EFD
Purchasing and Selection	EFA
Sanitation	EFH

**Foreign Exchange Students** JFABB

**Foreign Language Education** IHAH

**Freedom of Expression (*see also* Academic Freedom)**  
In Student Publications JICEC

**Freedom of Information/Public's Right to Know** KDB

**Fundraising Activities**

Business and Industry Donations	KGD
Public Gifts/Donations	KCD
School Foundations	KGA
Student Donations and Gifts	JP
Student Fundraising Activities	JJE

**G**

**Gangs** JICF

**Gate Receipts/Admission Fees** DFD

**GED Programs** IHDB

Gender Identity Discrimination *see* **Sexual Orientation**

**Gifted and Talented Education**

IHBB

**Gifts (*see also* Fundraising Activities)**

Gifts to and Solicitations by Staff

GBEBC

**Grants *see* Finance**

**Goals and Objectives**

Administration

CA

For Education Agency Relations

LA

For Facilities Planning and Development

FA

For Fiscal Management

DA

For Instruction and Learning

IA

For Negotiations

HA

For Personnel System

GA

For School-Community-Home Relations

KA; KCA

For Student Policies

JA

For Support Services

EA

For the School Board

BA

For the School District

ADA

**Government Authorities, Relations with**

KL

County and Regional

KLKB

Election Authorities

KLB

Environmental Protection Agencies

KLI

Federal Government

KLM

Fire and Emergency Preparedness Authorities

KLH

Health and Welfare Agencies

KLE

Housing Agencies

KLD

Law Enforcement Authorities

KLG

Local Government

KLK

Military Agencies and Armed Services

KLMA

Municipal

KLKA

Parks and Recreation Agencies

KLF

Planning and Zoning Authorities

KLJ

Social Service Agencies

KLC

State Government

KLL

Tax Authorities

KLA

**Grade Levels**

JG

**Grade Point Averages**

IKC

**Grading**

Grade Adjustment	IKAD
Grading/Assessment Systems	IKA
Report Cards/Progress Reports	IKAB
Tests and Examinations	IKAA

**Graduation**

Early Graduation	IKFA
Graduation Exercises	IKFB
Graduation Requirements	IKF

**Grants *see* Finance**

**Grievances**

Staff Concerns/Complaints and Grievances	GBK
Student Concerns/Complaints and Grievances	JII

**Grounds *see* School Grounds**

**Guidance *see* Counseling and Guidance**

**Guns *see* Weapons**

## H

**Hall Conduct**

Hall Passes	JICDB JICDBA
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**Handicapped Students *see* Disabilities; Special Education**

**Harassment *see* Sexual Harassment; Student Violence/Harassment/Bullying**

**Hazardous Materials** EBAB

**Hazing** JICFA

**Head Lice** JLC; JLCC

**Health**

Communicable Diseases	JLCC
Disease Prevention	EBBA
Emergency Medical Care and First Aid	JLCE

Health Agencies, Relations with	KLE
Health Education	IHAM
Health Resources and Materials	IJF
Health Staff Positions	GCAAB
Immunization of Students	JLCB
Medicine Administration	JLCD
Physical Examinations of Students	JLCA
Physicals for School Athletics	JJID
School Health Program	ADFA
School Nurses	JLCF
Staff Health	GBGA
Student Health Services and Requirements	JLC
<b>Hearings</b>	
Board Hearings	BEE
Budget Hearings and Reviews	DBF
<b>Heterogeneous Grouping</b>	IFA
<b>High School Administration</b>	CFHB
<b>Higher Education</b> <i>see</i> <b>Colleges and Universities</b>	
<b>Hiring</b>	
Administrative Staff	GCFB
Instructional Staff	GCFA
Professional Staff	GCF
Support Staff	GDF
<b>HIV/AIDS</b>	
HIV/AIDS Education	IHAMC
Students with HIV/AIDS	JLCCA
<b>Holidays</b>	
Professional Staff Vacations and Holidays	GCD
School Ceremonies and Observances	IMD
National Holidays	IMDD
Support Staff Vacations and Holidays	GDD
<b>Homebound Instruction</b>	IHBF
<b>Home Schooling</b>	IHBG
Programs Available to Home Schooled Students	IHBGA
<b>Home Schools, Relations with</b>	LBCA

<b>Home Visits</b>	JLEA
<b>Homeless Students</b>	JLG
Admission of Homeless Students	JFABD
<b>Homework</b>	IKB
<b>Homogeneous Grouping/Ability Grouping</b>	IFA
<b>Honor Rolls</b>	IKD
<b>Honors Programs</b>	IHCC
<b>Hospitalized Students /Homebound Instruction</b>	IHBF

## I

<b>Identification</b>	
Procedures for Students and Staff	ECABA
Visitor Identification/Screening Procedures	KIA
<b>Immunization of Students</b>	JLCB
<b>Independent Study</b>	III
<b>Indian Tribal Councils, Relations with</b>	KJG
<b>Individualized Educational Program (IEP)/Special Education</b>	IHBA
<b>Individualized Instruction</b>	IIJ
<b>Indoor Air Quality</b>	EBBC
<b>Information Dissemination</b>	
Board Communications with Public	BHD
Board Communications with Staff	BHC
Board Meeting Notification	BEDA
Budget Recommendations	DBE
Policy Communication	BGE
Regulations Communication	CHC



