REQUIRED	SUGGESTED
277-108: Annual Assurances of Compliance by Local School Boards • Implementation of SEPs and SEOPs • Quality Teaching Block Grant Program policy • Education association leave policy • Electronic device policy	**277-112 Prohibiting Discrimination in the Public Schools** • Prohibiting discrimination
277-400: School Emergency Response Plans • Emergency response policy	**277-107: Educational Services Outside of Educator's Regular Employment** • Employee advertising for private services outside his/her public school employment • Students receiving credit for extracurricular activities
277-401: Child Abuse-Neglect Reporting by Education Personnel • Child abuse report policy	**277-407: School Fees** • Policy regarding fees for extracurricular activities • Policy regarding collection of fees
277-433: Disposal of Textbooks in the Public Schools • Policy regarding the reuse or disposal of textbooks	**277-419: Pupil Accounting** • Policy on attendance, defining "unexcused absences"
277-437: Open Enrollment • Policies describing procedures for students to following applying to attend schools other than their respective schools of residence	**277-438: Dual Enrollment** • Policy regarding dual enrollment
277-473: Testing Procedures • Policy for standardized test administration	**277-459: Classroom Supplies Appropriation** • Policy regarding the timeline to facilitate the intent of classroom supply appropriation
277-483: Persistently Dangerous Schools • Policy for transfer of students if students are residents of schools designated as persistently dangerous • Policy must include a window of at least 30 school days for student transfers • Policy may require student to return to student's residence school upon change of school safety designation • Policy for handling parent complaints	**277-462: Comprehensive Counseling and Guidance Program** • Policy regarding the role of school counselors

277-487: Public School Student Confidentiality • Policies and training for employees regarding the confidentiality of student records • MAY adopt policies related to public school student confidentiality to address the specific needs or priorities of the LEA	**277-474: School Instruction and Human Sexuality** • Policy regarding instruction in human sexuality
277-495: Required Policies for Electronic Devices in Public Schools • Policies on electronic devices in public schools	**277-491: School Community Councils** • Policy on school community councils
277-508: Employment of Substitute Teachers • Policy for hiring substitute teachers. The policy shall include obtaining verification from CACTUS that an applicant's license has not been revoked or suspended. • Policy to evaluate substitute teachers including a salary schedule to pay substitutes according to their training, experience, and competency.	**277-494: Charter School and Online Student Participation in Extracurricular or Co-curricular School Activities** • Policy on allowing student participation in extracurricular activities at a student's boundary school
R277-516: Education Employee Required Reports of Arrests and Required Background • Policy requiring reporting of designated offenses by *non-licensed* public employees and all employees who drive motor vehicles as an employment responsibility • The policy must be available on the school district/charter school website or provided to USOE or both • The policy must contain at a minimum: →reporting of convictions, arrests for alleged sex offenses, alleged drug-related offenses, alleged alcohol-related offenses, and alleged offenses against a person; →a timeline for receiving reports from non-licensed employees; →immediate suspension from student supervision responsibilities for alleged sex offenses or offenses which may endanger students during investigation; →immediate suspension from transporting students or vehicles for alleged alcohol or drug related offenses; →adequate due process for accused employee; →a process to review arrest information and make employment	**R277-516: Education Employee Required Reports of Arrests and Required Background** • Policy that *licensed* employees must report arrests and/or convictions within 48 hours of the arrest • The policy could include the same elements as required in the policy for reporting of arrests for non-licensed employees

decisions; →timelines and procedures for maintaining records of arrests/convictions, which records should include final administrative determinations and action following the investigation and which shall be maintained only as necessary to protect the safety of students and with strict requirements for the protection of confidential employment information.	
R277-530: Utah Effective Teaching and Educational Leadership Standards • Policies to support teachers and school administrators in implementation of the Effective Teaching and Leadership Standards	**R277-531: Public Educator Evaluation Requirements** • Policies and procedures for evaluating educators' performance according to their various assignments
R277-532: Local Board Policies for Evaluation of Non-Licensed Public Education Employees (Classified Employees) • Policies for non-licensed public education employee evaluation and dismissal consistent with minimum standards of Sections 53A-8a-301 and 302 and 53A-8a-501 through 506 and due process and the termination of non-licensed public education employees consistent with Section 53a-8a-501 through 504 • Policies must include: (1) annual evaluation of non-licensed public education employees; (2) the use of appropriate tools for non-licensed public education employee evaluations; (3) non-licensed public education employee evaluation criteria tied to specific non-licensed job descriptions or assignments; (4) the administration of the evaluation by the school principal, an appropriate administrator or the principal's or administrator's designee; and (5) an appeals process that allows non-licensed public education employees to appeal procedural violations of the evaluation process	**R277-600: Student Transportation Standards and Procedures** • Policy regarding approval of trips at the appropriate administrative level
R277-607: Truancy Prevention • Truancy policy	**R277-601: Standards for Utah School Buses and Operations** • Policy on the safety of the passengers and the public for school bus drivers • Policy on electronic devise use for school bus drivers

