

# The Classical Academy – Policy Index

Policy Code	Policy Title	Description	Category	Last Reviewed By TCA
<b>Accepted D-20 Policies</b>				
<a href="#">ADD</a>	Safe Schools	Policy provides criteria for Safe Schools Plan.	Foundations (Operations)	4/11/2013
<a href="#">ADD-E</a>	Contents of Safe Schools Report	Policy provides direction for information to be included in the Safe Schools Plan.	Foundations (Operations)	4/11/2013
<a href="#">AE-R</a>	Commitment to School Improvement Accountability for Student Academic Achievement	Policy provides information on how schools will be committed to improvement accountability to ensure student academic achievement.	Foundations (DAS)	4/10/2013
<a href="#">AF</a>	District 20 Sustainability Policy	Policy provides direction regarding sustainability principles to achieve healthy, productive, fiscally responsible, and safe environments for students, staff, parents, and the community.	Foundations (Operations)	4/30/2013
<a href="#">DG</a>	Banking services (and Deposits of Funds)	Policy provides rules for banking and depositing of funds.	Fiscal (CFO)	3/31/2013
<a href="#">DGA</a>	Authorized Representative	Policy provides authorized representative designation.	Fiscal (CFO)	3/31/2013
<a href="#">DH</a>	Bonded Employees and Officers	Policy provides criteria for which employees are required to be bonded under a group fidelity bond.	Fiscal (CFO)	3/31/2013
<a href="#">DI</a>	Fiscal Accounting and Reporting	Policy provides responsibilities for receiving and properly accounting for all funds.	Fiscal (CFO)	3/31/2013
<a href="#">DIE</a>	Audits/Financial Monitoring	Policy provides details of who can audit and what shall be included within the audit report.	Fiscal (CFO)	3/31/2013
<a href="#">DIG</a>	Vendor Relations	Policy provides general information on conducting business with outside vendors.	Fiscal (Operations)	3/31/2013
<a href="#">EBAB</a>	Hazardous Materials	Policy provides direction to address the purchase, storage, handling, transportation, and disposal of hazardous materials.	Support Services (Operations)	4/11/2013
<a href="#">EBBC</a>	Handling Body Fluids and Substances – Universal Precautions	Policy provides routine procedures to follow in handling body fluids to prevent transmission of diseases.	Support Services (Operations)	2/28/2013
<a href="#">EBBC-E</a>	Employee Education Concerning Common Infectious Disease	Policy provides information regarding employee attendance at Universal Precautions training.	Support Services (Operations)	2/28/2013
<a href="#">EBBC-R</a>	Handling Body Fluids and Substances Procedure	Policy provides procedures for proper handling of body fluids to prevent transmission of diseases.	Support Services (Operations)	2/28/2013

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<a href="#">EBC</a>	School District Safety and Emergency Plans	Policy provides information on creating site safety and emergency plans.	Support Services (Operations)	4/11/2013
<a href="#">EBC-R1</a>	Accident Response Procedure	Policy provides instruction on procedures to follow in case of an accident involving a school bus or district vehicle, or any other situation involving injuries.	Support Services (Operations)	4/11/2013
<a href="#">EBC-R2</a>	Weather-Related Emergency Procedures	Policy provides guidelines for ensuring the greatest security and protection in the event of a weather-related emergency.	Support Services (Operations)	4/11/2013
<a href="#">EBC-R3</a>	Lockdown Procedures	Policy provides guidance for locking down school and expectations during lockdown.	Support Services (Operations)	6/3/2015
<a href="#">EBCE</a>	School Closings and Cancellations	Policy provides information on when/why schools will be cancelled, delayed, or released early.	Support Services (Operations)	3/31/2013
<a href="#">EBCE-R</a>	School Closings and Cancellations Procedure	Policy provides procedures to notify staff/students/parents when schools are cancelled, delayed, or released early.	Support Services (Operations)	3/31/2013
<a href="#">ECA/ECAB</a>	School District Building Safety and Security	Policy provides requirements for security of district buildings (during and outside of normal school hours).	Support Services (Operations)	4/30/2013
<a href="#">ECF</a>	Energy Conservation and Management Policy	Policy provides recognition of the importance of conserving non-renewable energy resources.	Support Services (Operations)	4/30/2013
<a href="#">ECF-R</a>	Procedures for Energy Conservation and Management	Policy provides procedures to conserve energy throughout schools.	Support Services (Operations)	6/3/2015
<a href="#">ECF-R1</a>	Notification of Summer Building Use Form	Policy provides form for Notification of Summer Building Use.	Support Services (Operations)	4/30/2013
<a href="#">EEA-E</a>	Student Transportation in Rented/District Vehicles	Policy provides information on the safe travel by students, coaches, and teachers in rented/district vehicles.	Support Services (DAS)	4/10/2013
<a href="#">EF</a>	Child Nutrition	Policy provides information regarding school lunches.	Support Services (Operations)	4/30/2013
<a href="#">EF-R1</a>	Children with Life-Threatening Allergies Procedure	Policy provides procedures that should be followed in all schools that have children with life-threatening allergies.	Support Services (Operations)	2/28/2013
<a href="#">EF-R2</a>	Hazard Analysis Critical Control Points (HACCP)	Policy discusses the rules and regulations as they apply to school lunches and food service.	Support Services (Operations)	4/30/2013
<a href="#">EGAAA</a>	Duplication of Copyrighted Material	Policy provides criteria for duplication of copyrighted materials by District employees on District equipment.	Support Services (Operations)	2/28/2013

