

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

CIVIC CENTER, SAIPAN, MARIANA ISLANDS

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Register

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PUBLIC NOTICE

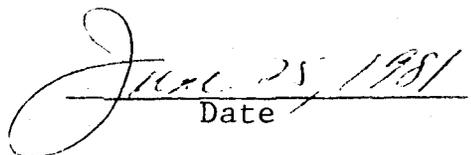
Amendment to Direct Family Home Loans
Policy and Procedures

The Board of Directors, Mariana Islands Housing Authority has recently adopted amendments to the "Direct Family Home Loans Policy and Procedures". These amendments are incorporated in the attached "Amended Policy and Procedures".

Copies of the "Amended Policy and Procedures" may be obtained at the Mariana Islands Housing Authority.



Lorenzo LG. Cabrera
Executive Director



Date



DIRECT FAMILY HOME LOANS
AMENDED POLICY AND PROCEDURES

- I. PURPOSE AND AUTHORITY: The purpose of the direct family home loan financing program is to encourage and create better living standards, a healthier environment for family life, attractive community, and to provide for modest, safe and sanitary dwellings. It will enhance the economic activity of the Mariana Islands through building constructions, which will increase demands for jobs, building materials, home furnishings, and related products. It is the policy of the Mariana Islands Housing Authority (MIHA) to assist qualified applicants to acquire and occupy a home or to improve their existing homes. Pursuant to Public Law 5-67, as amended, the MIHA will undertake to provide the financial or management operation or otherwise provide housing for persons with low and moderate income.
- II. SCOPE: This amended policy and procedures shall apply to all direct loans to families and shall supersede all policies issued prior hereto, which are inconsistent with this policy.
- III. USE OF FUNDS: All available funds either as borrowed funds, grant funds, or covenant funds, may be used for the purchase or construction of a detached, single family residential dwelling or for home improvement or rehabilitation. The use of such funds shall be subject to the following:

" MIHA is an equal employment and fair housing public agency "

- A. The house to be constructed, improved or purchased shall be or become owned by the applicant in fee simple. The word "applicant" means a family or a single person.
- B. The home to be constructed or improved must be occupied and used by the applicant as his principal place of residence.
- C. The home to be purchased must be occupied and used by the applicant as his principal place of residence immediately after the date the loan is closed, which shall be the same date as the day of purchase.

IV. ELIGIBILITY AND QUALIFICATION: Any applicant may be considered eligible for a loan under this program who is determined by MIHA to be capable of repaying the loan under the terms and conditions as established by this policy. However, no loan may be made to any applicant who is also eligible for a loan under the MIHA Guaranteed Loan Program. No loan may be made to any applicant who is deemed by MIHA to be capable of obtaining a similar loan from a private lending institution.

V. TERMS AND CONDITIONS OF LOANS: The following terms and conditions shall apply to all loans made directly under this program:

- A. The maximum loan shall not exceed Thirty-Five Thousand Dollars (\$35,000.00) for construction or the purchase of a house.

- B. The amount of the loan shall not exceed ninety percent (90%) of the appraised value of the property by MHA or the purchase price, whichever is lower. In construction loans, the purchase price of the property means the value of the land plus the estimated cost of construction.
- C. The repayment period of any loan shall not exceed Thirty-Three (33) Years.
- D. No home improvement or rehabilitation loan may be less than One Thousand Dollars (\$1,000) or more than Fifteen Thousand Dollars (\$15,000).
- E. No loan may be issued to any applicant where after careful analysis of the applicant's financial status, it is determined that the applicant will encounter difficulties in repayment of the loan or would cause other financial hardships to the applicant. Appropriate guidelines and criteria should be established, upon which the soundness of any loan to be made shall be based.
- F. No loan shall be made to any applicant whose annual income exceeds Twelve Thousand Dollars (\$12,000). "Annual income" means gross income from wages, salaries, commissions, pensions, social security, unemployment compensation, alimony, welfare, child support payments and other payments made on behalf of minors, and all net farm or nonfarm business income. Wages and salaries of applicant family members who are eighteen (18) years of age or younger shall be excluded in determining annual income.

- G. All constructions and improvements of homes shall meet the minimum property standards and building requirements of MIHA, including applicable regulations and zoning laws as may be established from time to time.
- H. Homes to be constructed or purchased shall be modest but adequate in size in relation to the size of the applicant family, and shall be reasonable in cost in relation to the needs and financial capability of the particular applicant as determined by MIHA.
- I. All loans shall be secured by a first mortgage on the property to be improved, purchased or constructed. Additionally, the loan may be secured by other properties or by a guarantor if deemed necessary by MIHA.
- J. Any real property to be used as collateral shall be owned in fee simple by the applicant and shall be free from defects or encumbrances.
- K. The applicant shall pay for all necessary attorney's fees, finance charges, and other expenses and fees related to the closing of a loan.

