



## **POLICIES REQUIRED BY LAW or HIGHLY RECOMMENDED<sup>1</sup>**

*(for BOCES with schools or educational programs and BOCES with “public schools”)*

*This resource is for informational purposes only and does not constitute legal advice.  
Specific questions should be referred to the school district’s legal counsel.*

*NOTE: This list is applicable to BOCES that operate a school or educational program. The list also includes those additional policies applicable to BOCES that operate a “public school” as defined by the Education Accountability Act of 2009, C.R.S. § 22-11-101 et seq. (the “Act”).*

### **POLICIES REQUIRED BY LAW**

***For BOCES that operate a school or educational program***

√ State or federal law requires the BOCES to have a policy on this subject and the law may direct some or all of the policy’s content, as noted below

– Companion to legally required policy or regulation

\* Comprises student code of conduct and discipline

√ AC                      Nondiscrimination/Equal Opportunity  
29 U.S.C. § 621 *et seq.*, 29 U.S.C. § 701 *et seq.*, 42 U.S.C. § 12101 *et seq.*, 42 U.S.C. § 2000d, 42 U.S.C. § 2000e, 42 U.S.C. § 2000ff *et seq.*, 42 U.S.C. §§ 6101-6107, 34 C.F.R. Part 106, C.R.S. § 24-34-301 *et seq.*, C.R.S. § 24-34-401 *et seq.*, C.R.S. § 24-34-402.3(3)(a), C.R.S. § 22-1-143, C.R.S. § 24-34-402 *et seq.* **(must adopt policy that commits to nondiscrimination and directs annual written notice)**

√ AC-R-1                Harassment and Discrimination Investigation Procedures for Students  
42 U.S.C. § 2000e *et seq.*, 28 C.F.R. § 35.107, 34 C.F.R. §§ 104.7-104.8, 34 C.F.R. § 106.8, 34 C.F.R. § 110.25, 45 C.F.R. § 86.8, C.R.S. § 22-1-143 **(grievance procedure is required)**

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<sup>1</sup> This list references sample BOCES policies developed by the Colorado Association of School Boards. Policies developed by a specific BOCES board may contain content or language different from the CASB sample policies noted. It is important to understand the policy content requirements and not assume that a locally developed policy with a particular policy code or title meets the requirements of law. In the alternative, a BOCES board may have met the need for a legally required policy using a policy title and code that is different than the CASB sample BOCES policies.

\*Code not found in the NEPN/NSBA policy classification system; code created by CASB to meet a Colorado-specific policy need.

- √ AC-R-2 Harassment and Discrimination Investigation Procedures for Employees, Applicants for Employment and Members of the Public  
42 U.S.C. § 2000e *et seq.*, 28 C.F.R. § 35.107, 34 C.F.R. §§ 104.7-104.8, 34 C.F.R. § 106.8, 34 C.F.R. § 110.25, 45 C.F.R. § 86.8, C.R.S. § 24-34-402 *et seq.* **(grievance procedure is required)**
  
- √ AC-R-3 Sex-Based Harassment Investigation Procedures– Regulation  
20 U.S.C. §§ 1681-1688, 34 C.F.R. § 106.8, 45 C.F.R. § 86.8 **(grievance procedure is required)**
  
- AC-E-1 Nondiscrimination/Equal Opportunity (Sample notice) – Exhibit
  
- AC-E-2 Nondiscrimination/Equal Opportunity (Complaint Form) – Exhibit
  
- √ ACA Name Changes  
C.R.S. 22-1-145 **(must adopt policy on how a student can use a chosen name at school and during school activities)**
  
- √ ADF School Wellness  
42 U.S.C. §§ 1751-1769j, 42 U.S.C. § 1758b, 7 C.F.R. § 210.31, 7 C.F.R. §§ 210.21-210.33, 7 C.F.R. §§ 220.1-220.22 **(must adopt school wellness policy if the BOCES receives funding for child nutrition programs)**
  
