

Glenbrook High School District #225

PROCEDURES FOR IMPLEMENTING BOARD POLICY: STAFF PUBLICATION OF BOOKS AND MATERIALS 6250

1. All royalties received by District #225 for staff publications under Section C of Board policy: Staff Publication of Books and Materials shall be credited to the Student Teaching Account of the department to which the staff member belongs.
2. Cooperative publishing arrangements referred to in Section C of this policy shall be recommended to the Board by the Superintendent on an individual basis.
3. All requests for district-published materials shall be directed to the superintendent who will approve the request and determine cost. Bills for such materials shall be made by the district business office. These monies shall be credited to the general fund and shall be distributed at the discretion of the assistant superintendent for business affairs.

Adopted: May 21, 1973
Revised: September 25, 2000