

## **STURBRIDGE SCHOOL DISTRICT APPROVED POLICIES**

Please contact the Superintendent's Office if you require a copy of a specific policy.

<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>
<b>A</b>		
<b>AA</b>	<b>School District Legal Status</b>	<b>4-1-04</b>
<b>AAB</b>	<b>Agreement for Regional School District for Five Towns of Brimfield, Brookfield, Holland Sturbridge and Wales</b>	<b>4-1-04</b>
<b>AB</b>	<b>The People and Their School District</b>	<b>4-1-04</b>
<b>AC</b>	<b>Nondiscrimination</b>	<b>4-1-04</b>
<b>ACA</b>	<b>Nondiscrimination on the Basis of Sex</b>	<b>4-1-04</b>
<b>ACAA</b>	<b>Title IX Compliance Officers</b>	<b>10-4-07</b>
<b>ACAB</b>	<b>Sexual Harassment</b>	<b>4-1-04</b>
<b>ACABA</b>	<b>Sexual Harassment Grievance Officers</b>	<b>10-4-07</b>
<b>ACE</b>	<b>Nondiscrimination on the Basis of Handicap</b>	<b>4-1-04</b>
<b>ACEA</b>	<b>Title IX Coordinator</b>	<b>4-1-04</b>
<b>ADA</b>	<b>Union 61 Mission and Goals/School Committee Goals</b>	<b>4-1-04</b>
<b>ADC</b>	<b>Smoking on School Premises</b>	<b>4-1-04</b>
<b>ADDA</b>	<b>C.O.R.I. Policy</b>	<b>4-1-04</b>
<b>ADDA-E</b>	<b>C.O.R.I. Requirements</b>	<b>4-1-04</b>
<b>B</b>		
<b>BA</b>	<b>School Committee Operational Goals</b>	<b>5-6-04</b>
<b>BAA</b>	<b>Evaluation of School Committee Operational Procedures</b>	<b>5-6-04</b>
<b>BB</b>	<b>School Committee Legal Status</b>	<b>5-6-04</b>
<b>BBA</b>	<b>School Committee Powers and Duties</b>	<b>5-6-04</b>
<b>BBAA</b>	<b>School Committee Member Authority</b>	<b>5-6-04</b>
<b>BBBA/BBBB</b>	<b>School Committee Member Qualifications/ Oath of Office</b>	<b>5-6-04</b>
<b>BBBC</b>	<b>School Committee Member Resignation</b>	<b>5-6-04</b>
<b>BBBE</b>	<b>Unexpired Term Fulfillment</b>	<b>5-6-04</b>
<b>BCA</b>	<b>School Committee Member Ethics</b>	<b>5-6-04</b>
<b>BDA</b>	<b>School Committee Organizational Meeting</b>	<b>5-6-04</b>
<b>BDB</b>	<b>School Committee Officers</b>	<b>5-6-04</b>
<b>BDC</b>	<b>Appointed Committee Officials</b>	<b>5-6-04</b>
<b>BDD</b>	<b>School Committee-Superintendent Relationship</b>	<b>5-6-04</b>
<b>BDE</b>	<b>Subcommittees of the School Committee</b>	<b>5-6-04</b>
<b>BDF</b>	<b>Advisory Committees to the School Committee</b>	<b>5-6-04</b>
<b>BDFA</b>	<b>School Councils</b>	<b>5-6-04</b>
<b>BDFA-E-1</b>	<b>School Improvement Plan</b>	<b>5-6-04</b>
<b>BDFA-E-2</b>	<b>Submission and Approval of the School Improvement Plan</b>	<b>5-6-04</b>
<b>BDFA-E-3</b>	<b>Conduct of School Council Business</b>	<b>5-6-04</b>
<b>BDG</b>	<b>School Attorney</b>	<b>5-6-04</b>