School Communications Program	KDA
School-Sponsored Information Media	KDC
<b>Inspections</b>	
Board Inspection and Acceptance of New Facilities	FG
Buildings and Grounds Inspections	EBA
<b>Instruction (see also Curriculum)</b>	
Computer-Assisted Instruction	IJNDA
Evaluation of Instructional Programs	IL
Instructional Approach	IF
Instructional Arrangements	II
Instructional Goals and Learning Objectives	IA
Instructional Programs	IH
Basic Instructional Program	IHA
Special Instructional Programs	IHB
Extended Instructional Programs	IHC
Instructional Resources and Materials	IJ
Instructional Services	IJN
Instructional Staff Positions	GCAA
Miscellaneous Instructional Policies	IM
Online Learning/Courses/Virtual Schools	IHBHD
Organization of Instruction	IE
<b>Instructional Staff</b>	
Accountability	GCOB
Assessment	GCOA
Assignments and Transfers	GCKA
Compensation	GCBA
Hiring	GCFA
Positions	GCAA
Promotion and Reclassification	GCPA
Recruiting	GCEA
Resignation	GCQC
Schedules and Calendar	GCLA; GCLC
Seniority	GCJA
Supervision	GCNA
Workload	GCM
<b>Insurance Program</b>	
Board Member Liability	EI
Business and Personnel Transportation	BBC
Liability Insurance	EEBC
Property Insurance	EIB
Self Insurance/Insurance Pools	EIA
Student Insurance	EIC
	JLA

Student Transportation Insurance	EEAH
<b>Intellectual Freedom</b>	IB
Intellectual Property <i>see</i> <b>Copyright</b>	
<b>Internet</b>	
Appropriate Use	IJNDC
Online Learning/Courses	IHBHD
Personnel Use	GBEE
School District Website	KDCB
Use of Technology Resources in Instruction	IJNDB
<b>Interns</b>	
Administrative Intern Program	CJ
Student Teaching and Internships	LDA
<b>Interscholastic Sports</b>	JJIB
<b>Intramural Sports</b>	JJIA
<b>Interrogations and Searches</b>	
Locker Searches	JIHA
Parking Lot Searches	JIHB
Student Interrogations/Searches/Arrests	JIH
<b>Inventories</b>	DID
<b>Investments</b>	DFA

## J

<b>Job Descriptions</b>	
Administrative Staff Positions	GCAB
Instructional Staff Positions	GCAA
Professional Staff Positions	GCA
Qualifications and Duties of Superintendent	CBA
Support Staff Positions	GDA
<b>Job Reclassification</b>	
Administrative Staff	GCPB
Instructional Staff	GCPA
Support Staff	GDP

**Job Sharing**

Professional Staff  
Support Staff

GCGC  
GDGC

**Joint Ventures with Business and Industry**

KGD

**Jury Duty *see* Leaves and Absences**

**K**

**Kindergarten Programs**

Half-Day and Full-Day

IHBIA  
IHBIAA

**Knives *see* Weapons**

**L**

**Labor Organizations/Employee Negotiating Organizations**

KJF; HH

**Landscaping *see* School Grounds**

**Languages**

Bilingual Instruction  
Foreign Language Education  
Resources and Materials  
Language Arts  
Resources and Materials

IHBE  
IHAH  
IJG  
IHAA  
IJA

**Law Enforcement Agencies, Relations with**

KLK

**Layoffs *see* Reductions in Force**

**Learning Disabilities *see* Special Education**

**Leaves and Absences**

Professional Staff	Instructional	Admin.
Sick Leave	GCCAA; GCCBA	
Personal/Emergency/Legal/Religious	GCCAB; GCCBB	
Maternity/Paternity/Parental	GCCAC; GCCBC	
Military	GCCAD; GCCBD	
Conferences/Training/Workshops	GCCAE; GCCBE	
Sabbaticals	GCCAF; GCCBF	
Vacations and Holidays	GCDA; GCDB	
Support/Classified Staff		
Sick Leave		GDCA
Personal/Emergency/Legal/Religious		GDCB
Maternity/Paternity/Parental		GDCC
Military		GDCD
Conferences/Training/Workshops		GDCE
Vacations and Holidays		GDD

**Legislative Program**

BJ

**Liability**

Board	BBC
Liability Insurance	EIB

**Libraries**

Library Materials Selection and Adoption	IJL
Relations with Cultural Institutions	KM
School Library/Resource Centers/Media Centers	IJNC
Professional Library	IJNCA

**Lifelong Learning Programs**

CGC

**Limited Open/Closed Forum**

JJAB

**Locker Searches**

JIHA

**Logo, School District**

BHA; JJK

**Lunch Programs *see* Food Services**

## M

<b>Magnet Schools</b>	JFBD
Curriculum	IHBHB
<b>Mail and Delivery Services</b>	EGAE
<b>Maintenance</b>	
Buildings Maintenance	ECBA
Grounds Maintenance	ECBB
Maintenance and Control of Materials and Equipment	EDB
Recreational Facility Maintenance	ECBC
School Bus Maintenance	EEAEB
<b>Management Team</b>	CD
Evaluation	CDA
<b>Married Students</b>	JIG
<b>Mascots</b>	
<b>Maternity Leave <i>see</i> Leaves and Absences</b>	
<b>Mathematics Instruction</b>	IHAB
Resources and Materials	IJB
<b>Media</b>	
Media Relations	KDD
During Negotiations	HKA
Press Releases/Conferences/Interviews	KDDA
Sports/Special Events Media Coverage	KDDB
News Media at Board Meetings	BEDI
School-Sponsored Information Media	KDC
Use of Students in Public Information Program	KDCA
<b>Media Centers</b>	IJNC
Medications <i>see</i> <b>Administering Medicines to Students</b>	
<b>Meetings</b>	
Board Meetings	BE
Of Outside Groups on School Property	KF
Of Staff	
Professional Staff Meetings	GCMC
Support Staff Meetings	GDLB

