

**Linn Benton Lincoln  
Education Service District**

Code: **CHCA**  
Adopted: 7/8/98  
Readopted: 2/10/10

**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 affected parents, ESD administrators are granted authority to issue handbooks, as necessary.

It is essential that the contents of all handbooks conform with districtwide policies and administrative regulations. It is also important that all handbooks bearing the name of the ESD be of a quality that reflects favorably on the ESD. The Board, therefore, expects all handbooks to be approved by the superintendent on their behalf, before implementation.

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

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**Legal Reference(s):**

[ORS 334.125\(7\)](#)