

Preface

The Bullock Board of Education is established under authority of state law for the purpose of exercising general supervision and administration of the public schools serving school age children who reside within the county limits of Bullock County, AL, and of promoting the interests of the Bullock County Schools and the children they serve. Those responsibilities are met, in part, by the adoption and implementation of formal policies by which the principles that guide decision-making are established.

Policies are generally broad statements of principle and purpose, and are intended to serve as a framework for decision-making and administrative action rather than as a manual for day-to-day decision-making and action. Policies can nevertheless establish specific substantive standards and requirements, including standards of personal and professional conduct, the violation of which may result in disciplinary sanctions or other adverse consequences. However, policies do not restrict the ability of the Board or its employees to respond reasonably and flexibly to unexpected contingencies, emergencies, and other conditions that call for a response that is tailored to unique or special circumstances.

Policies should be construed as a whole and with reference to related policies and applicable law. Although policies are adopted partly for the purpose of meeting the requirements of pertinent law, they do not establish or create a legal right, claim, entitlement, or interest to or in any title, position, assignment, duty, work location, level or rate of compensation, benefit, or term of employment.

Any provision, feature, or aspect of Board policy that does not conform to governing law should be deemed void and superseded by such law. Editorial changes that do not affect the meaning, substance, or application of a policy may be made by the Board without advance public notice and comment. In general, the Board reserves the right to adopt, revise, interpret, amend, repeal, suspend, or apply policies according to its assessment of the needs and interests of the school system, subject only to such limitations on the exercise of such prerogatives as may be imposed by law.

HISTORY

ADOPTED: _____

CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION

BOARD MEETING

2.22

2.22.1 General Provisions – The Board will hold regular and specially called meetings in accordance with applicable statutory requirements and as dictated by the needs of the school system. All meetings of the Board will be open to the public except as may otherwise be required or permitted by law. [Reference: ALA. CODE §36-25A-1, et seq. (1975)]

2.22.2 Time and Place – The times and places for regularly scheduled meetings will be established by the Board at the annual meeting held in November of each year, provided that the Board may modify its meeting schedule in the exercise of its sound discretion. Public notice of the dates, times, and places of meetings of the Board will be given in the manner prescribed by law. Board members will be given such advance notice of specially called meetings as is practicable under the circumstances. [Reference: ALA. CODE §§16-8-4, 36-25A-1 (1975)]

2.22.3 Rules of Order – Board meetings will be conducted in accordance with the most recently revised edition of Robert’s Rules of Order, provided that strict adherence to the formalities of the Rules of Order may be reasonably Bullock County Board of Education Policy Manual Effective July 10, 2014 relaxed in order to facilitate conduct of Board business. A majority of the whole Board will constitute a quorum for purposes of transacting Board business except as may otherwise be provided by law.

2.22.4 Public Participation – In order to permit orderly scheduling of public remarks and the inclusion of such in the agenda, anyone wishing to speak before the Board, either as an individual, or as a member of a group, should inform the Superintendent in writing of the desire to do so and of the topic to be discussed as early as possible, but in no event less than five days prior to the meeting.

Any individual desiring to speak shall stand and give his or her name and the group name, if any, that he or she represents. The presentation should be as brief as possible, and in no event shall such address exceed three minutes. Speakers may make statements about their particular concern with school operations and programs and shall observe appropriate decorum in doing so. The Board will not hear comments regarding individual students, personal complaints against particular school personnel or any person connected with the school system in public session.

At his or her discretion, the Board President may allow public comments from the floor at the end of the regular meeting agenda, subject to the limitations above. The Board President may terminate any comments that do not conform to the criteria specified above, or for other good cause.

REFERENCE(S):

CODE OF ALABAMA
[16-8-7 to -9](#), [36-12-2](#), [36-12-40](#), [16-8-4](#)
ALABAMA OPEN MEETINGS ACT [36-25A-1 TO -11](#)

HISTORY:

ADOPTED: JULY 10, 2014
REVISED: _____

CHAPTER 3.00 - SCHOOL ADMINISTRATION

PROHIBITION OF HARASSMENT

3.43

- I. The Bullock County Board of Education prohibits harassment against any employee, applicant for employment, student, or student applicant based upon race, color, religion, gender, age, ethnicity, national origin, marital status, disability, political or religious beliefs, or social and family background. This policy also applies to non-employment volunteers who work subject to the control of school authorities.