<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>
<b>B (continued)</b>		
<b>BE</b>	<b>School Committee Meetings</b>	<b>5-6-04</b>
<b>BEC</b>	<b>Executive Sessions</b>	<b>6-3-04</b>
<b>BEDA</b>	<b>Notification of School Committee Meetings</b>	<b>6-3-04</b>
<b>BEDB</b>	<b>Agenda Format</b>	<b>6-3-04</b>
<b>BEDB-E</b>	<b>Agenda Format</b>	<b>6-3-04</b>
<b>BEDD</b>	<b>Rules of Order</b>	<b>6-3-04</b>
<b>BEDF</b>	<b>Voting Method</b>	<b>6-3-04</b>
<b>BEDG</b>	<b>Minutes</b>	<b>6-3-04</b>
<b>BEDH</b>	<b>Public Participation at School Committee Meetings</b>	<b>6-3-04</b>
<b>BEE</b>	<b>Special Procedures for Conducting Hearings</b>	<b>6-3-04</b>
<b>BG</b>	<b>School Committee Policy Development</b>	<b>6-3-04</b>
<b>BGB</b>	<b>Policy Adoption</b>	<b>6-3-04</b>
<b>BGC</b>	<b>Policy Revision and Review</b>	<b>6-3-04</b>
<b>BGD</b>	<b>School Committee Review of Regulations</b>	<b>6-3-04</b>
<b>BGE</b>	<b>Policy Dissemination</b>	<b>6-3-04</b>
<b>BGF</b>	<b>Suspension of Policies</b>	<b>6-3-04</b>
<b>BHC</b>	<b>School Committee-Staff Communication</b>	<b>6-3-04</b>
<b>BHE</b>	<b>Use of Electronic Messaging by School Committee Members</b>	<b>6-3-04</b>
<b>BIA</b>	<b>New School Committee Member Orientation</b>	<b>6-3-04</b>
<b>BIBA</b>	<b>School Committee Conferences, Conventions, and Workshops</b>	<b>6-3-04</b>
<b>BID</b>	<b>School Committee Member Compensation And Expenses</b>	<b>6-3-04</b>
<b>BJ</b>	<b>School Committee Legislative Program</b>	<b>6-3-04</b>
<b>BK</b>	<b>School Committee Memberships</b>	<b>6-3-04</b>
<b>C</b>		
<b>CA</b>	<b>Administration Goals</b>	<b>10-7-04</b>
<b>CB</b>	<b>School Superintendent</b>	<b>10-7-04</b>
<b>CBD</b>	<b>Superintendent's Contract</b>	<b>10-7-04</b>
<b>CBI</b>	<b>Evaluation of the Superintendent</b>	<b>10-7-04</b>
<b>CCB</b>	<b>Line and Staff Relations</b>	<b>10-7-04</b>
<b>CE</b>	<b>Administrative Councils, Cabinets, and Committees</b>	<b>10-7-04</b>
<b>CH</b>	<b>Policy Implementation</b>	<b>10-7-04</b>
<b>CHA</b>	<b>Development of Regulations</b>	<b>10-7-04</b>
<b>CHB</b>	<b>School Committee Review of Regulations</b>	<b>10-7-04</b>
<b>CHC</b>	<b>Regulations Dissemination</b>	<b>10-7-04</b>
<b>CHD</b>	<b>Administration in Policy Absence</b>	<b>10-7-04</b>
<b>CL</b>	<b>Administrative Reports</b>	<b>10-7-04</b>
<b>CM</b>	<b>School District Annual Report</b>	<b>10-7-04</b>
<b>CL-1</b>	<b>NCLB Accountability Status/Sch.Impr. Planning</b>	<b>10-2-08</b>
<b>CM-1 (IKAC)</b>	<b>Annual Report Cards</b>	<b>10-2-08</b>

