

**CABE's Policy Review of Bristol's Existing Policy Material
Series 4000 Personnel**

Policy Topic Title	CABE Policy Number	District Policy Number	Appropri-ate as Written	Based on a CABE Model	Requires Configu-ation	Add &/or Update Legal Regs	Needs Modifi-cation	Dual Comply to Cover all Staff – Certified and Non-certified	Appropri-ate Adm. Regs.	Add &/or update Adm. Regs.	Comments	Date Last Adopted
Concept and Roles in Personnel	4000	4000	X			X						7/6/94
Title IX/Sexual Harassment of Employees	4000.1	4000.1	X								Review to ensure 2020 grievance procedures and policy language compliant.	7/8/20
Recruitment and Selection	4111	4111					X				Requires update to align with CSDE guidance.	12/7/6
Equal Employment Opportunity	4111.1	4111.1	X	X		X			X			7/6/94
Vacancies	4111.2	4111.2				X						10/6/99
Health Examination	4112.4	4112.4	X						X		Confirm if practice continued.	10/6/99
Security/Credit Check	4112.5	4112.5		X							Based on a CABE model which has been updated.	8/17/16
Reference Checks	4112.51	4112.51	X	X								8/17/16
Personnel Records	4112.6	4112.6			X							11/2/06
Personnel Records	4112.6	4112.6			X							11/2/06
Orientation	4112.7	4112.7	X	X								7/6/94
Nepotism, Husband/Wife Employment	4112.8	4112.8	X				X				Should include civil unions.	12/7/16
Assignment	4113											
Load/Scheduling/Hours of Employment	4113.1	4113.1										
Work Year	4113.3	4113.3										
Transfer/Reassignment	4114	4114										
Evaluation/Supervision	4115	4115				X	X				Needs update, laws have changed.	7/6/94
Evaluation Coaches	4115.3	4115.3	X	X		X					See policy 4122	10/5/05
Separation/Disciplinary Action	4117	4117										
Retirement	4117.1	4117.1										
Personnel Reduction	4117.3	4117.3										
Dismissal/Suspension	4117.4	4117.4				X	X				Update, laws have changed.	7/6/94
Just Cause	4117.41	4117.41										
Exit Interviews	4117.6	4117.6	X	X								4/3/24
Nondiscrimination	4118.11	4118.11				X	X			X	Review for current compliance.	12/7/16
Harassment	4118.113	4118.113				X	X				Review for current compliance.	10/4/90

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Drug-Free Workplace	4118.232	4118.231	X	X	X					X	Policy is appropriate, regulation needs review, due to date of approval (7/6/94)	12/1/21
Acceptable Computer Network Use	4118.5	4118.5	X	X								4/14/21
Social Networking	4118.51	4118.51	X	X					X			3/6/13
Use of New Web Tools (Blogging/Podcasting)	4118.52	4118.52	X	X					X			4/14/21
Substitute Teachers	4121	4121	X	X						X	Review regulation due to date of approval (7/6/94)	9/17/16
Student Teachers/Internships	4122	4122				X					Combine 4122 with 4115.2	12/2/98
Staff Development	4131	4131				X	X				Requires update to comply with statutory changes.	7/6/94
Exchange Teaching; Exchange of Administrators/Supervisors	4131.1											
In-Service Education/Independent Study	4131.3											
Visitation; Conferences	4131.4											
Organizations/Units	4135	4135				X	X				Some changes required.	7/6/94
Agreement	4135.1											
Recognition	4135.11											
Personnel Covered	4135.12											
Board/School System Rights	4135.13											
Federation/ Association Rights	4135.14											
Savings Clause	4135.15											
Work Stoppages	4135.16											
Communications/Contacts	4135.2											
Negotiations/Consultation	4135.3											
Grievance/Complaints	4135.4											
Meetings	4136											
Non-School Employment	4138	4138	X	X								7/6/94
Compensation and Related Benefits	4140	4140	X									2/7/18
Salary Checks and Deductions	4142											
Insurance/Health & Welfare Benefits	4144											
Retirement Compensation	4145											
Bloodborne Pathogens	4147.1	4147.1	X	X								7/6/94

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Employee Protection	4148	4148	X	X		X					Review for current compliance.	7/6/94
Personal Illness and Injury	4151.1											
Legal and Civic Duties	4151.5											
Emergency/Personal	4151.7											
Military	4151.9											
Long-Term Leaves	4152											
Sabbatical	4152.1											
Professional	4152.2											
Maternity; Adoptive; Child Care	4152.3											
Military Leave	4152.4											
Health and Hardship	4152.5											
Family and Medical Leave Act	4152.6	4152.6					X				Table of Contents indicates this is covered in contract. Requires a policy for all staff.	
Vacations/Holidays	4153											
Equal Employment Opportunity	4211.1	4211.1	X						X			4/7/99
Health Examinations	4212.4	4212.4	X									10/9/99
Evaluation/Supervision	4215	4215	X									7/6/94
Probationary/Continuing Contract Status	4216											
Seniority	4216.1											
Salary Guides	4241											
Salary Checks and Deductions	4242											
Overtime Pay	4243											
Insurance/Health and Welfare Benefits	4244											
Uniforms, Protective Clothing/Devices	4246.4											
Leaves and Vacations	4250											
Short-term Leaves	4251											
Personal Illness and Injury	4251.1											
Bereavement	4251.3											
Legal and Civic Duties	4251.5											

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Religious Observance	4251.6							Covered in Contracts				
Military	4251.9							Covered in Contracts				
Long-term Leaves	4252							Covered in Contracts				
Maternity; Adoptive; Child Care	4252.3							Covered in Contracts				
Military	4252.4							Covered in Contracts				
Vacation/Holiday	4253							Covered in Contracts				

Mandated Policies Lacking:

1. #4113.12 – Minimum Duty Free Lunch Periods for Teachers and Other Certified Staff
2. #4212.42 – Drug and Alcohol Testing for Bus Drivers

Recommended “Good Practice” Policies Lacking:

1. #4118.24 – Staff/Student Relations
2. #4118.6 – Cellular Telephones
3. #4118.8 – Personal Network Device Policy
4. #4121.1 – Long-Term Substitute Teachers
5. #4126 – Consultants
6. #4133.1 – Use of Board of Education Vehicles or Privately Owned Vehicles
7. #4152.6 – Family and Medical Leave Act