

SOUTH PASADENA UNIFIED SCHOOL DISTRICT
Office of the Superintendent
Dr. Geoff Yantz, Superintendent of Schools



M E M O R A N D U M

TO: Members of the Board of Education

FROM: Dr. Geoff Yantz, Superintendent

DATE: April 12, 2016

SUBJECT: Approval of New and Revised Board Policies

Background

The District subscribes to the California School Board Association (CSBA) Manual Maintenance Service for updating board policies and administrative regulations. District staff frequently reviews policy updates and makes revisions to existing Board policies as needed. The proposed Board policies, as indicated below, represent some revisions to existing policies as well as some new policies recommended by CSBA. The first reading was held at the March 8th Board meeting and are now being presented for Board approval.

Discussion

BB 9270 – Conflict of Interest

This updated Bylaw reflects the designated positions and corresponding disclosure categories for employees in the District.

BP 0200 – Philosophy, Goals, Objectives and Comprehensive Plans

This policy has a revision to reflect Education Code 52052, as amended by AB 104 (Ch. 13, Statutes of 2015), and 5 CCR 15497.5, as added by Register 2015, No. 2, pertaining to homeless students as numerically significant student subgroups.

BP 0500 - Accountability

This policy has a revision to discuss how evaluation results will be used to revise district/school goals among student subgroups.

BP 3100 – Budget

This policy has been updated to reflect **NEW LAW (AB 2585)** which eliminates the option to develop the district budget using the "dual budget" process and to include material formerly in AR which addresses board responsibilities related to budget adoption and review. Section on "Budget Criteria and Standards" updated to reflect **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which address the calculation of "increased and improved services" for LCFF expenditures and to reflect **NEW LAW (SB 858)** which limits the maximum amount of funds that may be held in district reserves and ending balances under certain conditions.

BP 3260 – Fees and Charges

This policy clarifies that the prohibition against student fees does not restrict districts from soliciting for voluntary donations, participating in fundraising activities, or providing prizes or other recognition for participants in such fundraising events.

BP 3280 – Sale or Lease of District-Owned Property

Policy updated to reflect **NEW LAW (AB 86, 2013)** which requires districts to first offer to sell surplus district property to a charter school that projects an in-district average daily attendance of at least 80 students, has requested to be notified of surplus property to be offered for sale or lease, and intends to use the property exclusively to provide instruction or instructional support.

BP 3312 – Contracts

This policy was updated to reflect **NEW LAW (AB 1584, 2014)** which **mandates** policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of student records.

BP 3513.3 – Tobacco-Free Schools

This mandated policy expands list of prohibited products to include electronic hookahs and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products.

BP 5141.31 – Immunizations

This policy has been updated to reflect that, beginning July 1, 2016, Health and Safety Code 120335, as amended by SB 277 (Ch. 35, Statutes of 2015), requires districts to ensure that students are fully immunized against all specific diseases before advancing to grade 7.

BP 6151 – Class Size

This policy has been updated to reflect **NEW LAW (AB 97, 2013)** which eliminates the K-3 Class Size Reduction and Morgan-Hart Class Size Reduction programs and requires districts, as a condition of receiving an additional adjustment to the K-3 base grant under the LCFF, to make progress toward a class size of 24 in grades K-3, unless a different class size for each school site is collectively bargained. Policy also reflects **NEW TITLE 5 REGULATIONS** (Register 2014, No. 14) addressing the calculation of average class enrollment.

For students who require special education and related services, the ratio of instructional adults to students in group services shall be dependent on the needs of the students. However, for children ages 3-5 years who are placed in group services, the teacher-child ratio shall be less than 1:24 and the adult-child ratio shall be less than 1:8. For children ages 3-5 years who are

identified as severely disabled, the ratio of instructional adults to children shall not exceed 1:5. (Education Code 8264.8, 56441.5)

BP 6170.1 – Transitional Kindergarten

In section on "Eligibility," revise last paragraph of section to reflect Education Code 48000, as amended by AB 104 (Ch. 13, Statutes of 2015), and add legal citation, as follows:

The district may, **at any time during the school year**, admit into the TK program a child whose fifth birthday is after December 2 **of that same school year**, provided that ~~the child is admitted during the school year on or after his/her fifth birthday and~~ the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. **(Education Code 48000)**

BP 6190 – Evaluation of the Instructional Program

Policy updated to reflect the suspension of the state Academic Performance Index and **NEW LAW** (AB 104, 2015) which adds homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed. Policy also updates section on Federal Program Monitoring (FPM) to reflect new state tools for monitoring categorical programs, and actions needed if the FPM review results in a finding of noncompliance.

Recommendation

Dr. Geoff Yantz, Superintendent, recommends that the Board of Education approve the new and revised Board policies, as presented.