

BOARD OF EDUCATION
OF THE SCHOOL DISTRICT
OF THE CITY OF FLINT
POLICY MANUAL

Adopted:	July 11, 2001	Revised:	September 21, 2011
Revised:	September 5, 2001	Revised:	November 16, 2011
Revised:	June 19, 2002	Revised:	January 18, 2012
Revised:	November 6, 2002	Revised:	May 16, 2012
Revised:	November 20, 2002	Revised:	June 27, 2012
Revised:	January 15, 2003	Revised:	July 18, 2012
Revised:	April 2, 2003	Revised:	May 15, 2013
Revised:	August 20, 2003	Revised:	August 21, 2013
Revised:	August 2, 2006	Revised:	September 18, 2013
Revised:	April 4, 2007	Revised:	November 20, 2013
Revised:	October 17, 2007	Revised:	May 21, 2014
Revised:	November 7, 2007	Revised:	June 18, 2014
Revised:	November 21, 2007	Revised:	October 1, 2014
Revised:	January 16, 2008	Revised:	May 4, 2016
Revised:	February 20, 2008	Revised:	May 17, 2017
Revised:	March 18, 2009	Revised:	January 24, 2018
Revised:	April 15, 2009		
Revised:	March 3, 2010		
Revised:	June 2, 2010		
Revised:	August 18, 2010		
Revised:	November 3, 2010		
Revised:	December 15, 2010		
Revised:	March 2, 2011		
Revised:	August 17, 2011		

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 2000 - GENERAL SCHOOL ADMINISTRATION				
2020	Administrative Organization	07/11/01	08/02/06	
2100	School Superintendent	07/11/01		
2120	Duties	07/11/01	08/02/06	
2130	Executive Succession & Transition	05/16/12		
2140	Appointment	07/11/01	08/02/06	
2250	Evaluation	07/11/01		
2310	Residency Right to Apply Definitions Non-Compliance	07/11/01	08/02/06	
2400	Administrative Personnel (Central Office and Building Level) <i>SN: For school management and supervisory personnel below District Superintendent level</i> Duties Recruitment	07/11/01		
2405	Individual Administrative Contracts Non-Renewal	07/11/01		
2450	Evaluation (Cf. 2250, 5520)	07/11/01		
2750	Administrative Rules Board Review and Approval Board Adoption Rules Review	07/11/01	06/02/10	
2800	Records (Cf. 8950)	07/11/01		
2810	Public Review and Inspection of Records Fees Appeals	07/11/01		X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 3000 - FISCAL MANAGEMENT				
3100	Annual Operating Budget Implementation	07/11/01	08/02/06	X
3150	Budget Fund Balance	09/21/11		
3170	Budget Transfer Authority	07/11/01	08/02/06	
3180	Fund Equity	09/05/01	08/02/06	
3200	State and Federal Funding Proposals and Applications	07/11/01		
3280	Borrowing Short-Term Loans Sale of Bonds Debt Service	07/11/01	08/02/06, 11/20/13	
3300	Investment of Funds	07/11/01		X
3400	Depository of Funds	07/11/01		
3405	Electronic Transfer of Funds Internal Accounting	08/02/06		X
3430	Bonded Employees	07/11/01		
3460	Accounting and Reporting System of Accounts Financial Reports Annual Financial Report	07/11/01	08/02/06	
3490	Inventories - Fixed and Controlled Assets Fixed Asset Accounting System	06/19/02		
3500	Audits	07/11/01	08/02/06	
3600	Reimbursement of Expenses Spouse Reimbursement	07/11/01	08/02/06	X
3605	District Procurement Cards (Cf. 3600) Issuance Documentation Lost Procurement Cards Return of Procurement Cards Payment Misuse and Unauthorized Use Other Provisions	07/11/01	08/02/06	
3610	Purchasing Goods and Services Purchasing From District Employees Purchases Through the District Emergency Purchases	07/11/01	08/02/06, 05/17/17, 01/24/18	
3660	Bids and Quotation Requirements (Cf. 3610) Competitive Bids Bid Specifications	07/11/01		X
3690	Local Purchasing Equipment and Supplies Building Construction, Renovation and Repairs	07/11/01	10/17/07, 06/02/10, 03/02/11	

