

CROSS REFERENCE

MONITEAU SCHOOL DISTRICT

KEY:

Numbers - existing district policy

Min - Board minutes

SH - Student Handbook

EH - Extracurricular/Intracurricular Handbook

ACP - Administrative Compensation Plan

CBA - collective bargaining agreement

Web - district web site

000 LOCAL BOARD PROCEDURES

000	Board Policy/Administrative Regulations	New
001	Name And Classification	001
002	Authority And Powers	002
003	Functions	003
004	Membership	004, 009
005	Organization	005, Min
006	Meetings	006, Min
006.1	Use Of Electronic Communications Equipment	006.1
007	Distribution	007
008	Organization Chart	008
011	Board Governance Standards/Code Of Conduct	011

Notes

- 005 In the Board minutes it appears as though the solicitor is elected temporary President and then s/he administers the oath of office to newly elected Board members. There is nothing in the School Code providing the solicitor the authority to administer the oath of office. This practice is also not consistent with the policy.
- 009 Miscellaneous - merged into Policy 004.
- 010 Policy deleted; not necessary.

100 PROGRAMS

100	Strategic Plan	100, web
101	Mission Statement/Philosophy of Education	101, SH
102	Academic Standards	102
103	Nondiscrimination In School And Classroom Practices	103, SH
104	Nondiscrimination In Employment And Contract Practices	104, SH
105	Curriculum Development	105
105.1	Curriculum Review By Parents/Guardians And Students	105.1
105.2	Exemption From Instruction	105.2
106	Guides For Planned Instruction	106
107	Adoption Of Planned Instruction	107
108	Adoption Of Textbooks	108
109	Resource Materials	109
109.1	Resource Materials – Challenges/Reconsideration	109.1
110	Instructional Supplies	110
111	Lesson Plans	111
112	Guidance Counseling	112
113	Special Education	Policy on hold pending final IDEIA regulations.
113.1	Discipline Of Students With Disabilities	Policy on hold pending final IDEIA regulations.
114	Gifted Education	SH, 114, Min
115	Vocational Technical Education	115
116	Tutoring	116
117	Homebound Instruction	117

118	Independent Study	118
119	Current Events	119
121	Field Trips	121, SH
122	Extracurricular Activities	122, EH
123	Interscholastic Athletics	123, EH
124	Alternative Instruction Methods	124
125	Community Education	125
126	Class Size	126
127	Assessments	127
130	Homework	130
137	Home Education Programs	137
137.1	Extracurricular Participation By Home Education Students	New
138	English As A Second Language Program	138
140	Charter Schools	140
140.1	Extracurricular Participation By Charter/Cyber Charter Students	New
142	Migrant Students	142
143	Standards For Persistently Dangerous Schools	143
144	Standards For Victims Of Violent Crimes	144
146	Student Services	SH

200 PUPILS

200	Enrollment In District	New - based on School Code and state regulations.
201	Admission Of Students	201
202	Eligibility Of Nonresident Students	202
203	Immunizations and Communicable Diseases	203, SH - HIV/AIDS is a separate policy.
203.1	HIV Infection	203
204	Attendance	204, SH
205	Postgraduate Students	205
206	Assignment Within District	New - based on School Code.
207	Confidential Communications Of Students	New - based on PA statute and regulation.
208	Withdrawal From School	207
209	Health Examinations/Screenings	208, SH
210	Use Of Medications	SH, 209, CBA - deleted references to health services; not necessary in policy.
210.1	Possession/Use Of Asthma Inhalers	Min, 209
211	Student Accident Insurance	210
212	Reporting Student Progress	211
213	Assessment Of Student Progress	SH, 212 - deleted procedural grading language.
214	Class Rank	213, SH
215	Promotion And Retention	214, SH
216	Student Records	215, SH - this policy was mainly procedural and should be placed in an administrative regulation. Used PSBA's model policy.
216.1	Supplemental Discipline Records	New
217	Graduation Requirements	216, 219, 220, SH - removed procedural language.

218	Student Discipline	226, 230, SH - Conduct and Discipline Code is referred to in policy, not restated in policy. Corporal punishment is illegal.
218.1	Weapons	229, SH
218.2	Terroristic Threats/Acts	SH
219	Student Complaint Process	New
220	Student Expression/Distribution And Posting Of Materials	New - based on School Code, state regulations and court decisions.
221	Dress And Grooming	SH, New - based on School Code and state regulations.
222	Tobacco Use	201, 222, 223, SH - Don't list consequences in policies. Why separate penalties for smokeless tobacco?
223	Use Of Motor Vehicles	228
224	Care Of School Property	237, New - based on School Code.
225	Relations With Law Enforcement Agencies	New - based on School Code.
226	Searches	SH, New - based on School Code, state regulations and court decisions.
227	Controlled Substances/Paraphernalia	224, SH, Min - Situational procedures and forms should be placed in administrative regulations.
228	Student Government	Min - New
229	Student Fundraising	SH - New
230	Public Performances By Students	New
231	Social Events And Class Trips	New - based on School Code.
232	Student Involvement In Decision-Making	New
233	Suspension And Expulsion	New - based on state and federal law and regulation. 231, 232, 233, 234 - all procedural, should be placed in an administrative regulation. Used PSBA's policy.
234	Pregnant/Married Students	New - based on School Code and state regulation.

235	Student Rights/Surveys	235, New - based on state and federal law and regulations.
236	Student Assistance Program	New - based on School Code and state regulations.
237	Electronic Devices	SH, 237, 243
239	Foreign Exchange Students	New - based on state regulations and federal law.
246	Student Wellness	252
247	Hazing	242
248	Unlawful Harassment	201 - expand to include other forms of unlawful harassment - PSBA's policy is tailored to OCR recommendations.
250	Student Recruitment	New
251	Homeless Students	New

Deletions

- 238 Runaways – does not constitute a policy, more procedural.
- 239 Moniteau Senior Trip Guidelines – procedure, not policy.
- 227 Study Hall Policy – procedure, not policy.

