

**BOARD OF EDUCATION**

**Attachment: Information 21**

**PALO ALTO UNIFIED SCHOOL DISTRICT**

**Date: 12.08.15**

**TO:** Board of Education

**FROM:** Glenn "Max" McGee, Ph.D., Superintendent

**SUBJECT:** Board Policy Review Committee Meeting (BPRC) – Dec 16, 2015

**STRATEGIC PLAN INITIATIVE**  
Governance and Communication

**RECOMMENDATION**

It is recommended the Board review the upcoming BPRC policies, and provide feedback to the Superintendent or BPRC Chair, before the next BPRC meeting. This item is for informational purposes only.

**BACKGROUND**

The BPRC Chair and Superintendent are presenting policies that will be reviewed at the next two policy meetings. Staff is currently reviewing the policies and will have at least six policies that will be reviewed on December 16, 2015, and the rest of the policies will be reviewed sometime in January (date pending due to Board Retreat).

Sun shining these policies provides Board and community members the opportunity to provide any input prior to the BPRC meeting.

**Board Policy Review Committee (BPRC)**  
**UPCOMING BPRC POLICIES FOR REVIEW 2015/2016**

Item #	Policy #	Title	New/Existing	Comments
1	AR 1220	Citizen Advisory Committees	Existing	(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programs based on the redirection of categorical program funding into the LCFF and/or NEW LAW (SB 971) which repealed provisions of law requiring those committees. See AR 1220
2	BP/AR 1312.3	Uniform Complaint Policy	Existing	(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). See BP 1312.3 See AR 1312.3
3	AR 3311	Bids	Existing	Regulation updated to reflect <b>NEW LAW</b> (AB 1581, 2014) which authorizes districts to set timelines for submittal and opening of bids and, for districts of 2,500 or more average daily attendance, extends

				prequalification procedures to any lease-leaseback agreement for a public project that involves an expenditure of \$1 million or more and meets other specified criteria. Regulation also references <b>NEW COURT DECISION</b> which ruled that, to be valid, a lease-leaseback agreement must contain a lease term and a financing component.
4	E 4112.9 /4212.9/4312.9	Employee Notifications	New	(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. See E 4112.9/4212.9/4312.9
5	BP 4231	Staff Development	Existing	(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. See BP 4231
6	BP/AR 5111	Admission	Existing	(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. See BP 5111 See AR 5111
7	AR 5112.2	Exclusions from Attendance	Existing	(AR revised) Regulation updated to clarify the circumstances under which students must or may be denied admission or be temporarily excluded from school. Regulation reflects <b>NEW LAW</b> (SB 277, 2015) which eliminates the immunization exemption based on a parent/guardian's personal beliefs, except in cases where a parent/guardian submits a letter or written affidavit by January 1, 2016. Regulation also adds the period of time for which each exclusion is applicable.
8	BP/AR 5125	Student Records	Existing	(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

				<p>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.</p> <p>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. See BP 5125 See AR 5125</p>
9	BP/AR 5141.3	Immunizations	Existing	<p>(BP/AR revised) Policy and regulation updated to reflect <b>NEW LAW</b> (SB 277, 2015) which limits the personal beliefs exemption to students whose parent/guardian submits a letter or written affidavit by January 1, 2016, in which case the exemption shall be effective only until the student enters the next</p>

				<p>grade span, as defined. Policy also deletes material related to conditional enrollment of transfer students while waiting for the transfer of immunization records, now addressed in AR. Regulation also reflects provisions of SB 277 which (1) require districts to ensure that students advancing to grade 7 are fully immunized against all specified diseases, (2) state that students with disabilities must be provided special education and related services regardless of their immunization status, and (3) exempt students from immunization requirements who are enrolled in an independent study program and who do not receive classroom-based instruction.</p>
10	BP 5131.2	Bullying	Existing	<p>(BP revised) Policy updated to clarify the appropriate use of the uniform complaint procedures (UCP) in cases of nondiscriminatory bullying. As revised, the policy provides that the UCP be used to investigate all instances of bullying, but that conduct determined to be nondiscriminatory bullying then be resolved in accordance with the district's student discipline policies and procedures. See BP 5131.2</p>
11	AR 5141.21	Administering Medication and Monitoring Health Conditions		<p>(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.</p>

				See AR 5141.21
12	AR 5141.21	Child Abuse Prevention and Reporting	Existing	<p>(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.</p> <p>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.</p> <p>See BP 5141.4 See AR 5141.4</p>
13	BP/AR 5148.2	Before/After School Programs	New	(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

				<p>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. See BP 5148.2 See AR 5148.2</p>
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