- √ BCB Board Member Conflict of Interest  
2 C.F.R. § 200.318(c) **(must have written standards of conduct covering conflicts of interest concerning the selection, award and administration of contracts funded by federal funds)**, C.R.S. § 22-32-109(1)(y) **(must adopt bylaws on conflict of interest)**
  
- √ BE Board of Directors Meetings  
C.R.S. § 22-32-108(5)(c) **(policy must require recordings of regular and special board meetings to be retained for at least 90 days)**
  
- √ BEAA\* Electronic Participation in Board of Directors Meetings  
C.R.S. § 22-5-104(5) **(policy is legally required if the Board wishes to attend and participate electronically in Board meetings)**
  
- √ DAC\* Federal Fiscal Compliance  
2 C.F.R. Part 200 **(must adopt policy to comply with federal Uniform Grant Guidance)**
  
- √ DIA\* Online Schools and Online Programs (Permissible Documentation)

1 CCR § 301-71, Rules 3.02 and 8.01.1 **(must adopt policy tracking student enrollment, attendance and participation, if the district authorizes an online program or online school)**

- √ DJB\* Federal Procurement
- √ DJB\*-R Federal Procurement – Regulation  
2 C.F.R. §§ 200.318-200.326 **(must adopt procurement procedures that reflect requirements of the Uniform Grant Guidance, for purchases made—in whole or in part—with federal funds)**
- √ DJE Bidding Procedures  
C.R.S. § 22-32-109(1)(b) **(must adopt competitive bidding procedures for purchase of goods and services, except professional services)**
- √ DKC Expense Authorization/Reimbursement (Mileage and Travel)  
2 C.F.R. § 200.474 **(must adopt travel reimbursement policy to comply with federal Uniform Grant Guidance)**
- √ EEAEAA Drug and Alcohol Testing for Bus Drivers
- √ EEAEAA\*-R Drug and Alcohol Testing for Bus Drivers — Regulation  
49 U.S.C. § 5331(b), 49 C.F.R. § 382.601 **(if BOCES staff operate “commercial motor vehicles” as defined by federal law, which includes school buses and vehicles designed to transport 16 or more passengers, must have policies and procedures that comply with federal law)**
- √ EF-E-1 School Meal Payments – Exhibit  
USDA Guidance SP 46-2016 **(there is no legal requirement that this exhibit be adopted by the Board nor be included in a Board’s policy manual; however, districts that participate in the National School Lunch or School Breakfast Program(s) are required by federal guidance to have a written policy regarding unpaid school meal charges)**
- √ EF-E-2 Civil Rights Complaint Procedure for School Nutrition Program – Exhibit  
USDA Food and Nutrition Service (FNS) Instruction 113-1 **(there is no legal requirement that this exhibit be adopted by the Board nor be included in a Board’s policy manual; however, districts receiving federal funds for child nutrition programs are required by the USDA to have a written civil rights complaint procedure)**
- √ EGAEA Electronic Communication  
C.R.S. § 24-72-203(1)(b)(I) **(must adopt policy on retention, archiving and destruction of public electronic records), C.R.S. § 24-72-204.5 (must adopt policy on monitoring email)**

