

# CENTER JOINT UNIFIED SCHOOL DISTRICT

www.centerusd.org

## Local Control Accountability Plan Goals:

1. CJUSD Students will be challenged and supported to achieve academic success in a clean, safe environment
2. CJUSD students will be College and Career ready
3. CJUSD students and families will be engaged and informed regarding the educational process and opportunities

## **BOARD OF TRUSTEES REGULAR MEETING**

**District Board Room, Room 503  
Wilson C. Riles Middle School  
4747 PFE Road, Roseville, CA 95747**

**Wednesday, September 16, 2015 - 6:00 p.m.**

### STATUS

- I. **CALL TO ORDER & ROLL CALL - 5:30 p.m.**
- II. **ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION**
  1. Public Employee Performance Evaluation (Certificated) - Superintendent (G.C.§54957)
  2. Conference with Labor Negotiator, David Grimes, Re: CSEA and CUTA (G.C. §54957.6)
  3. Student Expulsions/Readmissions (G.C. §54962)
- III. **PUBLIC COMMENTS REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION**
- IV. **CLOSED SESSION - 5:30 p.m.**
- V. **OPEN SESSION - CALL TO ORDER - 6:00 p.m.**
- VI. **FLAG SALUTE**
- VII. **ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION** Info/Action
- VIII. **ADOPTION OF AGENDA** Action
- IX. **STUDENT BOARD REPRESENTATIVE REPORTS (3 minutes each)** Info
  1. Center High School - Paige Brannam
  2. McClellan High School - Samantha Lopez
  3. Global Youth Charter School - Jessica Walden / Samantha Higgen-Wilcox

*Note: If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Superintendent's Office at (916) 338-6409 at least 48 hours before the scheduled Board meeting. [Government Code §54954.2] [Americans with Disabilities Act of 1990, §202.]*

**NOTICE:** The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the schedule meeting, can be viewed at Center Joint Unified School District, Superintendent's Office, located at 8408 Watt Avenue, Antelope, CA. For more information please call 916-338-6409.

	<b>X. ORGANIZATION REPORTS</b> <i>(3 minutes each)</i>	Info
	1. CUTA - Heather Woods, President	
	2. CSEA - Marie Huggins, President	
	<b>XI. REPORTS/PRESENTATIONS</b> <i>(8 minutes each)</i>	Info
Business	1. <b>Trust Update</b> - Jeanne Bess	
	<b>XII. COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA</b>	Public Comments Invited
	<i>Anyone may address the Board regarding any item that is within the Board's subject matter jurisdiction. However, the Board <u>may not</u> discuss or take action on any item which is not on this agenda except as authorized by Government Code Section 54954.2. A speaker shall be limited to 3 minutes (Board Policy 9323). All public comments on items listed on this agenda will be heard at the time the Board is discussing that item.</i>	
	<b>XIII. BOARD / SUPERINTENDENT REPORTS</b> <i>(10 minutes)</i>	Info
	<b>XIV. CONSENT AGENDA</b> <i>(5 minutes)</i>	Action
	<i>NOTE: The Board will be asked to approve all of the following items by a single vote, unless any member of the Board asks that an item be removed from the consent agenda and considered and discussed separately.</i>	
Governance	1. Approve Adoption of Minutes from August 19, 2015 Regular Meeting	
↓	2. Approve Employment Agreement Amendments - Superintendent	
Personnel	3. Approve Classified Personnel Transactions	
↓	4. Approve Certificated Personnel Transactions	
↓	5. Approve Resolution #3/2015-16: Teacher Authorization to Teach English Electives for the 2015-16 School Year	
↓	6. Approve CSEA 2015/2016 Sunshine Proposal Articles	
↓	7. Approve CSEA Memorandum of Understanding: Lead Cafeteria Worker - Reduction in Hours	
↓	8. Approve Classified Job Description: Behavior Specialist II	
↓	9. Approve CSEA - New Article: Article XXVII, Noon Duty Aides	
↓	10. Approve Administrators' Monthly Mileage Allowance Restructured into Salary; Separate Monthly Mileage Allowance Eliminated	
Special Ed	11. Approve Professional Service Agreement: The English Learner Group, Inc.	
↓	12. Ratify Memorandum of Agreement: Continuation of the Sacramento County Office of Education Maintaining and Operating Community Schools Classes for Students of the Center Joint Unified School District for Fiscal Year 2014/2015	
Student Services	13. Approve Out-of-State Conference: National Association for the Education of Homeless Children and Youth Annual Conference , Phoenix, AZ - District Homeless Liaison (FRC)	
Curr & Instr	14. Approve Illuminate Data & Assessment Management System	
↓	15. Ratify Memorandum of Understanding Between Sacramento County Office of Education and Center Joint Unified School District for the CARE Intervention/Diversion Program for the 2015/16 School Year - Center High School	
↓	16. Ratify Memorandum of Understanding Between Sacramento County Office of Education and Center Joint Unified School District for the CARE Intervention/Diversion Program for the 2015/16 School Year - Wilson C. Riles	
↓	17. Approve Field Trip: CHS Media Communications Academy to Southern California	
↓	18. Approve Field Trip: CHS Media Communications Academy to San Francisco Bay Area	
↓	19. Ratify Out-of State Conference: National Science Teachers Association Conference, "Science and Literacy: Creating Connections!" - T. Hayes, W. Swift, K. Magnani, P. Brown (WCR)	
↓	20. Approve Out-of State Conference: National Science Teachers Association Conference, "Science and Literacy: Creating Connections!" 4 teachers (CHS & MHS)	

