

## Regulations Dissemination

It will be the responsibility of the Superintendent to see that the regulations developed to implement Committee policies and administer the school system are appropriately coded and included as regulations in the Westfield School Committee's policy manual.

A regulation concerning a particular group or groups in the schools will be distributed to the group(s) prior to the effective date of the regulation.

Members of the Westfield School Committee will also receive copies of all revised regulations that are issued for insertion in the manual.

Adopted: Date of Manual Adoption

First Reading: December 15, 2014

2<sup>nd</sup>/Final Reading: January 20, 2015