



Santa Barbara Unified School District  
720 Santa Barbara Street,  
Santa Barbara, CA 93101  
805.963.4338  
[www.sbunified.org](http://www.sbunified.org)

Jacqueline Reid, President  
Wendy Sims-Moten, Vice President  
Laura Capps, Clerk  
Kate Parker, Member  
Ismael Paredes Ulloa, Member

**Board Meeting Agenda**  
**February 20, 2018**  
**Special Meeting**  
**Special Session: 4:00 pm**

**Information for the Public**

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**Order of Business**

The regular meetings of the board of education begin at 6:30 p.m. in the Administration Centers Board Room on the second and fourth Tuesday of each month. (Closed sessions are scheduled prior to the 6:30 p.m. regular session.) Special meetings are convened on an as-needed basis.

**Estimated Time**

The time at which an item is scheduled is an estimate only. The board may consider and act on an agenda item in a different order or an item may be considered earlier or later than the estimated time. Additionally, discussion of agenda items may be postponed to a future meeting. All persons interested in an item listed on the agenda are advised to be present throughout the meeting to insure that they are present when the item is called.

**Public Comments**

Public comments are welcome. Speaker cards may be turned in at any time before an agenda item is called. When addressing the board, please use the microphone and state your name. Individual speakers are generally allowed three minutes to address the Board, however, the time may be reduced by the Board president. **When a speaker wishes to comment on multiple items, his/her time may be limited so as not to interfere with the timely completion of the board's business, and in no event shall a speaker be allowed to speak to more than three items at a single meeting.** The total time allowed for public comment on any one item is 20 minutes. The times may be altered depending upon the number of speakers. Speakers may not give time to other speakers. Written comments may also be submitted. Comments on conference and action agenda items are taken during consideration of the item. There is a separate opportunity at the opening of the meeting for public comments on the consent agenda, other listed agenda topics, and on other matters not on the agenda but under the jurisdiction of the board. Since items on the Consent Agenda are considered in a single board action, comments from a single speaker on multiple items on the Consent Agenda are limited to a total of three minutes. The board of education is not responsible for the content of statements made during public comment.

**Accessibility**

In compliance with the American Disabilities Act, if you need special assistance to participate in the meeting or need this agenda provided in a disability-related alternative format, please contact the Superintendent's Office at (805) 963-4338. Notification at least 48 hours prior to the meeting will assist the district to make suitable arrangements.

**Broadcast**

Check City TV Channel 18's website [www.citytv18.com](http://www.citytv18.com) to confirm the broadcast date and time of all board meetings. Regularly scheduled board meetings are generally broadcast at 5:00 p.m. on the Saturday following the meeting. Special board meetings are scheduled on a space-available basis so the date/time is subject to change.

**Official Posting of Board Agendas and Agenda Attachments**

The official copy of the board of education agenda is posted at the main entrance of the Administration Office, Santa Barbara Unified School District, 720 Santa Barbara Street, Santa Barbara, CA 93101. The agenda is posted 72 hours in advance of a regular board meeting. Agenda attachments are available for viewing in the

Administration Office reception area or the Superintendent's Office before 5:00 p.m. on the Friday prior to a Tuesday board meeting. In the event of an emergency board meeting, the agenda is posted 24 hours in advance of an emergency meeting and the attachments are available for viewing in the Administration Office reception area.

The board of education meeting agendas are posted on the district's web site in accordance with the Brown Act. Every effort is made to upload the agenda attachments onto the website in a timely fashion.

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## **A. Regular Session**

### **1. Opening of Meeting**

President Reid called the meeting to order at 4:00 p.m.

