

KANSAS ASSOCIATION OF SCHOOL BOARDS®

Master Policy Index

Last revised: March 2020

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Instructional Program	IDFA	Athletics	
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Student	JN	Awards	
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General Administration	CF	Board-Superintendent Relations	BBC
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Fiscal Management	DB	Budget Planning	
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Business Management	EB	Buildings and Grounds Management	
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Personnel	GAR	Communicable Diseases (Employees)	
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Public Relations	JCE	Complaints Complaints about Discrimination Complaints about School Rules	JDDC and KN
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Personnel	GAG	Conflict of Interest	
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		Materials Produced by Outside Groups – Including Religious	
		Political Campaign Materials	
		Advertising in the Schools	
		Mailing Lists	
		Form, Distribution Rules: Non-School Materials	
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District Organization	A	District Authority	
		Home Rule	
		Form, Home Rule Resolution	
District Organization	ABE	District Goals and Objectives	BK
Public Relations	KBA	District or School Websites	DC, ECH, II, IIBG, JR <u>et seq.</u> , and KB
		Website Rules	
		Form, Sample Handbook Language	
General Administration	CNA	Document Production, Including Electronic Information	BCBK, BE, CN, ECA, IDAE, II, JGGA, JR et seq. and KBA
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		Form Student Transportation Disclosure	
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		Employee Conduct	
Student	JDDA	Drug Free Schools	GAOB and LDD
Personnel	GAOA	Drug Free Workplace	LDD
Student	JFCA	Early Graduation	IHF
Instructional Program	IC	Educational Program	IDAA, IDAB, IDAC and IJ
		Curriculum Handbooks	
		Educational Goals and Objectives Additional Educational Programs	
Instructional Program	II	Educational Testing Programs	BCBK, BE, CN, CNA, IDAE, and IJ
		Test Integrity	
		Reporting Test Results	
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Sections	Policy Code	Title and Subtitles	Related Policies
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Personnel	GAD	Employee Development Opportunities	
Personnel	GACD	Employment Eligibility Verification Form, I-9	GAK
Student	JJ	Employment of Students In-School Employment Outside Employment Vocational or Other Work Experience	IDAA
Student	JBC	Enrollment Resident Students Non-Resident Students Non-Resident Student Continued Enrollment Enrollment Restriction Enrollment Procedures Part-time Students Identification of Students Enrollment Information Assignment to a School Building, Grade Level or Classes Transferring Credit Transfers from Non-Accredited Schools	IIBGB, JBCA, JBCB and JQKA
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Fiscal Management	DFM	Equipment and Supplies Sales	KK
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General Administration	CEF	Expense Reimbursement and Credit	CG, GAN and KB
Personnel	GANA	Expense Reimbursement and Credit	CEF and GAN
Personnel	GARI	Family and Medical Leave Form, Family and Medical Leave Plan	
Relations/Organizations	LED	Family Night	
Fiscal Management	DFAC	Federal Fiscal Compliance Time and Efford Reporting by Employees Recordkeeping Subrecipient Monitoring Allowability of Costs (Sample Procedure) Cash Management (Sample Procedure) Grant Subrecipient Monitoring Procedures (Sample Procedure) Procurement (Sample Procedure) Type of Costs, Obligations and Property Management (Sample Procedure)	CMA, CN, DFAA, DFAB
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Fiscal Management	DFG	Fees, Payments and Rentals	KG
Instructional Program	IFCB	Field Trips USD Approved Field Trips Non-Sanctioned Field Trips Form, Consent to Participate in Field trip, etc.	
Instructional Program	IKA	Financial Literacy	ID
Relations/Organizations	LDDA	Fiscal Management of Federal Grants	
Business Management	EE	Food Services Management Sanitation Inspections Records Meal Prices Free and Reduced Price Meals Unpaid Meal Charges	
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Fiscal Management	DE	Fraud Prevention & Investigation Reporting Fraud Whistleblowers	
Student	JHCAA	Gang Activity	JCAC, JCDA, JCDBB and JDD
Fiscal Management	DFK	Gifts and Bequests	
Public Relations	KH	Gifts to Schools	GAJ and JL
Personnel	GAJ	Gifts Gifts to Staff Members	JL and KH
Student	JL	Gifts Student Gifts to Staff Members Faculty Gifts to Students Student Organization Gifts to the School	DK, GAJ and KH
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Fiscal Management	DA	Goals and Objectives	
Business Management	EA	Goals and Objectives	
Facility Expansion Program	FA	Goals and Objectives	
Negotiations	HAB	Goals and Objectives	
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Relations/Agencies	MA	Goals and Objectives	
Personnel	GAA	Goals and Objectives	BDA, CM, CMA and JA