Last updated: 01/24/18

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 3000 - FISCAL MANAGEMENT				
3730	Vendor Relations	07/11/01		
3750	Payment Procedures	07/11/01	08/18/10	
3800	Fund-Raising Activities	07/11/01		
3820	Management of Student Funds	07/11/01		
3900	Surplus Books, Equipment and Supplies	07/11/01		
3950	Surplus Land or Buildings	07/11/01	08/21/13	X
3960	Authorization to Settle Claims	07/11/01		

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 4000 - BUSINESS MANAGEMENT				
<i>SN: Excludes fiscal management</i>				
4015	Insurance Program (Cf. 1190, 1220) Liability Insurance Worker's Compensation Unemployment Insurance	07/11/01		
4040	Safety (Cf. 8590) Fire and Tornado Drills Bomb Threats School Safety Plans Safety Inspections	07/11/01		
4050	Environmental Health and Safety - Employee Indemnification (Cf. 5340, 5380) Toxic Hazards and Asbestos	07/11/01		
4080	Emergency Closings	07/11/01		
4090	Traffic and Parking Controls (Cf. 8640)	07/11/01		
4110	Security Notification by School Personnel of Crimes Being Committed	07/11/01		
4120	Theft and Vandalism (Cf. 8350)	07/11/01		
4250	Printing and Duplicating Services - Copyright Employee Produced Material Copyright Compliance and Computer Software Copyright	07/11/01		X
4300	Student Transportation Management (Cf. 4320, 4360)	07/11/01		X
4320	School Vehicles (Cf. 4300-R) Liability Safety Safety Inspection Records Licensing of Drivers School Bus Safety Program Surveillance Monitoring System or Other Electronic Surveillance Devices	07/11/01		X
4350	Student Transportation in Vehicles Other Than School Vehicles (Cf. 7490)	07/11/01		
4360	Senior Citizen Transportation (Cf. 4300-R)	07/11/01		
4365	Special Use of Transportation Services Curricular and Extracurricular Field Trips	07/11/01		
4450	Food Service Management	07/11/01		
4500	Technology (Cf. 2810, 8940) New Programs Upgrades Data Management Education and Instruction	07/11/01		X
4505	Electronic Mail	07/11/01		

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 4000 - BUSINESS MANAGEMENT				
4510	Computer Network System Integrity Network Use Limiting Access	07/11/01		X
<i>SN: The following includes new construction as well as related activities such as acquiring sites, plant remodeling or modernizing and leasing or renting property to meet expansion needs.</i>				
4515	Acceptable Use & Internet Safety Policy	06/27/12		
4520	Sexting Policy	07/18/12		
4601	Facilities Planning	07/11/01	04/04/07	
4602	Facilities Maintenance, Operations, and Energy Conservation	01/16/08	05/15/13	X
4750	Naming Facilities Senior High Schools Middle Schools Elementary Schools General Guidelines	07/11/01		
4770	Selection of an Architect (Cf. 4910)	07/11/01		X
4890	Supervision of Construction (Cf. 4770)	07/11/01		
4900	Fair Employment Clause	07/11/01		
4910	Affidavits and Guarantees (Cf. 4770)	07/11/01		
4919	Change Orders	07/11/01	05/16/12	
4950	Board Inspection of New or Remodeled Facilities	07/11/01		
4960	Retirement of Facilities (Cf. 4601) Planning for Consolidation Data and Information Gathering	07/11/01	07/25/03, 08/20/03	X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 5000 - PERSONNEL				
5020	Equal Employment Opportunity Affirmative Action	07/11/01		
5030	Non-Discrimination (Cf. 5020, 5050) Americans With Disabilities Act Title IX Compliance	07/11/01	04/15/09	X
5050	Sexual Harassment and Intimidation (Cf. 5030, 8015) Definition Notification	07/11/01	03/18/09	X
5170	Recruitment Certified Staff Non-Certified Staff Identity and Employment Status Non-Discrimination	07/11/01		
5175	Criminal History and Background Checks Criminal History Checks Background Checks - Employment History - Unprofessional Conduct	07/11/01	04/04/07	X
5190	Professional Development Opportunities	07/11/01		
5200	Staff Conduct Staff Appearance and Grooming Staff Use of Cell Phones	07/11/01	01/16/08, 03/04/09	
5205	Academic Freedom Definition	07/11/01		
5220	Staff-Student Relations Threats to Students	07/11/01		
5230	Conflict of Interest (Cf. 5640) Definitions Board Members Duty to Disclose Conflicts of Interest - Board Members Employees Employment of Relatives	07/11/01	03/03/10	
5260	Solicitations	07/11/01		X
5300	Personnel Records	07/11/01		X
5310	HIPAA Policy Definitions Declaration of Policy and Designation of Privacy Officer Development of Procedures and Training Violations No Retaliation Interpretation	11/07/07		
5340	Staff Health and Safety (Cf. 5370)	07/11/01		
5342	Zero Tolerance Policy Against Violence in the Workplace	07/11/01	11/20/02	
5345	Staff Smoking and Tobacco Products	07/11/01		
5350	Drug-Free Workplace	07/11/01	11/20/13	