<b>Memorials</b>	FFA
<b>Mental Health Programs</b> <i>see</i> <b>Counseling and Guidance</b>	
<b>Mentor Teachers</b>	
to other teachers	GCHA
to students	JLDBF
<b>Merit/Performance Pay</b>	
Administrative Staff	GCBBA
Instructional Staff Merit System	GCBA
Support Staff	GDBB
<b>Metal Detectors</b>	JHC
<b>Middle School Administration</b>	CFHA
<b>Migrant Students</b>	JLG
<b>Military</b>	
Programs, Student Activities	JJ
Relations with Military Agencies/Recruiters	KLMA
<b>Military Leave</b> <i>see</i> <b>Leaves and Absences</b>	
<b>Minorities</b>	
Equal Educational Opportunities	JB
Equal Employment Opportunity/Affirmative Action	GBA
Nondiscrimination on the Basis of Ethnicity and Race	ACB
<b>Missing Children</b>	JLH
<b>Mission Statement</b>	AD
<b>Motto</b>	BHA
<b>Multiculturalism</b>	IFC
<b>Municipal Authorities, Relations with</b>	KLKA
<b>Music Education</b>	IHAG
Resources and Materials	IJE
Student Performances	JJC

## N

<b>Naming Facilities</b>	FF
<b>Natural Disasters</b>	EBCD
<b>Negotiations</b>	
Announcement of Final Agreement	HM
Employee Negotiating Organizations	HH
Rights and Responsibilities	HI
Evaluation of Negotiations	HAA
Goals/Priority Objectives	HA
Impasse Procedures	HO
Legal Status	HB
Negotiated Agreement Implementation	HN
Release of Information	HK
Media Relations	HKA
School Board Negotiating Agents	HF
School Board Negotiating Rights and Responsibilities	HE
Scope	HC
Style, Methods and Procedures	HD
Superintendent's Role	HG
Strikes and Walkouts	HPA
<b>Neighborhood/Community Associations, Relations with</b>	KJB
<b>News Media <i>see</i> Media</b>	
<b>Noncustodial Parents</b>	KBBA
<b>Nondiscrimination</b>	AC
Equal Educational Opportunities	JB
Equal Employment Opportunity	GBA
on the Basis of Age	ACC
on the Basis of Ethnicity and Race	ACB; JBA
on the Basis of Disability/Handicap	ACE; JBA
on the Basis on Religion	ACD; JBA
on the Basis of Sex	ACA; GBAA; JBA
Resolution of Discrimination Complaints	ACG
<b>Nongraded Education</b>	IFE
<b>Nonpublic Schools, Relations with</b>	LBC

<b>Nonresident Students</b>	JFAB
<b>Nonschool Employment</b>	
Professional Staff	GCR
Staff Consulting Activities	GCRC
Support Staff	GDR
Tutoring for Pay	GCRD
<b>Notary Public</b>	EGC
Nurses <i>see</i> <b>School Nurses</b>	
<b>Nutrition</b> ( <i>see also</i> <b>Health; Wellness</b> )	
Education	IHAMD
Food Purchasing and Selection	EFA
Menu Development/Options	EFB
<b>O</b>	
<b>Oath of Office for Board Members</b>	BBBB
<b>Office Services</b>	EB
Communications Services	EGA
Data/Records Retention	EHB
Records and Reports	EGE
Staff Positions	GDA
Technology Use	EGD
<b>Officers of the Board</b>	BDB
<b>Ombudsperson</b>	KEE
<b>Online Learning/Virtual Schools</b>	IHBHD
<b>Open/Closed Campus</b>	JHCA
<b>Open Enrollment/School Choice</b>	JFB
<b>Open Hiring/Equal Employment Opportunity</b>	GBA



**Opinion Polls** KCBB

**Opt Out Procedures for Alternative Instruction** IMBC

**Organization Charts** CCA  
Line/Staff Relations CCB

**Organization Memberships**  
Boards BK  
Professional Staff GCU  
School Boards Associations BKA  
Support Staff GDS

**Orientation**  
New Board Member Orientation BIA  
Orientation to New Facilities FH  
Professional Staff Orientation and Training GCH  
Support Staff Orientation GDH

**Outcome Based Education** AEA

Outside Employment *see* **Nonschool Employment**

**Overtime/Overtime Pay**  
Extra Duty--Administrative Staff GCME  
Extra Duty--Instructional Staff GCMD  
Support Staff-- Extra Duty GDLA  
Professional Staff Supplementary Pay Plans/Overtime GCBC  
Support Staff Supplementary Pay Plans/Overtime GDBC

## **P**

Paid Holidays *see* **Vacations and Holidays**

**Parent Conferences** GCMC; IKACA

**Parent Involvement in Education** *see* **Family Involvement**

**Parental Leave** *see* **Leaves and Absences**

**Parenting Students, Programs for** IHBCA

<b>Parliamentarian</b>	BEDDA
<b>Parking</b> <i>see</i> <b>Automobiles and Parking</b>	
<b>Parks and Recreation Agencies, Relations with</b>	KLF
Parochial Schools <i>see</i> <b>Nonpublic Schools</b>	
<b>Part-Time Staff</b>	GCG; GDG
<b>Paternity Leave</b> <i>see</i> <b>Leaves and Absences</b>	
<b>Patriotic Exercises</b>	IMDA
<b>Pay Equity</b>	GBAB
<b>Payroll Deductions</b>	DKB
<b>Payroll Procedures/Schedules</b>	DKA
<b>Peer Counseling</b>	JLDBE
<b>Peer Tutoring</b>	IIO
<b>Performance Pay</b> <i>see</i> <b>Merit Pay</b>	
<b>Performances, Exhibits and Competitions</b>	JJC
<b>Personal Leave</b> <i>see</i> <b>Leaves and Absences</b>	
<b>Personal Property Replacement/Restitution</b>	ECAD
<b>Personnel Goals</b>	GA
<b>Personnel Policies</b>	
Awards and Recognition	GBL
Communications with Staff	GBD; BHC
Compensation	GBC
Complaints and Grievances	GBK
Conduct	GBEB
Dress Code	GBEBA
Equal Employment Opportunity	GBA
Ethics	GBEA
Gifts to and Solicitations by Staff	GBEBC
Identification Procedures	ECABA

