

KEARNS HIGH SCHOOL

Memo No. 1 - Introduction

August, 2016

SUBJECT: KEARNS HIGH SCHOOL - POLICY, PROCEDURE AND FACULTY
MANUAL

The “memo” format will be utilized to outline policies and procedures for faculty members. The memos will be issued as needed. These memos will constitute the faculty manual and be considered school policies.

It is the responsibility of each faculty member to read and be familiar with the content of all memos.