

James Monroe High School  
Faculty Handbook Check-Off Sheet  
Fall 2017

Read the electronic Faculty Handbook on the Monroe website and then initial in each box. Your initials indicate that you have read and understood the items in the handbook.

Teacher Name (Print) \_\_\_\_\_

Information	Teacher Initials
Length of workday/sign-in – sign-out procedures	
Compliance with the 1976 United States Copyright Law/Computers (BUL-716.2)	
Compliance with the 1976 United States Copyright Law (BUL-714)	
Guidelines for the Use of Audiovisual Materials Not Owned, Broadcast, or Recommended by the District (BUL-5210.0)	
Board Rule 1272 Regarding Private Instruction (tutoring) by School Staff	
Homework and Makeup Assignments in Grades K-12 (BUL 3491.1)	
Dates for Required Reports of Marks for Secondary School (REF-4236.11)	
Student and Employee Security (BUL – 5721.1)	
Social Media Policy for Employees and Associated Persons (BUL-5688.1)	
MISIS – Attendance Process	
Emergency Drills and Procedures (REF-1314.1)	
Guidelines for Preventing Heat Stress (BuL-963.1)	
Mandated Reporting of Certain Student Behavior (BUL-3927.2)	
Written Authorization for possession of District equipment off-site (DB-15 Rev.)	
Child Abuse and Neglect Reporting Requirement (BUL-1347.2)	
Code of Conduct with Students (BUL-5167.0)	
LAUSD Nondiscrimination Statement	
Sexual Harassment Policy (Student-to-Student, Adult-to-Student, and Student-to-Adult (BUL-3349.1) (BUL-3357.1) (BUL-1893.1)	
Title IX Policy/Complaint Procedures (BUL-2521.1)	
Williams/Valenzuela Complaint Procedures (BUL- 4759.2)	
Abolition of Corporal Punishment (BUL-5747.1)	
Employee Code of Ethics (BUL-4748.0)	
Anti-Bullying Policy BUL-5212.2)	
Internet Safety for Students (BUL-5181.2)	
Employee Attendance Policy	
Suicide Prevention (BUL-2637.1)	