VI. APPLICANT QUALIFICATIONS AND CONDITIONS: To qualify for a loan under this program, the applicant must meet the following:

- A. The applicant shall prove sufficient credit to make all necessary payments. Credit requirements for qualifications of applicant are subject to reasonable and necessary change from time to time by MIHA.

B. The applicant shall supply complete building plans, specifications, cost estimates and other information to the satisfaction of MIHA.

VII. PRIORITY CRITERIA: Consideration of application shall be on a first-come, first-served basis, and must meet one of the following criteria:

1. Applicant is without housing (Homeless).
2. Applicant is about to become homeless and has been served with a notice of ejection as a result of MIHA's action. This category of applicants include those whose homes have been partially damaged or totally destroyed by natural disaster.
3. Applicant is residing in an unsafe, unsanitary or overcrowded dwelling.

VIII. ADVERTISING: Whenever additional funds are made available under this program, it shall be made known to the public through the media such as the radio and newspaper and shall state the following:

- A. Amount Available
- B. Origin of the Fund
- C. Intent as to the Use of the Fund

IX. PROCESSING OF LOANS: Loans shall be processed on a first-come, first-served basis and shall be subject to the following:

- A. Any information pertaining to credit, income, employment and related matters necessary for the determination of the loan application shall be filed together with the application. If MIHA is to obtain such information itself, then authorization shall be obtained from the applicant prior to collection of information.
- B. Any information gathered shall be considered confidential and shall not be released to any person except upon written approval of the applicant.

X. LOAN SETTLEMENT: The closing of a loan made hereunder shall be subject to the following:

- A. For construction loans, the first monthly installment shall be due on the first day of the month following the completion and occupancy of the house or six months after the closing of the loan, whichever occurs first. Monthly installments thereafter shall be due on the first day of each and every month. Installments are due and payable within, but not to exceed thirty (30) days. No interest may be charged the borrower during the construction period.

- B. For improvement loans, the first monthly installment shall be due on the first day of the month following the month when the improvement of the dwelling is to have been completed or on the first day of the third month following the month the loan is closed, whichever occurs first. All monthly installments thereafter shall be due on the first day of each and every month. Installments are due and payable within, but not to exceed, thirty (30) days. No interest may be charged to the borrower during the improvement period.

- C. For purchase loans, the first monthly installment shall be due on the first day of the second month following the month of purchase. Monthly installments thereafter shall be due on the first day of each and every month. Installments are payable within, but not to exceed, thirty (30) days. Interest may not be charged to the borrower for the remaining days of the month during which the loan was closed.

XI. FUND MANAGEMENT: The management of funds made available under this program shall be governed as follows:

- A. All funds obtained hereunder shall be deposited on a separate account and from all other funds of MIHA and shall be effectively managed so that they may not be diminished and shall continue to revolve.

- B. The account to which funds are deposited shall be known as the "Direct Family Home Loans Revolving Fund".
- C. Loans shall be amortized and interest on loans shall be charged on the declining balance.
- D. The interest chargeable under this program is six percent (6%) per annum on the declining balance of the loan.
Interest chargeable on other funds made available under this program will be based on rates as may be established by law.
- E. Interest chargeable on any borrowed funds under this program shall not exceed $1\frac{1}{2}\%$ per annum above the interest rate assessed MIHA by a lending institution.
- F. Revenues or interests earned may be deposited in MIHA's general fund account and may be expended for any approved purpose.
- G. Late installment charge shall be fixed at 1% of the monthly installment on every late installment per month until fully paid.

XII. ADMINISTRATION OF PROGRAM: The administration of this program shall be governed by the provisions of this policy. As the administrator/manager of the Mariana Islands Housing Authority:

- A. The Executive Director is delegated the authority and responsibilities to administer this program. In his capacity as the Executive Director, he shall have the authority to approve or disapprove loans, promulgate rules and regulations consistent with the provisions of

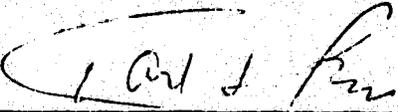
this policy, and shall have other powers necessary and appropriate to carry out the intent and purposes of this program.

B. The Executive Director shall make periodic reports to the Board of Directors at least once every three months in regards to his administration and management of this program.

XIII. AUTHORITY RESERVED: The Board of Directors reserves the authority and power to revise, amend or repeal any provision of this policy.

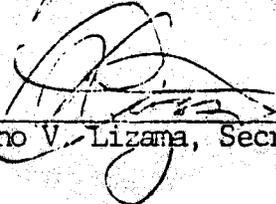
In addition, the Board of Directors reserves the authority to appropriate revenues from the interests earned under this program.