<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>
<b>D</b>		
<b>DA</b>	<b>Fiscal Management Goals</b>	<b>11-4-04</b>
<b>DB</b>	<b>Annual Budget</b>	<b>11-4-04</b>
<b>DBC</b>	<b>Budget Deadlines and Schedules</b>	<b>11-4-04</b>
<b>DBD</b>	<b>Budget Planning</b>	<b>11-4-04</b>
<b>DBG</b>	<b>Budget Adoption Procedures</b>	<b>11-4-04</b>
<b>DBJ</b>	<b>Budget Transfer Authority</b>	<b>11-4-04</b>
<b>DD</b>	<b>Funding Proposals and Applications</b>	<b>11-4-04</b>
<b>DGA</b>	<b>Authorized Signatures</b>	<b>11-4-04</b>
<b>DI</b>	<b>Fiscal Accounting and Reporting</b>	<b>11-4-04</b>
<b>DIE</b>	<b>Audits</b>	<b>11-4-04</b>
<b>DJ</b>	<b>Purchasing</b>	<b>11-4-04</b>
<b>DJA</b>	<b>Purchasing Authority</b>	<b>11-4-04</b>
<b>DJE</b>	<b>Bidding Requirements</b>	<b>11-4-04</b>
<b>DJG</b>	<b>Vendor Relations</b>	<b>11-4-04</b>
<b>DK</b>	<b>Payment Procedures</b>	<b>11-4-04</b>
<b>DKC</b>	<b>Expense Reimbursements</b>	<b>11-4-04</b>
<b>E</b>		
<b>EB</b>	<b>Safety Program</b>	<b>2-3-05</b>
<b>EBAB</b>	<b>Pest Management Policy</b>	<b>2-3-05</b>
<b>EBB</b>	<b>First Aid</b>	<b>2-3-05</b>
<b>EBC</b>	<b>Emergency Plans</b>	<b>2-3-05</b>
<b>EBCB</b>	<b>Fire Drills</b>	<b>2-3-05</b>
<b>EBCD</b>	<b>Emergency Closings</b>	<b>2-3-05</b>
<b>EBCF</b>	<b>Energy Management Conservation</b>	<b>2-7-08</b>
<b>EC</b>	<b>Buildings and Grounds Management</b>	<b>2-3-05</b>
<b>ECA</b>	<b>Buildings and Grounds Security</b>	<b>2-3-05</b>
<b>ECAB</b>	<b>School Access</b>	<b>2-3-05</b>
<b>ECAC</b>	<b>Vandalism</b>	<b>2-3-05</b>
<b>EDC</b>	<b>Authorized Use of School Owned Materials</b>	<b>2-3-05</b>
<b>EEA</b>	<b>Student Transportation Services</b>	<b>2-3-05</b>
<b>EEAA</b>	<b>Walkers and Riders</b>	<b>2-3-05</b>
<b>EEAE</b>	<b>School Bus Safety Program</b>	<b>2-3-05</b>
<b>EEAEA</b>	<b>Bus Driver Examination and Training</b>	<b>2-3-05</b>
<b>EEAEA-1</b>	<b>Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers</b>	<b>2-3-05</b>
<b>EEAEC</b>	<b>Student Conduct on School Buses</b>	<b>2-3-05</b>
<b>EEAEC-R</b>	<b>Student Conduct on School Buses</b>	<b>2-3-05</b>
<b>EEAG</b>	<b>Student Transportation in Private Vehicles</b>	<b>2-3-05</b>
<b>EFC</b>	<b>Free and Reduced Price Food Services</b>	<b>2-3-05</b>
<b>F</b>		
<b>FA</b>	<b>Facilities Development Goals</b>	<b>3-3-05</b>
<b>FA-E</b>	<b>Facilities Development Goals</b>	<b>3-3-05</b>

