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## **SECTION A - FOUNDATIONS AND BASIC COMMITMENTS**

Section A contains policies, regulations and exhibits on the district's legal role in providing public education and the basic principles underlying school board governance. These policies provide a setting for all of the school board's other policies and regulations. Included in this section are policies on nondiscrimination, educational philosophy and accountability.

AA School District Legal Status

AC Nondiscrimination/Equal Opportunity

AC-R-1 Nondiscrimination/Equal Opportunity (Complaint and Compliance Process) –

Regulation

AC-R-2\* Sexual Harassment Investigation Procedures (Title IX) – Regulation AC-E-1 Nondiscrimination/Equal Opportunity (Sample Notice) – Exhibit Nondiscrimination/Equal Opportunity (Complaint Form) – Exhibit

AD School District Mission/Educational Philosophy

ADC Tobacco-Free Schools

ADD Safe Schools

ADD-R District Safety/Security Committees – Regulation

ADF School Wellness

AE Accountability/Commitment to Accomplishment

AED\* Accreditation

AEE\* Waiver of State Law and Regulation

## **SECTION B - SCHOOL BOARD GOVERNANCE AND OPERATIONS**

Section B contains policies, regulations and exhibits about the school board -- how it is elected; how it is organized; how it conducts meetings and how it operates. This section includes policies establishing the board's internal operating procedures as well as policies on board communications and policy adoption.

BBA School Board Powers and Responsibilities

BBBA Board Member Qualifications

BBBE Unexpired Term Fulfillment/Vacancies

BBBG Board Elections

BC School Board Member Conduct

BC-R School Board Member Financial Disclosure – Regulation BC-E-1 Code of Ethics for School Board Members – Exhibit BC-E-2 Code of Ethics for School Board Members – Exhibit

BCAA Gifting, Awards, Honorariums and Sponsorships

BCAA-E Giftings, Awards, Honorariums and Sponsorships Guidelines – Exhibit

BCB School Board Member Conflict of Interest

BDA Board Organizational Meeting

BDB Board Officers

BDF Advisory Committees

BDFA\* District Personnel Performance Evaluation Council

BDFB\* Career and Technical Advisory Committees Council (Career and Technical Program

Advisory Committees)

BDFC\* Preschool Council

BDG Legal Claims and Charges

BE School Board Meetings

BEAA\* Electronic Participation in School Board Meetings

BEC Executive Sessions

BEDA Notification of School Board Meetings

BEDB Agenda

BEDD Rules of Order
BEDF Voting Method

BEDG Minutes

BEDH Public Participation at School Board Meetings

BEDH-R Public Participation at School Board Meetings – Regulation

BEDJ Media Coverage of Board Meetings

BG School Board Policy Process

BIBA Board Member Travel, Conventions, Workshops and Other Expenses

BIBA-R Board Member Travel, Conventions, Workshops and Other Expenses – Regulation

BID/BIE Board Member Compensation/Expenses/Insurance/Liability

#### SECTION C - GENERAL SCHOOL ADMINISTRATION

Section C contains policies, regulations and exhibits on school management, administrative organization and school building and department administration. It includes the administrative aspects of special programs and system wide reforms such as school or site-based management. It also contains personnel policies regarding the superintendent, senior administrators (management team) and school principals.

CBA/CBC Qualifications, Powers and Responsibilities of Superintendent (Job Description)

CBB Recruitment of Superintendent

CBD Superintendent's Contract
CBF Superintendent's Conduct
CBI Evaluation of Superintendent

St. Vrain Valley School District RE-1J

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CC Administrative Organization

CC-E St. Vrain Administrative Organizational Chart – Exhibit

CCB Line and Staff Relations
CH Policy Implementation

CHD Administration in the Absence of Policy
CI Temporary Administrative Assignments

## **SECTION D - FISCAL MANAGEMENT**

Section D contains policies, regulations and exhibits on school finances and the management of funds. It includes policies on budget, banking, accounting, purchasing and payroll. Policies on the financing of school construction and renovation, however, are filed in Section F - Facilities Development.