APPROVED BY: MIHA Board of Directors



Karl T. Reyes, Its Chairperson

6/10/81
Date

ATTESTED BY: 

Lino V. Lizama, Secretary

6/10/81
Date



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

BOARD OF EDUCATION
DEPARTMENT OF EDUCATION
SAIPAN, CM 96950

Phone: 9311/9812/9823
9827

PUBLIC NOTICE

Lorenzo G. Cabrera
Chairperson

Florence M. Hofschneider
Vice Chairperson

Joaquin S. Munglona
Member - Rota

Isanislao Hocog
Member - Tinian

Felicitas P. Abraham
Member - Saipan

Dr. Ignacio Dela Cruz
Member - Saipan

Sr. Mary Louise Balzarini
Member - Saipan

Jesus Faisao
Member - Saipan

Member - Rota

Student Representative

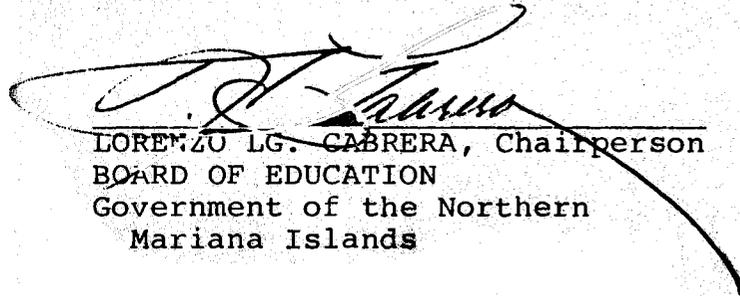
PROPOSED DEPARTMENT OF EDUCATION REGULATIONS

The Board of Education of the Northern Mariana Islands, pursuant to the authority of Section 9 of Chapter 14 of Public Law No. 1-8, and in accordance with the provisions of Section 4(1) of Title 17 of the Trust Territory Code, hereby give notice to the public of its intention to adopt regulations for the Department of Education concerning the following Management and Administration, Instructional Program, Pupil Personnel, Finance, Facilities and Equipment, and Miscellaneous Provisions. The text of the proposed regulations follows this Notice.

Reading copies of the proposed regulations are available in the principal's office of each of the public schools and from the Superintendent, Department of Education, Government of the Northern Mariana Islands, Lower Base, Saipan, CM 9650. Additional copies may be obtained at a cost of 10¢ per page.

All interested persons will be given a reasonable opportunity to submit data, views, or arguments, in

writing, concerning the proposed Regulations. Written comments must be submitted to the Chairman, Board of Education, Government of the Northern Mariana Islands, not later than the close of business thirty (3) calendar days following the date of publication of this Notice.



LORENZO L.G. CABRERA, Chairperson
BOARD OF EDUCATION
Government of the Northern
Mariana Islands



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

BOARD OF EDUCATION
DEPARTMENT OF EDUCATION
SAIPAN, CM 96950

Phone: 9311/9812/9823
9827

NOTISIAN PUBLIKO

PROPOSITO NA REGULASION EDUKASION

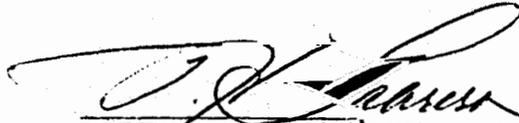
I Board of Edukasion para i San Katan na Islas Marianas, sigun gi atoridad nu i Seksiona 9, Kapitulo Numero 14, Lai Publiko 1-8, yan sigun gi probision nu i Seksiona 4(1), Kapitulo Numero 17 gi Kodigon Trust Territory, malago para u infotma i publiko pot intension para uma adapta regulasion pot in Depattamenton Edukasion para i man-siguiente siha: Management and Administration, Instructional Program, Pupil Personnel, Finance, Facilities and Equipment, yan Miscellaneous Provisions. I maproposito na regulasion atatitiyi este na Notisia.

Kopian este na regulasion sina machule gi ofisinan principal kada eskuelan publiko yan gi ofisinan Superintendent, Depattamenton Edukasion, Gobietnon Katan na Islas Marianas, Lower Base, Saipan. Komo unnesisita mas kopia, este siha mabebendi dies sentimos pot un ohas.

Haye interesao para u-nahalum opiniononna pot este na proposito na regulasion Edukasion, u-tugi ya una

Thomas H. Tabara
Chairperson
Elizabeth M. DeFonzo
Vice Chairperson
Joaquin S. Munglona
Member - Rota
Estanislao Hocog
Member - Tinian
Felicitas P. Abraham
Member - Saipan
Dr. Ignacio Dela Cruz
Member - Saipan
Sr. Mary Louise Balzarini
Member - Saipan
Jesus Faisao
Member - Saipan
Member - Rota
Student Representative

halom gi Depattamenton Edukasion, Gobietnon Katan na
Islas Marianas, gi halom trenta (30) dias, dispues de
uma publika este na Notisia.



