

Update 40 contains (LOCAL) policies that require board action before we can incorporate Update 40 into your college district's Policy On Line manual.

Please notify Community College Services of your policy adoption by completing the electronic [Notify TASB of Policy Adoption](#) form* in myTASB. As an alternative option, you may complete, scan, and submit this form via email to pol-support@tasb.org.

232501 Southwest Texas Junior College

Your Name: _____

Your Email: _____

Previous Updates

- I confirm that all updates prior to Update 40 have been adopted. (Visit [Local Manual Updates](#)† to see updates pending adoption.)

Update 40 Adoption Date: _____

Status (please check one):

- Adopted as presented by TASB—place online immediately
- Adopted with further changes, described below

Policy Changes

If you wish to make changes to policies issued in Update 40, submit those changes with your adoption notification. If you wish to make changes to policies not issued in Update 40, please email those changes directly to your policy consultant, Scott Rizzo.

Changes will be processed as a Local District Update. Your policy consultant may contact you about policy changes if necessary.

If you have questions, please call your policy consultant, Scott Rizzo, at 800-580-1488.* Notify TASB of Policy Adoption: <https://www.tasb.org/apps/PolicyAdmin/>

† Local Manual Updates: <https://www.tasb.org/apps/policyUpdates/index.aspx>

Update 40

Adoption Notification Form
Policy On Line®

TASB Community College Services



Localized Policy Manual Update 40

Southwest Texas Junior College

Remember: You can download a PDF of your college district's update packet, annotated copies of the (LOCAL) policies, editable (LOCAL) text, and more on [myTASB¹](#) under Policy Service Resource Library → Local Manual Updates. Need help? Please call 800-580-1488 or email colleges@tasb.org.

Overview

Update 40 to your localized policy manual contains new or revised (LEGAL) policies citing current legal requirements and new or revised (LOCAL) policy recommendations. See the Explanatory Notes for a full listing of the (LEGAL) and (LOCAL) policies affected.

The Update 40 packet contains:

- **Instructions** providing specific information on which policies have been revised, added, or deleted at this update.
- **Explanatory Notes** summarizing and pointing out changes occurring within each policy.
- **Updated policies** reflecting new or replacement materials included in this update.

(LEGAL) vs. (LOCAL) Policies: Remember the Difference

(LEGAL) policies:

- Reflect the ever-changing legal context for governance and management of the community college
- Should inform local decision making
- Should NOT be adopted, only reviewed

(LOCAL) policies:

- Require close attention by both the administration and the board
- Must reflect the practices of the college and the intentions of the board
- May only be changed by board action (adopt, revise, or repeal)

How to Place Policy Changes on the Agenda for Board Action

TASB provides a [sample Board meeting agenda](#) to advise employees and the public of the issues to be addressed, while providing flexibility as to how the meeting is conducted. Community colleges that use the TASB model, including those that use BoardBook, should address Update 40 on the agenda as “Policy Update 40” with two sub-items, one to address the (LEGAL) policies and one to address the (LOCAL) policies.

(LEGAL) policies sub-item:

TASB recommends that the board review, but not adopt, the (LEGAL) policies issued by TASB as part of the update. Review of the (LEGAL) policies may result in discussion about the issues addressed by the revisions. The (LEGAL) policies should, at a minimum, be addressed on the agenda posting as “(LEGAL) policies.” If the board may discuss certain issues addressed by the updated (LEGAL) policies, particularly if those issues are of interest to the public, then, for purposes of discussion, the relevant policy codes, titles, and subtitles should be listed under the sub-item.

(LOCAL) policies sub-item:

Board action on the (LOCAL) policies included in Update 40 must occur within a properly posted, open meeting of the board.

