

LEA Required Policies List					
#	LEA Type	Statute or Board Rule	Suggested Policy Title	If applicable, does the policy contain all specific items outlined as per Statute or Board Rule	Comments
1	All LEAs	R277-113: Local Education Agency (LEA) Fiscal and Auditing Policies(PDF File)	Fiscal and Auditing Policy	It must include a program accounting policy, a cash handling policy, an expenditure policy, a fundraising policy, a donation and gift policy, and a financial reporting policy. Each of these have specific items that must be included. Refer to rule.	
2	Required if LEA or educator licenses courseware or materials produced with public education funds.	R277-120: Licensing of Material Developed with Public Education Funds(PDF File)	Public Education Materials Developed with Public Education Funds policy		
3	Required if LEA wants to request LEA-specific educator license.	R277-301: Educator Licensing(PDF File)	Educator Licensing Policy		
4	All LEAs	R277-316: Professional Standards and Training for Non-licensed Employees and Volunteers(PDF File)	Professional Standards and Training for Non-licensed Employees and Volunteers policy		
5	All LEAs	R277-322: Local Education Agency (LEA) Codes of Conduct(PDF File)	Conduct and Appropriate behavior policy		
6	Required if an LEA administers the public education exit and engagement survey through a provider other than USBE's approved online provider(s).	R277-325: Public Education Exit and Engagement Surveys(PDF File)	Engagement Survey access policy	LEA's must create policies on access to data.	
7	All LEAs	R277-400: School Facility Emergency and Safety(PDF File)	Emergency Preparedness and Response Plan		
8	All LEAs	R277-401: Child Abuse-Neglect Reporting by Education Personnel(PDF File)	Child Abuse-Neglect Reporting Policy		
9	All LEAs	R277-404: Requirements for Assessments of Student Achievement(PDF File)	Requirements for Assessments of Student Achievement policy		
10	All LEAs	R277-407: School Fees(PDF File)	School Fees policy	An LEA policy shall include easily understandable procedures for obtaining a fee waiver and for appealing an LEA's denial of a fee waiver, as soon as possible before the fee becomes due.	
11	Required if LEA or third party provider purchases equipment and provides the equipment to a student or to the student's parent or guardian.	R277-417: Prohibiting Local Education Agencies (LEAs) and Third Party Providers from Offering Incentives or Disbursement for Enrollment or Participation(PDF File)	Third Party Provider's Asset Policy		
12	Required if LEA enrolls students in a Learner Validated Program.	R277-419: Pupil Accounting(PDF File)	Pupil Accounting - Learner Validated Enrollment Policy		
13	All LEAs	R277-433: Disposal of Textbooks in the Public Schools(PDF File)	Reuse or disposal of text books policy		
14	Required if LEA serves students in grades 7-12.	R277-462: School Counseling Program(PDF File)	Plan for College and Career Readiness Implementation Policy		
15	All LEAs	R277-469: Instructional Materials Commission Operating Procedures(PDF File)	Selection and purchase of instructional materials policy		
16	All LEAs	R277-487: Public School Data Confidentiality and Disclosure(PDF File)	Data Privacy and Security		
17	All LEAs	R277-495: Electronic Devices in Public Schools(PDF File)	Acceptable Use Policy or Electronic Device Use Policy		May be combined with internet safety policy.
