

151.1 POLICY DISSEMINATION

The district administrator is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board and the administrative rules and regulations needed to put them into effect.

Accessibility is to extend at least to all employees of the school system, to members of the board, and to persons in the district, as public documents.

Policy manuals shall be available in the central office of the district during the regular hours of the office. In addition, the Board policies shall be placed on the District web site.

All policy manuals distributed to anyone shall remain the property of the Board of Education and shall be considered as "on loan" to anyone, or any organization, in whose possession they might be at any time. They are subject to recall at any time deemed necessary by the administrative head of the school district for purposes of updating.

Reviewed, revised, and approved by the Board of Education on March 21, 2005