

Greater Albany SD 8J
Board Policy

Code: **CHCA**
Adopted: 3/12/01
Revised: 8/13/07

Approval of Handbooks and Directives

In order that pertinent Board policies, regulations, school rules and procedures may be known by all staff members, patrons, students and parents or guardians¹ affected, district administrators and principals are granted authority to issue staff and student/parent handbooks.

It is essential that the contents of all handbooks conform with districtwide policies and regulations. It is also important that all handbooks bearing the name of the district or one of its schools be of a quality that reflects favorably on the district. The Board, therefore, expects all handbooks to be approved by the Board and/or superintendent or designee before publication.

The Board will review and approve district personnel handbooks in order that the contents may be accorded the legal status of Board-approved policy and regulation. The superintendent will use his/her judgment as to whether other specific handbooks need Board approval. However, all handbooks published are to be made available to the Board for informational purposes.

END OF POLICY

Legal Reference(s):

[ORS 109.056](#)
[ORS 125.005\(4\)](#)
[ORS 125.300-125.325](#)
[ORS 332.107](#)
[ORS 419B.373](#)

[OAR 581-015-0005\(18\)](#)

¹As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, and adult student to whom rights have transferred and foster parent as defined in OAR 581-015-0005 (18).