

# Board Policy

Code No. 209.3

## DISSEMINATION OF POLICY

A board policy manual shall be housed in the central administrative office. All board policies are listed and maintained on the District web site at [www.bettendorf.k12.ia.us](http://www.bettendorf.k12.ia.us) under the Board of Education link. Persons wishing to inspect the board policy manual shall contact the Board Secretary, who shall have a board policy manual available for public inspection or may instruct citizens on accessing board policies on the District's web site. The Bettendorf Public Library and Information Center and District legal counsel will also maintain an official board policy manual.

It shall be the responsibility of the Board Secretary to ensure that copies of new and revised policy statements are distributed to the custodians of board policy manuals within 30 working days of the change or addition to the manual. Copies of changes in board policy shall also be attached to the minutes of the meeting at which the final action was taken to adopt the new or changed policy.

*Legal Reference:* Iowa Code §§ 277.31; 279.8 (2013).  
281 I.A.C. 12.3(2).

*Cross Reference:* 200.3 Responsibilities of the Board of Directors  
209 Board of Directors' Management Procedures

*Approved:* August 21, 1989

*Reapproved:* January 21, 1991  
February 7, 1994  
February 3, 1997  
June 19, 2006  
January 11, 2010  
February 3, 2014

*Revised:* July 10, 2000  
February 3, 2003