LORENZO LG. CABRERA, Chairperson
BOARD OF EDUCATION
Government of the Northern
Mariana Islands

MANAGEMENT/ADMINISTRATION

POLICY 308

LEAVING CAMPUS DURING SCHOOL HOURS

All students in attendance at public schools in the Commonwealth shall remain on the school campus during the hours between the start and the end of the school day, except with the express prior approval of the school principal.

BUSINESS AND ADMINISTRATION

POLICY 311 FOOD VENDOR RESTRICTION

In accordance with the governing regulations of the Federal Food Assistance Program, no commercial vendors shall sell or offer for sale any food or drink intended for human consumption upon the grounds of any public school in the Northern Mariana Islands during any period of time when such school shall be in session.

INSTRUCTIONAL PROGRAM

POLICY 405

ASSIGNMENT TO GRADES

405.1 Subject to the guidelines expressed in this and other policies, principals shall be responsible for the grade placement of students in the public schools of the Commonwealth.

405.2 In general, a student who has satisfactorily completed the instructional curriculum in a particular grade shall be placed in the next higher grade during the following school year. A student who has not completed the instructional curriculum within a particular grade and/or is not prepared to continue studies at the next higher grade level as determined by the principal with teacher recommendation, shall repeat the grade during the ensuing school year. Students with established regular attendance records will not repeat the same grade level for more than two consecutive years. The principal may permit a student double promotion advancing an additional grade, with the consent of the student's parents or guardian, if the principal finds that the student has the demonstrated ability to master the curriculum in the grade to which the student is to be assigned, and that such an assignment would not be detrimental to the best interests of the school or of the student.

405.3 In any case in which the principal determines that there is not satisfactory evidence of having completed the instructional curriculum of a particular grade, or in which the principal determines that satisfactory completion of the instructional curriculum in another school system would not be the approximate equivalent of completion of the instructional curriculum in the same grade within the Commonwealth, the principal may assign the student to such grade as he/she believes is appropriate to the needs of the student. In making such an assignment, the principal shall consider the capabilities and needs of the student, the courses of study offered by the school, the student's chronological age, and any other factors deemed by him or her to be relevant.

INSTRUCTIONAL PROGRAM

POLICY 406

GROUPING OF STUDENTS

Students shall be grouped for instruction in a manner considered by principals, after consultation with teachers and other credentialed staff, to be most beneficial to the educational and personal welfare of the student.

Except for bilingual instruction program, students shall not be organized into classes consisting solely of one ethnic or language group. No student shall be segregated into a class consisting solely of one ethnic or language group for the entire school day.

INSTRUCTIONAL PROGRAM

POLICY 407 SUBJECT TIME ALLOTMENTS FOR ELEMENTARY SCHOOLS

The following minimum subject-time allotments shall apply in all public elementary schools in the Commonwealth. Any departure from the following time allotment allocations will require express prior approval from the Superintendent and subject to Board of Education review upon request.

| <u>Subject</u> | <u>Grades 1 through 7</u> |
|---|---------------------------|
| language Arts-(including Oral English, vernacular language, reading, spelling, composition, penmanship, speaking, listening, grammar, etc.) | 140 |
| <u>Math</u> | 40 |
| <u>Social Studies</u> | 40 |
| <u>Science/Health</u> | 40 |
| <u>Art/Music/PE</u> | 40 |

PUPIL PERSONNEL

ADDITION TO POLICY 602

COMPULSORY ATTENDANCE

Any parent, guardian, or other person having the responsibility for or care of a child whose attendance at school is obligatory shall send the child to school. Any parent, guardian, or other person who permits the child who is under his or her control to be absent from school without good cause and in violation of applicable law or regulations is subject to criminal prosecution in accordance with the provisions of law.

PUPIL PERSONNEL

POLICY 603

ATTENDANCE RECORDS

Records of attendance of students shall be kept at each school. Each teacher is responsible for accurate reporting of daily attendance in his or her classroom. It is the responsibility of the school principal to make certain that accurate daily attendance records are kept up-to-date at all times, and that monthly and annual attendance reports are sent to the Department of Education within five (5) working days after the end of each month in which school is in session and at least ten (10) working days at the end of the school year.

PUPIL PERSONNEL

POLICY 604

STUDENT ABSENCES AND EXCUSES

Regular and punctual attendance will be required of each student enrolled in the public schools of the Northern Mariana Islands. The Department of Education recognizes that absence from school is occasionally necessary. However, every effort should be made by students, parents, teachers, and school administrators to keep absences and tardiness to a minimum.