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<a href="#">EGAAA-R</a>	Reproduction and Use of Copyrighted Materials (Non-print and Print)	Policy provides governance and procedures for the reproduction of copyrighted materials by District employees on District equipment.	Support Services (Operations)	2/28/2013
<a href="#">EH</a>	Vandalism Report	Policy discusses the expectations of reporting vandalism and disciplinary expectations for causing vandalism.	Support Services (Operations)	4/30/2013
<a href="#">EI</a>	Service Animals	Policy provides basic information on service animals and defines where service animals are permitted.	Support Services (Operations)	2/28/2013
<a href="#">FF</a>	Naming Buildings and Facilities	Policy provides direction on how to name buildings and new facilities.	Facilities Planning and Development (Board)	6/3/2015
<a href="#">FF-R</a>	Naming Buildings and Facilities Procedure	Policy provides the process to go through when naming a building or new facility.	Facilities Planning and Development (Board)	6/3/2015
<a href="#">FFA</a>	Memorials for Deceased Students and Staff	Policy provides direction on having memorials for deceased students or staff.	Facilities Planning and Development (Operations)	3/31/2013
<a href="#">GBCB</a>	Military Leave	Policy provides guidance on employees who are called to military leave and rules in place for reinstatement of employee after military leave has concluded.	Personnel Policies (HR)	5/28/2015
<a href="#">GBEE</a>	Staff Use of the Internet and Electronic Communications	Policy provides information about internet and electronic use in classrooms.	Personnel Policies (HR)	6/3/2015
<a href="#">GBEE-1</a>	Staff Acceptable Use Agreement of the Internet and Electronic Communications	Policy provides user agreement for acceptable use of internet and electronic communication.	Personnel Policies (HR)	6/3/2015
<a href="#">IFC</a>	Policy on Accreditation	Policy provides the purpose of school accreditation in ASD20.	Instruction (DAS)	9/30/2013
<a href="#">IGAC</a>	Teaching about Religion	Policy provides direction on using religious materials and activities in classroom curriculum.	Instruction (DAS)	4/30/2013
<a href="#">IGAC-R</a>	Teaching about Religion Procedure	Policy provides guidelines for staff to utilize in the selection and use of materials for incorporation into the curriculum and conducting activities with religious content in the classroom or other locations.	Instruction (DAS)	4/30/2013
<a href="#">IGDI</a>	High School Athletic Programs	Policy provides the four-tiered system for viewing high school athletics.	Instruction (DAS)	9/30/2013