- √ EHC      Safeguarding Personal Identifying Information  
C.R.S. § 24-73-101(1) **(must adopt policy for the destruction or proper disposal of documents containing personal identifying information)**,  
C.R.S. § 24-73-102(1) **(must adopt reasonable security procedures and practices to protect personal identifying information)**, C.R.S. § 24-73-103(3) **(must have notification of security breach procedures consistent with requirements of C.R.S. § 24-73-103(2)(k))**
- √ GBA      Open Hiring/Equal Employment Opportunity  
29 U.S.C. § 201 *et seq.*, 29 U.S.C. § 621 *et seq.*, 29 U.S.C. § 701 *et seq.*,  
42 U.S.C. § 12101 *et seq.*, 42 U.S.C. § 2000d, 42 U.S.C. § 2000e, 2 U.S.C. § 2000ff *et seq.*, 42 U.S.C. §§ 6101-6107, C.R.S. § 22-32-110 (1)(k), C.R.S. § 22-61-101, C.R.S. §§ 24-34-301-308, C.R.S. § 24-34-402, C.R.S. § 24-34-402.3(3)(a) **(must adopt policy that commits to nondiscrimination and directs annual written notice)**
- √ GBAA      Sex-based Harassment  
42 U.S.C. § 2000e *et seq.* **(must adopt policy that commits to nondiscrimination and directs annual written notice)**
- √ GBEA      Staff Ethics/Conflict of Interest  
2 C.F.R. § 200.318(c) **(must have written standards of conduct covering conflicts of interest concerning the selection, award and administration of contracts funded by federal funds)**
- √ GBEC      Alcohol and Drug-Free Workplace  
41 U.S.C. § 8103, 34 C.F.R. §§ 84.205-84.215 **(if the BOCES receives federal funds, must publish and distribute statement prohibiting controlled substances)**, C.R.S. § 25-14-103.5 **(must adopt policies prohibiting use of retail marijuana on school property)**
- √ GBEE\*      Staff Use of the Internet and Electronic Communications (Option 1)  
47 U.S.C. § 254(h)(5), C.R.S. § 22-87-104(1) **(must adopt policy that includes blocking and filtering technology for all Internet computers)**
- √ GBI\*      Criminal History Record Information  
P.L. 92-544, 28 § C.F.R. 20.33(b), 28 § C.F.R. 50.12(b) **(must adopt policy meeting FBI and CBI Criminal Justice Information Services requirements)**

- √ GCO Evaluation of Licensed Personnel  
C.R.S. § 22-9-106(1), C.R.S. § 22-9-103 **(must adopt written system for evaluation of all licensed staff)**
- √ IHAM-R Health and Family Life/Sex Education (Exemption Procedure) – Regulation  
C.R.S. § 22-25-106(4)(b), C.R.S. § 22-25-110(2)(b) **(if the BOCES offers a comprehensive health education program as part of its curriculum, program must include notice and exemption procedure)**
- √ ILBC Early Literacy and Reading Comprehension (Colorado READ Act)  
C.R.S. § 22-7-1202(2) **(if the BOCES “enrolls” students in kindergarten, first, second or third grade, the BOCES must adopt a policy regarding the decision to retain a student based upon the student's significant reading deficiency)**
- √ ILBC- R Early Literacy and Reading Comprehension (Procedures to Implement the Colorado READ Act) – Regulation  
C.R.S. § 22-7-1208(1) **(if the BOCES “enrolls” students in kindergarten, first, second or third grade, the BOCES must adopt procedures to implement the Colorado READ Act)**
- √ JB Equal Educational Opportunities  
20 U.S.C. § 1701-1758, 20 U.S.C. § 1681, 29 U.S.C. § 701 *et seq.*, 42 U.S.C. § 2000d **(must adopt policy that commits to nondiscrimination and directs annual written notice)**
- √ JBB Sexual Harassment  
20 U.S.C. § 1681 *et seq.* **(must adopt policy that commits to nondiscrimination and directs annual written notice)**
- √ JLCD Administering Medications to Students  
C.R.S. § 22-1-119.3 **(if the BOCES operates an elementary or secondary school, the BOCES is required to adopt and implement a policy whereby a student may possess and self-administer on school grounds, upon a school bus, or at any school-sponsored event any medication that is prescribed by a licensed health care practitioner)**
- JLCD-R Administering Medications to Students – Regulation  
C.R.S. § 22-1-119.3 **(there is no specific legal requirement that the Board adopt this regulation; however, if the BOCES operates an elementary or secondary school, the BOCES is required by law to adopt and implement a policy whereby a student may possess and self-administer any prescribed medication and this regulation accompanied by sample policy)**

**JLCD and sample exhibit JLCD-E meet the content/language intent and requirements)**

- JLCD-E      Administering Medications to Students – Exhibit  
C.R.S. § 22-1-119.3 **(there is no specific legal requirement that this exhibit be included in a Board’s policy manual; however, if the BOCES operates an elementary or secondary school, the BOCES is required by law to adopt and implement a policy whereby a student may possess and self-administer any prescribed medication and this exhibit accompanied by sample policy JLCD and sample regulation JLCD-R meet the content/language intent and requirements)**
  
