BLACKLICK VALLEY SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: DISTRIBUTION

ADOPTED: March 18, 2009

REVISED:

007. DISTRIBUTION

Section 1. Purpose

The Board desires to make this Policy Manual a useful guide for all Board members, district administrators, personnel employed by the Board, district students, parents/guardians and members of the community.

Section 2. Guidelines

Therefore, copies of this manual shall be given to the following:

a. All Board members.

b. Superintendent.

c. Assistant Superintendent.

d. Board Secretary.

e. Business Manager.

f. Building principals and assistant principals.

g. Appropriate administrators.

h. Board solicitor.

i. Each school library.

Copies of this manual shall be numbered, and a record maintained by the Superintendent or designee as to the placement of each copy. Copies of revised pages shall be provided to the holders of manuals as changes are made.

65 P.S. Sec. 67.101 et seq Pol. 801	The Board Policy Manual shall be considered a public record and shall be available for inspection in the Board offices and in each school building during regular office hours. The Superintendent or designee shall maintain an orderly plan for the promulgation of policies to students, parents/guardians and staff members who are affected by them and shall provide easy accessibility to an up-to-date manual of policies. The Superintendent or designee shall be responsible to review existing policy in light of Board actions and revisions to state and federal statutes and regulations, and to recommend to the Board the changes necessary to maintain the Board Policy Manual in a current status. The Board Policy Manual is the property of the school district; therefore, all manuals shall be returned to the Board Secretary upon termination of employment or term of office. References: School Code – 24 P.S. Sec. 407 Right-to-Know Law – 65 P.S. Sec. 67.101 et seq. Board Policy – 003, 801