

Unity School Board Policies

SECTION A: FOUNDATIONS AND BASIC COMMITMENTS

Section A contains policies on the District's legal role in providing public education and the basic principles underlying School Board governance. These policies provide a setting for all of the School Board's other policies and regulations.

Title	Category	Notes
AB New Hampshire Parental Bill of Rights		
AC Nondiscrimination	P	
AC-R Nondiscrimination: Title IX Grievances		
ACE Procedural Safeguards Nondiscrimination on the Basis of Handicap/Disability	P	
AD Philosophy Of The School District	O	
ADB Drug-Free Workplace / Drug - Free School	R	Also ADC, ADD, GBEC, GBED, JICG, JICH
ADC Tobacco Products Ban Use and Possession In and On School Facilities and Grounds	P	Also ADB, ADD, GBEC, GBED, JICG, JICH
ADD Safe Schools	O	Also ADB, ADC, GBEC, GBED, JICG, JICH
AE Accountability	R	
AFA Evaluation of Board Operational Procedures	R	

SECTION B: SCHOOL BOARD GOVERNANCE AND OPERATIONS

Section B contains policies on the School Board - how it is appointed or elected; how it is organized; how it conducts meetings, and how the board operates. This section includes bylaws and policies establishing the board's internal operating procedures.

Title	Category	Notes
BAAA School Board Policies and Administrative Procedures	R	
BB School Board Legal Status	O	
BBA School Board Powers and Duties	R	
BBA-R School Board Powers and Duties		
BBAA Board Member Authority	R	
BBB School Board Elections	O	Also JIB
BBBA Board Member Qualifications	O	
BBBC Board Member or District Officer Resignation	O	
BBBD Board Member Removal from Office	O	
BBBE Unexpired Term Fulfillment	O	

BCA School Board Member Ethics	R	
BCA-R School Board Member Ethics		
BCB Board Member Conflict of Interest	R	
BEA Regular Board Meetings	R	
BEB Special Board Meetings	O	
BEC Non-Public Sessions	R	
BEDA Public Notification of School Board Meetings	R	
BEDB Agenda Preparation and Dissemination	R	
BEDC Quorum	R	
BEDD Rules of Order	O	
BEDD-R Rules of Order		
BEDG Minutes	R	
BEDG-R Access to Minutes and Public Records		
BEDH Public Participation at Board Meetings	R	
BFE Administration in Policy Absence	R	
BG Board Policy Development	R	
BGB Policy Adoption	R	
BHE School Board Use of Email	O	
BIA New Board Member Orientation	R	
BIE Board Member Indemnification	R	

SECTION C: GENERAL SCHOOL ADMINISTRATION

Section C contains policies on school management, administrative organization, and school building and department administration -- including the administrative aspect of special programs and system wide reforms such as school- or site-based management. It also houses personnel policies on the superintendent, senior administrators -- (management team), and school principals. All phases of policy implementation -- procedures or regulations -- are properly referenced and found in the appendix.

Title	Category	Notes
CA Administration Goals	P	
CA-R1 Duties of the Superintendent		
CA-R2 Duties of the Principal		
CBI Evaluation of the Superintendent		
CHCA Approval of Handbooks and Directives	R	
CHD Administration in Policy Absence		
CM School District Annual Report	R	

SECTION D: FISCAL MANAGEMENT

Section D contains policies, on school finances and the management of funds. Policies on the financing of school construction and renovation, however, are filed in Section F, Facilities Development.

DA Fiscal Management Plan	R	
DAF Administration of Federal Grant Funds	P, R	
DB Annual Budget	R	
DBJ Transfer of Appropriation	O	
DFA Investment	P	
DH Bonded Employees	R	
DID Fixed Assets	R	
DJE Bidding Requirements	R	
DN Equipment and Supplies Sales	R	

SECTION E: SUPPORT SERVICES

Section E contains policies, regulations, and exhibits on non-instructional services and programs, particularly those on business management such as safety, building and grounds management, office services, transportation, and food services.