- √ JLCDB\*      Administration of Medical Marijuana to Qualified Students  
C.R.S. § 22-1-119.3 **(if the BOCES operates an elementary or secondary school, the BOCES is required to adopt a policy allowing primary caregivers and authorizing designated volunteer school personnel to administer medical marijuana to a qualified student)**
  
- JLCDB-E\*      Administration of Medical Marijuana to Qualified Students – Exhibit  
(Option 1)      C.R.S. § 22-1-119.3 **(there is no specific legal requirement that this exhibit be included in a Board’s policy manual; however, if the BOCES operates an elementary or secondary school, the BOCES is required to adopt a policy allowing primary caregivers and authorizing designated volunteer school personnel to administer medical marijuana to a qualified student and this exhibit accompanied by sample policy JLCDB\* meet the content/language intent and requirements)**
  
- JLCDB-E\*      Administration of Medical Marijuana to Qualified Students – Exhibit  
(Option 2)      C.R.S. § 22-1-119.3 **(there is no specific legal requirement that this exhibit be included in a Board’s policy manual; however, if the BOCES operates an elementary or secondary school, the BOCES is required to adopt a policy allowing primary caregivers and authorizing designated volunteer school personnel to administer medical marijuana to a qualified student and this exhibit accompanied by sample policy JLCDB\* meet the content/language intent and requirements)**
  
- √ JLCDC\*      Medically Necessary Treatment in School Setting  
C.R.S. 22-20-121 **(if the BOCES is an administrative unit, it is required to adopt a policy that addresses how a student who has an order or recommendation from a qualified health-care provider for medically necessary treatment receives such treatment in the school setting as required by state and federal law)**
  
- JLCDC\*-R      Authorizing Private Health-Care Specialists to Provide Medically Necessary Treatment in School Setting – Regulation **(there is no specific legal requirement to adopt this regulation; however, if the BOCES is an**

**administrative unit, it is required by law to adopt a policy that addresses how a student who has an order or recommendation from a qualified health-care provider for medically necessary treatment receives such treatment in the school setting as required by state and federal law, and this regulation accompanied by sample policy JLCDC\* meet the content/language intent and requirements)**

- √ JLDAC      Screening/Testing of Students (And Treatment of Mental Disorders)  
20 U.S.C. § 1232h **(if the BOCES operates an elementary or secondary school, the BOCES is required by federal law to provide notification on this subject)**
  
- JLDAC-E      Notification of Rights under the Protection of Pupil Rights Amendment (PPRA) – Exhibit **(there is no specific legal requirement that this exhibit be included in a Board’s policy manual; however, if the BOCES operates an elementary or secondary school, the BOCES is required by law to provide notification on this subject and this exhibit accompanied by sample policy JLDAC meet the notification requirement)**
  
- √ JRA/JRC      Student Records/Release of Information on Students  
20 U.S.C. § 1232g(a)(1)(A) **(may not have a policy that denies parents certain rights regarding student records)**
  
- √ JRA/JRC-R      Student Records/Release of Information on Students (Review, Amendment and Hearing Procedures) – Regulation  
20 U.S.C. § 1232g(a)(1)(A) **(must have procedure that allows parents to inspect and review student records)**
  
- JRA/JRC-E-1      Student Records/Release of Information on Students (Notification to Parents and Students of Rights Concerning Student Education Records) – Exhibit **(there is no specific legal requirement that this exhibit be included in a Board’s policy manual; however, if the BOCES operates a school or educational program, the BOCES is required by law to provide notification on this subject and this exhibit accompanied by sample policy JRA/JRC and regulation JRA/JRC-R meet the notification requirement)**
  