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<a href="#">IGDJ-R-1</a>	Categorizing High School Level Athletic Programs Procedure	Policy provides information on the three categories of athletic programs.	Instruction (DAS)	9/30/2013
<a href="#">IGDJ-R-2</a>	Assignment of Athletes to Schools of Participation	Policy provides procedure for the assignment of athletes to schools of participation.	Instruction (DAS)	9/30/2013
<a href="#">IHB</a>	Learning Environment	Policy provides information on the learning environment.	Instruction (DAS)	9/30/2013
<a href="#">IHBA</a>	Education of Children with Disabilities Under Individuals with Disabilities Education Act, Exceptional Children's Education Act, and Section 504 of the Rehabilitation Act of 1973	Policy provides basic information that all children with disabilities, between the ages of 3 and 21, residing within the district's jurisdiction, shall be offered a free, appropriate public education and shall not be excluded based on disability.	Instruction (DAS)	2/28/2013
<a href="#">IHBEA</a>	English as a Second Language	Policy provides information and goals for the English as a Second Language Program.	Instruction (DAS)	2/28/2013
<a href="#">IHCDA</a>	Postsecondary Enrollment Options	Policy provides direction on students who wish to pursue postsecondary level work while in high school.	Instruction (DAS)	9/30/2013
<a href="#">IHCDA-E1</a>	Postsecondary Option Program Enrollment and Reimbursement Procedure	Form to appeal the denial of high school credit for postsecondary course.	Instruction (DAS)	9/30/2013
<a href="#">IHCDA-R</a>	Concurrent Enrollment Procedure	Policy provides the procedure for a student to be concurrently enrolled in high school and a postsecondary course.	Instruction (DAS)	9/30/2013
<a href="#">IIAC-E3</a>	District 20 Worksheet for Selecting Supplementary Materials	Form for selecting supplementary materials.	Instruction (DAS)	4/30/2013
<a href="#">IIAC-E4</a>	New Course Approval Procedure	Policy provides process for new course approvals and is designed to help ensure the school is prepared to meet the academic needs of all students.	Instruction (DAS)	6/3/2015
<a href="#">IIAC-E9</a>	Principal Approval to Show Film	Form to request administrator approval to show film.	Instruction (DAS)	4/10/2013
<a href="#">IIBD</a>	Colorado Libraries Collaborate Option	Policy provides information on schools participating in the Colorado Libraries Collaborate program.	Instruction (DAS)	9/30/2013
<a href="#">IIBD-R</a>	Colorado Libraries Collaborate Procedure	Policy provides procedures on schools participating in the Colorado Libraries Collaborate program.	Instruction (DAS)	4/10/2013
<a href="#">IIND-E2</a>	Student 20Net Network Agreement (2012-13)	Policy provides information and responsibilities for the appropriate use of technology resources by students.	Instruction (Operations)	2/28/2013

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<b>Policy Code</b>	<b>Policy Title</b>	<b>Description</b>	<b>Category</b>	<b>Last Reviewed By TCA</b>
<a href="#">IMDB</a>	Flag Displays	Policy provides rules and traditions for displaying the United States flag.	Facilities (Operations)	4/30/2013
<a href="#">INB</a>	Teaching about Controversial Issues	Policy provides district stance on importance of teaching controversial issues.	Instruction (DAS)	4/30/2013
<a href="#">INB-R</a>	Guidelines for Teaching about Controversial Issues	Policy provides criteria for teaching of controversial issues.	Instruction (DAS)	4/30/2013
<a href="#">IB</a>	Equal Education Opportunity for Students	Policy provides basic information about equal student educational opportunities.	Student (DAS)	2/28/2013
<a href="#">IB-E</a>	Student Complaint Form	Form to be completed when student (or parent/guardian) feels that the student has a complaint based on discrimination.	Student (DAS)	2/28/2013
<a href="#">IB-R</a>	Student Complaint Procedure – Section 504 Plans	Policy provides the procedure for student (or parent/guardian) to file a complaint based on discrimination.	Student (DAS)	2/28/2013
<a href="#">JBB</a>	Sexual Harassment of Students	Policy provides district policy to prevent and remedy sexual harassment in schools and provide a nondiscriminatory, safe environment in which students can learn.	Student (DAS)	9/30/2013
<a href="#">JBB-E</a>	Sexual Harassment of Students Reporting Form	Form used to report sexual harassment of students.	Student (DAS)	9/30/2013
<a href="#">JE</a>	Student Attendance	Policy provides expectation that parents will act in accordance with state law and ensure that every child in his/her care and supervision who has attained the age of six years on or by August 1 and is under the age of 17 receives adequate education and training and attends school.	Student (DAS)	9/30/2013
<a href="#">JEA</a>	Request for Partial Absence - High School	Policy provides recognition that partial absence may be needed. States when partial absences will be approved.	Student (DAS)	6/3/2015
<a href="#">JEA-R</a>	Obtaining a Partial Absence - High School - Procedure	Policy states how partial absences should be requested.	Student (DAS)	6/3/2015
<a href="#">JFAA-R</a>	Admission of Students Procedure	Policy provides procedure for registering students for attendance in D-20 schools.	Student (Operations)	3/31/2013
<a href="#">JFC</a>	Student Withdrawal from School/Dropouts	Policy provides information on students withdrawing from or dropping out of school.	Student (Operations)	3/31/2013