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General Administration	CA	Goals and Objectives of School Administration	
Instructional Program	IHA	Grading System	
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Student	JQL	Hearing Procedures for Exceptional Students	
Student	JRD	Hearing Request	BCBK, CN, CNA, ECA, IDAE, JGGA, JR et seq. and KBA
Business Management	ECA	HIPAA Policy Staff Training Required Compliance Required Form, Notice of Privacy Practices Form, Health Records, Request for Amendment	BCBK, BE, CN, CNA, IDAE and JR <u>et seq.</u>
General Administration	CJ	Hiring Consultants	See BBG, CL and ID
Student	JBCA	Homeless Students Coordinator Homeless Student Regulations Enrollment/Placement School Stability Immediate Enrollment Relevant Academic Records Relevant Health Records Records Enrollment Disputes Placement Choice Privacy Contact Information Definition Comparable Services Coordination Housing Assistance Homeless Children and Youths With Disabilities District Homeless Student Liaison Notice Local and State Coordination Homeless Status Dispute Resolution Process Transportation Complaint form	EDAA and JBC
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Business Management	EBA	Insurance Program Liability Other Than For Vehicles	
Relations/Agencies	MD	Interdistrict Relations	
Student	JCAC	Interrogation and Investigations	EBC, GAAD, JCABB, JCEC
Fiscal Management	DIC	Inventories	
Fiscal Management	DFE	Investment of Funds Posting Securities Distribution of Monies for Investment shall be as follows:	
Personnel	GACB	Job Descriptions	CD and GACA
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Personnel	GCRG	Leaves and Absences Paid Leave Unpaid Leave	GBRH
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Instructional Program	IKI	Lesson Plans	
Fiscal Management	DJEE	Local Purchasing	
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Facility Expansion Program	FDB	Long-Range Needs Determination	
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Board Operations	BCBJ	News Coverage	
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Personnel	GAH	Participation in Community Activities	
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Personnel	GBRC	Professional Development	GAN and GBRH
General Administration	CK	Professional Development Opportunities	
Student	JFB	Promotion and Retention	
General Administration	KCA	Protection of Privacy Rights	
General Administration	KGDA	Public Conduct on School Property	
Board Operations	BCAE	Public Hearings	BCBI and KN
Public Relations	KB	Public Information Programs Newsletters and other Media	CEE, CEF, and KBA
Board Operations	BCBI	Public Participation Open Forum Patron-Requested Agenda Items Handling Complaints Form, Request to Add an Agenda Item	BCAE and KN
General Administration	CN	Public Records Types of Records Central Office Records Building Records Public Access Records Disposition Form, Request for Records	BE, CNA, ECA, HAI, IDAE, II, JGGA, and JR <u>et seq.</u>
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Fiscal Management	DJE	Purchasing Purchasing Authority	
Fiscal Management	DJEB	Quality Control	
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Personnel	GAACA	Racial and Disability Harassment: Employees	GAF, JGECA and KN
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Fiscal Management	DJEF	Requisitions	
General Administration	CEK	Resignation	
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Business Management	EBB	Safety Safety Rules Safety Unit Warning System Safety Inspections Heating and Lighting	JBH
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Personnel	GAL	Salary Deductions (FLSA)	GAOF
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District Organization	ADA	School Census	
District Organization	AF	School Day	
District Organization	AC	School District Grade Levels	
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Public Relations	KFD	School Volunteers	EBA and IFC
District Organization	AE	School Year Virtual Schools	
District Organization	AEB	School Year and Learning Opportunities Prolonged or Shortened School Year Additional Learning Opportunities for Students	AE, JBD, JBE, JCDA and JDD
Relations/Organizations	LB	School-Community Cooperation	
Relations/Organizations	LC	School-Community Programs	
Negotiations	HAC	Scope of Negotiations	
Student	JCAB	Searches of Property Search of Lockers Searches of Property	JCABB
Student	JCABB	Searches of Students Form, Search Report	JCAB and JCAC
Instructional Program	IDACB	Section 504 Accommodations for Students	
Business Management	EBC	Security and Safety Reporting Crimes at School to Law Enforcement Reporting Certain Students to Administrators and Staff Annual Reports Staff Immunity Form, Report to Local Law Enforcement Form, Report to Staff Member	JCAC, JCDBB, JDD, JDDB, JDDC, JGGA, and KGD
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Personnel	GAAC	Sexual Harassment	GAF and JGEC
Personnel	GAI	Solicitations	KDC
Student	JK	Solicitations	KI
Personnel	KDC	Solicitations	GAI
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Board Operations	BCAC	Special Meetings Form, Waiver of Notice	