- √ JS\*      Student Use of the Internet and Electronic Communications  
47 U.S.C. § 254(h)(5)(B)-(C), 254(I), 20 U.S.C. § 6777(a), 47 C.F.R. § 54.520(c)(1)(i) **(if the BOCES operates an elementary or secondary school that has computers with Internet access, the BOCES must adopt a policy that includes blocking and filtering technology for each BOCES-provided technology device that allows for Internet access by a minor; policy must also include student education about appropriate online behavior)**
  
- √ KDB      Public’s Right to Know/Freedom of Information

C.R.S. § 24-72-205(6)(a) (if the BOCES imposes a fee for the research and retrieval of public records, the BOCES must adopt a policy regarding such fee)

√ KDBA\* Parent Notification of Employee Criminal Charges  
C.R.S. § 22-1-130(4)(g) (must adopt policy to comply with parent notification requirements when school is not in session)

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## **HIGHLY RECOMMENDED POLICIES**

*For BOCES that operate a school or educational program*

The following policies (and any accompanying regulations) are highly recommended because they comprise the Board's bylaws:

BBA	Board of Directors – Governance, Powers and Responsibilities
BBBC*	Power to Abstain and Withdrawal ( <i>if this issue isn't addressed in the agreement to form the BOCES</i> )
BCB	Board Member Conflict of Interest
BDA	Board Organizational Meeting
BDB	Board Officers
BDF	Advisory Committees
BE	Board of Directors Meetings ( <i>also on the legally required list</i> )
BEAA*	Electronic Participation in Board of Director Meetings ( <i>also on the legally required list</i> )
BEC	Executive Sessions
BEDA	Notification of Board Meetings
BEDB	Agenda
BEDD	Rules of Order
BEDF	Voting Method
BEDG	Minutes
BEDH	Public Participation at Board Meetings
BG	Board Policy Process

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The following policies (and any accompanying regulations) may be highly recommended, dependent on the BOCES's circumstances, to protect the BOCES from legal liability, give adequate notice of rights and responsibilities to employees and students and/or provide certain assurances to the Colorado Department of Education or other regulatory agencies. The Board should consult with its own attorney to make this determination.

ADC	Tobacco-Free BOCES
AEA	Standards Based Education
CBI	Evaluation of Executive Director



DAB*	Financial Administration
DB	Annual Budget
DBD	Determination of Budget Priorities
DJ/DJA	Purchasing/Purchasing Authority
EBAB	Hazardous Materials
EBBA	Prevention of Disease/Infection Transmission
EBBB	Accident Reports
ECA/ECAB	Security/Access to Buildings
ECAF	Use of Video and Audio Monitoring
EEAEF*	Video Cameras on Transportation Vehicles ( <i>if the BOCES transports students and installs video cameras on its vehicles</i> )
EGAD	Copyright Compliance
GBAB*	Workplace Health and Safety Protection
GBEB and	Staff Conduct (And Responsibilities)
GBEB-R	Staff Conduct (And Responsibilities) – Regulation
GBGAB*	First Aid Training
GBGB	Staff Personal Security and Safety
GBGF	Federally-Mandated Family and Medical Leave ( <i>if the BOCES employs 50 or more employees</i> )
GBGI	Staff Military Leave
GBGK	Staff Legal Leave

*[NOTE: Care should be taken to ensure that any policies in the GC section preserve the at-will status of professional/licensed employees.]*

GCA	Professional Staff Positions
GCE/GCF	Professional Staff Recruiting/Hiring
GCQF	Discipline, Suspension and Dismissal of Professional Staff

*[NOTE: Care should be taken to ensure that any policies in the GD section preserve the at-will status of classified employees.]*

GDA	Support Staff Positions
GDBC	Support Staff Supplementary Pay/Overtime
GDQD	Discipline, Suspension and Dismissal of Support Staff
IHBA	Special Education Programs for Students with Disabilities ( <i>if the BOCES provides special education and/or related services to students with disabilities</i> )
IKA	Grading/Assessment Systems
IKA-R	Grading/Assessment Systems (Exemption Procedure and Information to Parents/Guardians)
JICAA*	Student Conduct and Discipline Code ( <i>if the BOCES has not adopted its own set of policies and procedures regarding student conduct and discipline</i> )