300 EMPLOYEES

- 301 Creating A Position
- 302 Employment Of Superintendent
- 303 Employment Of Administrators
- 304 Employment Of District Staff
- 305 Employment Of Substitutes CBA
- 306 Employment Of Summer School Staff
- 307 Student Teachers/Interns
- 308 Employment Contract/Board Resolution CBA
- 309 Assignment And Transfer CBA
- 310 Abolishing A Position
- 311 Suspensions/Furloughs CBA
- 312 Evaluation Of Superintendent
- 313 Evaluation Of Employees ACP
- 314 Physical Examination
- 314.1 HIV Infection
- 316 Nontenured Employees
- 317 Disciplinary Procedures
- 317.1 Terroristic Threats/Acts
- 318 Penalties For Tardiness
- 319 Outside Activities
- 320 Freedom Of Speech In Nonschool Settings
- 321 Political Activities
- 322 Gifts
- 323 Smoking/Tobacco Use
- 324 Personnel Files CBA

325	Dress And Grooming	
326	Complaint Process	
327	Management Team	
328	Compensation Plans/Salary Schedules	
330	Overtime	CBA
331	Job Related Expenses	CBA, ACP
332	Working Periods	CBA
333	Professional Development	ACP
334	Sick Leave For Employees	ACP, CBA
335	Family And Medical Leaves	CBA
336	Personal Necessity Leave	CBA, ACP
337	Vacation	ACP, CBA
338	Sabbatical Leave	CBA, ACP
338.1	Compensated Professional Leaves	CBA, ALP
339	Uncompensated Leave	CBA
340	Responsibility For Student Welfare	
341	Benefits For Part-Time Employees	
342	Jury Duty	
343	Paid Holidays	ACP, CBA
346	Workers' Compensation	
348	Unlawful Harassment	
351	Drug And Substance Abuse	

600 FINANCES

601	Fiscal Objectives	601
602	Budget Planning	602
603	Budget Preparation	603
604	Budget Adoption	604
605	Tax Levy	605
605.1	Tax Exoneration	605
606	Tax Collection	606
607	Tuition Income	607
608	Bank Accounts	608
609	Investment Of District Funds	609
610	Purchases Subject To Bid/Quotation	610
611	Purchases Budgeted	611
612	Purchases Not Budgeted	612
613	Cooperative Purchasing	613, Min
614	Payroll Authorization	614
615	Payroll Deductions	614, 615, CBA, ACP
616	Payment Of Bills	616
617	Petty Cash	617
618	Special Purpose Funds	618
618.1	Student Activities – Sales/Use Tax	618.1
619	District Audit	619
621	Local Taxpayer Bill Of Rights	621
622	GASB Statement 34	622
624	Taxable Fringe Benefits	New - based on School Code and IRS Code.
625	Procurement Cards	625

Notes

616.1 This language has been moved into policy 331 Job Related Expenses.

616.2 This language has been moved into policy 331 Job Related Expenses.

700 PROPERTY

701	Facilities Planning	701
702	Gifts, Grants, Donations	702
703	Sanitary Management	703
704	Maintenance	611.1, 704
705	Safety	705
706	Property Records	706
707	Use Of School Facilities	SH, 707
708	Lending Of Equipment And Books	708
709	Building Security	709, 709.1
709.1	Electronic Surveillance	709.1
710	Use Of Facilities By Staff	710
715	Use Of FAX Machines	
716	Integrated Pest Management	
717	Cellular Telephones	

800 OPERATIONS

800	Records Management	New – based on state and federal laws.
801	Public Records	801 – updated to comply with revisions to the Right-To-Know Law.
802	School Organization	SH, 802
803	School Calendar	803
804	School Day	New – based on state law and regulations.
805	Emergency Preparedness	805
806	Child/Student Abuse	806
807	Opening Exercises/Flag Displays	807 – updated to comply with state law and regulations.
808	Food Services	SH, 808
810	Transportation	SH, Min, 810
810.1	Drug And Alcohol Testing – Covered Drivers	New – based on federal regulations
810.2	Transportation – Bus Pass	810.1
811	Bonding	811
812	Property Insurance	New – based on School Code.
813	Other Insurance	New – based on School Code.
814	Copyright Material	814
815	Acceptable Use Of Internet	815
815.1	District Web Page	815.1
815.2	Management Of Information Systems	820
818	Contracted Services	New
819	Student Mental Health/Suicide Prevention	819
822	Automated External Defibrillator (AED)	822
825	State Mandate Waivers	New – School Code

828	Fraud	New – based on state and federal law.
830	Breach Of Computerized Personal Information	New – based on state and federal law.

900 COMMUNITY

901	Public Relations Objectives	901
902	Publications Program	SH, 902
903	Public Participation In Board Meetings	903
904	Public Attendance At School Events	904
905	Citizen Advisory Committees	905
906	Public Complaints	906
907	School Visitors	SH, 907
908	Relations With Parents/Guardians	908
909	Municipal Government Relations	909
910	Community Engagement	910
911	News Media Relations	911
912	Relations With Educational Institutions	912
913	Nonschool Organizations/Groups/Individuals	913, 913.1 – revised in accordance with School Code and local court decisions.
914	Relations With Intermediate Unit	914
915	Booster Organizations	915
916	School Volunteers	916
917	Parental/Family Involvement	
918	Title I Parental Involvement	SH, 918
919	District/School Report Cards	919