Title	Category	Notes
EB Safety Program	P	
EBB Safety Procedures/Safety Committee	O	
EBBB Accident Reports	P	
EBBC Emergency Care and First Aid	P	Also EBBB, JLCD & JLCE
EBC Crisis Prevention and Response	O	Also EB, EBCA, JICK
EBCA Emergency Plans	R	
EBCB Fire Drills	R	
EBCB-R Fire Exit Drills in Educational Occupancies		
EBCC Bomb Threats	R	
EBCD Emergency Closings	R	Also EBCE
EBCE School Closings	R	
EBCF Pandemic/Epidemic Emergencies	O	
ECAB Access to Buildings	O	Also EB, EC, ECA
ECAF Audio and Video Surveillance on School Buses	R	
EDC Authorized Use of School-owned Materials & Equipment	O	
EEA Student Transportation Services	P	Also EEAE, EEAEC & JICC

EEAA Video and Audio Surveillance on School Property	R	
EEAE School Bus Safety Program	P	Also EEA, EEAEC & JICC
EEAG Use of Private Vehicles to Transport Students	R	
EF Food Service Management	R	JLCF
EFAA School Lunch Program Meal Charges	P, R	
EGA Technology Resources: Acceptable Access and Use for Staff and Students	R	
EGA-R Acceptable Technology Resources Use: Procedures		
EGAD Copyright Compliance	R	
EGAW District, School, and Classroom Websites: Appropriate Content and Acceptable Use Policy	R	
EGAW-R School and Classroom Websites Procedure		
EH Data Management	P	EHB
EHAA Computer Security, E-mail and Internet Communications Policy	P	EGA
EHAB Data Governance and Security		
EHB Data / Records Retention	P	EHB, JRA, & GBJ
EHB-R Records Retention Schedule		
EHAG Use of Generative Artificial Intelligence		
EIB Liability Insurance	R	

SECTION F: FACILITIES PLANNING AND DEVELOPMENT

Section F contains policies and regulations, on facility planning, financing, construction, and renovation.

Title	Category	Notes
FFA Memorials	O	

SECTION G: PERSONNEL

Section G contains policies on all Unity School District employees except for the Superintendent (policies on the school chief are located in Section C, General Administration). The category is divided into three main divisions: GB has policies applying to all school employees or to general personnel matters; GC refers to instructional and administrative staff; and GD refers to support or classified staff.

Title	Category	Notes
GADA-Employment References & Verification		Related Policies: GBCE, GBCE-R1, GBCE-R2, GBJ, GCF, IJOC
GBA Unity School District: Equal Opportunity Employment	R	
GBAA Sexual Harassment and Violence - Employees	P	Also JBAA

GBAA-R Sexual Harassment and Sexual Violence Report Form		See GBAA
GBCD Background Investigation and Criminal Records Check	P	Also IJOC
GBCD-R1 Professional Staff Positions		
GBCD-R2 Technical Assistance Advisory		
GBEA Unity School District: Staff Ethics	R	
GBEBB Employee - Student Relations	O	
GBEBC Unity School District: Employee Gifts and Solicitations	O	Also KH
GBEC Drug-free Workplace / Drug-free Schools	R	Also ADB, ADC, ADD, GBED, JICG, JICH
GBED Unity School District: Tobacco Products Ban	P	Also ADB, ADC, ADD, GBEC, JICG, JICH
GBG Unity School District: Employee Protection	R	
GBGA Unity School District: Staff Health	R	
GBGAA HIV/AIDS	R	Also IHAMC & JLCCA
GBGBA Use of Automated External Defibrillators	R	Also IHAMC & JLCCA
GBI Staff Participation in Political Activities	O	
GBJ Unity School District: Personnel Records	R	
GBJ-R Personnel Records		
GBJA Unity School District: Health Insurance Portability and Accountability Act (HIPAA)	R	
GCAA Highly Qualified Teachers	R	
GCCAD Military Leave	O	
GCCBC Unity School District: Family and Medical Leave Act	R	
GCF Professional Staff Hiring	R	
GCQ Unity School District: Personnel Exit Interview	O	
GCQ-R Personnel Exit Interview Form		
GCR Non-School Employment by Professional Staff Members	R	

SECTION H: NEGOTIATIONS

Section H contains policies, on the process of negotiating with Bargaining units recognized by the School Board and authorized under state law.