- Facilities & Op. 21. Approve Sixth Amendment to Agreement for the Purchase and Sale of Real Property and Escrow Instructions
- Business 22. Approve Payroll Orders: July - August 2015
- ↓ 23. Approve Supplemental Agenda (Vendor Warrants): August 2015

**XV. INFORMATION ITEMS**

Info

- Curriculum 1. Professional Learning Opportunity: "Argument Literacy in the History and Social Science Classroom" - J. Law, C. Kennedy, J. Asbury, C. Ray, C. Smith (WCR)
- Facilities & Op. 2. Conference: "63rd Annual School Nutrition Conference 2015" - L. Kasey, L. Davis, J. Jew (Food Services)

**XVI. BUSINESS ITEMS**

- Governance **A. Educator Effectiveness Program Expenditure Plan** Discussion
 

The district is required to develop and adopt an expenditure plan as a condition of receiving and spending the Educator Effectiveness Program. This plan must be presented during a public meeting prior to its adoption at a subsequent meeting. Attached is our proposed use of our plans.

**PUBLIC HEARING: Notification of Compliance With Education Code §80119 for Funds Received Under Pupil Textbook and Instructional Materials Incentive Program.**

- Curriculum **B. Certification of Provision of Standards-Aligned Instructional Materials** Action
 

This item would certify that as of this date, each pupil in the district in kindergarten through grade twelve, has been provided with a standards-aligned textbook or basic instructional materials to meet the requirements of Education Code Section 60422 (a).
- ↓ **C. Resolution #4/2015-16: Statement of Assurances Instructional Materials Fund** Action
 

This resolution is to certify that the district has sufficient materials in CORE subjects.
- Business **D. 2014/15 Unaudited Actuals Report** Action
 

The SACS Unaudited Actuals Report covers all fiscal activity and fund balances for the District. Included in the Unaudited Actuals is the 2014/15 Gann Limit report.
- ↓ **E. Resolution #5/2015-16: Gann Limit Resolution** Action
 

School districts are required to certify via the Gann Limit that their annual revenues do not increase at a rate greater than the overall increase in state government revenues. CJUSD has met that requirement for the 2014/15 fiscal year.

**BP/AR 5145.3 - Nondiscrimination/Harassment**

(BP/AR revised)

**Mandated** policy revised to specify that discrimination includes disparate treatment and to provide for an informal, site-level reporting process leading to investigation pursuant to the uniform complaint procedures.

**Mandated** regulation reorganizes the list of measures a district could implement to prevent discrimination under a new heading "Measures to Prevent Discrimination," and clarifies the requirement for translation under certain circumstances. Within section "Process for Initiating and Responding to Complaints," added new paragraphs for reporting of incidents by employees and to specify district's responsibility to investigate an incident even when a formal complaint is not filed. Within section "Transgender and Gender-Nonconforming Students," refined materials related to the privacy rights of all students.

**AR 5145.3 - Nondiscrimination/Harassment**

(Minor Revision)

In section "Measures to Prevent Discrimination," revise item #1 as follows:

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public, and post them on the district's web site and other locations that are easily accessible to students. (Education Code 234.1) posting them on the district's web site and other prominent locations and providing easy access to them through district-supported social media, when available.

Rationale: To reflect U.S. Department of Education, Office for Civil Rights "Dear Colleague Letter: Title IX Coordinators," April 2015

**BP/AR 5145.7 – Sexual Harassment**

(BP/AR revised)

**Mandated** policy revised to provide for the use of the uniform complaint procedures to investigate and resolve sexual harassment complaints and to add language for disciplining any employee who commits sexual harassment against a student. Additionally, language formerly in policy regarding confidentiality has been moved to the regulation.

**Mandated** regulation revised to require designation of the employee(s) responsible for coordinating the district's Title IX compliance efforts. Material formerly in policy expanded and reorganized under a new section "Confidentiality." Section "School-level Complaint Process/Grievance Procedures" reorganized into two separate sections, "Reporting Process and Complaint Investigation and Resolution" and "Response Pending Investigation," to integrate site-level processes with the uniform complaint procedures.

**AR 5145.7 - Sexual Harassment**

(Minor Revision)

In section "Notifications," revise item #2 as follows:

2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures, and standards of conduct are posted, including school web sites (Education Code 231.5)

A copy of the district's sexual harassment policy and regulation shall be posted on district and school web sites and, when available, on district-supported social media.

Rationale: To reflect U.S. Department of Education, Office for Civil Rights "Dear Colleague Letter: Title IX Coordinators," April 2015

**BP/AR 0420.1 - School-Based Program Coordination**

(BP/AR deleted)

Policy and regulation deleted since School-Based Program Coordination was effectively eliminated by the local control funding formula (LCFF).

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **BP/AR 0440 - District Technology Plan**

(BP/AR revised)

Policy contains updated information about the status of state and federal grant programs requiring technology plans, provides for the district's plan to cover a three-year period consistent with California Department of Education (CDE) criteria, and adds language on ensuring the confidentiality of student and staff records.

Regulation updated to reflect new criteria for technology plans adopted by CDE in November 2014 and optional component on noninstructional uses of technology.

### **AR 1220 - Citizen Advisory Committees**

(AR revised)

Regulation updates section on "Committees Subject to Brown Act Requirements" to include the local control and accountability plan (LCAP) parent advisory committee and English learner parent advisory committee. Section on "Committees Not Subject to Brown Act Requirements" revised to delete references to committees for certain categorical programs based on the redirection of categorical program funding into the LCFF and/or **NEW LAW (SB 971)** which repealed provisions of law requiring those committees.

