

**FILE: CHCA**

**MEDFORD AREA PUBLIC SCHOOL DISTRICT**

**DATE ADOPTED: June 24, 1991**  
**DATE REVISED: September 18, 1997**  
**DATE REVISED: March 18, 2004**  
**DATE REVISED: July 15, 2004**  
**DATE REVISED: November 17, 2016**

**FILE SECTOR: SCHOOL**  
**ADMINISTRATION**  
**POLICY TITLE: DEVELOPMENT**  
**AND APPROVAL OF**  
**HANDBOOKS**

Student, athletic, personnel and transportation handbooks stating current rules and regulations shall be prepared for school personnel, students and parents. These shall govern the conduct of students and personnel and contain such rules and regulations as shall be needed or required. These handbooks are not all inclusive in their delineation of work rules, conduct rules, etc. Copies shall be approved prior to the opening of school by the board of education.

Though written by the administrative staff, material of this nature shall be considered an extension of board of education policy and shall be adhered to as such. Additions or deletions that must take effect immediately shall be acted upon at the next meeting of the board of education.

**CROSS REFERENCE:**  
**LEGAL REFERENCE:**