

**GOFFSTOWN SCHOOL DISTRICT****BGE****POLICY DISSEMINATION**

The policy manual is a public document. The Superintendent is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the School Board and the administrative rules and regulations needed to put them into effect.

Accessibility is to extend at least to all employees of the school system, to members of the School Board, and to persons in the community insofar as conveniently possible. Manuals will be available for inspection at the Superintendent's office. All Policies will be posted on the SAU website.

All policy manuals shall remain the property of the Goffstown School Board and shall be considered as "on loan" to anyone, or any organization, in whose possession they might be at any time. They are subject to recall at any time deemed necessary by the administrative head of the Goffstown School District. The Superintendent is responsible for ensuring timely updates to the Policy Manual(s) as well as Policies on the SAU Website.

**Legal Reference:**

*RSA 91-A:4, Minutes and Records Available for Public Inspection*

Proposed: 08/21/1990

Adopted: 09/23/1991

Revised: 11/01/1999

Adopted: 08/22/2005

Proposed: 02/20/2023

Adopted: 03/20/2023

NHSBA Review: 04/04/14