### **BP/AR 3100 - Budget**

(BP/AR revised)

Policy 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.

Regulation updated to reflect **NEW LAW (AB 2585)** which eliminates the option to develop the district budget using the "dual budget" process, specifies information that must be provided for the public hearing if the budget proposes to have an ending fund balance in excess of the minimum recommended reserve, and requires submission of information to the county superintendent regarding any ending fund balance in excess of the minimum recommended reserve.

### **AR 4112.4/4212.4/4312.4 - Health Examinations**

(AR revised)

Regulation updated to reflect **NEW LAW (AB 1667)** which requires employees to complete a tuberculosis risk assessment and provides that a tuberculin skin test will only be necessary if risk factors are identified. Regulation also adds language on tuberculosis risk assessment/examination requirements for school bus drivers when the district contracts for transportation services and clarifies allowable exemptions from the tuberculosis risk assessment/examination requirements.

### **AR/E 4112.5/4212.5/4312.5 - Criminal Record Check**

(AR revised; E added)

AR 4112.5/4312.5 - Criminal Record Check (certificated) and AR 4212.5 - Criminal Record Check (classified) consolidated and triple coded. Regulation deletes references to outdated process based on fingerprint identification cards, reflects law requiring the district to notify the Department of Justice (DOJ) when an applicant/employee whose fingerprints are maintained by DOJ is not hired or is terminated, and reflects law requiring the district to notify an applicant/employee when it receives notification from DOJ of the applicant/employee's criminal record. Section on "Maintenance of Records" revised to reflect **NEW LAW (SB 1461)** which deletes requirement to annually notify DOJ of the identity of the custodian of records.

Exhibit renumbered and retitled from E 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records.

### **AR/E 4112.62/4212.62/4312.62 - Maintenance of Criminal Offender Records**

(AR/E deleted)

Regulation deleted and concepts moved into AR 4112.5/4212.5/4312.5 - Criminal Record Check.

Exhibit renumbered and retitled as E 4112.5/4212.5/4312.5 - Criminal Record Check.

## **First Reading: Board Policies/Regulations/Exhibits (continued)**

### **AR 4117.4 - Dismissal**

(AR deleted)

Regulation deleted and concepts moved into BP/AR 4118 - Dismissal/Suspension/Disciplinary Action.

### **BP/AR 4118 - Dismissal/Suspension/Disciplinary Action**

(BP/AR revised)

Policy retitled and updated to include board actions related to the dismissal of certificated employees, formerly in AR 4117.4 - Dismissal. Policy reflects **NEW LAW (AB 215)** which allows notice of the board's intent to suspend or dismiss an employee to be given to the employee at any time of year except when the charge is unsatisfactory performance, requires any notice given outside of the instructional year to be served personally upon the employee, and addresses notification of an employee charged with egregious misconduct.

Regulation retitled and updated to include requirements related to the dismissal of certificated employees, formerly in AR 4117.4 - Dismissal. Regulation reflects **NEW LAW (AB 215)** which amends the causes for which a certificated employee may be suspended or dismissed, establishes an alternative procedure for charges related solely to egregious misconduct, and amends the list of mandatory leave of absence offenses.

### **BP 4121 - Temporary/Substitute Personnel**

(BP revised)

Policy updated to reflect **NEW LAW (AB 1522)** which requires districts to grant paid sick leave to all employees who work 30 or more days per year, including temporary and substitute employees, unless the district has adopted a collective bargaining agreement that expressly provides paid sick leave for such employees and contains additional specified provisions.

### **AR 4161.1/4361.1 - Personal Illness/Injury Leave**

(AR revised)

Mandated regulation updated to reflect **NEW LAW (AB 1522)** which requires districts to grant paid sick leave to all employees who work 30 or more days per year, unless the district's collective bargaining agreement contains specified provisions. Regulation also reflects provisions of AB 1522 which expand the allowable uses of sick leave to include (1) diagnosis, care, or treatment of an existing health condition, or preventive care, for an employee or his/her family member (defined to include registered domestic partner and sibling) and (2) the need of an employee who has been the victim of domestic violence, sexual assault, or stalking to seek any relief or medical attention for himself/herself or his/her child.

### **AR 4161.2/4261.2/4361.2 - Personal Leaves**

(AR revised)

Mandated regulation updated to reflect **NEW LAW (AB 1522)** which requires districts to allow an employee who has been the victim of domestic violence, sexual assault, or stalking to use sick leave to seek any relief or medical attention for himself/herself or his/her child. Section on "Leaves for Victims of Domestic Violence and Sexual Assault," which prohibits adverse employment action against employees taking leave who are victims of domestic violence and sexual assault, expanded to include employees who are victims of stalking. Section on "Leave for Emergency Duty" updated to reflect law allowing employees who are reserve peace officers and emergency rescue personnel to take up to 14 days of leave per calendar year to receive training.

### **AR 4261.1 - Personal Illness/Injury Leave**

(AR revised)

Mandated regulation updated to reflect **NEW LAW (AB 1522)** which requires districts to grant paid sick leave to all employees who work 30 or more days per year and expands purposes for sick leave, as described above for BP 4121 - Temporary/Substitute Personnel and AR 4161.1/4361.1 - Personal Illness/Injury Leave.

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **BP/AR 5125 - Student Records**

(BP/AR revised)

Mandated policy updated to reflect **NEW LAW (AB 1442)** which requires districts to notify students and parents/guardians and provide an opportunity for public input before adopting a program to gather or maintain safety-related information from students' social media activity. Policy also reflects **NEW LAW (SB 1177)** which, effective January 1, 2016, will prohibit an online/mobile operator from selling or disclosing student information or using student information to target advertising or amass a profile about a student. Policy reflects **NEW LAW (AB 1584)** which mandates districts entering into a contract with a third party for the digital storage, management, and retrieval of student records to adopt policy allowing such contracts.