<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>
<b>F (continued)</b>		
<b>FB</b>	<b>Facilities Planning</b>	<b>3-3-05</b>
<b>FCB</b>	<b>Retirement of Facilities</b>	<b>3-3-05</b>
<b>FF</b>	<b>Naming New Facilities</b>	<b>3-3-05</b>
<b>G</b>		
<b>GA</b>	<b>Personnel Policies Goals</b>	<b>5-7-09</b>
<b>GBA</b>	<b>Equal Employment Opportunity</b>	<b>5-7-09</b>
<b>GBD</b>	<b>School Committee/Staff Communications</b>	<b>5-7-09</b>
<b>GBEA</b>	<b>Staff Ethics/Conflict of Interest</b>	<b>5-7-09</b>
<b>GBEB</b>	<b>Staff Conduct</b>	<b>5-7-09</b>
<b>GBEBC</b>	<b>Gifts to and Solicitations by Staff</b>	<b>5-7-09</b>
<b>GBEC</b>	<b>Drug Free Workplace Policy</b>	<b>5-7-09</b>
<b>GBED</b>	<b>Tobacco Use on School Property by Staff Mbrs.</b>	<b>5-7-09</b>
<b>GBGA</b>	<b>Sturbridge School District Wellness Policy</b>	<b>10-5-06</b>
<b>GBGB</b>	<b>Staff Personal Security and Safety</b>	<b>5-7-09</b>
<b>GBI</b>	<b>Staff Participation in Political Activities</b>	<b>5-7-09</b>
<b>GBJ</b>	<b>Personnel Records</b>	<b>5-7-09</b>
<b>GBJC</b>	<b>CORI Policy</b>	<b>5-7-09</b>
<b>GBK</b>	<b>Staff Complaints and Grievances</b>	<b>6-4-09</b>
<b>GCA</b>	<b>Professional Staff Positions</b>	<b>6-4-09</b>
<b>GCBA</b>	<b>Professional Staff Salary Schedules</b>	<b>6-4-09</b>
<b>GCBB</b>	<b>Employment of Principals</b>	<b>6-4-09</b>
<b>GCBC</b>	<b>Professional Staff Supplementary Pay Plans</b>	<b>6-4-09</b>
<b>GCCC</b>	<b>Professional Staff Family and Medical Leave</b>	<b>6-4-09</b>
<b>GCCCC-E</b>	<b>Family and Medical Leave</b>	<b>6-4-09</b>
<b>GCD</b>	<b>Professional Staff Vacations and Holiday</b>	<b>6-4-09</b>
<b>GCE</b>	<b>Prof. Staff Recruiting/Posting of Vacancies</b>	<b>6-4-09</b>
<b>GCF</b>	<b>Professional Staff Hiring</b>	<b>6-4-09</b>
<b>GCG</b>	<b>Part Time and Substitute Prof. Staff Emplmnt</b>	<b>6-4-09</b>
<b>GCIA</b>	<b>Philosophy of Staff Development</b>	<b>6-4-09</b>
<b>GCJ</b>	<b>Professional Teacher Status</b>	<b>6-4-09</b>
<b>GCK</b>	<b>Professional Staff Assignments and Transfers</b>	<b>1-4-07</b>
<b>GCL</b>	<b>Professional Staff Time Schedules</b>	<b>1-4-07</b>
<b>GCO</b>	<b>Evaluation of Professional Staff</b>	<b>1-4-07</b>
<b>GCO-R-1</b>	<b>Evaluation of Professional Staff</b>	<b>1-4-07</b>
<b>GCO-R-2</b>	<b>Evaluation of Professional Staff Teachers</b>	<b>1-4-07</b>
<b>GCO-R-3</b>	<b>Evaluation of Teachers and Administrators</b>	<b>1-4-07</b>
<b>GCQA</b>	<b>Reduction in Professional Staff Work Force</b>	<b>1-4-07</b>
<b>GCQD</b>	<b>Resignation of Professional Staff Members</b>	<b>1-4-07</b>
<b>GCQE</b>	<b>Retirement of Professional Staff Members</b>	<b>1-4-07</b>
<b>GCQF</b>	<b>Suspension and Dismissal of Professional Staff Members</b>	<b>1-4-07</b>
<b>GCQR</b>	<b>Tutoring for Pay</b>	<b>1-4-07</b>
<b>GDA</b>	<b>Support Staff Positions</b>	<b>3-1-07</b>
<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>