Members present:

Dr. Jackie Reid, President

Ms. Wendy Sims-Moten, Vice President

Ms. Laura Capps, Clerk

Mr. Ismael Paredes Ulloa

Ms. Kate Parker

Others present:

Mr. Cary Matsuoka, Superintendent and Secretary of the Board; Ms. Shawn Carey, Assistant Superintendent of Secondary Education; Dr. Raul Ramirez, Assistant Superintendent of Elementary Education; Dr. Frann Wageneck, Assistant Superintendent of Student Services & Special Education; Ms. Meg Jette, Assistant Superintendent of Business Services; Mr. Todd Ryckman, Chief Educational Technology Officer; Mr. Brian Rowse, Director of Educational Technology Services; Ms. Lauren Bianchi Klemann, Public Information Officer; Ms. Sandra Trujillo, Executive Assistant.

### **2. Spanish translation of today's meeting is available to the public. Please indicate if you wish translation. Para la reunión de esta noche hay intérprete disponible para traducción al español. Por favor, indique si desea los servicios de interpretación.**

Sandra Trujillo was present to provide Spanish interpretation.

### **3. Headsets for the hearing impaired are available. Please indicate if you need a headset.**

President Reid announced that headsets for the hearing impaired were available upon request.

### **4. Pledge of Allegiance**

Superintendent Matsuoka led the Pledge.

### **5. Public Comments, Non-agenda Matters within Jurisdiction of the Board of Education**

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## **B. Consent Agenda**

At this time the board will act on the items listed below. These items are considered to be routine and are normally approved by a single vote of the board without separate discussion in order to conserve time and permit focus on other matters on this agenda. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent and staff recommend approval of all Consent Agenda items.

## **General Consent Items**

### **Education and Instruction**

### **Personnel**

### **Business and Finance**

### **Facilities**

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## **C. Public Hearing**

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## **D. Report/Discussion Agenda**

1. First Reading and Discussion of Board Policy 0420 School Plans / Site Councils (Matsuoka) 5 Minutes

Superintendent Matsuoka presented this policy per California School Boards Association (CSBA) recommendations. No changes made by the board. This item will come back as a consent item for approval.

2. First Reading and Discussion for Deletion of Board Policy 0420.1 School-Based Program Coordination (Matsuoka) 5 Minutes

Superintendent Matsuoka said that per the California School Boards Association, this policy has been deleted. This item will come back as a consent item for approval.

3. First Reading and Discussion of Board Policy 0460 Local Control and Accountability Plan (Matsuoka) 5 Minutes

Superintendent Matsuoka presented this policy. He said that this language catches up policy with the philosophy and the frameworks required by Ed Code for the Local Control Accountability Plan (LCAP) development.

No changes made by the board. This item will come back as a consent item for approval.

4. First Reading and Discussion of Board Policy 0500 Accountability (Matsuoka) 5 Minutes

Superintendent Matsuoka presented this policy. He said that accountability plan is headed towards the Dashboard, and this policy aligns with the new system.

No changes made by the board. This item will come back as a consent item for approval.

5. First Reading and Discussion for Deletion of Board Policy 0520.2 Title I Program Improvement Schools (Matsuoka) 5 Minutes

Superintendent Matsuoka said that per the California School Boards Association, this policy has been deleted. This item will come back as a consent item for approval.

6. First Reading and Discussion of Board Policy 3100 Budget (Jetté) 5 Minutes

Ms. Jette explained that this policy has been updated to reflect new law (SB 751) which changed the requirement for districts to be able to go up to 10% in their reserve unless you are basic aid district.

No changes made by the board. This item will come back as a consent item for approval.

7. First Reading and Discussion of Board Policy 3280 Sale, Lease, Rental of District-Owned Real property (Jetté) 5 Minutes

Ms. Jette said that this policy explains what the district can do with the money that they get if they were to sell a property. It also deletes the requirement to first offer surplus property to Charter Schools with at least 80 students.

No changes made by the board. This item will come back as a consent item for approval.

8. First Reading and Discussion of Board Policy 3311; Bids (Jetté) 5 Minutes

Ms. Capitanelli explained that the update includes the move of some material into new BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures which was presented as a first reading at the January 23, 2018 meeting.

No changes made by the board. This item will come back as a consent item for approval.

