

**Saint Helens
School District 502**

Code: **CHCA**
Adopted: 1/16/96
Readopted: 2/26/07
Orig. Code(s): CHCA

Approval of Handbooks and Directives

The superintendent, district administrators and principals will provide students, staff and parents with handbooks and directives as are appropriate to their responsibility. 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 superintendent or designee will approve all handbooks prior to their 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. All handbooks published are to be made available to the Board for informational purposes.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)