JKA	Use of Physical Intervention and Restraint
JKA-R	Use of Physical Intervention and Restraint – Regulation
KBBA	Custodial and Noncustodial Parent Rights and Responsibilities
KE	Public Concerns and Complaints
KEC	Public Concerns/Complaints about Instructional Resources ( <i>if the BOCES selects its own instructional materials</i> )
KFA	Public Conduct on BOCES Property
KHC	Distribution/Posting of Noncurricular Materials
KI	Visitors to Schools and Program

### **ADDITIONAL POLICIES REQUIRED BY LAW**

***For BOCES that operate a “public school” as defined by the Education Accountability Act of 2009, C.R.S. § 22-11-101 et seq. (the “Act”)***

The following policies (and any accompanying regulations) are **legally required** if the BOCES operates a “public school” as defined by the Act and such “public school” is subject to accreditation under the Act.

√ ADC	Tobacco-Free BOCES C.R.S. § 22-32-109(1)(bb) <b>(must adopt a policy that prohibits use of tobacco products on “school property”)</b> , C.R.S. § 25-14-103.5(3)(a)(I) <b>(must adopt policy that prohibits tobacco use)</b>
√ AED*	Accreditation C.R.S. § 22-11-307(1) <b>(must adopt policies for accreditation of BOCES schools)</b>
√ ECA/ECAB	Security/Access to Buildings C.R.S. § 22-32-109.1(5) <b>(policy must require annual inspections to address hazards, vandalism and other barriers to safety and supervision)</b>
√ EFEA*	Nutritious Food Choices C.R.S. § 22-32-134.5 <b>(must adopt policy to restrict the sale of beverages to students to those that meet the state’s minimum nutritional standards)</b>
√ IKA	Grading/Assessment Systems C.R.S. § 22-11-504(3), C.R.S. § 22-7-1006.3(8)(a) <b>(must adopt policy to ensure appropriate school personnel explain a student’s state assessment results and growth information to each student’s parent/guardian)</b> , C.R.S. § 22-7-1013(6) <b>(must adopt policy regarding the use of pencil and paper on state assessments)</b> , C.R.S. § 22-7-1013(8) <b>(must adopt policy to allow parents to excuse their children from participation in state assessments)</b>

√ IKA-R	Grading/Assessment Systems (Exemption Procedure and Information to Parents/Guardians) – Regulation C.R.S. § 22-7-1013(7) <b>(must adopt procedure concerning distribution of assessment calendar to parents/guardians)</b> , C.R.S. §22-7-1013(8) <b>(must adopt procedure to allow parents to excuse their children from participation in state assessments)</b>
√ JH	Student Absences and Excuses
√ JHB	Truancy C.R.S. § 22-33-104(4), C.R.S. § 22-33-107(3)(b) <b>(must adopt policy setting forth attendance requirements and addressing children who are habitual truants)</b>
√ JIC	* Student Conduct C.R.S. § 22-32-109.1(2)(a) <b>(must adopt written conduct and discipline code that contains specific components)</b>
√ JICA	* Student Dress Code C.R.S. § 22-32-109.1(2)(a)(I)(J) <b>(must adopt dress code policy that prohibits disruptive clothing)</b>
√ JICDA	* Code of Conduct C.R.S. § 22-32-109.1(2)(a)(I)(A) <b>(must adopt policies on student conduct)</b>
√ JICDE*	* Bullying Prevention and Education C.R.S. § 22-32-109.1(2)(a)(I)(K) <b>(must adopt specific policy on bullying prevention and education)</b>
√ JICF	* Secret Societies/Gang Activity C.R.S. § 22-32-109.1(2)(a)(I)(F) <b>(must adopt specific policy on gang activity)</b>
√ JICH	* Drug and Alcohol Involvement by Students C.R.S. § 22-32-109.1(2)(a)(I)(G) <b>(must include written prohibition in conduct code regarding drug and alcohol use)</b> , C.R.S. § 25-14-103.5 <b>(must adopt policies prohibiting use of retail marijuana on school property)</b>
√ JICI	* Weapons in School 20 U.S.C. § 7961 <b>(in order to receive federal funds, must have policy that requires expulsion for certain weapons violations and requires referral to law enforcement)</b> , C.R.S. § 22-32-109.1(2)(a)(I)(G) <b>(must include written prohibition in conduct code regarding weapons)</b> , C.R.S. § 22-33-106(1)(f) <b>(must adopt policy regarding firearm facsimiles)</b>
√ JIH	* Student Interviews, Interrogations, Searches and Arrests