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<a href="#">JH</a>	Student Absences and Excuses	Policy provides district expectations for student attendance.	Student (DAS)	9/30/2013
<a href="#">JICE</a>	Student Publications	Policy provides expectation that students will have the right to freedom of speech, unless one of three criteria pertains.	Student (DAS)	4/10/2013
<a href="#">JICF</a>	Gangs and Related Activities	Policy provides district stance on gangs or individuals who initiate, promote, or participate in activities which threaten the safety or well-being of people or property on school grounds.	Student (DAS)	9/30/2013
<a href="#">JICH</a>	Drug and Alcohol Abuse by Students	Policy provides definitions, descriptions, and penalties for students possessing drugs or drug paraphernalia or using drugs.	Student (DAS)	4/10/2013
<a href="#">JICH-R</a>	Drug and Alcohol Abuse by Students Procedure	Policy provides procedures for staff members when investigating violations of the student drug and alcohol policies.	Student (DAS)	4/10/2013
<a href="#">JICI</a>	Weapons In School	Policy provides district policy on possession or use of a dangerous weapon by students.	Student (Operations)	4/30/2013
<a href="#">JICI-E</a>	Gun Free Schools Act	Policy provides definitions of Gun Free Schools Act.	Student (Operations)	4/30/2013
<a href="#">JICJ</a>	Use of Cell Phones, Pagers, and Other Electronic Communication Devices	Policy provides directions and responsibilities for students using electronic communication devices including cell phones, pages, and blackberry devices.	Student (DAS)	9/30/2013
<a href="#">JIH</a>	Student Interrogations, Searches, and Arrests	Policy provides direction on conducting student interrogations, searches, and arrests.	Student (DAS)	4/10/2013
<a href="#">JK</a>	Student Discipline	Policy provides objectives of student discipline.	Student (DAS)	4/10/2013
<a href="#">JKA</a>	Physical Intervention	Policy provides rules and requirements if physical restraint is necessary.	Student (DAS)	4/10/2013
<a href="#">JKA-E1</a>	Behavior Support Plan	Form to be completed when creating a student Behavior Support Plan.	Student (DAS)	2/28/2013
<a href="#">JKA-E2</a>	Escalation Cycle Management Plan	Form to be completed when creating a student behavior Escalation Cycle Management Plan.	Student (DAS)	2/28/2013
<a href="#">JKA-E3</a>	Use of Physical Restraint Documentation Form	Form to be completed to document circumstances when physical restraint is necessary.	Student (DAS)	4/10/2013

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<a href="#">JKBA-E4</a>	Use of Physical Restraint District Review Form	Form to be completed after student is physically restrained to ensure the proper procedures were followed.	Student (DAS)	4/10/2013
<a href="#">JKBA</a>	Disciplinary Removal from Classroom	Policy provides guidelines when it is necessary to remove a student from the classroom for disciplinary reasons.	Student (DAS)	4/10/2013
<a href="#">JKBA-E-A</a>	Disciplinary Removal Referral Form	Form to be completed after a student is removed from the classroom for disciplinary reasons.	Student (DAS)	4/10/2013
<a href="#">JKBA-E-B</a>	Teacher Checklist/Sample Script for Telephone Contact to Parent/Guardian	Policy provides a checklist to follow or a sample “script” of the phone call notifying the parent/guardian of the student’s removal from the classroom.	Student (DAS)	4/10/2013
<a href="#">JKBA-E-D</a>	Sample Removal Notice Letter to Parent from Administrator	Sample removal letter to Parent from Administrator.	Student (DAS)	4/10/2013
<a href="#">JKBA-R</a>	Disciplinary Removal from Classroom Procedure	Policy provides teacher authority to remove a disruptive student from a class to an alternative setting.	Student (DAS)	4/10/2013
<a href="#">JKD/JKE</a>	Student Suspension/Expulsion/Denial Of Admission	Policy provides guidance to suspend or expel a student, deny initial admission, or deny readmission after a suspension/expulsion.	Student (DAS)	4/30/2013
<a href="#">JKD-R/JKE-R</a>	Student Suspension/Expulsion/Denial Of Admission Procedure	Policy provides procedure to suspend or expel a student, deny initial admission, or deny readmission after a suspension/expulsion.	Student (DAS)	6/3/2015
<a href="#">JKEA</a>	Habitually Disruptive Students Procedure	Policy provides for students that have previously been suspended and continue to be disruptive a procedure for administration to follow.	Student (DAS)	4/10/2013
<a href="#">JKEA-R</a>	Habitually Disruptive Students Procedure	Policy provides definition of a “Habitually disruptive student” and the reporting requirements.	Students (DAS)	9/30/2013
<a href="#">JLCB</a>	Immunization of Students	Policy provides vaccination admission requirements and/or immunization exemptions.	Student (Operations)	2/28/2013
<a href="#">JLCC</a>	Communicable/Infectious Diseases	Policy provides information and expectations when a student is diagnosed as having a disease or carrying a disease-causing agent.	Student (Operations)	2/28/2013
<a href="#">JLCCA</a>	Students with HIV/AIDS	Policy provides basic information for students with HIV/AIDS and designates those covered by the policy.	Student (Operations)	2/28/2013
<a href="#">JLCCA-R</a>	Students with HIV/AIDS Procedure	Policy provides procedures that District personnel shall follow with respect to students with possible HIV infection.	Student (Operations)	2/28/2013