Employees shall at all times maintain an appropriate and professional relationship with students and shall not engage in conduct (including communication of any kind) that constitutes, solicits, or suggests sexual, romantic, or inappropriately familiar interactions with a student.

As used herein, the term "Student" means any student with whom the employee has, has had, or could prospectively have a professional, teaching, counseling, coaching, mentoring, advisory, supervisory, or working relationship. The term "Student" also includes any student who, by reason of his or her age, mental or physical condition, or other circumstances is practically or legally incapable of consenting to the relationship in question.

- II. The Superintendent shall develop procedures which shall be used by persons alleging harassment.
- III. Sexual Harassment by Students – The Bullock County Board of Education desires to maintain an academic environment in which all students are treated with respect and dignity. A vital element of this atmosphere is the Board's commitment to equal opportunities and the eradication of discriminatory practices including sexual harassment. Sexual harassment is specifically prohibited by state and federal law and instances of harassment may result in both civil and criminal liability on the part of the individual harasser as well as the Bullock County Board of Education. Sexual harassment's destructive impact wastes human potential, demoralizes students, and perpetuates the tendency toward further unacceptable behavior. For these reasons, the Bullock County Board of Education forbids harassment against any student on the basis of gender. The Board will not tolerate harassment activity by any of its students.
- A. Definition – Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature, wherever such harassment occurs on school property or at a school-sponsored event, that is aimed at coercing an unwilling person into a sexual relationship whether or not it involves physical contact, or that

substantially interferes with a student's academic performance, or creates an intimidating, hostile, or offensive school environment.

Examples of sexual harassment may include but are not limited to the following:

1. Verbal harassment or abuse of a sexual nature;
2. Subtle pressure for sexual activity;
3. Repeated remarks to a person with sexual or demeaning implications, *e.g.*, a person's body, clothes or sexual activity;
4. Unwelcome or inappropriate physical contact such as patting, pinching, or unnecessary touching;
5. Suggesting or demanding sexual involvement accompanied by implied or explicit threats;
6. Display of sexually suggestive objects, pictures, or written materials;
7. Sexual harassment does not refer to occasional compliments or welcomed interactions of a socially acceptable nature.

B. Specific Prohibition - It is sexual harassment for a student to subject another student or a school employee to any unwelcome conduct of a sexual nature on school property or at a school-sponsored event. Students who engage in such conduct shall be subject to penalties as described herein.

C. Procedures - Any student who alleges sexual harassment by an employee or another student should report the harassment to the building principal, assistant principal(s), guidance counselor(s) or Superintendent's designee. Filing of a complaint or otherwise reporting sexual harassment will not affect the student's status, extracurricular activities, grade or any other assignments. The complaint should be in writing, state the act or acts, state the date(s), state the names of witnesses, and be signed by the complainant.

1. The right to confidentiality, both of the complainant and of the accused, will be respected, consistent with the Board's legal obligations and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.
2. In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The Superintendent or designee has the responsibility of investigating and resolving complaints of sexual harassment.

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D. Penalties - A substantiated charge against a student shall subject that

student to disciplinary action consistent with the Code of Student Conduct.

- IV. Sexual Harassment by Employees – Definition – Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, non-verbal or physical conduct of a sexual nature when:
- A. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's education;
 - B. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual;
 - C. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or student's educational performance or creating an intimidating, hostile or offensive work or school environment.
 - D. Examples of sexual harassment may include, but are not limited to, the following:
 - 1. Verbal harassment or abuse of a sexual nature;
 - 2. Subtle pressure for sexual activity;
 - 3. Repeated remarks to a person with sexual or demeaning implications, *e.g.*, a person's body, clothes or sexual activity;
 - 4. Unwelcome or inappropriate physical contact such as patting, pinching, or unnecessary touching;
 - 5. Suggesting or demanding sexual involvement accompanied by implied or explicit threats;
 - 6. Display of sexually suggestive objects, pictures, or written materials.
 - E. Sexual harassment does not refer to occasional compliments or welcomed interactions of a socially acceptable nature.
 - F. Any suspected child abuse shall be reported in accordance with state law.
 - G. Specific Prohibition – Sexual harassment in any form is prohibited. All claims of sexual harassment will be subject to prompt and thorough investigation.
 - 1. It is sexual harassment for an administrator or supervisor to use his/her authority to solicit sexual favors or attention from subordinates,
 - 2. including, but not limited to, incidents when the subordinate's failure

to submit will result in adverse treatment, or when the subordinate's acquiescence will result in preferential treatment. Administrators and supervisors who either engage in sexual harassment or tolerate such conduct by other employees shall be subject to penalties.

