

3021
Operation of School Business Office

The central office of the school district shall generally be open for business from 7:30 a.m. to 4:00 p.m. every weekday except for holidays and days that have been advertised in advance. The office shall generally be open, even on days when school is cancelled due to inclement weather. The Superintendent shall be responsible for ensuring that the central office is appropriately staffed when the district is open for business and shall be responsible for supervising all staff employed in the central office.

Adopted on: February 10, 2014

Revised on: _____

Reviewed on: December 11, 2017