

SECTION: LOCAL BOARD PROCEDURES

TITLE: POLICY MANUAL ACCESS

ADOPTED: August 26, 2011

REVISED:

SOUTHERN FULTON SCHOOL DISTRICT

007. POLICY MANUAL ACCESS

Section 1. Purpose

The Board adopts the procedures and policies contained in the Policy Manual as a governing tool for the Board and as a resource for district administrators and employees, students, parents/guardians, residents and community members.

The Board Policy Manual may be published and maintained on the district's web site.

Section 2. Guidelines

The Board Policy Manual shall be considered a public record. A copy of the policy manual shall be maintained in the administration office and shall be available for inspection and access by citizens during regular office hours.

The Board Secretary shall maintain an orderly plan for the promulgation of policies to students, parents/guardians and staff who are affected by them and shall provide easy accessibility to an up-to-date Policy Manual.

The Superintendent or designee shall be responsible to review existing policy in light of Board actions and revisions to state and federal statutes and regulations, and to recommend to the Board the changes necessary to maintain the Board Policy Manual in a current status.

The Board Policy Manual is the property of the school district; therefore, all manuals shall be returned to the Board Secretary upon termination of employment or term of office.

References:

School Code – 24 P.S. Sec. 407, 510

Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.

Board Policy – 003, 801