- The (LOCAL) policies should be addressed on the agenda posting as the sub-item “(LOCAL) policies.”
- You may use the “(LOCAL) Policy Action List” provided online in *Local Manual Updates* and include the list under the sub-item, or you may compile a list of (LOCAL) policy codes, titles, and subtitles from the Instruction Sheet and Explanatory Notes, below.
- A suggested motion for board action on the (LOCAL) policies included in Update 40:
“I move that the board add, revise, or delete (LOCAL) policies as recommended by TASB Community College Services and according to the Instruction Sheet for TASB Localized Policy Manual Update 40 [with the following changes:]”

How to Notify Community College Services of Board Action

Notify Community College Services of the board’s action on Update 40 by completing the electronic “[Notify TASB of Policy Adoption](#)” form in myTASB or by using the Update 40 Adoption Notification Form, enclosed, so that the college’s newly adopted policies can be placed in Policy On Line. **If your board adopts changes to the (LOCAL) policies contained in this packet, please notify your policy consultant so that Community College Services can update its records before placing your revised policy in Policy On Line. To help ensure consistency throughout your manual, use the [Board Policy Manual Style Guide](#).²**

How to Keep Minutes

The board’s action on Localized Update 40 must be reflected in board minutes. Your minutes should include:

- The list of proposed (LOCAL) policy actions, such as the Instruction Sheet—annotated to reflect any changes made by the board
- The Explanatory Notes for the update (filed as an attachment to the minutes)
- Copies of new, replaced, or rescinded (LOCAL) policies

How to Maintain Your Historical Record

To construct a separate historical record of the manual, you must track the history of individual (LOCAL) policies. You should maintain a permanent historical record of every (LOCAL) policy adopted, revised, or rescinded by the board. At a minimum, this record should include the following key pieces of information:

- Policy code
- Date of board action
- Text of policy

For more guidance on maintaining this record, please refer to the [Community College Administrator's Guide to Policy Management](#).³

How to Keep Your Administrative Regulations Current

Inspect your administrative procedures and documents—including EXHIBITS, REGULATIONS, handbooks, and guides—that may be affected by Update 40 policy changes.

If you must make changes to the REGULATIONS or EXHIBITS contained in your board policy manual, please notify your policy consultant.

Questions

Questions about the content of this update may be addressed to your assigned policy consultant, Scott Rizzo, at 800-580-1488.

Disclaimer and Copyright

PLEASE NOTE: This information is provided for educational purposes only to facilitate a general understanding of the law or other regulatory matter. This information is neither an exhaustive treatment on the subject nor is this intended to substitute for the advice of an attorney or other professional adviser. Consult with your attorney or professional adviser to apply these principles to specific fact situations.

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¹ myTASB portal requiring password: <https://www.tasb.org/apps/CA1/Home/UserApps>

² Board Policy Manual Style Guide: <https://www.tasb.org/services/community-college-services/documents/cc-board-policy-manual-style-guide.pdf>

³ Community College Administrator's Guide to Policy Management:
https://www.tasb.org/Services/Community-College-Services/documents/cc_admin_guide_to_policy.aspx

Instruction Sheet

Community College Localized Policy Manual Update 40

Southwest Texas Junior College

Code	Type	Action To Be Taken	Note
ATTN	(NOTE)	No policy enclosed	See explanatory note
A25	(INDEX)	Replace cross-index	Revised cross-index
BBBB	(LEGAL)	Replace policy	Revised policy
BBE	(LOCAL)	Replace policy	Revised policy
BDB	(LEGAL)	Replace policy	Revised policy
BE	(LOCAL)	Replace policy	Revised policy
CAAB	(LEGAL)	Replace policy	Revised policy
CAI	(LEGAL)	Replace policy	Revised policy
CC	(LEGAL)	Replace policy	Revised policy
CDA	(LEGAL)	Replace policy	Revised policy
CGE	(LEGAL)	Replace policy	Revised policy
CHE	(LEGAL)	Replace policy	Revised policy
CIA	(LEGAL)	Replace policy	Revised policy
CKE	(LEGAL)	Replace policy	Revised policy
CRA	(LEGAL)	Replace policy	Revised policy
CS	(LEGAL)	Replace policy	Revised policy
DAA	(LEGAL)	Replace policy	Revised policy
DEA	(LOCAL)	No policy enclosed	See explanatory note
DHC	(LOCAL)	Replace policy	Revised policy
EFB	(LEGAL)	Replace policy	Revised policy
EFB	(LOCAL)	Replace policy	Revised policy
EI	(LEGAL)	Replace policy	Revised policy
FAA	(LEGAL)	Replace policy	Revised policy
FEA	(LEGAL)	Replace policy	Revised policy
FEB	(LEGAL)	Replace policy	Revised policy

Explanatory Notes

Community College Localized Policy Manual Update 40

Southwest Texas Junior College

ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 86th Regular Legislative Session. All referenced bills have already gone into effect unless otherwise noted.

