

## SUPPORT STAFF HANDBOOK CHANGES FOR 2009-2010

(Changes are noted by highlighting the title of section changed.)

Page 09 – Revised Superintendent’s welcome

Page 10 – Connection between District mission, vision, and goals

Page 13 – Revised policy adds other attributes subject to non-discrimination

Page 15 – Revised policy issues “letters of hire” to probationary employees

Page 16 – Information from District Professional Dress Committee

Page 18 – Revised to reflect present practice of using a custodial emergency duty list during school cancellations and delays

Page 22 – Revised policy adds the Superintendent or School Board may request an exit interview upon separation from the District

Page 34 – Revised policy expands Family and Medical Leave eligibility due to active military duty and serious illness/injury incurred in the line of duty

Page 40 – Revised to include cell phone and book purchase discount eligibility

Page 41 – New policy on children of non-resident employees attending Epping Schools

Page 47 – Recommended practice for e-mail communication and new policy on e-mail retention

Page 48 – Revised School Board meeting schedule

Page 48 – Recommended policy on requests for public information

Page 48 – Revised policy to reflect procedures for accepting gifts of various values per change in law

Page 52 – New policy discouraging staff from socializing with students on social networking websites

Page 53 – Revised policy on employee use of cellular telephones

Page 63 – Authorized employees only are permitted to drive District truck

Page 65 – New policy on fraud prevention required by District auditor

Page 65 – Usernames and passwords practice, and procedure for technology issues

Page 65 – New District energy plan

Page 68 – School Board Policy & personnel forms on District Website [www.sau14.org](http://www.sau14.org)