Participation in Activities	
Community	GBH
Political	GBI
Personnel Records and Files	GBJ
Access	GBJB
Confidential Information/Disclosure	GBJA
Staff Conduct with Students	GBEBB
Staff Involvement in Decision Making	GBB
Staff Rights and Responsibilities	GBE
Staff Use of Internet and Electronic Communications	GBEE; GBEF
Welfare and Protection	GBG
Workers' Compensation	GBGD
<b>Photocopying Services</b>	EGAB
<b>Photographs of Students</b>	JRD
<b>Physical Education</b>	IHAE
Resources and Materials	IJF
<b>Physical Examinations of Students</b> <i>see</i> <b>Health</b>	
<b>Pilot Projects</b>	IGC
<b>Planning and Zoning Authorities</b>	KLJ
Playgrounds <i>see</i> <b>Recreational Facilities</b>	
<b>Pledge of Allegiance</b>	IMDA; IMDB
<b>Policy Process</b>	BG
Implementation	CH
Policy Adoption	BGB
Policy Communication/Feedback	BGE
Regulations Communication	CHC
Policy Development System	BGA
Regulation Development	CHA
Policy Revision and Review	BGC
Regulation Review	BGD; CHB
Policy Suspension/Repeal	BGF
<b>Political Activities</b>	
Board Campaigns	BBBG
Political Solicitations in Schools	KHE
Staff Participation in Political Activities	GBI
Superintendent's Political Activities	CBFA; CBHA

<b>Portable Classrooms/Temporary School Facilities</b>	FCC
<b>Posting and Advertising of Vacancies</b>	
Professional Positions	GCEC
Support Positions	GDEA
<b>Postsecondary Education <i>see</i> Colleges and Universities</b>	
<b>Prayer <i>see also</i> Religion</b>	
School Ceremonies and Observances	IMD
Religious Observances and Displays	IMDC
<b>Pregnant Students</b>	JIE
Programs for	IHBCA
<b>Press Releases</b>	KDDA
<b>Primary/Preprimary Education</b>	IHBIB
<b>Principals</b>	CFA
Assignment and Transfer of Principals/Building Administrators	CFC
Evaluation of Principals/Building Administrators	CFB
<b>Printing Services/Graphic Arts/Photoduplication Services</b>	EGAC; EGAB
Private Schools <i>see</i> <b>Nonpublic Schools</b>	
<b>Privacy <i>see</i> Concealed Observations; Records and Reporting; Student Information</b>	
<b>Probation</b>	
Probation of Students	JKC
Professional Staff Probation, Tenure and Seniority	GCJ
Support Staff Probation, Tenure and Seniority	GDI
<b>Professional Development</b>	
Philosophy	GCIA
Professional Staff	GCI
Superintendent	CBG
Support Staff	GDM
<b>Professional Development Leave <i>see</i> Leaves and Absences</b>	
<b>Professional Organizations, Relations with</b>	KK
<b>Professional Research and Publishing</b>	GCS

<b>Professional Staff</b>	GC
Assignments and Transfers	GCK
Certification and Credentialing Requirements	GDFC
Compensation	GCB
Continuing Education	GCID; GCIE
Contracts	GCB
Discipline, Suspension and Dismissal	GCQF
Evaluation of Professional Staff	GCO
Facilities	GCV
Hiring	GCF
Leave <i>see</i> <b>Leaves and Absences</b>	
Orientation	GCH
Positions	
Administrative	GCAB
Guidance and Health	GCAAB
Resource	GCAAC
Teaching	GCAAA
Promotions and Reclassifications	GCP
Recruiting	GCE
Retirement	GCQE
Rights and Responsibilities	GBE
Schedules and Calendars	GCL
Shortage	GCFD
Supervision	GCN
Tenure	GCJ
Termination of Employment	GCQ
Workload	GCM
 <b>Professional Visitors and Observers</b>	 LI
 <b>Progress Reports <i>see</i> Report Cards</b>	
 <b>Promotions and Reclassifications</b>	
Administrative Staff	GCPB
Instructional Staff	GCPA
Professional Staff	GCP
Promotion and Retention of Students	IKE
Support Staff Promotions	GDP
 <b>Promotional Materials</b>	
Distribution/Posting of Promotional Materials	KHC
 <b>Property</b>	
Care of School Property by Students	JICB
Insurance	EIA

Management	EC
Replacement/Restitution	ECAD
<b>Public Concerns and Complaints</b>	KE
<b>Public Conduct on School Property</b>	KFA
<b>Public Gifts and Donations</b>	KCD
<b>Public Information Program</b>	KDA
Accomplishment Reporting	AEC
Board Communications	BHD
Crisis Management	KDE
Freedom of Information	KDB
Negotiations Information	HK
School District Website	KDCB
School Sponsored Information Media	KDC
<b>Publications</b>	
Professional Research and Publishing	GCS
Student Publications	JICE
School Related	JICEA
Non-School Related	JICEB
<b>Pull-Out Programs</b>	IID
<b>Purchasing</b>	
Authority	DJA
Bidding Procedures	DJE
Buses	EEAEB
Cooperative Purchasing	DJD
Food	EFA
Local/Competitive Purchasing	DJF
Vendor Relations	DJG

## Q

<b>Qualifications</b>	
Board Member	BBBA
Professional Staff Certification/Credentialing Requirements	GCFC
Substitute Staff	GCGA
Superintendent	CBA
Support Staff	GDFA
<b>Quorum</b>	BEDC