A25(INDEX)

CROSS-INDEX

The cross-index has been updated to incorporate recommended course sequences at EFB and the mentorship program at FEB.

BBBB(LLEGAL)

ELECTIONS: ETHICS

A statutory citation has been updated in this policy due to Administrative Code renumbering.

BBE(LOCAL)

BOARD MEMBERS: AUTHORITY

Recommended revisions to this policy include:

- When Transacting Business, board members must discuss all proposals presented to the board and reach decisions, which can include dissenting votes;
- Board members have Limitations in relation to requesting records and Requests for Reports; and
- Board members must adhere to the college district's security controls for Confidentiality reasons.

BDB(LLEGAL)

BOARD MEETINGS: PUBLIC PARTICIPATION

A citation to a recent Attorney General opinion has been added addressing Reasonable Rules for conducting a public comment period.

BE(LOCAL)

POLICY AND BYLAW DEVELOPMENT

A revision to this local policy clarifies that a college district's legally referenced policies are not adopted by the board. Also, the Official Policy Manual is the sole responsibility of the chief executive officer of the college district and cannot be designated to another employee.

CAAB(LLEGAL)

STATE AND FEDERAL REVENUE SOURCES: FEDERAL

This legally referenced policy has been updated to reflect recent U.S. Office of Management and Budget (OMB) amendments to its guidance for grants and agreements.

CAI(LLEGAL)

APPROPRIATIONS AND REVENUE SOURCES: AD VALOREM TAXES

This policy was updated in response to SB 2, effective January 1, 2021, which requires an officer or employee designated by the college district to submit the college district's Tax Rate Calculation forms to the county assessor-collector for each applicable county.

CC(LLEGAL)

ANNUAL OPERATING BUDGET

Effective January 1, 2021, SB 2 requires a college district's governing body to include the forms used by the college district in the appendix to its budget.

CDA(LLEGAL)

ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

This legally referenced policy has been updated at Form and Availability and Posting to reflect recent changes to Administrative Code rules related to the Annual Local Debt Report.

Explanatory Notes

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CGE(LLEGAL) SAFETY PROGRAM: MEDICAL TREATMENT

This legally referenced policy has been updated to reflect recent Administrative Code changes related to the Administration of Epinephrine. The administration of epinephrine is also addressed in the FAQ [What Do Colleges Need to Know About Epinephrine Auto-Injectors?](#), available on [TASB College eLaw](#).

A model local policy is available for this code. If the college district is considering adopting a policy addressing the administration of epinephrine, please contact the college district's policy consultant to request the model.

CHE(LLEGAL) SITE MANAGEMENT: MAIL AND DELIVERY

This legally referenced policy has been updated at Political Advertising to reflect the renumbering of the Administrative Code provision. Additional changes were made to align more closely with the Administrative Code.

CIA(LLEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: RECORDS MANAGEMENT

In the Note, the cross references to additional records retention provisions have been replaced with a global reference to policies containing retention provisions found in specific laws.

CKE(LLEGAL) INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION

A paragraph at Leaves of Absence that described a court decision related to employees who violate absence policies has been replaced with a reference to related provisions in policy DEC.

CRA(LLEGAL) TECHNOLOGY RESOURCES: WEBSITE POSTINGS

Beginning the 2021–22 academic year, SB 25 requires college districts to develop at least one recommended course sequence for each undergraduate certificate or degree program they offer.

CS(LLEGAL) INFORMATION SECURITY

This legally referenced policy has been updated to include additional statutory information addressing the Biennial Information Security Plan. Additionally, citations were updated throughout.

DAA(LLEGAL) EMPLOYMENT OBJECTIVES: EQUAL EMPLOYMENT OPPORTUNITY

This legally referenced policy has been updated to include the U.S. Supreme Court decision in *Bostock v. Clayton County, Georgia* that states Title VII prohibits discrimination based on sexual orientation and gender identity.

DEA(LLOCAL) COMPENSATION AND BENEFITS: SALARIES AND WAGES

A new version of this policy that includes a section on Premium Pay During Disasters is now available.