Title	Category	Notes
HP Unity School District: Employee Job Actions	R	
HPA Employee Job Actions	R	

SECTION I: INSTRUCTION

Section I contains policies on the instructional program: basic curricular subjects, special programs, instructional resources, and academic achievement.

Title	Category	Notes
IB Academic Freedom	O	
IC School Year	R	Also ICA
ICA School Calendar	R	IC
IF Instructional Approach	P	IJO
IFA Instructional Needs of Students With Different Talents	P	
IGA Curriculum Development	R	
IGE Parental Objections to Specific Course Material		
IHAЕ Physical Education	O	
IHAK Character and Citizenship Education	P	
IHAL Teaching About Religion	O	
IHAM-R Health and Sex Education Exemption/Objectionable Course Material: Opt-Out Form		
IHAMA Teaching About Alcohol, Drugs and Tobacco	R	
IHAMB Teaching About Self-Protection	R	
IHAMC HIV/AIDS	R	Also GBGAA & JLCCA
IHBA Programs for Pupils With Disabilities	R	Also JICD
IHBA-R Procedural Safeguards for Children With Disabilities		
IHBAA Evaluation Requirements For Children With Specific Learning Disabilities		
IHBBA English Speakers of Other Languages	P	
IHBBA-R1 English Speakers of Other Languages		
IHBBA-R2 Limited English Proficient Programs		
IHBCA Pregnant Students	R	Also JIE
IHBG Home Education Instruction	R	
IHBG-R Home Education / Dual Enrollment		
IHBH Extended Learning Opportunities	R	
IHCA Summer Activities	P	
IJ Instructional Materials	P	
IJ-R Instructional Materials		
IJK Supplemental Materials	R	

IJO School, Community, and Home Relations	P	IF
IJOA Field Trips and Excursions	R	Also IJOC
IJOA-R1 Elementary Schools Field Trip Request Form		
IJOA-R2 Field Trip Guidelines – UES		
IJOC Volunteers	R	Also ABA
IKA Grading System	R	
IKB Homework Guidelines	P	
IKE Promotion and Retention of Students	P	
IL Evaluation of Curricular Programs	P	
ILBA Assessment of Educational Programs	P	IL
ILD Educational Questionnaires, Surveys and Research	O	
ILD-R Protection of Pupil Rights Amendment – Supporting Forms		
IMAH Daily Physical Activity	P	
IMBD High School Credit for 7th and 8th Grade Advanced Coursework	O	
IMC Controversial Speakers and Programs	R	
IMDA Patriotic Exercises	O	
IMG Animals in School	O	

SECTION J: STUDENTS

Section J contains policies on students -- admissions, attendance, rights and responsibilities, conduct, discipline, health and welfare, and school-related activities.

Title	Category	Notes
JBAA Sexual Harassment and Violence - Students	P	Also GBAA
JBAA-R1 Sexual Harassment User's Checklist		
JBAA-R2 Sexual Harassment and Sexual Violence Report Form		See JBAA
JEB Age of Entrance	R	
JEC Manifest Educational Hardship	P	
JED Attendance Policy Requirements	O	
JFA Residency	R	
JFAA Admission of Resident Students	P	
JFAB Admission of Nonresident Students	P	
JFABD Admission of Homeless Students	R	
JFABD-R1 Homeless Education Dispute Resolution Process		
JFABD-R2 Homeless Education Dispute Resolution Process Written Notification of Enrollment Decision (Denial of Enrollment Request)		