DA Fiscal Management Goals/Priority Objectives

DAB\* Financial Administration

DAC\* Federal Fiscal Compliance

DB Annual Budget

DBD Determination of Budget Priorities

DBG Budget Adoption

DBG-E-1 Deadlines in Budgeting Process Set by Statute – Exhibit

DBK\* Fiscal Emergencies
DD Grants Management

DEA Funds from Local Tax Sources

DFA/DFAA Revenues from Investments/Use of Surplus Funds

DG Banking Services (And Deposit of Funds)
DGA/DGB Authorized Signatures on District Checks

DH Bonded Employees and Officers

DI Fiscal Accounting

DIE Annual Audit

DJ/DJA Purchasing/Purchasing Authority

DJB\* Federal Procurement

DJB\*-R Federal Procurement – Regulation

DJCA\* Purchasing Procedures

DJCA\*-R Purchasing Procedures – Regulation

DJE Procurement Procedures

DJG Vendor Relations

DKC Expense Authorization/Reimbursement

DLB Retirement Plans

DLB-R Retirement Plans – Regulation

DN School Properties Disposition

DN-R School Properties Disposition – Regulation

## **SECTION E - SUPPORT SERVICES**

Section E contains policies, regulations and exhibits on non-instructional services and programs, particularly those on business management, safety, building and grounds management, office services, transportation and food services. Also Included are policies on busing, fire drills, vandalism, data management and insurance programs.

EBAB Hazardous Materials

EBAB-R Hazardous Materials – Regulation

EBBA Prevention of Disease/Infection Transmission (Handling Body Fluids)

EBBA-R Prevention of Disease/Infection Transmission (Handling Body Fluids and

Substances) - Regulation

EBBB Accident Reports

EBCB Safety Drills and Exercises
EBCB-R Safety Drills – Regulation

EBCB-E Record of Fire Evacuation Drill (Fire Code Section 405.5) – Exhibit

EBCE School Closings and Cancellations

ECA/ECAB Security/Access to Buildings

ECAC Vandalism

EEA Student Transportation
EEAA Walkers and Riders

EEAC Bus Scheduling and Routing

EEAE Bus Safety Program

EEAEA School Transportation Vehicle Operator Requirements and Training

EEAEAA\* Drug and Alcohol Testing for CDL Drivers

EEAEAA\*-R Drug and Alcohol Testing for CDL Drivers – Regulation

EEAEF\* Video Cameras on Transportation Vehicles

EEAFA Extracurricular Activity Buses/Field Trips/Special Events Transportation
EEAFA-R Extracurricular Activity Buses/Field Trips/Special Events Transportation –

Regulation

EEAFB\* Use of School Buses by Community Groups

EEAFB\*-R Use of School Buses by Community Groups – Regulation

EEAG Student Transportation in Private Vehicles

EEAG-R Student Transportation in Private Vehicles – Regulation EEAG-E Form for Drivers of Private Vehicles – Exhibit

EEBA School Transportation Vehicles (Use of Safety Belts)

EEBAA Use of Wireless Communication Devices by Employees Driving District-Owned

Vehicles

EF School Nutrition Program

EFC Free and Reduced-Price Food Services

EFEA\* Nutritious Food Choices
EGAD Copyright Compliance

EGADA\* Intellectual Property (Students)

EGADA\*-E-1 Intellectual Property (SVVSD Waiver of Rights) – Exhibit EGADA\*-E-2 Intellectual Property (Student Waiver of Rights) – Exhibit

EGADAB\* Intellectual Property (Employee and Mentor)

EGADAB\*-E Intellectual Property (Mentor Acknowledgement and Release) – Exhibit

EGAEA Electronic Communication

EHB Records Retention

EHC\* Safeguarding Personal Identifying Information

El Insurance Program/Risk Management

EID\* Compliance with the Health Insurance Portability and Accountability Act

EIE\* Compliance with the Affordable Care Act

EJ Service Animals

EJ-R Service Animals – Regulation

EJ-E-1 Appendix A – Request to be Accompanied by Service Animal/Miniature Horse

(Annual Request Required) - Exhibit

EJ-E-2 Appendix B – Service Animal/Miniature Horse Agreement – Exhibit

# **SECTION F - FACILITIES PLANNING AND DEVELOPMENT**

Section F contains policies, regulations and exhibits on facility planning, financing, construction and renovation. It also includes the topics of temporary facilities, school closings, bond campaigns and naming facilities.