## R

<b>Racial Discrimination</b>	ACB; JBA
<b>Recall/Removal of Board Members</b>	BBBD
<b>Reclassifications <i>see</i> Promotions and Reclassifications</b>	
<b>Reading/Language Arts Instruction</b>	IHAA
Resources and Materials	IJA
<b>Records and Reporting</b>	
Accident Reports	EBBB
Administrative Reports	CL
Board Meetings	BEDK
Board Minutes	BEDG
Construction Records and Reports	FEJ
Financial Reports and Statements	DIC
Food Services Records and Reports	EFI
Materials and Equipment Records and Reports	EDD
Office Services Records and Reports	EGE
Personnel Records	GBJ
Access	GBJB
Confidential Information	GBJA
Records Retention	EHB
Reporting Child Abuse	JLF
Reporting of Hazards	EAA
Research Reports	CL
School Buildings and Grounds Records and Reports	ECC
School District Annual Report	CM
Student Records	JRA
Release of Information on Students	JRC
Student Lists	JRB
Teacher Recordkeeping	IMK
Transportation (Business) Records and Reports	EEBD
Transportation (Student) Records and Reports	EEAI
<b>Recreational Facilities</b>	
Community Use	KF
Construction	FEI
Maintenance	ECBC
Recreation Agencies, Relations with	KLF

**Recruiting**

Administrative Staff	GCEB
Instructional Staff	GCEA
Professional Staff	GCE
Vacancy Posting and Advertising	GCEC
Superintendent	CBB
Support Staff	GDE
Military Recruiters	KLMA

**Recycling**

EDE

**Redistricting**

JCAA

**Reductions in Force**

Administrative Staff	GCQB
Instructional Staff	GCQA
Support Staff	GDQA

**Referenda**

Bond Referenda	FDA
Community Involvement	KCCA
Budget Referenda	DBGA
Community Involvement	KCCB

**Regulations *see also* Policy Process**

Board Review of Regulations	CHB; BGD
Communication of Regulations	CHC
Handbooks and Directives	CHCA
Development of Regulations	CHA

**Reimbursement *see* Expenses****Released Time**

For Religious Instruction	JHC
	JHCB

**Religion**

Nondiscrimination	ACD; JBA
Observances and Displays	IMDC
Relations with Churches	KJC
Released Time for Religious Instruction	JHCB
Teaching about Religion	IHAL

**Religious Leave *see* Leaves and Absences****Remedial Instruction**

IHBDA



<b>Renovations and Improvements</b>	FJ
<b>Rental and Service Charges</b>	DFC; KF
<b>Report Cards</b>	IKAB
<b>Reporting <i>see</i> Records and Reporting</b>	
<b>Research <i>see</i> Educational Research</b>	
<b>Reserve Funds</b>	DIB
<b>Residency Requirements</b>	JFAA; JFAB
<b>Resignations</b>	
Administrative Staff	GCQD
Board Members	BBBC
Instructional Staff	GCQC
Support Staff	GDQB
Superintendent	CBJB
<b>Resource Staff <i>see also</i> Instructional Staff</b>	GCAAC
<b>Resuscitation <i>see</i> First Aid and Emergency Medical Care</b>	
Do Not Resuscitate (DNR) Orders	JLCEA
<b>Retention of Students</b>	IKE
<b>Retirement</b>	
Professional Staff Members	GCQE
Support Staff Members	GDQC
Superintendent	CBJB
<b>Revenues (<i>see also</i> Fund Raising Activities)</b>	
Federal Tax Sources	DEC
Gate Receipts and Admissions	DFD
Income from School Sales and Services	DFE
Investments	DFA
Local Tax Sources	DEA
Nontax Sources	DF
Rental and Service Charges	DFC
Royalties	DFE
School-Owned Real Estate	DFB
State Tax Sources	DEB

<b>Revolving Funds</b>	DIB
<b>Rights and Responsibilities</b>	
Custodial/Noncustodial Parent Rights and Responsibilities	KBBA
Parent Rights and Responsibilities	KBB
Staff Rights and Responsibilities	GBE
Student Due Process Rights	JIA
Student Rights and Responsibilities	JI
<b>Risk Management <i>see</i> Insurance Program</b>	
ROTC Programs <i>see</i> <b>Relations with Military/Armed Forces</b>	KLMA
<b>Royalties</b>	DFE
<b>Rules of Order</b>	BEDD

## S

<b>Sabbatical Leaves <i>see</i> Leaves and Absences</b>	
<b>Safe Schools</b>	ADD
<b>Safety</b>	
Accident Prevention and Safety Procedures	EBB
Audits	EBAC
Bus Safety Program	EEAE
Drills	EBCB
Environmental and Safety Program	EB
Safety Patrols	EEAED; JLIC
Staff Personal Security and Safety	GBGB
Student Safety	JLI
Sun Safety	JLIG
<b>Salary Deductions</b>	DKB
<b>Salaries <i>see</i> Compensation</b>	
<b>Sanitation</b>	
Food Sanitation Program	EFH

**Schedules**

Budget Preparation and Schedules	DBC
Bus Scheduling and Routing	EEAC
Payroll Procedures and Schedules	DKA
Professional Staff Schedules and Calendars	GCL
Scheduling Classes	IIC
Student Schedules and Course Loads	IIE
Support Staff Schedules and Calendars	GDK

**Scholarships**

JM

**School Administration**

Elementary Schools	CFG
Evaluation of	CAA
High Schools	CFHB
Intern Programs	CJ
Middle Schools	CFHA
Organization	CC
Organization Chart	CCA
Staffing Formulas	CCC
School-Based or Site-Based Management	CFD
School Principals/Building Administrators	CFA
Assignment and Transfer	CFC
Evaluation	CFB
Secondary Schools	CFH
Temporary Assignments	CI

**School Attorney/Legal Services**

BDG

**School Board Committees**

Advisory	BDE
Committee of the Whole	BDF
	BDEA

**School Board Hearings/Appeal Proceedings**

BEE

**School Board Legislative Program**

Federal	BJB
State	BJA

**School Board Meetings**

Agenda	BE
Broadcasting /Recording of	BEDB
Executive Sessions/Open Meetings	BEDJ
Minutes	BEC
News Media at	BEDG
	BEDI

Notification of	BEDA
Parliamentarian	BEDDA
Procedures/Bylaws	BED
Public Participation	BEDH
Quorum	BEDC
Regular	BEA
Reporting	BEDK
Rules of Order	BEDD
Second Language Procedures	BEDE
Special	BEB
Voting Method	BEDF