	C.R.S. § 22-32-109.1(2)(a)(I)(I) <b>(must adopt policy on searches, including locker searches)</b>
√ JK	* Student Discipline
√ JK-R	* Student Discipline – Regulation C.R.S. § 22-32-109.1(2)(a) <b>(must adopt written conduct and discipline code that contains specific components)</b>
√ JK*-2	* Discipline of Students with Disabilities C.R.S. § 22-32-109.1(2)(a) <b>(must adopt written conduct and discipline code that contains specific components, but discipline of special education students can be part of a more general student discipline policy)</b>
√ JKA	Use of Physical Intervention and Restraint
√ JKA-R	Use of Physical Intervention and Restraint – Regulation C.R.S. § 22-32-109.1(2)(a)(I)(D) <b>(must adopt policy and procedures for the use of reasonable and appropriate physical intervention)</b>
√ JKBA*	* Disciplinary Removal from Classroom
√ JKBA*-R	* Disciplinary Removal from Classroom – Regulation C.R.S. § 22-32-109.1(2)(a)(I)(B) <b>(must adopt general policy and procedures for dealing with students who cause a disruption, including a specific policy allowing removal from class consistent with state law)</b>
√ JKD/JKE	* Suspension/Expulsion of Students (and Other Disciplinary Interventions)
√ JKD/JKE-R	* Suspension/Expulsion of Students (Hearing Procedures) – Regulation C.R.S. § 22-32-109.1(2)(a)(I)(E) <b>(must adopt general policies and procedures regarding disciplinary actions)</b>
√ JRCB*	Privacy and Protection of Confidential Student Information
√ JRCB*-R	Privacy and Protection of Confidential Student Information (Hearing and Complaint Procedures) – Regulation C.R.S. § 22-16-107(2)(a) <b>(must adopt policy regarding material breach of contract hearings involving a school service contract provider’s misuse or unauthorized release of student personally identifiable information),</b> C.R.S. § 22-16-107(4)(a) <b>(must adopt a “student information privacy and protection policy” that addresses the “issues specified in C.R.S. § 22-16-106(1)”)</b> , C.R.S. § 22-16-112(2)(a) <b>(must adopt policy for hearing parent complaints regarding the BOCES’s compliance with the Student Data Transparency and Security Act, C.R.S. § 22-16-101 et seq.)</b>
√ KFA	Public Conduct on BOCES Property C.R.S. § 25-14-103.5 <b>(must adopt policies prohibiting tobacco and retail marijuana use on “school property”)</b>

### **ADDITIONAL HIGHLY RECOMMENDED POLICIES**

***For BOCES that operate a “public school” as defined by the Education Accountability Act of 2009, C.R.S. § 22-11-101 et seq. (the “Act”)***

Dependent upon the BOCES’s circumstances, the following policies may be **highly recommended** if the BOCES operates a “public school” as defined by the Act.

JICC	Student Conduct in School Vehicles
JICEC*	Student Distribution of Noncurricular Materials
JIHB	Parking Lot Searches <i>(if students park at school)</i>
JLCB	Immunization of Students
JQ	Students Fees, Fines and Charges

*This resource is for informational purposes only and does not constitute legal advice.  
Specific questions should be referred to the school district’s legal counsel.*

COLORADO ASSOCIATION OF SCHOOL BOARDS  
(303) 832-1000 or (800) 530-8430 | [www.casb.org](http://www.casb.org)

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