Mandated regulation reflects **NEW LAW (AB 2160)** which requires districts to submit the grade point average of all 12th-graders to the Cal Grant program unless a student opts out, and **NEW LAW (AB 1068, 2013)** which authorizes the disclosure of records to students age 14 years and older who are homeless and unaccompanied minors, persons who complete a caregiver's authorization affidavit, and caseworkers or other agency representatives legally responsible for the care and protection of a student. New section added to reflect requirements of **NEW LAW (AB 1442)** for districts that choose to adopt a program to gather or maintain information from students' social media activity related to school or student safety.

### **AR 5141 - Health Care and Emergencies**

(AR revised)

Regulation updated to reflect **NEW LAW (AB 2217)** which clarifies that employees and districts will not be liable for civil damages resulting from the use of an automated external defibrillator (AED) if they comply with specified legal requirements. Regulation expanded to reflect requirements related to a written plan, maintenance and testing of the AED, and the provision of information and training to employees.

### **AR 5141.21 - Administering Medication and Monitoring Health Conditions**

(AR revised)

Regulation updated to add definitions of epinephrine auto-injector and anaphylaxis and to reflect **NEW LAW (SB 1266)** which requires districts to provide emergency epinephrine auto-injector(s) to each school site, requires annual notice to staff requesting volunteers, and deletes requirements for a district plan.

### **AR 5141.3 - Health Examinations**

(AR revised)

Regulation reflects **NEW LAW (SB 1172)** which specifies the grade levels at which vision tests must be conducted and requires near-vision screening to be included in the tests. Regulation also expands material on hearing tests and reflects **NEW LAW (SB 852)** which extends the suspension of requirements for scoliosis screening through the 2014-15 fiscal year.

### **BP/AR 5141.4 - Child Abuse Prevention and Reporting**

(BP/AR revised)

Policy updated to reflect **NEW LAW (AB 2016)** which authorizes districts to provide students with instruction in sexual abuse and sexual assault awareness, **NEW LAW (AB 2560)** which requires applicants for a new or renewed credential to sign a statement that they understand their obligations as mandated reporters, and **NEW LAW (AB 1432)** which mandates staff training regarding the duties of mandated reporters.

Regulation updated to reflect **NEW LAW (AB 1775)** which amends the definition of sexual exploitation and **NEW LAW (AB 1432)** which requires districts to provide for annual training of mandated reporters. Revised regulation also expands the list of mandated reporters to include athletic coaches, athletic administrators, and athletic directors and reflects current law which provides that a student's homelessness or status as an unaccompanied minor is not a reason for reporting child abuse or neglect.

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **BP/AR 5144.1 - Suspension and Expulsion/Due Process**

(BP/AR revised)

Mandated policy updated to reflect **NEW LAW (AB 420)** which prohibits districts from expelling any student, and from suspending students in grades K-3, for disruption or willful defiance. Policy also revised to include material formerly in AR related to board authority to expel and to delete material related to requiring parents/guardians to attend a portion of the school day when their child is removed from class for specified behaviors.

Mandated regulation updated to reflect **NEW LAW (AB 420)** which prohibits districts from expelling any student, and from suspending students in grades K-3, for disruption or willful defiance. Updated regulation reflects **NEW LAW (AB 1806)** which requires notification of the district's liaison for homeless students when the student being considered for expulsion is a homeless student and **NEW LAW (SB 1111)** which provides that, if a hearing officer or administrative panel does not recommend expulsion, a student must be permitted to return to the classroom instructional program from which the expulsion referral was made. Regulation deletes material related to requiring parents/guardians to attend a portion of the school day when their child is removed from class for specified behaviors.

### **AR 6145.2 - Athletic Competition**

(AR revised)

Regulation updated to reflect **NEW LAW (SB 1349)** which, beginning with the 2015-16 school year, requires each school that offers competitive athletics to post certain information about the participation of males and females in competitive athletics on its web site or, if the school does not have a web site, then on the district web site. Regulation also reflects **NEW LAW (AB 2127)** which limits full-contact practices by a middle or high school football team and requires an athlete with a concussion to complete a gradual return-to-play protocol.

### **BP/AR 6158 - Independent Study**

(BP/AR revised)

Mandated policy updated to reflect **NEW LAW (SB 858)** which changes the maximum length of the written master agreement and mandates policy with specified components as a condition of offering a program of course-based independent study beginning in the 2015-16 school year. Policy also adds material on the variety of independent study formats that may be offered, deletes recommendation for weekly student-teacher conference in order to be more flexible, and expands material on program evaluation to include comparison of student performance data of independent study students with students in classroom-based instruction.

Mandated regulation updated to reflect **NEW LAW (SB 858)** which changes the maximum length of the written master agreement, mandates policy with specified components as a condition of offering a program of course-based independent study beginning in the 2015-16 school year, and clarifies that the teacher-student ratio must be equivalent with that of all other educational programs at the applicable grade span unless a new higher or lower grade span ratio is negotiated.