Please contact your policy consultant if you are interested in this version. Note that, in most circumstances, the language would need to be adopted before the emergency occurs to qualify for FEMA reimbursement.

DHC(LLOCAL) EMPLOYEE STANDARDS OF CONDUCT: CHILD ABUSE AND NEGLECT REPORTING

Revisions throughout this policy reflect Education Code requirements that a college district must develop procedures governing the reporting of child abuse and neglect as required by the Family Code.

Explanatory Notes

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EFB(LLEGAL) CURRICULUM DESIGN: DEGREES AND CERTIFICATES

Beginning the 2021–22 academic year, SB 25 requires college districts to develop at least one Recommended Course Sequence for each undergraduate certificate or degree program they offer.

EFB(LOCAL) CURRICULUM DESIGN: DEGREES AND CERTIFICATES

Revisions were added to comply with provisions in SB 25 that require college districts to develop at least one recommended course sequence for each undergraduate degree or certificate program beginning with the 2021–22 academic year.

EI(LLEGAL) TESTING PROGRAMS

The TSI Assessment Time Periods section has been removed from this policy to align more closely with the Administrative Code.

FAA(LLEGAL) EQUAL EDUCATIONAL OPPORTUNITY: SERVICE ANIMALS

The U.S. Department of Housing and Urban Development provided new guidance related to a Fair Housing Act Assistance Animal. The new guidance prohibits housing providers from reassessing requests granted before this guidance was issued.

FEA(LLEGAL) FINANCING EDUCATION: FINANCIAL AID AND SCHOLARSHIPS

This policy has been revised at Contents of Disclosures to reflect recent changes to the Administrative Code clarifying that student debt letters are not required to include private loan information.

FEB(LLEGAL) FINANCING EDUCATION: WORK STUDY

This legally referenced policy has been updated in response to recent amendments to the Administrative Code that incorporate an existing Mentorship Program into provisions addressing the Texas College Work-Study Program.

Please Note: This manual does not have policies in all codes. The coding structure is common to all TASB manuals and is designed to accommodate expansion of both (LEGAL) and (LOCAL) policy topics and administrative regulations.

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DATE ISSUED: 11/18/2020
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Oaths BBB
off campus instruction EBB
officers
 board BCA
 budget CC
 for public records GCA
offsetting wages CKE
open meetings BD
open records GCA, GCB
operations, maintenance CHB
optional retirement program DF
order of business BD
organizations
 personnel DGA
 student FKC
orientation
 board members BBD
 personnel DK
outside agencies, instructional contracts with GH, GI, GL
outside employment DBF
overtime DEA

- P -

parking controls CHC
pay grade changes DEA
pay periods DEA
payment procedures
 purchasing CF
payroll procedures

expense reimbursements DEE
salary deductions CDDA
penalties, student discipline FM
pensions DF
performance bonds CM
performance reports AFA
performances, student FK
personal leave DEC
philosophy, educational AD
physical education EGA, FK, GH
physical examinations DBB
physical fitness
 proof required for employment DBB
physically disabled students EFCA
plans and specifications CM
police, college district CHA
policy development BE, BH
political activities GD, DGA
political advertising BBB, CAD, CHE
polling of the board BD
possession and use, alcohol and drug FLBE, GDA
pregnant employees DEC
press services
 board meeting BDB
printed materials and services
 copyrighted materials CT
professional associations DGA
professional development DK
professional growth
 leaves and absences DEC
 personnel DK
professional leaves and absences DEC
professional libraries EDAA
professional meetings DJ, DK
professional organizations DGA
personnel
 academic freedom DGC
 accountability DH
 assignment DJ
 complaints and grievances DGBA
 conduct DH
 demotion DLC
 employment status DD
 ethics DH
 evaluation DLA
 expense reimbursement DEE
 extra duty DJ
 gifts and solicitations DBD
 health examinations DBB
 hiring DC
 job descriptions DDA
 lay-offs DM series
 merit system DEA
 nonrenewal DMAB
 outside employment DBF
 orientation DK
 personal leaves and absences DEC
 personnel records DBA, GCA
 positions DD
 professional leaves and absences DEC
 professional organizations DGA
 promotion DLC
 qualifications and duties DDA
 recruitment DC
 re-employment DC
 resignation DMD
 responsibilities DDA
 retirement DF