3. It is sexual harassment for a non-administrator and non-supervisory employee to subject another such employee to any unwelcome conduct of a sexual nature. Employees who engage in such conduct shall be subject to penalties.
 4. It is sexual harassment for a Bullock County Board of Education employee to use his or her authority to solicit sexual favors or attention from students. Board employees who either engage in sexual harassment or tolerate such conduct by other employees shall be subject to penalties.
- H. Procedures – It is the responsibility of any employee to promptly report any occurrence of alleged sexual harassment. This policy on sexual harassment shall be communicated to all employees to inform them that a procedure exists for reporting claims of sexual harassment, that management will promptly investigate all alleged incidents of sexual harassment, and appropriate corrective action will be taken. Complaints should be reported to the Superintendent or designee and should be in writing, state the act(s), state the date(s), state the name(s) of witnesses and be signed by the complainant.

Investigations will be conducted with discretion. The right to confidentiality, both of the complainant and of the accused, will be respected, consistent with the Board's legal obligations and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred. Claims found to be factually supported will be promptly acted upon. No employee or student shall be retaliated against, in any manner, for reporting conduct which is believed to be a violation of this rule or for participating in an investigation of a possible violation of this rule.

In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, nature of the conduct, and the context in which the alleged conduct occurred will be investigated. The Superintendent or designee has the responsibility of investigating and resolving complaints of sexual harassment.

- I. Penalties – Necessary disciplinary action, up to and including termination, may

result if sexual harassment occurs. Any employee who makes false allegations of sexual harassment will be subject to appropriate disciplinary action, up to and including termination.

REFERENCE(S):

CODE OF ALABAMA

[16-8-23](#)

TITLE IX OF EDUCATION AMENDMENTS OF 1972

PUBLIC LAW 100-960, PUBLIC LAW 102-143

HISTORY:

ADOPTED: JULY 10, 2014

REVISED: _____

Prohibition on the Possession of Firearms – The possession of a firearm in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited except for authorized law enforcement personnel and as provided by law. For purposes of this policy, the term “firearm” has the same definition as is found in 18 U.S.C §921.

- a. *Penalties for violations* – In addition to any criminal penalties that may be imposed, the following penalties will be imposed for unauthorized possession of firearms:
 1. *Students* – Students will be expelled for a period of one year. The expulsion requirement may be modified in writing by the Board upon recommendation of the Superintendent on a case-by-case basis. Students who are expelled for firearm possession may not attend regular school classes, but may be permitted to attend alternative schools or education programs established by the Board. Discipline of students with disabilities who violate the firearm possession policy will be determined on a case-by-case basis in accordance with federal and state law. Parents of students who violate this policy will also be notified by the principal of violations.
 2. *Employees* – Employees will be subject to adverse personnel action, which may include termination.
 3. *Other Persons* – Other persons may be denied re-entry to school property.
- b. *Notification of Law Enforcement* – The appropriate law enforcement authority, which may include the city police, county sheriff, and the local district attorney, will be notified by the principal of violations of this policy.

REFERENCE(S):

ALA. CODE §16-1-24.1, 24.3 (1975)
ALA. ADMIN. CODE 290-3-1-.02
Federal Gun Free Schools Act, 20 U.S.C. 7151
Federal Gun Free School Zone Act of 1995, 18 U.S.C. §922(q)]

HISTORY:

ADOPTED: _____

STUDENT COMPLAINTS AND GRIEVANCES

5.33.1

Complaints, grievances, and requests for corrective action may be brought to the attention of the Board by or on behalf of students with respect to academic, athletic, extracurricular, or other non-disciplinary matters, issues, and concerns only after reasonable efforts to resolve the matter at the school and administrative levels have been exhausted.

The Superintendent is authorized but not required to develop specific procedures that will provide for fair consideration and orderly review of such complaints and grievances. Such procedures will not unreasonably burden or delay the presentation or processing of the complaint or grievance and will be subject to review and approval by the Board.

Administrative judgments concerning academic or curricular matters or participation in extracurricular activities may be set aside by the Board only upon a showing that the action or decision in question is arbitrary and capricious, fundamentally unfair, or that it violates Board policy of the student's legal rights. The Board may consider appeals of student disciplinary decisions or actions in accordance with standards and procedures specified in the Code of Student Conduct.