### **AR 6162.51 - State Academic Achievement Tests**

(AR revised)

Regulation updated to reflect **NEW LAW (SB 858 and AB 1599)** which officially change the name of the state assessment system to the California Assessment of Student Performance and Progress (CAASPP). Regulation also reflects the status of CAASPP testing for the 2014-15 school year, including field testing of a new alternative test of English language arts and mathematics for students with significant cognitive disabilities. Updated regulation reflects **NEW TITLE 5 REGULATIONS** (Register 2014, No. 35) which establish testing windows, require parental notification related to exemption from testing, list allowable testing resources (i.e., universal tools, designated supports, accommodations) that may be used during test administration, and provide that, if test results are received from the test contractor after the last day of instruction for the school year, then the report must be disseminated to parents/guardians within the first 20 days of the next school year.

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **AR 6173 - Education for Homeless Children**

(AR revised)

Regulation updated to reflect **NEW LAW (AB 1806)** which requires districts to award partial credits to homeless students who transfer from school to school, exempts homeless students who transfer in grades 11-12 from locally established high school graduation requirements, and authorizes districts to allow a homeless student to remain in high school for a fifth year to complete graduation requirements. Regulation also reflects provisions of AB 1806 requiring districts to notify the district liaison for homeless students when a homeless student is recommended for expulsion and, when a change of placement is proposed for a homeless student with disabilities, to invite the district liaison to participate in the individualized education program meeting to make a manifestation determination. Regulation revised to reflect law providing that, upon enrollment, a homeless student will be immediately deemed to meet residency requirements for participation in interscholastic sports or other extracurricular activities.

### **BP 1250 - Visitors/Outsiders**

(Minor Revision)

In section on "Presence of Sex Offender on Campus," add new paragraph at end of section as follows:

**The principal shall indicate on the written permission the date(s) and times for which permission has been granted. (Penal Code 626.81)**

*Rationale: To reflect Penal Code 626.81, as amended by SB 326 (Ch. 279, Statutes of 2013).*

### **BP 3550 - Food Service/Child Nutrition Program**

(Minor Revision)

Revise last paragraph of BP as follows:

The Superintendent or designee shall annually report to the Board on student participation in the district's nutrition programs and the extent to which the district's food services program meets state and federal nutrition standards for foods and beverages. **In addition, the Superintendent or designee shall provide all necessary and available documentation required for the Administrative Review conducted by the California Department of Education (CDE) to ensure the food service program's compliance with federal requirements related to nutrition standards, meal patterns, provision of drinking water, school meal environment, food safety, and other areas as required by the CDE.**

*Rationale: To reflect new state monitoring process for food services, effective beginning in the 2013-14 school year. Each district that participates in the National School Lunch Program, School Breakfast Program, Seamless Summer Feeding Option, and/or other federal meal program is reviewed at least once every three years under the CDE's Administrative Review. As updated in December 2013, BP 3551 - Food Service Operations/Cafeteria Fund reflects provisions of the Administrative Review that pertain to resource management.*

### **BP 4030 - Nondiscrimination in Employment**

(Minor Revision)

In first paragraph, add military status as follows:

The Governing Board desires to provide a positive work environment where employees and job applicants are assured of equal access and opportunities and are free from harassment in accordance with law. The Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, **military and veteran status**, gender, gender identity, gender expression, sex, or sexual orientation.

*Rationale: To reflect Government Code 12921, 12926, and 12940 as amended by AB 556 (Ch. 691, Statutes of 2013).*

Revise last paragraph of BP as follows:

The district's policy shall be posted in all district schools and offices including staff lounges ~~and student government meeting rooms.~~ (5 CCR 4960)

*Rationale: Not appropriate to post BP 4030 in student government meeting rooms. The nondiscrimination policy that should be posted in student government meeting rooms is BP 0410 - Nondiscrimination in District Programs and Activities.*

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **AR 5020 - Parent Rights and Responsibilities**

(Minor Revision)

In section "Parent/Guardian Rights," revise paragraph under item #8 as follows:

Parents/guardians may inspect, in a reasonable time frame, all primary supplemental instructional materials and assessments stored by the classroom teacher, including textbooks, teacher's manuals, films, **tapes audio and video recordings**, and software. (Education Code 49091.10)

*Rationale: To more accurately reflect current law.*

### **AR 5141.27 - Food Allergies/Special Dietary Needs**

(Minor Revision)

In section "Definitions," revise definition of epinephrine auto-injector to delete "concealed" and to add purpose of providing first aid, as follows:

Epinephrine auto-injector is a disposable drug delivery system with a spring-activated ~~concealed~~ needle that is designed for emergency administration of epinephrine to **provide rapid, convenient first aid** for persons suffering a potentially fatal reaction to anaphylaxis. (Education Code 49414)

*Rationale: To reflect Education Code 49414 as amended by SB 1266 (Ch. 321, Statutes of 2014).*

### **AR 6159 - Individualized Education Program**

(Minor Revision)

In section "Review and Revision of the IEP," delete 7th paragraph as follows:

~~When an IEP calls for a residential placement as a result of a review by an expanded IEP team, the IEP shall include a provision for a review, at least every six months, by the full IEP team of the case progress, the continuing need for out-of-home placement, the extent of compliance with the IEP, and progress toward alleviating the need for out-of-home care. (Education Code 56043)~~

*Rationale: To reflect Education Code 56043 as amended by AB 1599 (Ch. 327, Statutes of 2014).*

### **BB 9321 - Closed Session Purposes and Agendas**

(Minor Revision)

In section "Security Matters," revise 1<sup>st</sup> paragraph to add "Governor" and "district legal counsel" as follows:

The Board may meet in closed session with the **Governor**, Attorney General, district attorney, **district legal counsel**, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. (Government Code 54957)

*Rationale: To more accurately reflect Government Code 54957, including addition of Governor by AB 246 (Ch. 11, Statutes of 2013)*