- rights and privileges DG
- sabbaticals DEC
- staff meetings DJ
- supervision DDA
- suspension DMAA
- tenure DCB
- term contracts DCA
- time schedules DJ
- transfer DJ
- vacations DEC
- work load DJ
- working conditions DJ
- program design EFA
- program development EE
- promotion of staff DLC
- properties and equipment, physical CH
- property
 - acquisition CFG
 - transfer CIB
- property sales CAL
- public complaints GB
- public facilities corporation CAO
- public funds collateral act CB
- public gifts CAM
- public hearings BD, CC, GB
- public information GCA, GCB
- public participation at board meetings BDB
- public use of student records FJ
- publications
 - college-sponsored publications FKA
- publishing and research CU
- punishment, student FM
- purchase orders CFF
 - emergency purchases CF
- purchasing CF series
- purpose of district AD

- Q -

- qualified personnel, hiring of DC
- quorum for board meetings BD

- R -

- ranking of graduates EGB
 - grade point averages EG
- raffles FI, FKC, GE
- reading devices EDAA
- real property
 - acquisition CFG
 - lease of CAL
 - sale of CAL
- recommended course sequences EFB
- records, access to
 - confidential information GCA
 - cost of providing copies GCB
 - custodian of records GCB
 - inspection of GCB
 - personnel files DBA, GCA
 - public information GCA
 - requests for copies GCB

- right of public information GCA
- students FJ
- unavailable at the time of request GCA
- records and reports
 - budget CC
 - discipline FM
 - inventories CDB
 - leaves and absences DEC
 - releasing student information FJ, GCA
 - transcripts and permanent record FJ
 - transfer of cumulative records FJ
- records management officer CIA
- recreational facilities bonds CAG
- recruitment
 - college president/chancellor BF
- recycling program CH
- reduction in force DMC
- referenda BBB, CAD
- regional councils GI
- regular board meetings BD
- regulations, administrative BH
- reimbursement for expenses BBG, CDDDB, DEE
- reinvestment zones CAI
- relations between staff and students DH
- relations with business organizations GL
- relations with colleges and universities GI
- relations with community organizations GL
- relations with educational accreditation agencies GK
- relations with federal agencies GGD
- relations with governmental agencies GG
- relations with schools GH
- relations with other colleges and universities GI
- relations with state agencies GGC
- religious absences DEC, FC
- remedial programs EFAC, GH
- removal from office
 - board members BBC
 - college president/chancellor BFC
- rental
 - charges by district CAN
 - use of facilities by community GD
- repairs
 - buildings, grounds, and equipment CHB
 - renovations (See construction)
- reports BT
 - audit CDC
 - child abuse and neglect DHC
 - equipment and supplies management CI
 - financial CDA
 - performance AFA
- research
 - intellectual property CT
 - institutional CU
 - sponsored CU
- reserve funds
 - depository CB
 - investments CAK
- resignations
 - board members BBC
 - college president/chancellor BFD
 - personnel DMD
- retirement
 - chief executive officer BFD
 - personnel DF
 - salary deductions CDDA
- revenue sources
 - ad valorem taxes CAI
 - bond and bond taxes CAD, CAG

certificates of indebtedness CAF
 federal CAAB
 grants, funds, donations from private sources CAM
 investments CAK
 college-owned property CAL
 short-term notes CAH
 state CAAA
 time warrants CAE
 review of administrative rules BH
 review of board policies BE
 role and mission of district AD
 rules
 administrative BH
 rules of order BD

- S -

sabbaticals DEC
 safety
 buildings and grounds safety CHA
 emergency plans CGC
 inspections CGA
 program CG
 salary deductions CDDA
 salary schedules
 college president/chancellor BFB
 personnel DEA
 sales
 property sales CAL
 public sales on college property GD
 surplus property CIB
 schedules
 annual calendar EA
 budget planning CC
 duty schedules DJ
 records management CIA
 salary DEA
 scholarships FEA
 searches DHB, FLC
 Section 504 coordinator DIAB, FFDB
 security and safety
 bomb threat procedures CGC
 campus security CHA
 campus security personnel CHA
 civil defense GGE
 communications in emergency CGC
 emergency preparedness CGC
 general safety precautions CG
 injury or sudden illness CGE
 safety inspection for hazards CGA
 security of buildings and grounds CHA
 service areas ACB
 sex discrimination
 grievance procedure DGBA, DIAA, FLD, FFDA
 personnel DAA DIAA
 students FA, FFDA
 sexual harassment DIAA, FA, FFDA
 sexual violence DAA, DIAA, FFDA
 short-term notes CAH
 sick leave DEC
 single-member districts BBB
 smoking CGD, DH, GDA
 social events, student FK
 social security deductions CDDA
 solicitation of funds DH, FI