The Department of Education recognizes two types of absences: excused and unexcused. Excused absence is absence necessitated because of illness, emergency, or death in the family, or absence with the written approval of parents when such approval is not inconsistent with the academic needs of the student. Unexcused absences are those which are not excused; they may generally be categorized as being of such a nature that prudence would have avoided or precluded the absence.

School principals have the authority to make determinations of whether or not an absence will be considered excused or unexcused.

The law makes parents and legal guardians, as well as students, responsible for school attendance. However, it is the responsibility of school personnel to counsel with parents and/or legal guardians, as well as the student, in order to seek adjustment to poor attendance patterns.

Any public school student who is absent from school without excuse for more than four days, or parts of days, during any one school quarter will be considered truant. Additionally, any student who is absent from school without the knowledge and permission of the student's parents or legal guardians, or school authorities, is truant.

Principals shall promptly report all instances of repeated or continuous truancy to the Office of the Superintendent for further action.

PUPIL PERSONNEL

POLICY 606

STUDENT RECORDS

606.1 Permanent Records

The principal of each school shall be responsible for the compilation and maintenance of a permanent record for each student at the school. The permanent records shall include the following information:

- (a) The name and sex of the student as given in a legal document, such as a birth certificate, court order, or official record of schools previously attended.
- (b) Any other name(s) by which the student may be identified.
- (c) The student's date of birth, and the method of verification of the date of birth for a student being admitted to the first grade.
- (d) The name and address of the student's parent or parents, or other person or persons having custody of the student if the student is a minor.
- (e) The student's primary language.
- (f) A record of the entering and leaving dates for all school sessions previously attended by the student.
- (g) A record of the instruction in which the student participated, and of the student's rating or achievement in that instruction (student progress report or equivalent).
- (h) Test scores records.
- (i) Other pertinent educational information, including attendance.

606.2 Use of Student Records

School administrators, and certificated teaching and counseling staff with the approval of the school principal, shall have access to permanent records of students at the school, provided that the person seeking access has a demonstrated educational interest in matters contained within such records.

Copies of a student's permanent record shall be forwarded to another school upon request of the principal of that school, and upon notice of enrollment of the student in that school.

Student records shall be made available for inspection by the student, or by the parent or legal guardian of the student if the student is a minor, upon request, during normal business hours.

Upon the written request of a parent or other person having custody of a minor student, or upon the written request of a student over the age of minority, copies of the student's permanent records may be released to other persons, agencies, or institutions with a demonstrated interest in the student.

PUPIL PERSONNEL

POLICY 607 STUDENT PROGRESS REPORT

Written reports of student progress prepared by professional staff shall be presented to the parents or legal guardians of the students at nine-week intervals throughout the school year, beginning with the close of the ninth week of instruction.

Written reports of unsatisfactory progress shall be made to parents or legal guardians at the midpoint of each grading period. Such reports may additionally be made at any time during the grading period when the quality of the student's study efforts indicates the possibility of failure.

Teachers of elementary school students shall attempt to meet with the parents or legal guardians of each student, to discuss the progress of that student, at the time when written progress reports are presented.

PUPIL PERSONNEL

POLICY 608 STUDENT RIGHTS AND RESPONSIBILITIES

It is the policy of the Board of Education that the legal rights of students be recognized and respected. However, the Board also recognizes that every right carries with it certain responsibilities. Among these responsibilities is the obligation to respect the rights of other students and all persons involved in the educational process.

In order to protect and preserve these rights, the Board of Education has adopted the policies set forth herein. School officials and teachers have the authority to utilize professional judgment and to apply these policies in a given situation. Students shall obey any such interpretation, subject to appeal to higher authority.

PUPIL PERSONNEL

POLICY 609

STUDENT SUSPENSION AND EXPULSION

609.1 The right to attend school is a civil right, fully recognized in the courts. However, it is not an absolute right; it is one which an individual possesses until the exercise of this right becomes damaging to the rights of others. The right of one person to attend school must not place in jeopardy the opportunity of others to profit from school attendance.

609.2 The suspension is an action taken by the principal of a school, which prohibits a student from attending that school for a fixed period.

The principal may suspend a student for one or more of the following reasons: (1) violation of school regulations; (2) conduct which tends materially and substantially to disrupt the right of others to an education; (3) conduct which endangers the student or other students or (4) conduct which endangers school property.

- (a) A student may be suspended from elementary school for a period of not more than three (3) consecutive days, and not more than five (5) days in any one school quarter, unless such suspension has been reviewed and approved by the Superintendent; provided however, that in no event may an elementary school student be suspended for more than the remainder of the then-current school year. Suspension should be avoided for students in the primary grades 1, 2 and 3.
- (b) A student at a school other than an elementary school whose attendance at school is mandated by law may be suspended from such school for a maximum of the duration of the current semester, or for 20 calendar days, whichever is less. A student who is not mandated by law to attend school may be suspended in excess of the foregoing limitations, up to a maximum of the remainder of the school year for just cause.
- (c) No student shall be suspended from any public school setting, without documentation of reasonable attempts made to make corrective changes prior to the implementation of a suspension.