18	All LEAs	R277-530: Utah Effective Educator Standards(PDF File)	Effective Educator Standards policy		
19	Required if bussing students.	R277-601: Standards for Utah School Buses and Operations(PDF File)	School Bus and Operations policy		
20	All LEAs	R277-604: Private School, Home School, and Bureau of Indian Education Student Participation in Public School Achievement Tests(PDF File)	Private school student participation in assessments; Home School student participation in assessments		
21	All LEAs	R277-605: Coaching Standards and Athletic Clinics(PDF File)	Supervision of students in school sponsored activities		
22	Required if LEA serves grades 9-12.	R277-606: Dropout Prevention and Recovery Program(PDF File)	Drop Out Prevention Policy		
23	All LEAs	R277-607: Absenteeism and Truancy Prevention(PDF File)	Absenteeism and Truancy Prevention Policy		
24	All LEAs	R277-608: Prohibition of Corporal Punishment in Utah's Public Schools(PDF File)	Prohibition of Corporal Punishment policy		
25	All LEAs	R277-609: Standards for Local Education Agency (LEA) Discipline Plans and Emergency Safety Interventions(PDF File)	Discipline and Intervention Policies		
26	Required if enrolling foreign exchange students.	R277-612: Foreign Exchange Students(PDF File)	LEA Policy for Working with Foreign Exchange Student Agencies and Protecting Students.		
27	All LEAs	R277-613: Local Education Agency (LEA) Policies and Training Regarding Bullying, Cyber-bullying, Hazing, Retaliation, and Abusive Conduct(PDF File)	Bullying, Hazing, Retaliation, and Abusive Conduct Policy		
28	All LEAs	R277-614: Athletes and Students with Head Injuries(PDF File)	Head injury policy		Model policy done by USBE.
29	All LEAs	R277-615: Standards and Procedures for Student Searches(PDF File)	Searching students for controlled substances and weapons policy		
30	All LEAs	R277-620: Suicide Prevention Programs(PDF File)	Youth protection Policy		
31	All LEAs	R277-700: The Elementary and Secondary School General Core(PDF File)	Elementary and Secondary School General Core policy		
32	Required if LEA awards credit for graduation.	R277-701: Early College Programs(PDF File)	Early College Program Policy		
33	Required if LEA serves students in grades 7-12	R277-705: Secondary School Completion and Diplomas(PDF File)	Student Credit policy		
34	Required if LEA provides Out-of-School Time Programs.	R277-715: Out-of-School Time Program Standards(PDF File)	Out of School Time Programs	Needs to include health and safety of participants and transportation; could be in separate policies.	
35	All LEAs	R277-716: Alternative Language Services for Utah Students(PDF File)	Alternative Language Services for Utah Students policy		

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36	Required if LEA sells foods outside of the reimbursable meal service.	R277-719: Standards for Selling Foods Outside of the Reimbursable Meal in Schools(PDF File)	Foods sold outside of the reimbursable meal service policy		
37	Required if LEA participates in programs under federal child nutrition laws.	R277-719: Standards for Selling Foods Outside of the Reimbursable Meal in Schools(PDF File)	Local School Wellness Policy		
38	Required if LEA provides Adult Education.	R277-733: Adult Education Programs(PDF File)	Adult education student participation in graduation activities		
39	All LEAs	R277-750 references a Special Education Policy and Procedure manual	Special Education policies and procedures manual (P&P Manual)		Model manuals done by USBE and policy must be approved by USBE.
40	Required if LEA provides Work-based Learning Programs.	R277-915: Work-based Learning Programs(PDF File)	Work based learning program		
41	Required if LEA participates in the Teacher and Student Success Act (TSSA) Program and has two or more schools.	R277-927: Teacher and Student Success Act (TSSA) Program(PDF File)	Student and Teacher Success Act (TSSA) calculation and distribution policy		
42	All LEAs	47 CFR, Part 54, Children's Internet Protection Act	Internet Safety Policy		May be combined with Acceptable use policy.
43	All LEAs	53G-9-203	Health and Welfare Policy		
44	All LEAs	63G-6a and R33	Procurement Policy		
45	All LEAs	53G-7-221	Policy supporting students learning English, parents, and families		2022 Legislative Session - HB 302
46	All LEAs	53E-4-403	Sensitive Materials in Schools Policy		2022 Legislative Session - HB 374
47	All LEAs	53G-8-802	School Safety Policy		2022 Legislative Session - HB 428