

NW BOCES Policy Manual

11/18/2019

NW BOCES Constitution

Section A: Foundations and Basic Commitments

AC - Nondiscrimination-Equal Opportunity

AC-E-1 - Nondiscrimination-Equal Opportunity (Sample Notice)

AC-E-2 - Nondiscrimination-Equal Opportunity (Complaint Form)

AC-R - Nondiscrimination-Equal Opportunity (Complaint and Compliance Process)

Section B: Board Governance and Operations

BBA - Board of Directors - Governance, Powers and Responsibilities

BBBC - Power to Abstain and Withdrawal

BC - Board Member Conduct

BC-R - Board Member Financial Disclosure

BCB-Board Member Conflict of Interest

BDA - Board Organizational Meeting

BDB - Board Officers

BDF - Advisory Committees

BDFE - Superintendents' Advisory Council

BE - Board of Directors Meetings

BEAA - Electronic Participation in Board of Directors Meetings

BEC - Executive Sessions

BEDA - Notification of Board Meetings

BEDB - Agenda

BEDF - Voting Method

BEDG - Minutes

BEDH - Public Participation at Board Meetings

BG - Board Process

BID-BIE - Board Member Compensation-Expenses-Insurance-Liability

Section C: General Administration

CBA-CBC - Qualifications-Powers & Responsibilities of Executive Director

CBF - Executive Director's Conduct

CBI - Evaluation of Executive Director

CBI-R - Evaluation of Executive Director

CC - Administrative Organization

CCB - Line and Staff Relations

CCB-E - Organization Chart

CH - Implementation

CHCA - Handbooks and Directives

CHD - Administration in the Absence of Policy

Section D: Fiscal Management

DA - Fiscal Management Goals - Priority Objectives

DAB - Financial Administration

DAB-E - Financial Administration Timeline

DAC - Federal Fiscal Compliance

DB - Annual Budget

DBD - Determination of Budget Priorities

DBG - Budget Adoption Process

DBG-E - Deadlines in Budgeting Process Set by Statute

DBK - Fiscal Emergencies

DD - Funding Proposals, Grants and Special Projects

DEAA - Local District Assessment - BOCES General Fund

DEAA-R - Billing Component for District Assessments

DEC - Special Education Funds - ECEA and IDEA

DEC-E - Special Education Operating Agreement

DFA-DFAA - Revenues from Investments - Use of Surplus Funds

DH - Bonded Employees and Officers

DHA - Contracts - Signing Authority
DID - Inventories
DJB - Federal Procurement
DJB-R - Federal Procurement
DJ-DJA - Purchasing-Purchasing Authority
DJE - Bidding Procedures
DKB - Salary Deductions
DKC - Expense Authorization-Reimbursement
DN - School Property Disposition

Section E: Support Services

EBBB - Accident Reports
EEAE - Vehicle Safety Inspection, Maintenance and Use
EGAD - Copyright Compliance
EGAEA - Electronic Communication
EHB - Records Retention
EI - Insurance Program-Risk Management

Section G: Personnel

GA - Personnel Policies Goal
GBA - Open Hiring-Equal Employment Opportunity
GBAA - Sexual Harassment
GBE - Staff Rights and Responsibilities
GBEA - Staff Ethics-Conflict of Interest
GBEB - Staff Conduct
GBEB-R - Staff Conduct Regulation
GBEC - Alcohol and Drug-Free Workplace
GBEC-E - Employee Acknowledgement Form - Alcohol and Drug-Free Workplace
GBEE - Staff Use of Internet-Electronic Communications-BOCES Technology Devices
GBEE-E - Staff Member Acceptable Use Agreement
GBGD - Workers' Compensation

GBGE - Staff Maternity-Paternity-Parental Leave
GBGG - Sick Leave
GBGH - Sick Leave Bank
GBGJ - Staff Leave
GBGM - Personal Leave
GBJ - Personnel Records and Files
GBK - Staff Concerns-Complaints-Grievances
GBK-R - Staff Concerns-Complaints-Grievances
GCA - Professional Staff Positions
GCBA - Professional Staff Salary Schedules
GCBA-R - BOCES Professional Staff Salary
GCBD - Professional Staff Fringe Benefits
GCCAE - Professional Leave-Conferences
GCE-GCF - Professional Staff Recruiting-Hiring
GCE-GCF-R - Staff Recruiting/Hiring
GCFD - Shortage of Professional Staff
GCI – Professional Staff Assignments
GCL - Professional Staff Schedules and Calendars
GCO - Evaluation of Licensed Personnel
GCO-R - Evaluation of Licensed Personnel
GCOE - Evaluation of Evaluators
GCQF - Discipline-Suspension-Dismissal & Resignation of Professional Staff
GDBA - Support Staff Positions & Salary Schedules
GDBC - Support Staff Supplementary Pay - Overtime
GDBD - Support Staff Fringe Benefits
GDD - Support Staff Vacations & Holidays
GDE-GDF - Support Staff Recruiting-Hiring-Retention
GDQD - Discipline-Suspension-Dismissal and Resignation of Support Staff

Section I: Instruction

IHBA - Special Education Programs for Students with Disabilities

Section J: Students

JB - Equal Educational Opportunities

JBB - Sexual Harassment

JICAA - Student Conduct and Discipline Code

JLF - Reporting Child Abuse-Child Protection

JLF-R - Reporting Child Abuse-Child Protection Regulation

JRA/JRC - Student Records-Release of Information on Students

JRA/JRC-E1 - Student Records-Release of Information on Students-Notification

JRA/JRC-R - Student Records-Release of Information on Students (Review, Amendment and Hearing Procedures)

Section K: BOCES-Community-Home Relations

KDBA - Parent Notification of Employee Criminal Charges

KDBA-E - Parent Notification of Employee Criminal Charges (Sample Notice)

KFA - Public Conduct on BOCES Property