

**This manual is intended as a reference guide to School of The Osage policies and procedures. The complete SOTO Board of Education policies can be found online at:**

**[https://simbli.eboardsolutions.com/SB\\_ePolicy/SB\\_PolicyOverview.aspx?S=305](https://simbli.eboardsolutions.com/SB_ePolicy/SB_PolicyOverview.aspx?S=305) or in hardcopy form at Central Office.**

**This manual does not contain full explanations of Board policy nor does it supersede or re-interpret policy.**

**It is the responsibility of each and every employee to be knowledgeable about the contents of this manual. Please direct any questions or suggestions to your direct supervisor or Central Office.**

**All applicable forms referenced are contained in the appendix section.**

**I, \_\_\_\_\_ have received the 2022-2023 School of the Osage employee manual & procedure guide on \_\_\_\_\_. I understand I am contractually obligated to abide by the policies and procedures contained herein.**

\_\_\_\_\_

**Signature**