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<a href="#">ILCD</a>	Administering Medicines to Students	Policy provides information and guidelines for administering medications to students.	Student (Operations)	2/28/2013
<a href="#">ILCD-E</a>	Permission to Administer Medications	Form for parents to complete giving school permission to administer medications at school.	Student (Operations)	2/28/2013
<a href="#">ILCDA</a>	Students with Life-Threatening Allergies	Policy provides information to best protect students and to meet state law requirements concerning the management of food allergies and anaphylaxis. Health Care Plans, Reasonable Accommodations, Access to Emergency Medications, and Staff Training are discussed in this policy.	Student (Operations)	2/28/2013
<a href="#">ILF</a>	Reporting Child Abuse/Child Protection	Policy provides D20 to comply with Child Protection Act and the mandatory reporting requirements of that act.	Student (Operations)	3/31/2013
<a href="#">ILF-R</a>	Reporting Child Abuse/Child Protection Procedure	Policy provides definition and procedures for reporting child abuse.	Student (Operations)	2/28/2013
<a href="#">ILIA</a>	Supervision of Students	Policy provides when students are in school, or at school activities they are responsible to the school and school is responsible to them.	Student (DAS)	4/10/2013
<a href="#">ILIB</a>	Student Dismissal Precautions	Policy states teachers/staff will not dismiss student from school prior to the end of school day and only dismiss with student to a properly authorized person	Students (DAS)	9/30/2013
<a href="#">ILI</a>	Physical Activity	Policy states all students will have opportunity to engage in physical activity at school.	Students (DAS)	9/30/2013
<a href="#">IRA/JRC-E-1</a>	Student Records/Release of Information on Students	Policy provides copy of the “FERPA” law and tells of rights with respect to the students education records.	Student (Operations)	3/31/2013
<a href="#">IRA/JRC-R</a>	Student Records/Release of Information on Students	Policy provides rules and regulations for accessing student records.	Student (Operations)	2/28/2013
<a href="#">IRAA</a>	Requests for Achievement Data	Policy provides guidelines for release of student data.	Students (Operations)	6/3/2015
<a href="#">IS</a>	Student Use of the Internet and Electronic Communications	Policy provides rules and responsibilities taken by students when using the Internet and/or Electronic Communications.	Student (Operations)	2/28/2013
<a href="#">KB</a>	Title I Parent Involvement Policy	Policy provides discussion on parent involvement in Title I plans.	School/Community Relations (DAS)	2/28/2013



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<a href="#">KBBA</a>	Custodial and Non-Custodial Parent Rights and Responsibilities	Policy states school officials presume parent who enrolled student is student's custodial parent, unless a court order specifies otherwise.	Students (DAS)	9/30/2013
<a href="#">KF</a>	Community Use of School Facilities	Policy provides guidelines for community groups to use school facilities for worthwhile purposes that do not interfere with the school program.	School/Community Relations (Operations)	3/31/2013
<a href="#">KFA</a>	Public Conduct on School Property	Policy provides guidelines for community use of school grounds. It states District should take every measure to assure no liability for visitors.	School/Community Relations (Operations)	3/31/2013
<a href="#">KI</a>	Visitors to School	Policy provides rules for accommodating visitors to the school and recognizes concerns for the welfare of students.	School/Community Relations (Operations)	4/30/2013
<a href="#">LBD</a>	Relations with Charter Schools	Policy provides expectations of charter schools within district and the autonomy of such schools.	Education Agency Relations (Board)	6/3/2015
<a href="#">LBD-R</a>	Relations with Charter Schools Procedure	Policy provides the procedures to apply to become a charter school.	Education Agency Relations (Board)	6/3/2015