REFERENCE(S):

CODE OF ALABAMA

290-8-9-12

16-1-30, 16-12-3(c)

HISTORY:

ADOPTED: JULY 10, 2014

REVISED: _____

- I. Full Time - A regular full time certified employee is a person who is employed for the school term or for the school fiscal year to render the minimum number of hours each day as established by the Bullock County Board of Education for that position or job. A full time support employee includes adult bus drivers and those employees working twenty (20) or more hours per week.
- II. Part-time - A part-time certified employee is a person who is employed to render less than the number of hours each day as established by the Bullock County Board of Education for a regular full time employee. A part-time support employee is a person employed less than twenty (20) hours per week.
- III. Temporary - A temporary employee is a person whose employment is expected to be for a limited time to fill a vacancy for which a permanent employee is not available or to perform some work of a temporary nature. Such employment will cease at the close of the school term or school fiscal year or when the temporary work has been completed. A temporary employee may work any number of hours up to 40 hours per week.
- IV. Work Schedules (Teachers) – Supervisory and instructional duties of teachers commence at a minimum of fifteen (15) minutes prior to the scheduled arrival and conclude thirty (30) minutes after the scheduled departure of students. Except as may otherwise be provided based upon the need of the Superintendent or the teacher’s supervisor, the minimum work day for teachers is seven and one-half (7-1/2) hours per day. Assignments and duties may extend beyond the instructional day and may include off-campus functions, events, and activities; conferences and meetings with parents; supervision of student arrival to and departure from school and school activities; and preparation for the following instructional day. Teachers will be provided a minimum of thirty (30) minutes free of instructional and supervisory responsibilities each instructional day.
- V. Time Schedules for Non-Certified Personnel – Time schedules for non-certified personnel may be designated by the Superintendent or the immediate supervisor of said personnel. In all cases, the Superintendent and/or supervisor in charge shall have the right to establish time schedules to encompass said employee’s workday. Said work schedules shall be in compliance with the Fair Labor Standards Act.

REFERENCE(S):

CODE OF ALABAMA
[16-8-9](#), [36-25-1](#), [36-26-100](#), [16-13-10](#)

HISTORY:

FAIR LABOR STANDARDS ACT
ADOPTED: JULY 10, 2014
REVISED: _____

CHAPTER 6.00 - HUMAN RESOURCES

HIRING

6.12

6.12.1 Application Procedures – Job applicants for all positions must file an online application with the Human Resources Department of the Board. Applications must be completed in full. All information provided in the application must be truthful. Any misrepresentation of a material fact on an employment application may disqualify the applicant from consideration for the position and may subject an employee to adverse employment action, including termination.

6.12.2 Qualifications – Applicants must meet the minimum qualifications of the position as provided in Board policy, the job description for the position, the posted advertisement for the position, or applicable law or regulation. Applicants must hold such degrees, licenses, certificates, and like credentials as may be necessary, appropriate, or customary for the position in question, or such alternate qualifications as the Board may determine to be acceptable.

6.12.3 Hiring Authority – The Board is responsible for making all final hiring decisions, and no hiring decision is official, final, or effective unless and until it is approved by a vote of the Board. No principal, administrator, supervisor, or other employee has authority to hire an applicant without Board approval or to commit the Board to specific action regarding employment.

Notwithstanding the foregoing, the Board acknowledges exigent circumstances may exist where it is not practical, efficient, or possible for a regular or specially called board meeting to be called for the sole purpose of approving one or more hiring recommendations, but that Bullock County Board of Education Policy Manual Effective July 10, 2014 prompt action may still be needed to avoid discontinuity in instruction or to otherwise ensure the effective operation of schools. Accordingly, the Board hereby delegates, grants, and otherwise authorizes standing approval of any written appointment issued by the Superintendent in these circumstances to hire teachers, classified personnel, or other regular employees of the Board to fill open vacancies. The Superintendent’s written appointment shall specify the employee’s effective date of hire to be used for all purposes (e.g., verification of employee identity and employment eligibility), with the Board retroactively ratifying the appointment and hire date at a subsequent meeting. Nothing in this policy eliminates any obligation to comply with applicable job posting requirements, or any requirement that the applicant who is appointed meet the minimum qualifications in 6.12.2 above.

6.12.4 At-Will Employment – Except as may otherwise be provided or required by law, by contract, or by the specific terms of their appointment, all personnel are deemed “at-will” employees and may be terminated, demoted, reassigned, suspended, or disciplined with or without pay, or with reduced pay, and with or without cause.