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Personnel	GBRD	Staff Meetings	
Instructional Program	IIBGC	Staff Online Activities	
Personnel	GAT	Staff Use of Communication Devices Definitions General Use Use in Vehicles Use of District-Provided Communication Devices Personal Use of District-Provided Communication Devices Staff Bring Your Own Device Policy	IIBG, IIBGC
Personnel	GAF	Staff-Student Relations	GAAC, GAACA, JGEC, JGECA and KN
Fiscal Management	DFAB	Standard of Conduct for Federally Funded Contracts	
Student	JGFG	Student Accidents and Health Emergencies Emergency Care Records Form, Sample Student Information Form, Consent for Emergency Medical Treatment	
Student	JH	Student Activities Eligibility for Activities Adding or Eliminating Activities Activity Fund Management Form, Request to Add/Eliminate an Activity	DK, JGFB, JM and KG
Fiscal Management	DK	Student Activity Fund Management Activity Fund Management Activity Fund Deposits Inactive Activity Funds Form, Resolution to Establish Activity Fund	JGHB, JH and JL
Personnel	GBRF	Student and Parent Conferences	
Student	JCDA	Student Conduct	AEB, IIBG, JA, JCHAA and JHBAA
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Student	JGA	Student Insurance Program	

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Student	JHC	Student Organizations Student Clubs and Non-KSHSAA-Recognized Organizations Non-School Sponsored Student-Led Clubs Student Government	
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Student	JGD	Student Psychological Services	JR, <u>et seq.</u>
Student	JHCA	Student Publications School-Sponsored Student Publications Non-School Sponsored Student Publications Advertisements	KI
Student	JR	Student Records	BCBK, CN, CNA, ECA, IDAE, JGGA, JR <u>et seq. and KBA</u>
Student	JGFGBA	Student Self-Administration of Medications Student Eligibility Authorization Required Employee Immunity Waiver of Liability Additional Requirements Form, Permission for Self-Administration of Medication	JGFGB
Business Management	ED	Student Transportation Management	EDDA and JGG
Student	JGFF	Student Transportation Regulation	
Personnel	GBRJ	Substitute Teaching	
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General Administration	CEA	Superintendent Qualifications	
General Administration	CEC	Superintendent Recruitment	
General Administration	CEB	Superintendent's Duties	
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Student	JGFG	Supervision of Medications Form, Permission for Medication Form, Medications Given at School	JGFGBA
Student	JGFB	Supervision of Students	GAO, GBR and JH
Instructional Program	IDAB	Support Programs Drug Education Student Mental Health Dropout Prevention At-Risk Students Guidance Homebound Instruction	IC and LDD
General Administration	CGK	Suspension	
Personnel	GBK	Suspension	
Personnel	GCK	Suspension	
Student	JDD	Suspension and Expulsion Procedures Reasons for Suspension or Expulsion Short-term Suspension Long-term Suspension or Expulsion Rules Which Apply in all Cases When a Student may be Suspended or Expelled Student Rights During a Long-Term Suspension/Expulsion Hearing Appeal to the Board Form, Report to Staff Member	AEB, EBC, IHEA, JBD, JCDA, JCDBB, JDC, JDDDB, JDDC and JHCAA
Instructional Program	ICAA	Teaching Methods	ICA, IDAE and IJ
Student	JQA	Temporarily Disabled Students	IDACB and JGFGBA
Instructional Program	IF	Textbooks, Instructional Materials & Media Centers Selection Criteria: Textbooks and Instructional Materials Selection Criteria: Media Center Materials Collection Development Challenges of Materials Review Committee Removing Challenged Materials Form, Request for Review of Textbook, etc	IKD and KN
Instructional Program	IDAD	Title I Programs Annual Parent Meeting Regulation, Title I Programs Parental Involvement Encouraged Activities to Enable Parental Participation Scheduling for Parents' Convenience Annual Evaluation Form, Title I Parent Involvement: Policy	
Student	JCDAA	Tobacco and and Nicotine Delivery Devices	GAOC
Student	JGG	Transportation	ED and EDDA

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Sections	Policy Code	Title and Subtitles	Related Policies
Personnel	GAN	Travel Expenses Travel Reimbursement (Sample Procedure)	BBBF, CEF, CG, GBRC and GCA
Student	JBE	Truancy Waiver of Compulsory Attendance Requirements Involvement of Law Enforcement Reporting to Parents Dual Enrollment Students Form, Parent Consent and Waiver From Compulsory Attendance Chart, Lifetime Earnings Information for High School Principals	AEB, IDCE, JBD, and JQ
Personnel	GBRGB	Tutoring for Pay	
Student	JRA	Types of Records	BCBK, CN, CNA, ECA, IDAE,
Public Relations	KGA	Use of District Personal Property and Equipment Personal Use Form, Personal Property and Equipment Use Permit	
Negotiations	HAHBB	Use of School Equipment	
Negotiations	HAHBA	Use of School Facilities	
Public Relations	KG	Use of School Facilities by Community Groups Fees and Rental Charges Lease Arrangements Supervision of Non-School Groups Insurance and/or Bonds Form, Facility Use Rules Proposal Form, Schedule of Rates for Facility Use Form, School Facility Use Permit	DFG and JH
Personnel	GAOC	Use of Tobacco Products and Nicotine Delivery Devices	JCDAA
Student	JGGA	Use of Video Cameras	CN and JR et seq.
Personnel	GCRH	Vacations	
Business Management	EBCA	Vandalism Vandalism Protection Restitution for Damages Return of School Property Offering a Reward	
Student	JGHB	Vending Machines and Other Automated Play Machines	DK and JGCA
Public Relations	KM	Visitors to the School	
Board Operations	BCBG	Voting Method	
Student	JCDBB	Weapons Weapons and Destructive Devices Penalties for Weapon Violations	EBC, JDC, JDD, JHCAA and KGD
Personnel	GAOE	Workers Compensation Testing Choice of Physican	KFD

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Sections	Policy Code	Title and Subtitles	Related Policies
Personnel	GBR	Working Schedule Work Schedules Attendance Required	JGFB