

**Board Policy**

The Shelley Joint School District No. 60, by and through its elected Board of Trustees, reserves to itself the right and responsibility to adopt policies as may be needed for the effective operation of the school district. Any such policy adopted must be both carefully maintained in the School District central offices and posted on the school website (<http://www.shelleyschools.org/>) for the use of Administrators, Teachers, Students and patrons of the district.

**Suggested Implementation Guidelines**

1. The Superintendent or designee shall place a hard copy of the policy manual at the District Office.
2. It shall be the responsibility of the Superintendent or designee to ensure copies of any new and/or revised policy statements are put in the District Office's hard copy of the policy manual and posted on the District's website on a timely basis following the policy's adoption.
3. The Policy Manual will be considered a public record and will be open for inspection at the District Office and on the District's website.
4. The Superintendent or designee will audit the policy manuals annually to assure that the policy manuals are up to date.

Revised: April 27, 1995  
March 23, 2000  
June 21, 2001  
September 18, 2008