

305P School Administration Policy Implementation Procedure

I. Policy Review Calendar

Year 1			
SERIES	SECTION	PRIMARY REVIEWER	SECONDARY REVIEWER
300	Administration	Superintendent	Administrative Team
600	Education Program	Superintendent	Director of Teaching/Learning
900	School District/Community Relations	Superintendent	Director of Finance & Operations Director of Communications & Community Relations

Year 2			
SERIES	SECTION	PRIMARY REVIEWER	SECONDARY REVIEWER
100	School District	Superintendent	
400	Employees/Personnel	Superintendent	Director of Teaching/Learning
700	Non-Instructional Operations and Business Services	Superintendent	Director of Finance & Operations

Year 3			
SERIES	SECTION	PRIMARY REVIEWER	SECONDARY REVIEWER
200	School Board	Superintendent	
500	Students	Superintendent	Director of Teaching/Learning
800	Buildings & Sites	Superintendent	Director of Finance & Operations

II. Employee Handbook

There is a District-wide Employee Handbook located in the District's Sharepoint.

III. Student Handbook

There is a District-wide Student Handbook located in the District's website.

Created September 13, 2016
Reviewed September 23, 2019
Revised September 23, 2019