

REQUIRED BOARD POLICY CHECK LIST 2021-2022 UPDATECHARTER: Lee A. Tolbert CommunityDATE: 4/4/2023

REVIEWER: _____

This school uses MCPSA Model Policies ☒ YES ☐ NO

MCPSA revises their policies to match changes in statutes. Boards should make sure their policy is the most current.

Numbers listed in policy name section correspond to MCPSA policy series. Add page numbers to the column on the right (PAGE#) to match your school's policy manual/submission.

FEDERAL AND STATE REQUIRED POLICIES**SECTION 1: BOARD GOVERNANCE**

POLICY NAME	PAGE #
Model Bylaws 10	
Conflict of Interest Model Policy 31	
Sunshine Law Model Policy 36	
Nepotism Model Policy (NEW) 48	52
Prohibition Expenditures Model Policy (NEW) 49	53

SECTION 2: BOARD FINANCE

POLICY NAME	PAGE #
Annual Operating Budget Model Policy 56	
School Accounting System Model Policy 61	
Audit and Financial Statements Model Policy 62	
Payroll Model Policy 63	
Federal Fiscal Compliance Model Policy 64	
Capital Assets Accounting Model Policy 68	
State Tax Sources Model Policy 69	
State and Federal Projects Model Policy 70	
Borrowed Funds Model Policy 71	
Bonded Indebtedness Model Policy 72	
Authorized Signatures Model Policy 73 (SEE COMMISSION POLICY)	

SECTION 3: HUMAN RESOURCES

POLICY NAME	PAGE #
Family and Medical Leave Act Model Policy 84	
Equal Employment Opportunity Model Policy 106	
Harassment Model Policy 108	
Drug Free Workplace Model Policy 116	
Personnel Evaluations Model Policy 132	
Staff Complaints And Grievances Model Policy 135	
Personal Leave Model Policy 138	
Communicable Diseases Model Policy 142	
Employee Information Sharing Model Policy 149	
Victims' Economic Security and Safety Act (VESSA) (NEW) 150	161

SECTION 4: SCHOOL OPERATIONS

POLICY NAME	PAGE #
Civil Rights, Title IX, Section 504 Model Policy 154	173
Title IX Sexual Harassment Model Policy 155	
Official School Year And School Day Model Policy 164	
School Calendar Model Policy (NEW) 166	175
School Annual Report Model Policy 168	
Public Inspection Model Policy 169	
Title I Model Policy 170	
Equal Educational Opportunity Model Policy 171	
Students of Legal Age Model Policy 172	
Student Educational Records Model Policy 173	
Health Information Records Model Policy 174	
School Safety Plan and Emergency Closing Procedures Model Policy 175	
Communicable Diseases Model Policy 176	
Distribution of Medicine Model Policy 177	
Immunizations Model Policy 179	
Student Group Use of Facilities Model Policy 183	
Student and Classroom Observations Model Policy 186	
School Attendance Model Policy 187	
Eye Protection Model Policy 190	
Textbooks Model Policy 191	
Parents and Student Complaints and Grievances Model Policy (NEW) 192	203
Technology Acceptable Use Model Policy 193	
Drug Free Schools Model Policy 195	
Student Fees Model Policy 196	
Student Records Model Policy 197	
Reporting of Child Abuse and Neglect Model Policy 198	
Discipline Model Policy 199	
Volunteers and Chaperone Model Policy (SECTION I REQUIRED NEW) 215	226
Weapons at School Model Policy 217	
Student Safety Model Policy 218	
Seclusion, Restraint and Corporal Punishment Model Policy (REVISED) 219	230
Active Shooter Training and Drills Model Policy 223	
Age Criteria for Kindergarten Admission Model Policy 224	
Program for Homeless Students Model Policy 225	
Parental Involvement Model Policy 229	
Model Migrant Procedure 234	
Strip Searches Model Policy 236	
Organ, Eye, and Tissue Donation Model Policy 240	
School Admissions Model Policy (NEW) 241	251
Missouri Student Religious Liberties Act Model Policy (NEW) 244	254
Limited Public Forum Model Policy (NEW) 246	256
Interstate Compact of Educational Opportunity for Military Children Model Policy (NEW) 246/247	257

SECTION 5: EDUCATIONAL INSTRUCTION

POLICY NAME	PAGE #
Course Requirements – Constitution, American History, Missouri Government, Civics Model Policy 266	
Reading Instruction Model Policy 267	
Human Sexuality & Sexually Transmitted Diseases Instruction Model Policy 268	
Services for Students with Disabilities Model Policy 272	
Instruction for Students with Disabilities Model Policy 273	
Dyslexia Screening Model Policy 275	
English Language Learners (ELL) Model Policy 276	
Missouri Course Access and Virtual School Program Model Policy 279	
Braille Instruction Model Policy 282	
Physiology Textbook Model Policy 285	

COMMISSION POLICY

SECTION 1: BOARD GOVERNANCE

SECTION 2: BOARD FINANCE

POLICY NAME	PAGE #
Two signatures on a check (SEE AUTHORIZED SIGNATURE)	

SECTION 3: HUMAN RESOURCES

DRAFT: SECTION 4: SCHOOL OPERATIONS - *PENDING APPROVAL*

POLICY NAME	PAGE #
Common App	
Digitization of student records	
Digitization of personnel/HR records	
Digitization of board records (founding document, legal documents, minutes, all financial documents)	
Record Retention Policy	
Closure Plan	

SECTION 5: EDUCATIONAL INSTRUCTION