In section "Review of Audit Report from Bureau of State Audits," change "Bureau of State Audits" to "California State Auditor's Office," as follows:

Review of Audit Report from ~~Bureau of State Audits~~ **California State Auditor's Office**

Upon receipt of a confidential final draft audit report from the ~~Bureau of State Audits~~ **California State Auditor's Office**, the Board may meet in closed session to discuss its response to that report. After public release of the report from the ~~Bureau of State Audits~~ **California State Auditor's Office**, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the ~~Bureau of State Audits~~ **California State Auditor's Office** shall state "Audit by ~~Bureau of State Audits~~ **California State Auditor's Office**." (Government Code 54954.5)

*Rationale: To reflect current name of agency consistent with Government Code 54954.5.*

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **E 0420.41 - Charter School Oversight**

(E revised)

Exhibit updated to add charter school responsibilities related to (1) immediate enrollment of homeless students; (2) enrollment and placement of foster youth; (3) teacher qualifications for transitional kindergarten (TK) programs pursuant to NEW LAW (SB 876, 2014); (4) training regarding responsibilities for reporting child abuse and neglect pursuant to NEW LAW (AB 1432, 2014); (5) reporting to the Commission on Teacher Credentialing of any change in employment status of a certificated employee based on alleged misconduct; (6) posting of information about student participation in athletics, by gender, pursuant to NEW LAW (SB 1349, 2014); (7) submission to the Cal Grant program of the grade point average of students in grade 12 pursuant to NEW LAW (AB 2160, 2014); and (8) provision on epinephrine auto-injectors pursuant to NEW LAW (SB 1266, 2014).

### **BP/AR 0460 - Local Control and Accountability Plan**

(BP/AR revised)

Policy updated to reflect NEW TITLE 5 REGULATIONS (Register 2015, No. 2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds. Regulation adds new section which addresses requirement for districts receiving LCFF supplemental or concentration funds to increase or improve services for "unduplicated students" and reflects NEW TITLE 5 REGULATIONS (Register 2015, No. 2) which specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students.

### **BP/AR 0520.4 - Quality Education Investment Schools**

(BP/AR deleted)

Policy and regulation deleted since support programs for low-achieving schools identified under the Quality Education Investment Act are no longer being funded.

### **AR 1330 - Use of School Facilities**

(AR revised)

Regulation updated to reflect NEW LAW (AB 2073, 2014) which authorizes districts to allow the use of school facilities for events that may involve the acquisition, possession, use, or consumption of alcohol when the event is covered by a special events permit and will be held at a time that students are not present. Regulation provides that, if the district chooses to exercise this authority, it may specify limitations in the facility use agreement to reduce risks to the district and ensure the safety of participants.

### **BP 3312 - Contracts**

(BP revised)

Policy 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. Policy also updates section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services.

### **AR 3514.2 - Integrated Pest Management**

(AR revised)

Regulation updated to reflect NEW LAW (SB 1405, 2014) which (1) requires certain persons to complete a Department of Pesticide Regulation (DPR) approved training course beginning July 1, 2016; (2) requires posting of the integrated pest management (IPM) plan on the school or district web site or distribution of the plan with the annual parental notification whenever a non-exempted pesticide will be used; (3) expands the content of the annual notification to include the Internet address where the school's IPM plan is posted, if applicable, and the opportunity to view the IPM plan in the school office; and (4) requires reporting to the DPR whenever the pesticide use is not otherwise reported by the pest control operator to county officials.

## **First Reading: Board Policies/Regulations/Exhibits** (continued)

### **E 4112.9/4212.9/4312.9 - Employee Notifications**

(E revised)

Exhibit updated to (1) reflect NEW LAW (SB 1266, 2014) requiring a notice to request volunteers to receive training to administer epinephrine auto-injector and notice of defense against liability for administering epinephrine auto-injector; (2) add notice requesting volunteers to receive training to administer emergency antiseizure medication; (3) add notice of the amount of sick leave available to the employee; (4) add notice to employee when Department of Justice notification is the reason for an adverse employment action; and (5) update notices related to suspension or dismissal of certificated employees.

### **BP 4143/4243 - Negotiations/Consultation**

(BP/AR revised)

Policy updated to reflect NEW LAW (AB 1611, 2014) which requires reasonable written notice to the exclusive employee representative whenever the district intends to make any changes in matters within the scope of negotiations. Policy also clarifies related meetings that may be held in closed session and adds language on providing released time for a reasonable number of employee representatives for meeting and negotiating and for the processing of grievances.

### **BP/AR 5111 - Admission**

(BP/AR revised)

Policy updated to reflect NEW LAW (AB 2706, 2014) which requires district enrollment forms to include information about affordable health care options and available enrollment assistance. Policy also adds language to ensure that enrollment of a homeless student, foster youth, or child of a military family is not delayed for lack of records, and reflects NEW LAW (AB 2276, 2014) which prohibits districts from denying enrollment to children from juvenile court schools for the sole reason of their contact with the juvenile court system. Regulation updated to delete outdated dates re: age eligibility for TK, kindergarten, or first grade.

### **BP 5113.1 - Chronic Absence and Truancy**

(BP revised)

Policy updated to reflect the inclusion of chronic absenteeism as a measure of student engagement in the LCAP and NEW TITLE 5 REGULATIONS (Register 2015, No. 2) which establish a formula for calculating the chronic absenteeism rate for this purpose. Policy also revised to reflect NEW LAW (AB 1643, 2014) which adds other optional representatives to the school attendance review board.