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 5000 - PERSONNEL				
5357	Family Medical Leave and Extended Leave	07/11/01	05/04/16	X
5358	Bus Driver Alcohol and Drug Testing	07/11/01		X
5360	Temporary Illness and Temporary Incapacity	07/11/01		
5365	Absence Without Leave (AWOL)	02/04/09		
5380	Control of Bloodborne Pathogens	07/11/01		
5410	Professional Staff Contracts	07/11/01		
<i>SN: Scope of category determined by actual agreements in force.</i>				
5500	Teaching Staff Probation and Tenure Tenure Administrative Tenure Adminstration of Tenure	07/11/01		
5510	Performance Evaluation Systems	11/16/11		X
5515	Layoff and Recall	01/18/12		X
5520	Evaluation Availability of Evaluation Documents	07/11/01		
5540	Suspension and/or Dismissal of Professional Staff	07/11/01		
5560	Resignation of Professional Staff	07/11/01		
5640	Non-School Employment (Cf. 5230)	07/11/01		
5650	Tutoring for Pay (Cf. 5230)	07/11/01		
5685	Arrangement for Guest Teachers	07/11/01		
5690	Professional Staff Assignments and Transfers	07/11/01		
5695	Tax Sheltered Annuity 403(b) Program	02/04/09		
5700	Non-Certified Employees Appointment	07/11/01		
5710	Compensation Guides and Contracts At-Will Employees	07/11/01		
5780	Non-Certified Staff Probation	07/11/01		
5800	Evaluation of Non-Certified Staff	07/11/01		
5830	Suspension and Dismissal of Non-Certified Staff At-Will Employees	07/11/01	08/17/11	X
5850	Resignation of Non-Certified Staff (Cf. 5560)	07/11/01		

Last updated: 06/02/10

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 6000 - NEGOTIATIONS				
<i>SN: This section is confined to professional employees negotiating under the Public Employment Relations Act, MCL 423.201 et seq.</i>				
6001	Goals and Objectives	07/11/01		
6050	Recognition of Bargaining Units Administrators Classroom Teachers Non-Certified Employees	07/11/01		
6100	Board Negotiating Agents	07/11/01	06/02/10	
6400	Contract Ratification	07/11/01		X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 7000 - INSTRUCTIONAL PROGRAM				
7040	Hours of Instruction	07/11/01		
7050	Curriculum Development Technology Curriculum Adoption	07/11/01		
7052	Multicultural Education	07/11/01		
7110	Basic Program Drug Education Communicable Disease Instruction Family Life/Sexuality Education Homebound Instruction (Cf. 8860)	07/11/01		
7111	Quality Character Education	01/16/08		
7112	Co-curricular and Extracurricular Activities (Cf. 8710)	07/11/01		
7113	Personal Curriculum	12/15/10		
7140	Dropout Prevention Program (Cf. 8900) Philosophy Goals and Objectives	07/11/01		
7145	Student Suicide Awareness and Prevention (Cf. 8450)	07/11/01		X
7160	Special Education Services (Cf. 8850)	07/11/01		
7210	Interscholastic Athletics Coaches Physicals Illness and Injuries Membership in Michigan High School Athletic Association	07/11/01	01/15/03	X
7250	Adult Educational Programs/Community Partnerships Philosophy Adult Educational Programs Community Partnerships	07/11/01		
7350	Basic and Instructional Resources Classroom Materials Textbook Selection and Adoption (Cf. 7410)	07/11/01		X
7380	Instructional Program Prohibitions (Cf. 8940)	07/11/01		
7400	Library/Instructional Resource Material Center (Cf. 7350, 7410)	07/11/01		X
7410	Compliants About Curriculum and Instructional Materials	07/11/01		X
7430	Federal Program Administration Title I Programs	07/11/01		
7463	Use of Commerically Produced Video Recordings	07/11/01		X
7490	Field Trips and Excursions	07/11/01		X
7560	Grading Systems	07/11/01	06/18/14	X
7580	Changing Student Letter Grades	07/11/01		

