POLICY COMMUNICATION

A board policy manual shall be housed in each school attendance center and in the central administration office. Each board member shall have a personal copy of the board policy manual. The board's policy manual is a public record and shall be open for inspection at the administrative offices of the district.

It shall be the responsibility of the superintendent to ensure copies of new and revised policy statements are distributed to the custodians of board policy manuals no later than the first regular board meeting following the policy's adoption. Copies of changes in board policy shall also be included in or attached to the minutes of the meetings in which the final action was taken to adopt the new or changed policy.

It shall be the responsibility of each board member, during the board member's term of office, to keep the manual current and up-to-date and to surrender the manual to the board secretary at the conclusion of the board member's term of office.

Legal Reference: Neb. Statute 84-712 et seq.
84-1408 to 1414

Cross Reference: 302.04 Superintendent Duties

Approved _____ Reviewed _____ Revised _____