

## **KASB Board Policy**

### **PREFACE**

#### **Symbols**

The policy classification system employs these signs and symbols which are explained below.

**SN Scope Note -- A brief statement used when necessary in order to clarify and/or limit the intended use of a descriptor entry.**

#### **Administrative Personnel**

**SN For school management and supervisory personnel below the district superintendent level, e.g.,**

**(Also) A prefix to a parenthetical code to indicate the identical term (and similar school board policy) appears elsewhere in the classification system, e.g.,**

**BCBI (Also KCA) Public Participation**

**KCA (Also BCBI) Public Participation**

**(See) A reminder used to indicate a cross reference to another policy or rule of similar subject matter for example:**

**AFC (See JGFA) Emergency Closings**

**JGFA (See AFC) Emergency Drills**

**-R An affix to a policy code to indicate that the statement following is an administrative rule for a school board policy.**

### **Definitions**

**1. The masculine pronoun is used throughout these policies and rules in the generic sense and refers to both feminine and masculine antecedents.**

**2. Wherever the word "superintendent" or "principal" occurs, the words "or designated representative" are assumed to follow.**

**I N D E X**  
**To The**  
**SCHOOL BOARD POLICY CLASSIFICATION SYSTEM**

The index includes many terms that do not appear in the policy classification system. These are underlined and cross-referenced to appropriate descriptors. In addition, major descriptors appear in several places. This again is to facilitate the user's search for correct term placement in the system.

The purpose for indexing many terms not appearing in policy is to be able to adapt both the index and the policy classification system to the wide diversity of school districts that are using this KASB contracted service.

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