

BOARD POLICY

Employees, Responsibilities and Duties of

All employees shall make themselves familiar with adopted board policies and approved administrative regulations. Particular attention should be given to those policies and regulations which relate directly to their own duties within their respective classrooms, schools, and offices.

All employees shall be accountable for their observance of adopted policies and approved administrative regulations. It is the responsibility of the immediate supervisor to ensure that the employees under his/her supervision have had adequate opportunity to become thoroughly familiar with adopted policies and approved administrative regulations. Therefore, there shall be several copies of Board Policies and Administrative Regulations readily available at each school and/or work location throughout the district.

Ref.: EC Sections 35161, 44030, 44420-44440, 44662-44665, 44805-44809,
49000, 52720; CCR, Title 5, Sections 5530-5531, 5550-5556, 5570, 5590

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