### **BP/AR 5144.4 - Required Parental Attendance**

(BP/AR added)

New mandated policy and regulation are for use by districts that authorize teachers to require parents/guardians to attend a portion of a school day in their child's classroom when their child has been removed from class for specified violations. Policy and regulation contain material formerly in BP/AR 5144.1 - Suspension and Expulsion/Due Process.

### **E 5145.6 - Parental Notifications**

(E revised)

Exhibit updated to add notices related to (1) the IPM plan, if the school or district does not have a web site, pursuant to NEW LAW (SB 1405, 2014); (2) forwarding of students' grade point average to the Cal Grant program, pursuant to NEW LAW (AB 2160, 2014); (3) advertising in the classroom; (4) basis for placement of foster youth; (5) exemption of foster youth and homeless students from local graduation requirements when transferring between high schools in grade 11 or 12; (6) district program to gather information related to student or school safety from students' social media, pursuant to NEW LAW (AB 1442, 2014); (7) permission granted for sex offender to volunteer on campus; and (8) educational opportunities, placement, and transportation for homeless students.

### **BP 6170.1 - Transitional Kindergarten**

(BP revised)

Policy updated to reflect NEW LAW (SB 876, 2014) which establishes certain qualifications for teachers assigned to a TK program after July 1, 2015 and NEW LAW (SB 858, 2014) which states legislative intent that the TK curriculum be aligned to the California Preschool Learning Foundations. Policy also deletes outdated dates related to student eligibility for the program, adds immunization requirement, and adds requirement to obtain a signed Kindergarten Continuance Form when a child who is age-eligible for kindergarten is enrolled in TK and then continues into kindergarten the following year.

## First Reading: Board Policies/Regulations/Exhibits (continued)

### **BP/AR 6174 - Education for English Language Learners**

(BP/AR revised)

Policy updated to reflect requirements to address goals and specific actions for English language learners in the district's LCAP, establish an English learner parent advisory committee to consult on LCAP development when applicable, and measure progress toward district goals for English learners. Policy also provides updated information about the status of state standards for English language development, instructional materials adoption, and state assessment of English language proficiency. Policy adds language on professional development required for districts receiving federal Title III funds and reflects **NEW LAW** (SB 1174, 2014) which, contingent upon voter approval in the November 2016 statewide general election, would authorize parents/guardians to select a language acquisition program that best suits their child. Regulation updated to delete definitions of "long-term English learner" and "at risk of becoming a long-term English learner" as the assessments on which those definitions are based are in transition. Regulation also adds section on the LCAP English learner parent advisory committee, updates information on the state assessment of English language proficiency, revises the testing window, and adds notifications required for districts that receive Title III funds.

### **AR 5125.1 - Release of Directory Information**

(Minor Revision)

In section "Parent/Guardian Consent," revise first paragraph of the section as follows:

**No directory information of a student identified as a homeless child or youth as defined in 42 USC 11434a shall be released, unless the parent/guardian, or the student if he/she is 18 years old, has provided written consent that directory information may be released. For any other student, directory information shall not be released if his/her parent/guardian notifies the district in writing that such information not be disclosed without the parent/guardian's prior consent. (Education Code 49073; 20 USC 1232g, 7908)**

*Rationale: To reflect Education Code 49073, as amended by AB 1068 (Ch. 713, Statutes of 2013).*

### **BP 6172.1 - Concurrent Enrollment**

(Minor Revision)

In section "Approval of Concurrent Enrollment," revise last paragraph of section as follows:

If the Board denies a request for special part-time or full-time enrollment at a community college for a student who is identified as highly gifted and talented ~~as defined in Education Code 52201~~, the Board shall issue its written recommendation and the reasons for the denial ~~within 60 days. The written recommendation and denial shall be issued at the~~ **at its next regularly scheduled Board meeting that falls at least 30 days, but within 60 days, after the request has been submitted. (Education Code 48800, 48800.5)**

*Rationale: Education Code 52201 repealed pursuant to SB 971 (Ch. 923, Statutes of 2013). Revision also clarifies the timeline for issuing a denial of concurrent enrollment for a highly gifted and talented student.*

### **BB 9223 - Filling Vacancies**

(Minor Revision)

In section "Events Causing a Vacancy," delete item #11 and renumber the remaining items:

- ~~11. — The making of an order vacating a Board member's office or declaring the office vacant when the Board member fails to furnish an additional or supplemental bond (Government Code 1770)~~

*Rationale: Although item #11 reflects Government Code 1770, the bond practice is outdated.*

### **BP/AR 0420 - School Plans/Site Councils**

(BP/AR revised)

Policy and regulation updated to reflect requirements to align the district's local control and accountability plan with the strategies in each school's single plan for student achievement (SPSA) and the repeal of certain categorical programs that had been included in the state's consolidated application. Policy clarifies the continuing need for schools participating in specified state or federal categorical programs to develop the SPSA.

### **BP/AR 1312.3 - Uniform Complaint Procedures**

(BP/AR revised)

Policy and regulation updated to reflect California Department of Education (CDE) compliance requirements for 2015-16 school year. Regulation also clarifies timeline for filing complaints regarding student fees and reflects **NEW OFFICE FOR CIVIL RIGHTS GUIDANCE** recommending that districts use web sites and social media to post nondiscrimination notices, policies, and procedures and contact information for compliance officer(s).

## **First Reading: Board Policies/Regulations/Exhibits (continued)**

### **BP/AR/E 4040 - Employee Use of Technology**

(BP revised; AR deleted; E added)

Policy updated to delete outdated section on use of cell phone or mobile communications device, clarify that use of a password does not give an employee a reasonable expectation of privacy, and add material formerly in AR re: accessing/posting harmful matter and employees' responsibility to report security problems or misuse of district technology. Regulation deleted and replaced by new Exhibit presenting a sample Acceptable Use Agreement.