sororities FKC
 Southern Association of Colleges and Schools Commission
 on Colleges GK
 special programs
 adult education EFCB
 students with disabilities EFCA
 site plans and specifications CM
 sports FK
 staff conduct DH
 staff development and inservice DK
 staff political activities DGA
 staff-student relations DH
 statement of officer BBB
 steroid notices FLBE
 student
 activities FK
 admission requirements FB
 alcohol use FLBE
 assaults FLB
 attendance FC
 automobile use CHC
 charges FD
 clubs FKC
 coarse load ECC
 complaints FLD
 conduct FLB
 contests and competition FK
 discipline FM
 discipline procedure FMA
 discrimination FA, FFDA, FFDB
 disruptions FLB
 disturbances FLB
 dress and grooming FLBA
 drug use FLBE
 due process FM, FMA
 employment FEB
 enrollment FB
 equal educational opportunity FA
 expression FLA
 expulsion FM
 facility use FLAA
 fees, fines, and charges FD
 financial aid FEA
 foster care FF
 grievances and appeals FLD
 government FKC
 harassment FA, FFDA, FFDB
 hazing FLBC
 health services CGE
 immunizations FFAA
 interrogations FLC
 involvement in decision-making FLE
 nonresident FDA
 organizations FKC
 performances FK
 probation FM
 publications FKA
 readmissions FB
 rewards FJ, GCA
 rights and responsibilities FL
 safety CGC
 schedules ECC
 scholarships FEA
 searches FLC
 social events FK
 suspension FM
 transportation CJ
 weapons CHF

welfare FF
with disabilities
accommodations EFCA
supplies CI
surety bonds CB
suspension of employees BFA, DMAA
suspension of policies BE
suspension of students FM, FMA

- V -

vacancies, board member BBC
vacancies of district personnel DC
vacations
personnel DEC
student vacations EA
vaccinations FFAA
vehicle identification insignia CHC
vehicle parking control CHC
vehicles owned by college district CJ
veterans CHC, DEC, DI, DM, FB, FD. FFC
visitors
campus security CHA
use of facilities GD
vocational education contracts GH, GL
vocational program EFAB
voting method
at board meetings BD
for election of board officers BCA

- T -

taping of board meetings BD
tax anticipation notes CAH
tax assessor CAIA
tax collector CAIA
tax collection CAI
tax deposit CAIA
tax funds CAI
tax hearings CAI
tax officials CAIA
tax rolls CAI, CAIA
taxes, ad valorem CAI
taxing district boundaries ACA
teaching
teaching about religion EFB
technical courses EFAB
termination, personnel DM series
testing EI
time schedules, personnel DJ
time warrants CAE
Title IX FA
coordinator DIAA, FFDA
grievance procedure DIAA, FFDA
tobacco use FLBD
tornado warnings CG
traffic and parking controls CHC
transcripts EG, FJ
transfer
inventory CIB
of course credit EGA
personnel DJ
students EGC
transportation management CJ
travel expenses BBG, DEE
trespassing GDA
trustees (See board of trustees)
tuition FD

- W -

wages DEA
warehousing CI
warning systems CGC
weapons CHF
welfare, student FF
work load DJ
work schedules DJ
workers' compensation CKE
offsetting regular wages CKE
required coverages CM
work-study employment FEB
mentorship program FEB
written expression, student FKA, FLA

- X - Y - Z -

none

- U -

unauthorized person on district property GDA
unemployment insurance CKF
unions, staff membership in DGA
United States Department of Education GGD
universities GI
use and dissemination of test results EI, FJ
use and possession of alcohol and drugs FLBE
use of district facilities GD