

**POLICY GUIDESHEET**  
**December 2014**  
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**BP 0420.1 - School-Based Program Coordination**

(BP deleted)

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

**BP 0440 - District Technology Plan**

(BP 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.

**BP 1240 - Volunteer Assistance**

(BP revised)

Policy updated to add optional section on workers' compensation for volunteers and to reflect **NEW LAW (AB 1443)** which prohibits harassment of unpaid interns and volunteers. Policy also revised to delete material on options for volunteers working in a student activity program to obtain fingerprint clearance or an Activity Supervisor Clearance Certificate, as this issue is addressed in AR.

Regulation updated to reflect law allowing principal to grant permission for a sex offender to volunteer at a school if all parents/guardians are notified at least 14 days in advance. Section on "Criminal Background Check" adds optional language for district to give volunteers working in a student activity program the discretion to choose whether to obtain fingerprint clearance or obtain an Activity Supervisor Clearance Certificate. Regulation also reflects **NEW LAW (AB 1667)** which requires volunteers instructing or supervising students to complete a tuberculosis risk assessment and provides that a tuberculin skin test will only be necessary if risk factors are identified.

**BP 1250 – Visitors/Outsiders**

(BP revised)

Updated to reflect new laws.

**BP 3100 - Budget**

(BP 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.

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**BP 3550 – Food Service/Child Nutrition Program**

(BP revised)

Policy updated to reflect new state monitoring process for food services.

**BP 4030 – Nondiscrimination in Employment**

(BP revised)

Policy updated to reflect Government Code.

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

(BP 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.

**BP 5125 - Student Records**

(BPrevised)

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.

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**BP 5141.4 - Child Abuse Prevention and Reporting**

(BP 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.

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

(BP 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.

**BP 6158 - Independent Study**

(BP 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.

**BB 9321 – Closed Session Purposes and Agendas**

(BB revised)

Revised to more accurately reflect and be consistent with Government Code.