FA-R Facilities Development Goals/Priority Objectives – Regulation

FB Facilities Planning

FB-R Long-Range Facilities Planning Committee – Regulation

FBC\* Prioritization of Facility Improvements

FC School Capacity Mitigation

FD Facilities Funding
FDA Bond Campaigns

FDB Voluntary Capital Mitigation

FDB-R Voluntary Capital Mitigation – Regulation
FEA Educational Specifications for Construction

FEB Architect/Engineer/Project Manager/Construction Manager

FEB-R Architect/Engineer/Project Manager/Construction Manager – Regulation

FEE Site Acquisition

FEE-R Site Acquisition – Regulation

FEG Construction Contracts Bidding and Awards

FEGB Contractor's Insurances, Affidavits and Guarantees

FEH Construction Change Orders

FF Naming of Facilities

FFA Dedications, Memorials and Recognitions

### **SECTION G - PERSONNEL**

Section G contains policies, regulations and exhibits on all school employees except the superintendent (found in Section C - General Administration). The category is divided into three main divisions: GB contains policies applying to all school employees or to general personnel matters; GC refers to instructional and administrative staff; and GD refers to support or classified staff.

GBA Open Hiring/Equal Employment Opportunity

GBAA Sexual Harassment of Employees

GBAB Workplace Health and Safety Protection

GBEA Staff Ethics/Conflict of Interest

GBEA-E Staff Ethics/Conflict of Interest – Exhibit

GBEB Staff Conduct (And Responsibilities)

GBEB-R Staff Conduct (And Responsibilities) – Regulation GBEB-R-2 Staff Conduct (And Responsibilities) – Regulation

GBEBA Staff Dress Code

GBEBC Staff Gifts to and Solicitations by Staff GBEC Alcohol and Drug-Free Workplace

GBEC-E Employee Acknowledgment Form, Alcohol and Drug-Free Workplace – Exhibit

GBEE\* Staff Responsible Use of the Internet and Electronic Communications

GBEE\*-R Staff Responsible Use of the Internet and Electronic Communications Guidelines –

Regulation

GBEF Weapons in the Workplace

GBGA Staff Health (And Medical Examination Requirements)

GBGA-R Staff Health – Regulation

GBGAB First Aid Training

GBGB Staff Personal Security and Safety

GBGC Staff Benefits

GBGD Workers' Compensation

GBGF Federally-Mandated Family and Medical Leave

GBGF-R Federally-Mandated Family and Medical Leave – Regulation

GBGI Staff Military Leave

GBGK Staff Legal/Civic Duty Leave

GBI\* Criminal History Record Information

GBJ Personnel Records and Files

GBK Staff Concerns/Complaints/Grievances

GCBA Instructional Staff Contracts/Compensation/Salary Schedules

GCE/GCF Professional Staff Recruiting/Hiring

GCE/GCF-R Professional Staff Recruiting/Hiring – Regulation

GCFA\* Hiring of Instructional Staff/Portability of Non-Probationary Staff

GCG/GCGA Part-Time and Substitute Professional Staff Employment/Qualifications of Substitute

Staff

GCI Professional Staff Development

GCKAA\* Teacher Displacement

GCO Evaluation of Licensed Personnel

GCQC/GCQD Resignation of Instructional Staff/Administrative Staff

GCQC/GCQD-R Resignation of Instructional Staff/Administrative Staff (Mandatory Reporting

Requirements) - Regulation

GCQE\* Evaluation of Evaluators

GCQF Discipline, Suspension and Dismissal of Professional Staff (And Contract Nonrenewal)