### **School Board Members**

Authority and Responsibilities	BBAA
Candidates	BBBF
Compensation and Expenses	BID
Conduct	BC
Conflict of Interest	BCB
Elections/Appointment	BBB; BDC
Ethics	BCA
Oath of Office	BBBB
Orientation/Handbook	BIA
Qualifications	BBBA
Recall/Removal from Office	BBBD
Resignation	BBBC
Signing Authority	BBAB
Student Member/Student Representative	JIBB
Training and Development	BIB
Unexpired Term Fulfillment	BBBE
Use of Board Member Name	BHB
Vacancies	BBBE

### **School Boards**

Facilities and Services	BIC
Board-Superintendent Relationship	BDD
Campaigns and Elections	BBBG
Communications with Public	BHD
Communications with Staff	BHC
Conferences, Conventions and Workshops	BIBA
Consultants	BDH
Evaluation	BAA
Goals	BA
Inspection and Acceptance of New School Facilities	FG
Insurance	BBC
Legal Status	BB
Liability	BBC

Memberships	BK
Negotiating Agents	HF
Negotiating Rights and Responsibilities	HE
Officers	BDB
Organization	BD
Organizational Meeting	BDA
Powers and Responsibilities	BBA
Retreats	BF
Secretary	BDC
Staff Assistants	BDH
Work Sessions	BF
<b>School Boards Associations</b>	BK
<b>School Building Administration</b>	CF
<b>School Buildings</b>	
Access	ECAB
Staff/Student Identification Procedures	ECABA
Buildings and Grounds Inspections	EBA
Building and Grounds Management Positions	GDAB
Closing Schools	FCB
Combining Schools	FCA
Community Use	KF
Construction	FE
Architect/Engineer/Construction Manager	FEB
Consultants	FEC
Contracts	FEG
Cost Estimates	FEF
Site Acquisition	FEE
Specifications and Plans	FEA; FED
Supervision	FEH
Custodial Services	ECD
Energy Conservation	ECF
Facilities Planning and Development	
Advisors	FBA
Community Involvement in Decision Making	KCB
Enrollment Projections	FBB
Funding	FD
Goals and Priorities	FA
Naming	FF
Public Dedication	FI
Renovations and Improvements	FJ
Staff Orientation to New Facilities	FH
Temporary Facilities	FCC
Funding	FD

Maintenance	ECBA
Open/Closed Campuses	JHCA
Records and Reporting	ECC
Security	ECA
Temporary School Facilities	FCC
Vandalism	ECAC
School Business Relationship <i>see</i> <b>Business and Industry Involvement in Education</b>	
<b>School Census</b>	JD
<b>School Ceremonies and Observances</b>	IMD
<b>School Choice</b>	JFB
Inter-District	JFBB
Intra-District	JFBA
Magnet Schools	JFBD
Vouchers/Tuition Tax Credit Programs	JFBC
<b>School Climate</b>	CFE
<b>School Closings and Cancellations</b>	EBCE
Closing Schools	FCB
<b>School Day</b>	ID
<b>School District</b>	
Annual Report	CM
Districting/Redistricting Procedures	JCAA
Goals and Objectives	ADA
Legal Status	AA
Mission	AD
<b>School Foundations</b>	KGA
<b>School Grounds</b>	
Community Use	KFC
Environmental and Safety Audits	EBAC
Hazardous Materials	EBAB
Inspections	EBA
Maintenance	ECBB
Records and Reports	ECC
Support Staff Building and Grounds Management Positions	GDAB
<b>School Libraries</b>	IJNC

**School Lunches** *see* **Food Services**

**School Nurses** JLCF

**School Property**

Care of School Property by Students JICB  
Insurance EIA  
Management EC  
Public Conduct on KFA  
Replacement or Restitution ECAD  
Vandalism ECAC

**School Resource Officers** ECAE; KLG

**School Stores** IMI

**School Year**

Calendar IC  
Extended ICA  
Length, for Staff ICB  
Year-Round School GCLC; GCLD; GDKB  
ICB

**Science Education**

Resources and Materials IHAD  
Science Fairs IJD  
IMF

**Searches**

Locker Searches JIHA  
Parking Lot Searches JIHB  
Student Searches and Interrogations JIH

**Secondary Schools Administration** CFH

**Secret Societies** JICF

**Security**

Computers EHAA  
Buildings and Grounds Security ECA  
Security Services ECAE

**Self Esteem** JLDBA

**Self-Insurance** *see* **Insurance Program**

**Senior Citizens, Relations with** KJI

<b>Seniority</b>	
Administrative Staff	GCJB
Instructional Staff	GCJA
Support Staff	GDI
<b>Service Animals in Schools</b>	IMG
<b>Service Learning/Community Service</b>	JN
<b>Sex Discrimination</b>	
Nondiscrimination	ACA
Staff	GBAA
Students	JBA
<b>Sex Education</b>	IHAMB
<b>Sex Offender Registry Notification</b>	JLIF
<b>“Sexting”</b>	IJNDC
<b>Sexual Harassment</b>	
Staff	GBAA
Students	JICK
Sexual Orientation Discrimination <i>see</i> <b>Sex Discrimination; Nondiscrimination</b>	
<b>Shared Services with other School Systems</b>	LBA
<b>Sick Leave <i>see</i> Leaves and Absences</b>	
<b>Signing Authority/Contracts</b>	DHA
<b>Site Acquisition</b>	FEE
<b>Site- or School-Based Management</b>	CFD
<b>Smoking</b>	
Staff Members	GBED
Students	JICG
Teaching about Drugs, Alcohol, and Tobacco	IHAMA
Tobacco-Free Schools	ADC
<b>Social Services</b>	
Organizations, Relations with	KJE
Student Social Services	JLE