**G (continued)**

<b>GDB</b>	<b>Support Staff Contracts and Compensation Plans</b>	<b>3-1-07</b>
<b>GDBC</b>	<b>Support Staff Supplementary Pay Plans</b>	<b>3-1-07</b>
<b>GDBC</b>	<b>Support Staff Fringe Benefits</b>	<b>1-4-07</b>
<b>GDC</b>	<b>Support Staff Leaves and Absences</b>	<b>1-4-07</b>
<b>GDCC</b>	<b>Support Staff Family and Medical Leave</b>	<b>1-4-07</b>
<b>GDCC-E</b>	<b>Family and Medical Leave</b>	<b>1-4-07</b>
<b>GDD</b>	<b>Support Staff Vacations and Holidays</b>	<b>1-4-07</b>
<b>GDE</b>	<b>Support Staff Recruiting/Posting of Vacancies</b>	<b>3-1-07</b>
<b>GDF</b>	<b>Support Staff Hiring</b>	<b>3-1-07</b>
<b>GDI</b>	<b>Support Staff Probation</b>	<b>1-4-07</b>
<b>GDJ</b>	<b>Support Staff Assignments and Transfers</b>	<b>3-1-07</b>
<b>GDK</b>	<b>Support Staff Time Schedules</b>	<b>3-1-07</b>
<b>GDO</b>	<b>Evaluations of Support Staff</b>	<b>3-1-07</b>
<b>GDP</b>	<b>Support Staff Promotions</b>	<b>1-4-07</b>
<b>GDQC</b>	<b>Retirement of Support Staff Members</b>	<b>3-1-07</b>
<b>GDQD</b>	<b>Suspension and Dismissal of Support Staff Members</b>	<b>3-1-07</b>
<b>H</b>		
<b>HA</b>	<b>Negotiations Goals</b>	<b>5-3-07</b>
<b>HB</b>	<b>Negotiations Legal Status</b>	<b>5-3-07</b>
<b>I</b>		
<b>IA</b>	<b>Instructional Goals</b>	<b>11-2-06</b>
<b>IB</b>	<b>Democratic Tradition</b>	<b>11-2-06</b>
<b>IC/ICA</b>	<b>School Year/School Calendar</b>	<b>11-2-06</b>
<b>ID</b>	<b>School Day</b>	<b>11-2-06</b>
<b>IE</b>	<b>Organization of Instruction</b>	<b>11-2-06</b>
<b>IGA</b>	<b>Curriculum Development</b>	<b>11-2-06</b>
<b>IGB</b>	<b>Support Services Programs</b>	<b>11-2-06</b>
<b>IGBE</b>	<b>Remedial Instruction</b>	<b>11-2-06</b>
<b>IGBH</b>	<b>Alternative Programs</b>	<b>5-3-07</b>
<b>IGD</b>	<b>Curriculum Adoption</b>	<b>9-6-07</b>
<b>IHA</b>	<b>Basic Instructional Program</b>	<b>5-3-07</b>
<b>IHAMA</b>	<b>Teaching About Drugs, Alcohol, and Tobacco</b>	<b>1-3-08</b>
<b>IHB</b>	<b>Special Instructional Programs and Accommodations</b>	<b>9-6-07</b>
<b>IHBA</b>	<b>Programs for Students with Disabilities</b>	<b>9-6-07</b>
<b>IHBAA</b>	<b>Observations of Special Education Programs</b>	<b>2-4-10</b>
<b>IHBD</b>	<b>Compensatory Education</b>	<b>2-13-07</b>
<b>IHBD-1</b>	<b>Targeted Assistance Programs/Title I Schools</b>	<b>10-2-08</b>
<b>IHBEA</b>	<b>English Language Learners</b>	<b>11-2-06</b>
<b>IHBF</b>	<b>Homebound Instruction</b>	<b>10-2-08</b>
<b>SECTION</b>	<b>TITLE</b>	<b>DATE ADOPTED</b>