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6.12.5 Probationary Employment - Employees are required to serve the maximum period of any probationary service provided or permitted by law before tenure, non-probationary status, or any other statutorily sanctioned form of employment security will be recognized by the Board.

REFERENCE(S):

CODE OF ALABAMA
[16-8-9](#), [16-9-23](#), [16-9-24](#), [16-23-6](#), [16-24B-7](#),
LEGISLATIVE ACT 98-147, 2018-260

HISTORY:

ADOPTED: JULY 10, 2014

REVISED: _____

Personal, wireless communication devices include, but are not limited to cellular telephones, smart phones, e-mail devices, tablets, or any other electronic communication device. Students may possess a cell phone or other personal, wireless communication device on school property, but use of such devices during the school day is limited to uses expressly permitted by the supervising teacher or administrator. The Board assumes no responsibility for theft, loss, or damage to any personal, wireless communication device. Principals or their designees have the authority to restrict and deny the use of personal, wireless communication devices by any student to prevent the misuse, abuse, or violation of school rules regarding the use of such devices. School officials may read, examine, or inspect the contents of any such device upon reasonable suspicion that the device contains evidence of a violation of Board policy, the Code of Student Conduct, or other rules, provided that the nature and extent of such examination shall be reasonably related and limited to the suspected violation.

REFERENCE(S):

CODE OF ALABAMA
[16-1-27\(1975\)](#)

HISTORY:

ADOPTED: _____

General Requirements – Employees have a duty to perform their jobs responsibly and in a conscientious manner. In addition to any specific job requirements set forth in job descriptions or elsewhere, employees are expected to meet the following general performance and service standards:

- a. Employees are required to be punctual and to attend work regularly.
- b. Employees are required to perform the duties and responsibilities that are assigned to them by the Board, the Superintendent, or their supervisor(s). Such duties and assignments may extend beyond or outside the instructional day and may include off-campus functions, events, and activities.
- c. Employees are expected to treat all students, co-employees, visitors, and guests of the Board with respect. Employees are expected to demonstrate moderation, restraint, and civility in their dealings with others and, in general, to serve as appropriate role models for students in their behavior and demeanor.
- d. Employees are required to obey all laws, ordinances, Board policies, supervisory directives, and are expected to follow the Alabama Educator Code of Ethics and other pertinent authority while carrying out duties for the Board.
- e. Employees whose duties include the instruction or supervision of students must provide effective supervision, discipline, organization, and instruction of the students.
- f. Employees must complete and submit required reports accurately and in a timely fashion.
- g. Employees must respect, protect, and exercise due care in the handling, use, and operation of Board property and equipment.
- h. Employees are required to report to work or to school functions in attire that is appropriate to their position and the nature of the function and that is in keeping with generally accepted standards of decorum and professionalism. Service and other employees who are issued uniforms shall wear uniforms when required.
- i. Employees shall at all times maintain an appropriate and professional relationship with students and shall not engage in conduct (including communication of any kind) that constitutes, solicits, or suggests sexual, romantic, or inappropriately familiar interaction with a student. As used herein, the term “Student” means any student with whom the employee has, has had, or could prospectively have a professional, teaching, counseling, coaching, mentoring, advisory, supervisory, or working relationship. The term “Student” also includes any student who, by reason of his or her age, mental or physical condition, or other circumstances is practically or legally incapable of consenting to the relationship in question.

REFERENCES:

CODE OF ALABAMA

16-8-10, 16-9-15

HISTORY:

ADOPTED: JULY 10, 2014

REVISED: _____

6.41.1 **General Complaints (Grievances)**

Subject to the limitations set forth below and elsewhere in this policy manual, any employee or member of the public may present to the Board a concern, complaint, grievance, or request for corrective action regarding any aspect of Board operations. Before requesting corrective action or relief from the Superintendent or the Board, persons with such complaints, grievances, or requests should present them for resolution to the employee, supervisor, or administrator at the lowest administrative level who has the authority and ability to address the problem or to implement the requested action.

The Superintendent is authorized but not required to develop specific procedures that will provide for fair consideration and orderly review of complaints and grievances. Such procedures may not unreasonably burden or delay the presentation or processing of such matters, and will be subject to Board review, modification, and approval.

6.41. 2 **Limitations Regarding Availability and Application of General Complaint/Grievance Policy**

The general complaint and grievance policy and any procedures adopted thereunder do not apply to specific complaint or grievance policies or procedures that are established by Board policy or law for application to special factual or legal circumstances (e.g., sexual harassment grievance procedures; review of personnel matters governed by state law; “due process” hearings provided under the Individuals with Disabilities Education Act). In such instances, the specific statutory, regulatory, or policy-based process is the applicable procedure.