GCQF-R Discipline, Suspension and Dismissal of Professional Staff (Mandatory Reporting

Requirements - Regulation

GCS Professional Research and Publishing

GDA Support Staff Positions

GDBA Support Staff Compensation
GDE/GDF Support Staff Recruiting/Hiring

GDE/GDF-R Support Staff Recruiting/Hiring – Regulation

GDG Part-Time and Substitute Support Staff Employment

GDO Evaluation of Support Staff
GDQB Resignation of Support Staff

GDQD Discipline, Suspension and Dismissal of Support Staff

### **SECTION H - NEGOTIATIONS**

Section H contains policies, regulations and exhibits on the process of negotiating with bargaining units recognized by the school board and authorized under state law.

HA Negotiations Goals/Priority Objectives

HH Negotiating Organization (Instructional Staff)

#### **SECTION I - INSTRUCTION**

Section I contains policies, regulations and exhibits on the instructional program. This section covers basic curricular subjects, special programs, instructional resources and academic achievement. It includes policies about the school year, school day, grading, graduation requirements, home schooling, school library and media center, textbook selection and adoption, field trips, teaching methods and school ceremonies.

IC/ICA School Year/School Calendar/Instruction Time

IFC Multiculturalism

IG Curriculum Development

IHAI Career and Technical Education

IHAM Health and Family Life/Sex Education IHAM-R Health Education – Regulation

IHAMA Teaching about Drugs, Alcohol and Tobacco

IHBA Special Education Programs for Students with Disabilities

IHBB Gifted Education

IHBD Equivalence of Services (Title I)
IHBEA English Language Learners

IHBF Homebound Instruction

IHBG Home Schooling

IHBIB Primary/Preprimary Education

IHBK Preparation for Postsecondary and Workforce Success

IHBK-R Preparation for Postsecondary and Workforce Success (Implementation Plan for

Student Individual Career and Academic Plans) - Regulation

IHCDA Concurrent Enrollment

IJ Instructional Resources and Materials

IJK Supplementary Materials Selection and Adoption

IJNDAB\* Instruction through Online Programs

IJOA Field Trips

IJOA-R Field Trips – Regulation

IJOA-E Field Trip/Activity Permission Form – Exhibit

**IJOC** School Volunteers

JJOC-E School Volunteer Application - Exhibit

ΙK Academic Achievement

IKA **Grading/Assessment Systems** 

IKA-R Grading/Assessment Systems (Exemption Procedure and Information to

Parents/Guardians) - Regulation

IKE **Ensuring All Students Meet Standards** 

**IKF Graduation Requirements** 

IKF-R Graduation Requirements-Physical Education Waiver – Regulation

**IKFA** Early Graduation

**IKFB Graduation Exercises** 

**ILBC** Early Literacy and Reading Comprehension (Colorado READ Act)

ILBC-R Early Literacy and Reading Comprehension (Procedures to Implement the

Colorado READ Act) - Regulation

**IMB** Teaching about Controversial Issues and Use of Controversial Materials

**IMDB** Flag Displays

## **SECTION J - STUDENTS**

Section J contains policies, regulations and exhibits on students -- admissions, attendance, rights and responsibilities, conduct, discipline, suspension and expulsion, health and welfare, records, publications and school-related activities.

JB **Equal Educational Opportunities** JBB\* Sexual Harassment of Students

JC School Attendance Areas

JC-R Determination of a Student's School Attendance Area - Regulation

**JCAA** School Districting/Redistricting

JCAA-R School Districting/Redistricting (School Boundary Change Guidelines) - Regulation

JFA Compulsory Attendance Ages JFB Entrance Age Requirements

JF Admissions and Denial of Admissions

JF-E Admissions and Denial of Admissions - Exhibit

**JFABB** Admission of Non-Immigrant Foreign Exchange Students

JFABB-R Admission of Non-Immigrant Foreign Exchange Students – Regulation JFABB-E Admission of Non-Immigrant Foreign Exchange Students - Exhibit