JFABD-R3 Homeless Education Dispute Resolution Process Written Notification of Enrollment Decision (Dispute)		
JG Assignment of Students to Classes and Grade Levels	P	
JH Student Attendance	P	
JHB Truancy	R	Also JHB-R
JHB-R Truancy		
JHC Student Release Time Precautions	R	
JI Student Rights and Responsibilities		
JIA Student Due Process Rights		
JIC Student Conduct	R	
JICA Student Dress Code	R	
JICAB Electronic Communication / Recording Devices	R	
JICC Student Conduct on School Buses	R	Also EEA & EEAEC
JICD Student Conduct, Discipline and Due Process – Safe School Zone	P	Also IHBA
JICDD Student Discipline Out-of-School Actions	R	
JICE Student Publications	R	
JICF Gang Activity	R	
JICFA Hazing	R	
JICG Tobacco Products Ban	P	
JICH Drug and Alcohol Use by Students	R	ADB, ADC, ADD, GBEC, GBED, JICH
JICI Weapons on School Property	R	
JICJ Unauthorized Communication Devices		
JICB Bullying and Cyberbullying	R	ADB, ADC, ADD, GBEC, GBED, JICG
JICK Pupil Safety and Violence Prevention	P	
JICKA Cyberbullying		
JIE Pregnant Students	R	Also IHBCA
JIH Student Searches and Their Property	R	
JIHC Use of Metal Detectors	R	
JIHD Student Interviews and Interrogations	O	
JIJ Student Protests, Demonstrations and Strikes	O	
JJA Student Clubs and Organizations	O	
JJAA Participation by Non-Enrolled Resident Students	O	

JJAB Student Conduct, Discipline and Due Process		
JJE Fund-raising Activities		
JJF Management of Funds	R	
JJIC Athletic Eligibility	O	
JJIF Daily Physical Activity	R	
JKA Corporal Punishment / Physical Restraint	R	
JKB Use of Restraints	O	
JLC School Health Services	R	
JLCA Physical Examinations of Students	R	
JLCAA Concussion Management Policy	O	
JLCAA-R1 Concussion Signs and Symptoms Checklist		
JLCAA-R2 Concussion / Head Injury Return to Physical Activity Form		
JLCB Immunizations of Students	R	
JLCC Communicable Diseases	R	
JLCCA HIV / AIDS Policy	R	Also GBGAA & IHAMA
JLCD Administering Medication to Students	P	
JLCD-R Administering Medication to Students		
JLCE First Aid and Emergency Medical Care	P	
JLCEA Use of Automated External Defibrillator(s)	R	
JLCF Wellness Policy		
JLCG Exclusion of Students from School for Illness	R	
JLCG-R Exclusion of Students from School for Illness		
JLCH Do Not Resuscitate Orders	O	
JLCK Special Physical Health Needs of Students		
JLD School Guidance and Counseling Program		
JLDBA Behavior Management and Intervention		
JLDBB Suicide Prevention and Response	P, R	
JLF Reporting Child Abuse or Neglect	R	
JLI Safety Program	P	
JRA Student Records and Access	R	
JRA-R Student Records and Access		
JRC Release of Student Information	O	
Lead Screening Policy		

SECTION K: INSTRUCTION

Section K contains policies, regulations, and exhibits on parent and community involvement in schools. Except for policies concerning education agencies, statements on public sector relations with the school District are located in this section, too.

Title	Category	Notes
KA School, Community, and Home Relations	P	
KB Title I Parent Involvement in Education	P	
KB-R Parental Involvement in Education		
KBBA Custodial and Noncustodial Parent Rights and Responsibilities	O	
KDA Public Information Program	R	
KDCA Use of Students in Public Information Program	R	
KE Public Complaints	R	
KEC Reconsideration of Instructional Materials	R	
KEC-R Request for Reconsideration Of Instructional Materials		
KED Public Complaints About Facilities or Services Grievance Procedure (Section 504)	P	
KF Building Rental and Service Charges	R	
KF-R Procedures for Building Rental		
KFA Public Conduct on School Property and at School Events	O	
KH Public Solicitations in the Schools	R	Also GBEC
KHB Advertising in the Schools	R	
KK Visits to Schools	R	
KLG Relations With Police Authorities	R	

SECTION L: EDUCATION AGENCY RELATIONS

Section L contains policies, regulations, and exhibits on the school District's relationship with other education agencies -- including other school systems, regional or service Districts, private schools, colleges and universities, education research organizations, and state and national education agencies.

Title	Category	Notes
LC Relations With Education Research Agencies	O	
LDA Student Teaching and Internships	R	

Categories

O = Optional These policies should be reviewed to determine whether they meet a particular local need. Most are informational in nature.

P = Priority The subject matter of these policies is required by state and/or federal law.

R = Recommended While these policies are not required by law, they are highly recommended for effective and efficient School Board operation.