### **BP 4131 - Staff Development**

(BP revised)

Policy updated to reflect NEW LAW (SB 1060, 2014) which requires any district that offers a program of professional growth for certificated employees to evaluate professional learning opportunities offered by the district based on specified criteria.

### **AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave**

(AR revised)

Regulation updated to reflect NEW TITLE 2 REGULATIONS (Register 2015, No. 17) which retitle, renumber, and amend certain provisions implementing the California Family Rights Act, including the definition of "serious health condition," medical certification of the need for the leave, and refusal to reinstate an employee if the leave was fraudulently obtained by the employee. Renumbered Title 2 regulations related to pregnancy disability leave and other legal cites updated throughout the AR. Regulation also reflects NEW LAW (SB 1306, 2014) which revises the definition of marriage and thus affects the definition of "spouse."

### **BP 4231 - Staff Development**

(BP revised)

Policy updated to reflect NEW LAW (SB 1060, 2014) which requires any district that offers a program of professional growth for classified employees involved in the direct instruction of students to evaluate professional learning based on specified criteria.

### **AR 5121 - Grades/Evaluation of Student Achievement**

(AR revised)

Regulation updated to reflect NEW LAW (AB 2160, 2014) which requires districts to submit the grade point average (GPA) of students in grade 12 to the Cal Grant program. Revised regulation condenses material prohibiting lowering of a foster youth's grades for absences due to a change in placement or specified court-related activities, also addressed in BP 6173.1 - Education for Foster Youth. Regulation also replaces two options regarding grading for repeated classes with optional language that the highest grade received will be used in calculating the GPA.

### **BP/AR 5148 - Child Care and Development**

(BP/AR revised)

Policy updated to expand optional priorities for child care services to include children of district students, expand examples of methods to provide facilities for child care services, and add new section on "Complaints." Regulation updated to reflect NEW LAW (AB 1944, 2014) which deletes the requirement for parents/guardians of a child age 11-12 to certify in writing that they need child care services because a before-school or after-school program is unavailable. Regulation also revised to clarify eligibility for subsidized services, reflect the new fee schedule that went into effect July 1, 2014, provide for reassessment of fees when a family is recertified or experiences a change in status, and reflect renumbering of legal cites.

### **BP/AR 5148.2 - Before/After School Programs**

(BP/AR revised)

Policy and regulation updated to reflect NEW LAW (SB 1221, 2014) which requires before/after school programs to submit program attendance reports on a semi-annual basis and to use a program quality improvement process that is based on standards developed by the CDE. Policy also adds material on qualifications of staff and volunteers, the preferred placement of students ages 11-12 in a before/after school program rather than subsidized child care services, and timelines for review and maintenance of the program plan. Regulation also revised to clarify applicable grade levels for the 21st Century Community Learning Center program, reflect funding priorities used by the CDE, add material on summer programs, and reflect law authorizing a full meal to be served in after-school programs.

**First Reading: Board Policies/Regulations/Exhibits** (continued)

**BP/AR 5148.3 - Preschool/Early Childhood Education**

(BP/AR revised)

Policy and regulation updated to reflect the mandate for districts offering California State Preschool Program (CSPP) programs to develop written admissions policies and procedures with specified components. Policy also updated to reflect NEW LAW (SB 858, 2014) which (1) authorizes districts to use a portion of a reserve fund for purposes of staff development for CSPP instructional staff and (2) establishes the early learning quality rating and improvement system (QRIS) block grant to support continuous local improvement efforts that increase the number of low-income children in high-quality preschool programs. Regulation updated to reflect provisions of SB 858 that grant second priority for enrollment to four-year-old children who are not enrolled in a transitional kindergarten (TK) program. Regulation also reflects the applicability to CSPP programs of specified requirements for general child care and development programs, reflects CDE guidance regarding four-year-olds who are eligible for both CSPP and TK programs, and adds material on staffing ratios, parent/guardian notification of approval or denial of enrollment, and maintenance of a family data file.

**BP/AR/E 6163.4 - Student Use of Technology**

(BP revised; AR deleted; E added)

Policy updated to clarify circumstances under which districts may lawfully search students' personally owned devices, delete outdated prohibition against use of district technology to access social networking sites, and include material formerly in AR re: appropriate student conduct when using the Internet or other electronic communications. Regulation deleted and replaced by new Exhibit presenting a sample Acceptable Use Agreement.

**BB 9100 - Organization**

(BB revised)

Bylaw updated to clarify the time periods during which the annual organizational meeting must be held pursuant to law and to expand items to be addressed during the meeting to include a review of resources on board governance and leadership roles and responsibilities.

**BP 4133/4233/4333 - Travel; Reimbursement**

Updating policy to reflect current district practice.

**BP 3350 - Travel; Reimbursement**

Updating policy to reflect current district practice.

**XVII. ADVANCE PLANNING**

In6

*a. Future Meeting Dates:*

- i. Regular Meeting: Wednesday, October 21, 2015 @ 6:00 p.m. - District Board Room - Room 503, located at Riles Middle School, 4747 PFE Road, Roseville, CA 95747*

*b. Suggested Agenda Items:*

**XVIII. CONTINUATION OF CLOSED SESSION (Item IV)**

Action

**XIX. ADJOURNMENT**

Action

**CJUSD Mission:**

*Students will realize their dreams by developing communication skills, reasoning, integrity, and motivation through academic excellence, a well-rounded education, and being active citizens of our diverse community.*