**JFABD** Homeless Students

JFABD-R Homeless Students - Regulation

JFABE\* Students in Foster Care

JFABE\*-R Students in Foster Care – Regulation

JFBA/JFBB Open Enrollment

JFBA/JFBB-R Open Enrollment - Regulation

**JFC** Student Withdrawal from School/Dropouts

JFC-R Student Withdrawal from School/Dropouts - Regulation JGA Assignment of New Students to Classes and Grade Levels

Assignment of New Students to Classes and Grade Levels (Students from Home JGA-R

Instruction or Non-accredited Private Schools) - Regulation

JH Student Absences and Excuses

JH-R Student Absences and Excuses - Regulation

JHB Truancy

JHD Exclusions and Exemptions from School Attendance

JIC Student Conduct **JICA** Student Dress Code

**JICC** Student Conduct in School Vehicles

JICC-R Student Conduct in School Vehicles - Regulation

**JICDA** Code of Conduct

JICDE\* **Bullying Prevention and Education** 

**JICEA** School-Related Student Publications (School Publications Code)

School-Related Student Publications (School Publications Code) - Regulation JICEA-R

JICEC\* Student Petitions and Distribution of Non-Curricular Materials

JICEC\*-R Student Petitions and Distribution of Non-Curricular Materials – Regulation

**JICF** Secret Societies/Gang Activity **JICG** Use of Tobacco by Students

**JICH** Drug and Alcohol Involvement by Students

JICH-R Drug and Alcohol Abuse by Students - Regulation

JICI Weapons in School

JIH Student Interviews, Interrogations, Searches and Arrests

Student Interviews, Interrogations, Searches and Arrests - Regulation JIH-R

JIHB Parking Lot Searches

JII Student Concerns, Complaints, and Grievances

Grievance Form - Exhibit JII-E

JJA-1 Curriculum Related Student Organizations JJA-2 Student Organizations - Open Forum

JJA-2-R Non-Curricular Student Organizations (Secondary Schools) - Regulation JJA-2-E Request for Building Use by Non-Curricular Student Groups – Exhibit

Student Activities Funds JJF

JJH Student Travel

JJIB Interscholastic Sports

JJJ Extracurricular Activity Eligibility

JJJ-R Extracurricular, Co-Curricular and Intramural Activity Eligibility – Regulation

JK Student Discipline

JK\*-2 Student Discipline – Regulation
JK\*-2 Discipline of Students with Disabilities

JKA Use of Physical Intervention and Restraint

JKA-R Use of Physical Intervention and Restraint – Regulation

JKA-E-2 Complaint Procedures and Regulations Regarding the Use of Restraint or

Seclusion - Exhibit

JKBA\* Disciplinary Removal from Classroom

JKBA\*-R Disciplinary Removal from Classroom – Regulation

JKD/JKE Suspension/Expulsion of Students (and Other Disciplinary Interventions)
JKD/JKE-R Suspension/Expulsion of Students (Hearing Procedures) – Regulation

JKD/JKE-E Grounds for Suspension/Expulsion – Exhibit

JKF\* Educational Alternatives for Expelled Students

JKF\*-R Educational Alternatives for Expelled Students – Regulation

JKG\* Expulsion Prevention

JLC Student Health Services and Requirements

JLC-R Student Health Services and Requirements (Special Health Problems) –

Regulation

JLCB Immunization of Students

JLCC Communicable/Infectious Diseases

JLCD Administering Medications to Students

JLCD-R Administering Medications to Students – Regulation

JLCD-E Written Plan-Administration of Medical Marijuana to Qualified Students – Exhibit

JLCDA\* Students with Food Allergies

JLCDC\* Medically Necessary Treatment in School Setting

JLCDC\*-R Authorizing Private Health-Care Specialists to Provide Medically Necessary

Treatment in a School Setting - Regulation

JLCE First Aid and Emergency Medical Care

JLCE-R First Aid and Emergency Medical Care – Regulation

JLCF District School Nurses

JLCF-R District School Nurses – Regulation

JLD School Counseling Programs

JLDAC Screening/Testing of Students (And Treatment of Mental Disorders)