Welfare Agencies, Relations with	KLE
<b>Social Studies</b>	IHAC
Resources and Materials	IJC
<b>Solicitations in Schools</b>	KH
Advertising	KHB
Business	KHD
Political	KHE
Promotional Materials	KHC
<b>Speakers</b>	IJOB
Controversial	IMC
<b>Special Education</b>	
Programs for Students	IHBA
Student Transportation	EEAB
<b>Special Events</b>	
Bus Transportation	EEAFA
Catering and Food Service	EFG
<b>Specifications <i>see</i> School Buildings—Construction</b>	
<b>Sports <i>see</i> Athletics</b>	
<b>Staff <i>see</i> Personnel Policies; Professional Staff; Instructional Staff; Support Staff</b>	
<b>Staff Conduct with Students</b>	GBEBB
<b>Staff Development <i>see</i> Professional Development</b>	
<b>Staff Meetings</b>	GCMC; GDLB
<b>Staff Shortages</b>	
Professional Staff	GCFD
Support Staff	GDFC
<b>Staffing Formulas/Ratios</b>	CCC
<b>State Education Agencies, Relations with</b>	LF
<b>State Government Authorities, Relations with</b>	KLL
<b>Strikes</b>	HPA

**Student Achievement *see* Achievement**

**Student Activities (Co-curricular and Extracurricular)**

JJ

***see also* Extracurricular Activities; Athletics**

Contests

JJG

Fees

JJD

Fundraising Activities

JJE

Performances/Exhibits/Competitions

JJC

Social Events

JJB

Student Activities Funds

JJF

Travel

JJH

**Student Advisory Councils**

JIBC

**Student Employment**

JO

**Student Government**

JIBA

**Student Information**

JRC

**Student Organizations**

JJA

Limited Open/Closed Forum

JJAB

**Student Protests, Demonstrations and Strikes**

JIJ

**Student Publications**

JICE

**Student Records *see* Records and Reporting**

**Student Rights**

JI

Concerns, Complaints and Grievances

JII

Due Process Rights

JIA

Equal Educational Opportunities

JB

Involvement in Decision Making

JIB

**Student Teaching**

LDA

**Student Transportation**

EEA

Buses

Bus Driver Requirements, Training and Responsibilities

EEAEA

Bus Driver Drug and Alcohol Testing

EEAEAA

Passes

EEAD

Purchasing and Maintenance

EEAEB

Safety Program

EEAE

Scheduling and Routing

EEAC

Special Use of Buses

EEAF

Insurance	EEAH
Private Vehicles	EEAG
Walkers and Riders	EEAA
<b>Students</b>	
Absences and Excuses	JH
Admissions to/Withdrawals from School	JF
Class and Grade Level Assignments	JG
Compulsory Attendance Ages	JEA
Conduct	JIC
Identification Procedures	ECABA
Interrogations, Searches and Arrests	JIH
Involvement in Decision Making	JIB
Of Legal Age	JID
Pregnant Students	JIE
Rights and Responsibilities	JI
Students with Children	JIF
Use of Cell Phones and Electronic Devices in School	JICJ
Violence/Harassment/Intimidation/Bullying	JICK
<b>Substance Abuse</b>	
Counseling	JLDBC
Curriculum	IHAMA
Drug and Alcohol Use by Students	JICH
Drug and Steroid Use in Athletics	JJIE
Drug-Free Schools	ADB
Drug-Free Workplace	
Drug Testing	
Bus Drivers	EEAEAA
Student Athletes	JJIE
Students	JICH
<b>Substitute Staff</b>	GCG; GDG
Arrangements for	GCGB; GDGB
Qualifications	GCGA; GDGA
<b>Suicide or Other Traumatic Loss of Life</b>	JLDBH
Suicide Prevention	JLDBA
<b>Summer Programs/Summer School</b>	IHCA
Administration of	CGA
<b>Superintendent</b>	
Board Superintendent Relationship	BDD
Compensation and Benefits	CBE
Conduct	CBF

Consulting Activities	CBH
Contract	CBD
Evaluation	CBI
Political Activities	CBFA; CBHA
Powers and Responsibilities	CBC
Qualifications	CBA
Recruitment	CBB
Role in Negotiations	HG
Termination of Employment	CBJ
<b>Supervision</b>	
Administrative Staff	GCNB
Instructional Staff	GCNA
Support Staff	GDN
Students	JLIA
<b>Support Staff</b>	
Accountability	GD
Assignments and Transfers	GDOA
Evaluation	GDJ
Compensation	GDO
Contracts	GDB
Discipline, Suspension and Dismissal	GDB
Hiring	GDQD
Job Sharing	GDF
Nonschool Employment	GDGC
Organizational Memberships	GDR
Positions	GDS
Building and Grounds Management	GDA
Fiscal Management	GDAB
Food Services	GDA
Office Services	GDAA
Transportation	GDAC
Probation, Tenure and Seniority	GDAC
Promotions and Reclassification	GDI
Qualifications	GDP
Recruiting	GDF
Schedules and Calendars	GDFA
Supervision	GDE
Termination of Employment	GDK
Training and Orientation	GDN
	GDQ
	GDH
<b>Surplus Commodities</b>	EFAA

**Surveys**

Educational Surveys/Effective Schools Research  
Of the Community

ILD  
KCBA; KCBB

**Suspension**

Of Students  
Suspension and Dismissal of Professional Staff  
Suspension and Dismissal of Support Staff

JKD  
GCQF  
GDQD

Swimming Pools *see* **Recreational Facilities**

**T****Tardiness**

JHA

**Taxes**

Revenues  
    Federal  
    Local  
    State  
Relations with Taxation Authorities  
Tax-Sheltered Annuities  
Tuition Tax Subsidy Programs

DE  
DEC  
DEA  
DEB  
KLA  
DLB  
JFBC

**Teachers (*see* **Instructional Staff for complete entries**)**

Exchange Teaching  
Mentor Teachers  
Money Collection by  
Planning and Recordkeeping by  
Positions  
Student Teachers  
Teacher Aides

