

# Hortonville Area School District

**Title:** Handbooks as Official Policy

**Date Adopted:** 12/12/88

**Policy No.** 5035

**Date Revised:** 8/11/03

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**Policy Statement:**

It is the policy of the Hortonville Area School District to consider teacher handbooks, parent-student handbooks and student handbooks, as developed by the school administrators as official Board policy. These handbooks include all the Hortonville Area School District handbooks for Hortonville Elementary, Greenville Elementary, Hortonville Middle, Greenville Middle and Hortonville High schools.

**Rationale:**

These handbooks serve as a reference ~~tool~~ for students, staff and the community.

**Scope:** District-wide

**Responsibility:** District Administrator

**Implementation:**

1. Handbooks will be reviewed and approved by the Board of Education.
2. Major changes to handbooks that involve policy require Board approval. Other changes can be made upon the District Administrator's approval with notification to the Board of Education at a regular Board meeting.

**Associated Information:** Board Policy #5032 Student Co-Curricular Code Policy

President \_\_\_\_\_ Date \_\_\_\_\_

Clerk \_\_\_\_\_ Date \_\_\_\_\_