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**ADMINISTRATIVE MEMORANDUM NUMBER ONE HUNDRED THREE**  
**RESERVED PARKING IN SCHOOLS**

In the spirit of good public relations and of avoiding the proliferation of reserved parking spaces in our schools, the only reserved parking that should be marked or provided is:

- Handicapped parking as required by law
- Visitor parking (several spaces as needed)
- Faculty parking (high school only)

Preference parking where needed is most important for the handicapped and for those people who are quickly in and out of the schools, rather than for regular long-term parking. It is advisable to separate faculty from student parking at the high school level.

/s/

Loren G. Burton  
Superintendent