

SECTION: Local Board Procedures

TITLE: Distribution

ADOPTED: September 14, 1998

REVISED: November 10, 2005

REVIEWED: November 10, 2005

# CATASAUQUA AREA SCHOOL DISTRICT

## #007 – Distribution

The Board desires to make this Manual of Policies and Procedures a useful guide for all directors of the Board, the administration of this district, all personnel employed by the Board, the students of the district, and all members of the community.

Therefore, copies of this manual shall be provided in the district office and all building offices. A copy shall also be available and located within the school library of each school. All board policies will be accessible via the district website.

Copies of this manual shall be numbered and a record maintained by the secretary as to the placement of each copy. Copies of revised pages will be furnished to the holders of copies as changes are made.

The manual of policies shall be considered a public record and shall be opened for inspection in the Board offices and in each school building during regular office hours.

The Superintendent shall maintain an orderly plan to inform staff members who are affected by district policies and shall provide easy accessibility to an up-to-date collection of policies for all employees of the school system. The Superintendent, in conjunction with the Policy Committee, shall review existing policy periodically in light of Board actions and in light of revisions to State statutes and procedures, and recommend to the Board such changes as may be desired to maintain the Board Manual of Policies in a current status.

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65 P.S.  
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Other Cites  
65 P.S.  
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