609.3 Expulsion is a permanent exclusion from public school attendance. Expulsion shall be used only in severe cases, where other means of correction have failed, and where no other reasonable alternatives are available. An expulsion may be recommended if the student is persistently guilty of conduct which warrants suspension, or if the student by means of a single action evidences behavior which is serious enough to warrant removal to protect the rights or safety of others.

Only the Superintendent may expel a student. The principal recommending expulsion shall prepare written documentation in justification of such recommendation.

The Superintendent reserves the right to exclude other students, if the exclusion is deemed in the best interest of the student or the operation of the school, i.e. student with a contagious health problem.

609.4 Parents or legal guardians of a suspended student may appeal to request reinstatement to the Superintendent. The Board shall hear appeals of students who have been suspended or excluded.

PUPIL PERSONNEL

POLICY 610

STUDENT FUND ACCOUNTING AND MANAGEMENT

School principals or teachers may manage funds of organizations or activities consisting of students at that school, provided that such organization or activity is conducted in connection with the school's program of instruction. A year book program is specifically included as such an organization or activity.

Collection and disbursement of student funds is done by the principal or by someone at his/her direction, in accordance with procedures established by the Superintendent.

PUPIL PERSONNEL

POLICY 611

CORPORAL PUNISHMENT

The Board recognizes its responsibility to give support and assistance to school employees with respect to student discipline policies and procedures. The administration and teachers recognize a mutual responsibility for the enforcement of such policies.

Discipline is intended to foster student growth while assuring each student of an acceptable environment in which to learn. In keeping with the philosophy that discipline is a means of teaching and that most effective teaching is done in a positive manner, disciplinary efforts are to be as positive as possible. Positive means of working with students include individual discussion and counseling; involvement of students in defining acceptable behavioral standards; and involvements of the individual parent in cases where a student has repeatedly exhibited lack of responsibility or of self-discipline.

The school authorities vested with the responsibilities and authority "on loco parentis" are authorized to use corporal punishment for behavior modification if other means (other than expulsion) fail to attain the desired ends. Only the principal or a specific designee of the principal for each individual case, shall be authorized to administer corporal punishment. The use of corporal punishment will be strictly governed by specific procedure that have been approved by the Board of Education prior to the exercise of this mode of punishment.

1. All other reasonable strategies to improve student behavior have been given an opportunity to succeed.
2. Punishment is administered in ~~the~~ privacy such as the principal's office, in the presence of one adult witness.
3. Every effort is made to make the student aware of the specific cause of why he/she is being punished.
4. Student will be struck in the buttock area only, but not with such force as to leave any lasting physical marks or harm to the student.
5. Accurate records of the use of corporal punishment are to be kept at each school with copies submitted to the Superintendent and the Board upon request.

FINANCE

POLICY 701 ANNUAL BUDGET

The Superintendent shall prepare an annual budget which supports the educational program and services which have been authorized.

The budget shall be presented to the Board of Education for adoption.

FINANCE

POLICY 702

DISPOSITION OF INCOME

702.1 Fines and Fees

The Board recognizes the responsibility imposed upon it by the Constitution of the Northern Mariana Islands to maintain a free system of public education. For this reason no fees or collections from students in grades 1 through 12 for instructional purposes shall be made, except as provided for herein.

702.2 Student Payment for Materials

Students who lose or damage school property shall reimburse the school system for the value of the lost or damaged article.

702.3 Miscellaneous Collections

All miscellaneous school system collections must be deposited with the Northern Marianas Finance Office. Pre-numbered receipt forms, in duplicate, bearing the name of the Department of Education, shall be given whenever cash collections are made. All duplicate copies of the pre-numbered receipts shall be maintained by an employee who does not write receipts. Any money collected for deposit should be turned in not less frequently than weekly to the Department of Finance.

FACILITIES/EQUIPMENT

POLICY 801 OPERATION OF BUILDINGS AND GROUNDS

The principal or administrative head of each school building is responsible for the security of all facilities under jurisdiction. Incidents of burglary, vandalism or fire must be reported immediately to the Superintendent and to the police department.

The distribution and accountability of keys shall be such as to provide access to building facilities as required by the assignment of employees while at the same time minimizing financial losses resulting from vandalism and theft. Employees are responsible for and are to be held accountable for the keys issued to them and for the daily security of the facilities accessible to them by the use of the keys.

Lost keys must be replaced by the employee at his/her cost. In the event that a lock must be replaced or changed due to an employee's carelessness, the employee must pay for the replacement or changing of such lock.

