

# WINOOSKI SCHOOL DISTRICT

## PROCEDURES

Updated 9/20/16

### **COMMUNITY RELATIONS**

WSD101	Board Agenda Preparation & Distribution	9/17/14
WSD102	Job Descriptions	9/17/14
WSD103	Use of Facilities	9/17/14
WSD104	Advisory Committee	9/17/14
WSD105	Public Complaints About Personnel	8/16/04
WSD106	Retirement Recognition	9/17/14
WSD108	Financial Obligation for Use of Property	3/15/04

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### **ADMINISTRATION**

WSD201	Teacher Supervision and Evaluation	11/10/10
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### **BUSINESS AND NON-INSTRUCTIONAL OPERATIONS**

WSD301	Budget Preparation	9/30/15
WSD302	Budget Publication and Review	9/30/15
WSD303	Budget Adoption	9/30/15
WSD304	Budget Transfers	9/30/15
WSD305	Tuition and Waiver of Tuition	9/30/15
WSD306	Disposition of Excess and/or Obsolete Property	9/30/15
WSD307	Gifts	9/30/15
WSD308	Purchasing, Bids and Quotations	9/30/15
WSD309	Receiving Goods and Payment of Bills	9/30/15
WSD310	Classification of Expenditures and Revenues	9/30/15
WSD311	Periodic Financial Reports	9/30/15
WSD312	Telephones/Cell Phones	8/16/04
WSD313	Distribution of Keys/Access Cards	9/30/15
WSD314	Security Cameras	9/30/15
WSD315	Loan of Equipment	9/30/15
WSD316	Transporting Students in Private Vehicles	9/30/15
WSD317	Employee Travel Expenses	9/30/15

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WSD318	Food Service Program	11/12/07
WSD319	Vending Machines	9/17/14

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**PERSONNEL**

WSD401	Recruitment and Selection of Employees	9/17/14
WSD402	Permanent Staff Positions	1/13/03
WSD403	Criminal Records Check	8/23/16
WSD404	Non-District Person Working in the District	3/23/16
WSD405	Release From Contract	5/12/03
WSD407	Non-Discrimination-Hiring and Fair Employment	2/10/03
WSD408	Recruitment and Selection of Classified Staff	9/17/14
WSD409	Worker's Compensation	10/13/03
WSD411	Employee Assistance Program	9/17/14
WSD412	Bloodborne Pathogens Exposure Control Plan	9/17/14
WSD414	Environment and Healthy Facilities	10/8/07

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**STUDENTS**

WSD501	Student Possession and Use of Tobacco Products	9/17/14
WSD502	Search and Seizure	9/17/14
WSD503	Interrogation or Searches of Students by Law Enforcement Personnel or Other Non-School Personnel	8/15/12
WSD504	Resident/Non-Resident Status	12/12/05
WSD508	Grading	3/15/04
WSD509	Interscholastic Athletics and Extra-Curricular Activities	1/8/07
WSD510	Dress Code	9/17/14
WSD511	Child Abuse and Neglect Reporting	8/1/16
WSD512	Immunization	8/15/12
WSD513	Student Medication	9/17/14
WSD514	Accommodating Students with Documented Life- Threatening Allergies or Life-Threatening Dietary Needs	In Dev.
WSD515	Student Clubs and Activities (Secondary)	11/11/02

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**INSTRUCTION**

WSD601	Emergency Closing of Schools	9/17/14
WSD602	School Emergency Plans	In Dev.
WSD603	Patriotic Exercises	9/17/14
WSD604	Scholarship Selection	10/11/04
WSD607	Controversial Issues	3/15/04
WSD608	Student Publications	11/11/02
WSD609	Field Trips	9/20/16
WSD610	Early Childhood Program Enrollment	3/15/04
WSD611	Distance Learning	5/12/03
WSD612	International Exchange Students	4/3/06

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**BOARD OPERATIONS**

WSD801	Policy Development	10/10/05
WSD802	Media Relations	7/27/11