JLF Reporting Child Abuse/Child Protection

JLF-R Reporting Child Abuse/Child Protection – Regulation
JLF-E Report of Suspected Child Abuse or Neglect – Exhibit

JLIB Student Dismissal Precautions

JLIF Use of Safety and Security Technologies

JLIF-R Use of Safety and Security Technologies – Regulation

JLJ\* Physical Activity

JQ Student Fees, Fines and Charges

JQ-R Student Fees, Fines and Charges – Regulation

JQ-E Schedule of Student Fees – Exhibit

JRA/JRC Student Records/Release of Information on Students

JRA/JRC-R Student Records/Release of Information on Students (Notification to Parents and

Students of Rights Concerning Student Education Records) – Regulation

JRCA\* Sharing of Student Records/Information between School District and State Agencies

JRCB\* Student Information Privacy and Protection

JRCB\*-R Student Information Privacy and Protection (Public Hearing and Complaint

Procedures) - Regulation

JS\* Student Responsible Use of the Internet and Electronic Communications
JS\*-R Student Responsible Use of the Internet and Electronic Communications

Guidelines - Regulation

JS\*-E Student Responsible Use of Technology, Access and Digital Communication

Expectations – Exhibit

#### SECTION K - SCHOOL-COMMUNITY-HOME RELATIONS

Section K contains policies, regulations and exhibits on parent and community involvement in schools. Except for policies concerning education agencies, statements on public sector relations with school districts also are located in this section. Policies found in this section include parents' rights, public information and complaints, community use of school facilities, advertising in the schools and public information and communications.

KB Parent and Family Engagement in Education

KBA District Title I Parent and Family Engagement

KBA-E School-Level Title I Parent and Family Engagement (School/Parent Compact)

Exhibit

KBBA Custodial and Noncustodial Parent Rights and Responsibilities

KBBA-R Custodial and Noncustodial Parent Rights and Responsibilities – Regulation

KBE Relations with Parent Organizations

KBE-R Organizational Options for Parent Organizations (POs) – Regulation

KCB Public Participation in Decision Making

KCD Public Gifts to Schools

KCD-E St. Vrain Valley School District Gift Acceptance Form – Exhibit

KD Public Information and Communications

KDB Public's Right to Know/Freedom of Information

KDB-R Public's Right to Know/Freedom of Information – Regulation

KDBA\* Parent Notification of Employee Criminal Charges – Regulation

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KDE Crisis Management (Safety, Readiness and Incident Management Planning)

KE Public Concerns and Complaints

KEC Public Concerns/Complaints about Instructional Resources

KEF\* Public Concerns/Complaints about Teaching Methods, Activities or Presentations

KF Community Use of School Facilities

KFA Public Conduct on District Property

KG Public-Private Enterprise Opportunities

KGA School Foundations

KHB Advertising and Sponsorships

KHB-R Advertising and Sponsorships – Regulation

KHC Distribution/Posting of Non-curricular Materials

KHC-R Distribution/Posting of Non-curricular Materials – Regulation

KI Visitors to Schools

KLG Relations with State Agencies

## **SECTION L - EDUCATION AGENCY RELATIONS**

Section L contains policies, regulations and exhibits on the school district's relationship with other education agencies including other school systems, regional or service districts, private schools, colleges and universities, education research organizations and state and national education agencies. This section also contains policies on student teaching, charter schools and BOCES.

LBB Cooperative Educational Programming
LBD\* Relations with District Charter Schools

LBD\*-R Relations with District Charter Schools (Procedures for Establishment, Review,

Renewal, Revocation and Closure) - Regulation

LBD\*-E District Charter School Intent to Apply Form – Exhibit

LBDB\*-1 Relations with Institute Charter Schools (School Boards with Exclusive Chartering

Authority)

LC Relations with Education Research Agencies

LDA Student Teaching

LDA-R Student Teaching and Internships – Regulation

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