FACILITIES/EQUIPMENT

POLICY 802 INVENTORIES

An inventory of furniture and equipment shall be maintained. All items that cost \$25.00 or more or have a life expectancy of one year or longer shall be included in the inventory, with the exception of equipment permanently fixed in a building such as chalkboards, bookshelves attached to a wall, etc. The equipment inventory shall serve both the functions of control and conservation.

Each teacher departing from a particular classroom assignment (retirement, reassignments, etc.) will be required to submit an inventory of all instructional supplies, materials, equipment, etc. to the principal. All classroom personnel will inventory all instructional material at the end of the school year.

An inventory of supplies which are warehoused shall be maintained for the instructional, food services, maintenance and federal programs. A physical inventory shall be taken annually.

MISCELLANEOUS PROVISIONS

POLICY 1001. Authority for Adoption.

These regulations are adopted pursuant to the authority of Section 9 of Chapter 14 of Public Law No. 1-8, and in accordance with the provisions of Title 17 of the Trust Territory Code.

Policy 1003. Effective Date.

These policies shall take effect upon publication of notice of their adoption, in the manner provided in Section 4(1) of Title 17 of the Trust Territory Code.



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Office of the Director
DEPARTMENT OF PUBLIC SAFETY
CIVIC CENTER
SAIPAN, CM 96950

J.M. SABLAN
DIRECTOR

TEL: 6333/6431/6529

PUBLIC NOTICE

PROPOSED DEPARTMENT OF PUBLIC SAFETY REGULATIONS

The Department of Public Safety of the Northern Mariana Islands, pursuant to the Authority of Section 9 of Chapter 14 of the Public Law No. 1-8, and in accordance with the provisions of Section 4 (1) of Title 17 of the Trust Territory Code, hereby give notice to the public of its intention to adopt regulation for the Department of Public Safety concerning the following: Increasing the Driver License Fee.

Reading copies of the proposed Regulation is available in the Department of Public Safety, Government of the Northern Mariana Islands, Saipan, CM 96950.

All interested persons will be given a reasonable opportunity to submit data, views, or arguments, in writing, concerning the proposed regulation. Written comments must be submitted to the Director of Public Safety, Government of the Northern Mariana Islands, not later than close of business thirty (30) calendar days following the date of publication of this notice.

If no comments have been received at the expiration of the Notice period provided for herein, the said Regulation shall become effective without further Notice or publication.

Jose M. Sablan
Director of Public Safety
Government of the Northern Mariana
Islands



COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS
 Office of the Director
 DEPARTMENT OF PUBLIC SAFETY
 CIVIC CENTER
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NOTICIA PARA I PUBLIKO

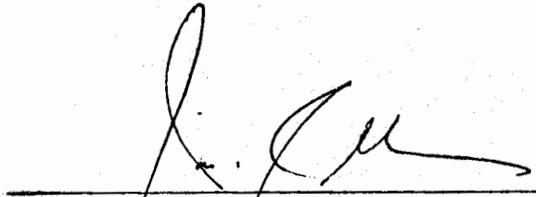
PROPOSITO NA REGULASION I DIPATMIENTON POLICIA

I Dipatamienton Policia gi Sankatan na Isla, pursuanten i atoridat i Seksionas 9 gi Chapter 14 gi Lai i Publiko numiro 1-8 yan ma dalalaki i Probision i Seksionas 4(1) ni Titilu 17 gi Codikon i Trust Territory pagu' man nanai' noticia para i publiko pot i intension para u ma adopta i Regulasion para i Dipatamienton Policia ni para uma oksa i apas i Licensian Drumaiba.

I copian i ma proposito na regulasion guaha gi Dipatamienton Policia, Gobietnon i sankatan na islas, Saipan, CM. 96950.

Todo ayo siha i man interesao man ma nai' rason able' na apot tunidat para u sub mi te' i opinion, views yan atgumiento yan tinigi' pot i ma proposito na regulasion. I tinigi' na opinion yan atgumienton miyo, debi de' u ma sub mite' gi Directot i Policia pot mas atrasao antes de u ma uchom i bisniss trenta (30) dias despues de ma polica este na noticia.