**I (continued)**

<b>IHBG</b>	<b>Home Schooling</b>	<b>2-4-10</b>
<b>IHBH</b>	<b>Alternative School Programs</b>	<b>2-7-08</b>
<b>IIB</b>	<b>Class Size</b>	<b>3-6-08</b>
<b>IJ</b>	<b>Instructional and Supplementary Materials Selection, Adoption and Withdrawal</b>	<b>4-3-08</b>
<b>IJJ</b>	<b>Textbook Selections and Adoption</b>	<b>4-3-08</b>
<b>IJL</b>	<b>Library Materials Selection, Adoption and Withdrawal</b>	<b>4-3-08</b>
<b>IJNDA</b>	<b>Video Usage in Classroom</b>	<b>12-1-05</b>
<b>IJNDB</b>	<b>Acceptable Electronic Network Use Policy</b>	<b>1-3-08</b>
<b>IJOA</b>	<b>Field Trips</b>	<b>1-3-08</b>
<b>IJOB-1</b>	<b>Community Resource Persons and Volunteers</b>	<b>1-3-08</b>
<b>IKAB</b>	<b>Student Progress Reports to Parents/Guardians</b>	<b>4-3-08</b>
<b>IKAC(CM-1)</b>	<b>Annual Report Cards</b>	<b>10-2-08</b>
<b>IKAC-1</b>	<b>Parent/Guardian Notification-Right to Know</b>	<b>10-2-08</b>
<b>IKE</b>	<b>Promotion and Retention of Students</b>	<b>4-3-08</b>
<b>IMD</b>	<b>Observance of Religious Holidays</b>	<b>10-2-08</b>

**J**

<b>JA</b>	<b>Student Policies Goals</b>	<b>2-5-09</b>
<b>JA-E</b>	<b>Student Policies Development</b>	<b>2-5-09</b>
<b>JB</b>	<b>Equal Educational Opportunities</b>	<b>6-5-08</b>
<b>JBA</b>	<b>Student-to-Student Harassment</b>	<b>11-6-08</b>
<b>JEC</b>	<b>School Admissions</b>	<b>4-3-08</b>
<b>JF</b>	<b>School Admissions</b>	<b>10-2-08</b>
<b>JF-E-1</b>	<b>School Admissions</b>	<b>2-5-09</b>
<b>JF-E-2</b>	<b>Admissions to Courses of Study</b>	<b>2-5-09</b>
<b>JFBB</b>	<b>School Choice</b>	<b>10-2-08</b>
<b>JH</b>	<b>Student Absences and Excuses</b>	<b>2-5-09</b>
<b>JICE</b>	<b>Student Publications</b>	<b>10-2-08</b>
<b>JICFA</b>	<b>Prohibition of Hazing</b>	<b>6-5-08</b>
<b>JICFB</b>	<b>Bullying</b>	<b>10-2-08</b>
<b>JICG</b>	<b>Tobacco Use</b>	<b>6-5-08</b>
<b>JICH</b>	<b>Alcohol Use</b>	<b>6-5-08</b>
<b>JJ</b>	<b>Co-curricular/Extra Curricular Act. Dev.</b>	<b>2-5-09</b>
<b>JJ-E</b>	<b>Co-curricular/Extra Curricular Activities</b>	<b>2-5-09</b>
<b>JJF</b>	<b>Student Activity Accounts</b>	<b>2-5-09</b>
<b>JK</b>	<b>Student Discipline</b>	<b>11-6-08</b>
<b>JKA</b>	<b>Corporal Punishment</b>	<b>2-5-09</b>
<b>JKAA</b>	<b>Physical Restraint of Students</b>	<b>3-1-07</b>
<b>JLA</b>	<b>Student Insurance Program</b>	<b>2-5-09</b>
<b>JLC-1</b>	<b>Wellness Policy</b>	<b>10-5-06</b>
<b>JLCDD</b>	<b>Managing Life Threatening Food Allergies In the Educational Environment</b>	<b>3-1-07</b>

**K**

**KBBA**  
**KHC**

**Non-Custodial Parents' Rights**  
**Distribution of Flyers Policy**

**4-3-08**  
**11-1-07**