

# Silver Falls School District 4J

Code: **CHCA**  
Adopted: 10/13/86-U  
Readopted: 9/8/97; 4/13/98

## **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 by them, district administrators are granted authority to issue staff and student handbooks as found necessary and desirable.

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 reflect favorably on the district. The Board, therefore, expects all handbooks to be approved by the superintendent or designee before publication.

The Board will review and approve districtwide 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](#)