

Effective Date: 8/97	400 – 1 Staff Handbook Development
Revision Date: 7/19/2016	Approved by: DPSA Board

On an annual basis the DPSA Staff Handbook is developed, updated and revised by school administration to remain current with local, state and federal employment related legal requirements and to communicate DPSA employment-related policies to its staff.

When policies are substantively modified or new policies are proposed, a copy of the current policy language (if applicable) and the new policy language showing the proposed changes, will be provided to the Board.

The DPSA Board may approve or deny the proposed additions or modifications.

The Handbook is provided to all staff at the start of each academic year. Staff are asked to read and sign a statement saying they have received and read the handbook. These statements are on file in the Human Resources Office.