GCT  
GCHA  
IMJ  
IMK  
GCAAA  
LDA  
IJNA

**Teaching Methods**

IMA

**Team Teaching**

IIF

**Technical/Vocational Education**

IHAI

**Technology *see also* Computers; Internet; Online Learning**

Resources	IJND
Computer-Assisted Instruction	IJNDA
Selection and Adoption	IJK
Use of Technology Resources in Instruction	IJNDB
Technology Literacy	IHAJ
Use in Office Services	EGD

**Telephone Services**

EGAF

**Temporary**

Administrative Assignments	CI
School Facilities	FCC

**Tenure**

Professional Staff	GCJ
Support Staff	GDI

**Termination of Employment**

Professional Staff	GCQ
Dismissal	GCQF
Reduction in Force	GCQA; GCQB
Resignation	GCQC; GCQD
Retirement	GCQE
Superintendent	CBJ
Dismissal	CGJA
Resignation or Retirement	CBJB
Support Staff	GDQ
Dismissal	GDQD
Reduction in Force	GDQA
Resignation	GDQB
Retirement	GDQC

**Tests (*see also* Assessment)**

Administration of	IKAA
District Assessments	ILB
National	ILBA
State	ILBC
GED	ILBB
Test Selection	IHDB
Use and Dissemination of Test Results	ILA
	ILC

**Textbook Selection and Adoption**

IJI

**Threats**

EBCC; JICK

<b>Tobacco</b> <i>see</i> <b>Smoking</b>	
<b>Tobacco-Free Schools</b>	ADC; GBED
Tornado Warnings <i>see</i> <b>Weather-Related Emergencies</b>	
<b>Traffic and Parking Procedures</b>	ECE
<b>Training</b> ( <i>see also</i> <b>Professional Development</b> )	
Administrative Staff	GCCBE
Bus Drivers	EEAEA
Instructional Staff	GCCAE
Professional Staff	GCHA; GCID
Support Staff	GDH; GDMB
Training Leave <i>see</i> <b>Leaves and Absences</b>	
<b>Transfer of Funds/Budget Transfers</b>	DBJ
<b>Transfer Students</b>	JFABC
<b>Transfers of Personnel</b>	
Administrative Staff	GCKB
Building Administrators	CFC
Instructional Staff	GCKA
Support Staff	GDJ
<b>Transgender students and Staff</b>	ACA; GBAA; JBA
<b>Transition to Work Education</b>	IHAQ
<b>Transportation</b> ( <i>see also</i> <b>Student Transportation; Automobiles</b> )	
Bicycles	JLID
Bus Scheduling and Routing	EEAC
Business and personnel	EEB
Private Vehicles on School Business	EEBB
Records and Reports	EEBD
School-Owned Vehicles	EEBA
Special Education Students	EEAB
Students <i>see</i> <b>Student Transportation</b>	
Support Staff Positions	GDAC
Traffic and Parking Procedures	ECE
<b>Travel</b>	
Student	JJH
Travel Study/Exchange Programs	IHCB

**Truancy** JHB

**Tuition**  
Nonresident Student Charges JFABA

**Tutoring**  
For Pay (Outside Employment) GCRD  
Of Students IHBDB  
Peer Tutoring IIO

## U

**Unemployment Compensation** GBGE

**Uniforms** *see* **Dress Codes**

**Unions**  
Employee Negotiating Organizations HH  
Professional Staff Memberships GCU  
Relations with Labor Organizations KJF  
Support Staff Memberships GDS

**Universities** (*see also* **Colleges and Universities**)  
Relations with LD

## V

**Vacancies**  
Posting of Professional Staff Vacancies GCEC  
Posting of Support Staff Vacancies GDEA  
Vacancies on the Board BBBE

**Vacation Leave** *see* **Leaves and Absences**

**Valedictorian** IKCA

**Values Education** IHAK

**Vandalism** ECAC



**Vehicles** *see* **Transportation; Automobiles**

**Vending Machines** EFE

**Vendor Relations** DJG  
**Video Surveillance** ECAF  
    Concealed Observations CFI

**Violence**  
    Student Violence/Harassment/Bullying JICK  
    Bomb and Violence Threats EBCC

**Virtual Schools** IHBHD

**Visitors**  
    Professional Visitors and Observers from Education Agencies LI  
    To Schools KI  
        Identification Procedures KIA

Vocational/Technical Education *see* **Career and Technical Education**

**Volunteers**  
    School Volunteers IJOC  
    Student Volunteers for School and Community Service JN

**Vouchers** JFBC

## W

**Wages** *see* **Compensation**

**Walkers and Riders** EEAA

**Walkouts** HPA

**Warning Systems** EBAA

**Waste Management** EDE

**Weapons in School** JICI

**Weather-Related Emergencies** EBCD

<b>Website, School District</b>	KDCB
<b>Welfare Agencies, Relations with</b>	KLE
<b>Wellness</b> ( <i>see also</i> <b>Health; Nutrition</b> )	ADF
Coordinated School Health Program	ADFA
Employee Wellness Programs	GBGC
<b>Withdrawals from School</b>	JF; JFC
<b>Workers' Compensation</b>	GBGD
<b>Workload</b>	
Extra Duty	GCMD; GCME; GDLA
Professional Staff Work Load	GCM
Support Staff Work Load	GDL
<b>Workshops</b> <i>see</i> <b>Training; Professional Development; Conferences</b>	
<b>Writing Curriculum</b>	IHAA

## Y

<b>Year</b>	
Fiscal Year	DBB
School Year	IC
Extended School Year	ICB
<b>Yearbooks/Student Publications</b>	JICE
<b>Year-Round School</b>	ICC
<b>Youth Organizations, Relations with</b>	KJD

## Z

<b>Zero Tolerance</b> <i>see</i> <b>Discipline</b>	
<b>Zoning/Planning Authorities, Relations with</b>	KLJ