The general complaint/grievance procedures that are authorized under the terms of this policy may not be invoked for the purpose of challenging or seeking review or reconsideration of adverse personnel decisions that have received final Board approval. A grievance may be based on an alleged misapplication of Board policies, regulations, or procedures, but may not be used to challenge the Board’s exercise of its discretion to adopt, approve, modify, or repeal a policy, regulation, or procedure or on its failure to exercise such discretion.

REFERENCE(S):

**CODE OF ALABAMA
[16-8-8 TO -9](#), [16-9-23](#),
[16-23-1](#), TITLE VII OF CIVIL RIGHTS ACT OF 1964,
TITLE IX OF EDUCATION AMENDMENTS OF 1972**

HISTORY:

**ADOPTED: JULY 10, 2014
REVISED: _____**

Expenditures – The Superintendent or his designee may spend funds budgeted for operations without prior Board approval unless the expenditure involves a capital outlay or is subject to the bid law. The term “transaction” and the limit specified above applies to the transaction as a whole and not to portions, segments, or phases of a project of undertaking. All such expenditures shall be reported monthly to the Board of Education in the manner prescribed by §16-13A-8 of the Code of Alabama (1975).

Contracts - Any contract entered into by any employee of the Bullock County School System or any designee for duration of twelve (12) months or longer shall be approved by the Board.

The Bullock County Board of Education grants authority to the Superintendent to act on behalf of the Board in the following matters:

1. To apply for federal and/or other grants;
2. To enter into contracts and/or lease purchase plans; and
3. To serve as authorized representative for selection of surplus property.

Consultants – The Superintendent may engage professional consultants, specialists and experts, including but not limited to medical, mental health, educational, legal, financial, technical (e.g., engineering, architectural, computer) experts and specialists for a term not to exceed ninety calendar days provided that the expenditure is within the amount established for such purposes in the current, Board approved budget. All such expenditures shall be reported monthly to the Board of Education in the manner prescribed by §16-13A-8 of the Code of Alabama (1975).

REFERENCE(S):

CODE OF ALABAMA
[16-8-9, 16-13-32, 16-13A-6,](#)
[16-13A-8](#)

HISTORY:

ADOPTED: JULY 10, 2014
REVISED: _____

The Superintendent shall develop a safety program for Bullock County Board of Education approval which meets the standards set forth by the Alabama State Department of Education. The program shall ensure that:

1. Employees shall cooperate with the law enforcement and local safety agency officials in providing safe conditions for students.
2. All Bullock County School System employees strive to protect the physical welfare of each student.
3. Employees remove hazards or report their existence to an immediate supervisor.
4. School alarm systems are monitored. Any malfunction shall be reported for immediate repair.

8.10.1. Security Measures Authorized – The Superintendent, principals, and facility administrators are authorized to take reasonable and lawful measures to protect against personal injury, trespass, vandalism, theft, and like threats to personal safety, property damage, and financial loss to or on Board property or at school functions and activities. The Superintendent should be made aware of any extraordinary or special measures that may be proposed in anticipation of or in response to any unusual security threat or risk (e.g., unusual surveillance, assignment of additional security personnel).

8.10. 2 Access Restrictions Authorized – The Superintendent, principals, and facility administrators are authorized to regulate and restrict access to Board schools, buildings, and facilities in order to maintain appropriate security, minimize disruption and distraction within the learning environment, or to avoid a potential risk of harm to a student or employee. To that end, the Superintendent, principals, and facility administrators are authorized to implement building-level requirements and procedures governing access to Board owned or controlled buildings, grounds, property, events, and activities by school and non-school personnel, including family members and relatives, vendors, attorneys, and other visitors, and to adopt “check-in” and “check-out” requirements and procedures for students and employees.

8.10.3 Administrative Discretion Retained – Nothing in any Board or Board authorized policy, procedure, or directive that is designed to maintain or enhance school or school system safety and security shall be administered, enforced, or construed to limit or impair the exercise of any employee’s lawful discretion or judgment in developing or implementing safety and security-related plans, practices, procedures, or measures.

REFERENCE(S):

CODE OF ALABAMA
[16-1-2](#), [16-1-7](#), [16-8-9](#), [16-9-18](#)

HISTORY:

ADOPTED: JULY 10, 2014
REVISED: _____