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 7000 - INSTRUCTIONAL PROGRAM				
7600	Promotion and Retention (Cf. 7610) Grade Level and Group Assignments Acceleration Elementary School Promotion Middle School Promotion High School Promotion	07/11/01		X
7610	High School Graduation Requirements Credit Requirements Attendance Requirements	07/11/01	03/05/08	X
7640	Transfer of Grades and Credit	07/11/01		
7645	Dual Enrollment Definition	07/11/01		X
7646	Home School Education Enrollment in Flint Community Schools Classes Athletics and Extracurricular Activities Michigan Virtual School (MVS) Curriculum Materials Regional Educational Media Centers (REMC) Transfer of Students State and District-Wide Assessments Special Education Discipline Policies Immunizations Driver Education and Pupil Transportation Work Permits	12/15/10		
7650	Testing, Assessment and Research Purposes and Audiences for Student Assessment District-Wide Testing/Assessment Program School and/or Classroom Level Assessments Psychological and Guidance Oriented Testing/Assessments Testing, Assessment, Surveys and Evaluation by Outside Groups or Agencies	07/11/01		X
7760	Controversial Issues	07/11/01		X
7770	Teaching About Religion	07/11/01		X
7800	School Ceremonies and Observances (Cf. 7770) Fine Arts Performances Assemblies and Ceremonies	07/11/01		
7850	Experiments Upon or Dissection of Animals	07/11/01		X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 8000 - STUDENTS				
8010	Equal Educational Opportunity (Cf. 5020) Section 504 Administrative Implementation	07/11/01	11/06/02	X
8015	Sexual Harassment and Intimidation (Cf. 5050) Definition Notification	07/11/01		X
8016	Anti-Bullying Policy (Cf. 8015)	01/16/08		
8020	Attendance Compulsory Attendance - Religious Exemption	07/11/01		X
8040	School Admissions School Entrance Requirements First Time Enrollments Resident Students Non-Resident Students Tuition (Cf. 8990) Resident Attendance In Another District Assignments To Schools	07/11/01		
8045	Homeless Children	07/11/01		
8080	Readmission (Cf. 8310)	07/11/01		X
8090	Release of a Student During the School Day (Cf. 8040)	07/11/01		X
8130	Searches Lockers Students Automobiles Use of Canines	07/11/01	08/21/13	X
<i>SN: Policy regarding searches by school officials</i>				
8140	Interrogation and Investigations Conducted in School	07/11/01		X
<i>SN: Policy regarding interrogation by school officials and law enforcement authorities</i>				
8180	Serious Acts of Violence	07/11/01		
8185	Terroristic Threats/Acts	07/11/01		
8190	Behavior Code	07/11/01		
8200	Safe and Drug-Free Schools/Students/Community	07/11/01		
8220	Violence, Drug and Alcohol Use by Students Prohibited Conduct Disciplinary Action Policy Communication	07/11/01		
8240	Student Appearance	07/11/01		
8245	Gangs	07/11/01		X
8300	Student Discipline (Cf. 5220)	07/11/01		
8305	Electronic Devices	07/11/01	11/20/02	
8310	Weapon Free School Zone	07/11/01		X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 8000 - STUDENTS				
8315	Assaults Committed By Students (Cf. 8310) Assaults Committed Against School Personnel Assaults Committed Against Other Students Reinstatement (Cf. 8310-R) Application to Students with Disabilities Implementation	07/11/01		
8320	Corporal Punishment	07/11/01		X
8350	Student Suspension and Expulsion (Cf. 8080)	07/11/01		
8360	Class, Subject, and Activity Suspensions Application to Students with Disabilities Implementation	07/11/01		
8453	Student Wellness Policy (Cf. 4450, 4460)	04/04/07	11/21/07	X
8455	Unsafe School Choice Policy	11/07/07		
8480	Student Health Services Immunization of Students and Vision Testing	07/11/01		
8510	Communicable Diseases - Students	07/11/01		X
8530	Student Assistance Program (Cf. 7110, 7145, 8015, 8180, 8190, 8220, 8310, 8315, 8350, 8530, 8580)	07/11/01		X
8580	Child Abuse Access to Students on School Premises (Cf. 8140) Cooperation Between School and Agencies	07/11/01		X
8650	Student Accidents (Cf. 8660)	07/11/01		X
8655	Concussions	09/18/13		X
8660	First Aid (Cf. 8650)	07/11/01		X
8670	Administration of Medications Student Self-Medication Lifesaving Medication	07/11/01		X
8675	Emergency Anaphylaxis Policy (Stock Epi-Pens)	10/01/14		
8680	Food Allergies	11/07/07		
8710	Student Use of Building - Equal Access	07/11/01		X
8730	Student Publications	07/11/01		X
8750	Public Performances and Contests Contests	07/11/01		
8860	Homebound Instruction	07/11/01		X
8890	Pregnant Students	07/11/01		X
8920	Admission of Exchange Students Guidelines	07/11/01		
8940	Student Records Directory Information	07/11/01	08/17/11	X
8990	Student Fees, Fines, Charges and Deposits (Cf. 8040) Fees and Charges Fines	07/11/01		X

