

# Alva Board of Education Policy Manual

## INTRODUCTION

The purpose of this Manual is to present the most up-to-date information concerning policies and regulations of the Alva Board of Education and supporting administrative regulations and procedures. Matters of federal or state law are not dealt with here.

Near the conclusion of each policy statement there may be a legal reference. In all cases, this reference is to School Laws of Oklahoma and, in parenthesis, the Oklahoma Statutes.

To clarify the distinctions between policies and regulations, the following definitions have been used.

School Board Policies are:

Guidelines adopted by a board of education to chart a course of action. They tell what is wanted and may also include why and how much. They should be broad enough to admit discretionary action by the administration in meeting day-to-day problems but specific enough to give clear guidance. (NSBA) Policies can be unilaterally revised by the board of education.

Regulations are:

Detailed directions developed to put policy into practice. They tell how, by whom, where and when things are to be done. (NSBA) Regulations may be written by the board or by the administration of the schools. Regulations may be unilaterally revised by the originators.

Exhibits are:

Forms created by the board or administration to be used to follow the directions outlined in the policy or regulations.

To make the statements read more smoothly, the following conventions are used:

The pronouns he, his, him are used in a general sense and interpreted to apply to both genders.

The term parent is taken to include natural parent, adoptive parent or guardian as applicable.

Abbreviations used in this Manual:

NSBA	National School Boards Association
OSSBA	Oklahoma State School Boards Association
AEA	Alva Education Association

District #001, Woods County, Oklahoma