

# Helix School District 1R

Code: **CHCA**  
Adopted: 1/8/97  
Orig. Code(s): None

## **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 affected, the superintendent/principal is granted authority to issue staff and student 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, be of a quality that reflects favorably on the District. The Helix School Board, therefore expects all handbooks to be approved by the Board and/or superintendent/principal 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

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**Legal Reference(s):**

[ORS 332.107](#)