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 9000 - GENERAL PUBLIC AND ORGANIZATIONAL RELATIONS				
9010	Informing the Public and Parents/Guardians	07/11/01		X
9020	News Media Relations News Release News Conferences	07/11/01		
9030	Social Media Relations	09/18/13		X
9060	Information, Marketing and Promotional Campaigns	07/11/01		
9170	Solicitations Solicitations in Schools Solicitations of Students Solicitations by Students	07/11/01		X
9230	School Volunteers (Cf. 5175)	07/11/01	04/04/07, 03/03/10, 11/03/10	X
9250	Use of District Facilities Priority of Use of Buildings, Facilities and Equipment Fees and Rental Charges Lease Arrangements Use of District Facilities for Prayer or Religion Purposes During the School Day Religious Accommodation in the Use of District Facilities Gymnasium and Cafeteria Use of Intoxicants and Drugs Responsibility for Damage	07/11/01	04/02/03	X
9290	Crowd Control at School Sponsored Activities Definition of Disturbances or Disorders	07/11/01		X
9300	Tobacco Products On/In District Premises Notification Violations	07/11/01		
9350	Public Gifts and Bequests (Cf. 5270, 8800, 9710, 9715) Income From Gifts and Bequests	07/11/01		
9370	Materials Distribution in Schools Use of Students Political Campaign Materials Appearances by Political Candidates Special Interest Materials Dissemination of Religious Materials Mailing Lists (Cf. 8940)	07/11/01		
9380	Advertising on District Property	07/11/01		
9400	Visitors to the School Board Member Visits To Schools	07/11/01	03/03/10	
9420	Parental/Guardian Visitation of Classrooms	07/11/01		
9425	Possessing, Transporting or Transmitting Dangerous Weapons	07/11/01		
9450	Public Complaints	07/11/01		
9710	Relations With Booster Organizations (Cf. 9350)	07/11/01		

Last updated: 09/18/13

Policy #	Policy Name	Date Adopted	Date Revised	Regulation
SECTION 9000 - GENERAL PUBLIC AND ORGANIZATIONAL RELATIONS				
9715	Relationships With Parent/Guardian Organizations (Cf. 9350)	07/11/01		
9720	Parental/Guardian Involvement	07/11/01	02/20/08	
9840	Student Teaching and Internships	07/11/01		X
9920	School Accreditation	07/11/01		