Komo taya opinion o sinho atgumiento me resi'be' gi expirasion este na noticia, este' na Regulasion para u effectibu' sinhafa na Noticia para i publiko



 Jose M. Sablan
 Director of Public Safety
 Government of the Northern
 Mariana Islands

7/2/81

 Date



Commonwealth of the Northern Mariana Islands
Office of the Governor
Saipan, Mariana Islands 96950

FOR OFFICIAL USE
CABLE ADDRESS
GOV. NMI SAIPAN

REPLY TO:

DNR/SPN.
DEPT. or ACTIVITY

June 26, 1981

EMERGENCY QUARANTINE

Authority

The Director of Natural Resources, Pedro Q. Dela Cruz, under authority of Title 25, Trust Territory Code, Section 4, and Public Law 1-8, Chapter 13, hereby issues the following emergency quarantine measure:

PUBLIC NOTICE

EFFECTIVE IMMEDIATELY, all shipments and transportation, for any purpose, of fruits and vegetables from the island of Rota to other areas of the Commonwealth of the Northern Mariana Islands is prohibited until further notice. No person, company, shipper or airline shall transport or cause to be transported any type of fruit or vegetable from Rota to the islands of Tinian, Saipan or other Commonwealth of the Northern Mariana Islands. The sale of fruits or vegetables to tourists or passengers bound for Tinian, Saipan or the Northern Islands is strictly prohibited, unless such fruit or vegetables are to be fully consumed before departing Rota.

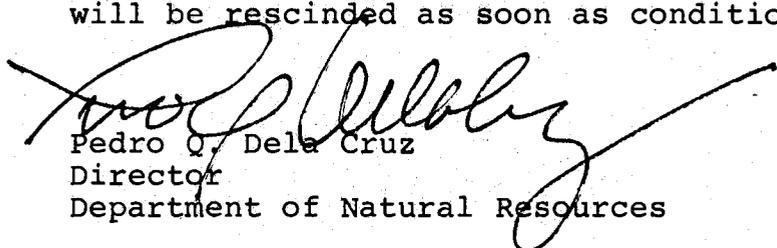
Nothing in this emergency measure shall affect shipments or transport of fruits and vegetables from other CNMI islands or from Rota to Guam.

PENALTIES

Any person convicted of violating this emergency measure shall be subject to fine and/or imprisonment as provided for under Title 25, Trust Territory Code.

EFFECTIVE DATES

This measure is necessary because of the discovery of fruit flies on Rota. The measure is effective as of 12:00 noon, 26 June 1981 and shall remain in effect until further notice. The measure will be rescinded as soon as conditions allow.


Pedro Q. Dela Cruz
Director
Department of Natural Resources

June 26, 1981



Commonwealth of the Northern Mariana Islands
Office of the Governor
Saipan, Mariana Islands 96950

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GOV. NMI SAIPAN

REPLY TO:

DNR/SPN.

DEPT. or ACTIVITY

June 26, 1981

ENSEGIDAS NA NOTISIAN PUBLIKO POT QUARANTINA

Atoridad

I Directot Natural Resources, as signot Pedro Q. Dela Cruz, segun gi atoridad ni ninana'i gi Titlo 25, Trust Territory Code, Seksiona 4, yan Lai Publiko 1-8, Kapitulo 13, ha lagnos areglo ensegidas pot quarantina tinetika producto yan tinanom siha.

NOTISIAN PUBLIKO

EFFECTIBO ENSEGIDAS, todo catgan fruta, golai yan tinanom ginen islan Luta ma prohibi na para u mana hanao para otro islas siha gi halom i Islas Sankatan Na Marianas principatmente i islas Saipan yan Tinian. Este na otdin ha embrarasa todos petsonas yan companian batkon aire yan batkon tasi. Este lokue na otdin ha prohibi na u ma bende todos pasajeros na para u ma chule para islan Saipan o Tinian. Yangin siakuso ma bende fruta pat golai para pasajero debe de u ma kano ya u ma lachai antis di uma dingo i Islan Luta para Saipan osino Tinian.

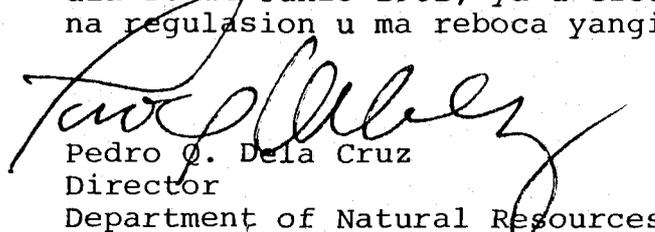
Este na otdin ti ha prohibe na para u ma transpota fruta yan golai pat maseha hafa na producto para islan Guam. Libre i pasajero pat maseha haye ne petsonas para u na hanao fruta pat golai para Guam. Locue, este na otdin ti tinetika islan Saipan osino Tinian.

MUTTA

Haye na petsona kumontradidise este na aprietao na regulasion siempre u ma na mutta pat u ma preso segun gi ma probeniye gi Titulo 25, Trust Territory Code.

EFFECTIBO NA FECHA

Mu necesario este na regulasion anai ma soda lalo fruta gi islan Luta. Efectibo este na regulasion gi alas dosi gi talo ani gi dia 26 di Junio 1981, ya u efectibo esta ki mas notisia. Este na regulasion u ma reboca yangin sinede ni condision.


Pedro Q. Dela Cruz
Director
Department of Natural Resources