	Policy for school bus drivers if they find children still on the bus after completing an inspection
R277-608: Prohibition of Corporal Punishment in Utah's Public Schools • Policy prohibiting corporal punishment	**R277-602: Special Needs Scholarships—Funding and Procedures** • Policy and procedures on applying for and receiving special needs scholarships consistent with 277-602
R277-609: Standards for School District, School and Charter School Discipline Plans • School Discipline Policy	**R277-605: Coaching Standards and Athletic Clinics** • Policy on standards for school athletic and activity coaches and for athletic clinics and workshops
R277-612: Foreign Exchange Students • Policy regarding foreign exchange students	**R277-610: Released-Time Classes and Public Schools** • Policy on the specific standards and procedures for public schools regarding released-time classes consistent with R277-610
R277-613: School District and Charter School Bullying and Hazing Policies and Training • Policy prohibiting bullying and hazing (see additional handout)	**R277-611: Certified Volunteer Instructors and Material Approval Requirements** • Policy on whether to allow volunteers who have been certified by Utah Bureau of Criminal Identification to teach firearm safety at your school **--**LEAs should identify a process to for designating public school areas that may be used for firearm safety training **--**direct a board of committee to review materials that may be used under the school's authority to teach firearm safety
R277-614: Athletes and Students with Head Injuries • Head injury policy • The policy must include: o Instruction to remove the student from a sporting event if it is suspected that he or she will suffer from a serious head injury o Prohibition from that student's ability to continue with the activity until he or she is evaluated by a medical professional o A written statement from the professional, clearing the student to resume participation o Adequate training with agents in order to educate them	**R277-616: Education for Homeless and Emancipated Students** • Policy for educating homeless and emancipated students

about head injuries o Notification to parents about the school's head injury policy	
R277-615: Standards and Procedures for Student Searches • Search policy	**R277-702: Procedures for the Utah High School Completion Diploma** • Policy on obtaining a high school diploma consistent with R277-702
R277-705: Secondary School Completion and Diplomas • Policy regarding the process and standards for acceptance and reciprocity of credits earned	**R277-713: Concurrent Enrollment of High School Students in College Courses** • Policy on concurrent enrollment consistent with R277-713
R277-714: Dissemination of Information About Juvenile Offender • Policy explaining which staff members have the authority to receive confidential information about juvenile offenders	**R277-726: Statewide Online Education Program** • Policy on providing and for taking online courses consistent with R277-726
R277-716: Alternative Language Services for Utah Students • Policy used to identify which students qualify for services under the IDEA	
R277-719: Standards for Selling Foods Outside of the Reimbursable Meal in Schools • Vending machine policy o This policy must include: o Requirement that all vending machines are under contract from the local board of education o Generally accepted accounting procedures (period reports, receipts, and expenditures) • Policy regarding food sold on school grounds o This policy may: o Prohibit the sale of food with minimal nutritional value o Limit the calorie value to less than 300 per unit o Prohibit foods that are more than 35% total fat o Prohibit foods in which the 10% of the total calories come from saturated fat o Prohibit foods that contain caffeine o Prohibit foods with trans fats o Prohibit foods with a sodium content greater than 200 mg per portion o Prohibit foods in which more than 35% of the product is	

sugar by weight o Limit beverages to less than 20 oz.	
R277-800: Utah Schools for the Deaf and the Blind • Policy for materials available for loan • Assessment policy to evaluate students	
R277-915: Work-based Learning Programs for Interns • Procedure policy for work-based learning programs o The policy should address the following issues: o Training for student interns on health and safety procedures in the workplace o Transportation o Appropriate supervision o Adequate insurance coverage o Appropriate involvement and approval by the student's parents o Standards for approval of off-campus work sites o Student evalutations	