9. First Reading and Discussion of Board Policy 3513.4, Drug and Alcohol Free Schools (Hetyonk) 5 Minutes

Mr. Hetyonk presented this policy. He pointed out a typo in his background, should say district "owned" facilities. He said that item number three in the policy would allow alcoholic beverages served at a district owned facility with the Superintendent's approval based on limited purposes specified in Business and Professions Code 25608. He also said that if the district does not wish to have alcohol in any of the district property, this policy can be modified to remove item three. CSBA does not make a recommendation either way, they just added number three in there because it is allowed by law.

The board had a discussion.

No changes made by the board. This item will come back as a consent item for approval. Mr. Matsuoka and Cabinet will take a look at the AR 1330 and see what language will be put in place.

10. First Reading and Discussion of Board Policy 3270; Sale and Disposal of Books, Equipment, and Supplies (Jetté) 5 Minutes

Ms. Capitanelli presented this policy. No changes made by the board. This item will come back as a consent item for approval.

- 11.** First Reading and Discussion for Elimination of Board Policy 3517, Facilities Inspection (Hetyonk) 5 Minutes

No changes made by the board. This item will come back as a consent item for approval.

- 12.** First Reading and Discussion of Board Policy 5113.1, Chronic Absence and Truancy (Wageneck) 5 Minutes

Dr. Wageneck brought forward this policy which brings it into this new era of accountability around chronic absenteeism.

No changes made by the board. This item will come back as a consent item for approval.

- 13.** First Reading and Discussion of Board Policy 5131.6, Alcohol and Other Drugs (Wageneck) 10 minutes

Dr. Wageneck presented this policy update per California School Boards Association (CSBA) recommendations.

The board asked that the word cannabis be replaced with narcotics. This item will come back as a consent item for approval.

- 14.** First Reading and Discussion of Board Policy 5144.1, Suspension and Expulsion/Due Process (Wageneck) 5 Minutes

Dr. Wageneck presented this policy change proposed by California School Boards Association.

No changes made by the board. This item will come back as a consent item for approval.

- 15.** First Reading and Discussion of Board Policy 0000 Vision (Matsuoka) 5 Minutes

Superintendent Matsuoka presented this policy with new language regarding Local Control Accountability Plan. He said that it needs to be up to date with what we believe, our core values are very important.

Public comment:

- Veronica Gallardo addressed the board to ask if they can add some language to the policy.

The board agreed to add the language. This item will come back as an action item for further review.

- 16.** First Reading and Discussion of Board Policy 0100 Philosophy (Matsuoka) 5 Minutes

Superintendent Matsuoka presented the changes to the policy.

Public comment:

- Veronica Gallardo addressed the board to ask if they can add some language to the policy.

The board agreed to add the language. This item will come back as an action item for further review.

**17. First Reading and Discussion of Board Policy 0200 Goals for the School District (Matsuoka) 5 Minutes**

Superintendent Matsuoka presented the changes to the policy.

Public comment:

- Veronica Gallardo addressed the board to ask if they can add some language to the policy.

The board had a discussion and agreed to add the language. This item will come back as an action item for further review.

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**E. (If Needed) return to consent items designated for Discussion**

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**F. Adjournment**

President Reid adjourned the meeting at 4:58 p.m.

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**G. Next Meeting**

Tuesday, February 27, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street  
####  
Tuesday, March 13, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0420 School Plans / Site Councils (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0420 School Plans / Site Councils (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies

**Recommendation:** It is recommended that the Board of Education review board policy 0420 School Plans / Site Councils and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent


**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

 [First\\_Reading\\_BP\\_0420\\_School\\_Plans-Site\\_Councils\\_.pdf](#)

# Santa Barbara Unified School District

## Board Policy

### ~~Mission~~Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0420

#### SCHOOL PLANS ~~AND~~/SITE COUNCILS

~~When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.~~ The Governing Board believes that comprehensive planning that is aligned with the district's local control and accountability plan (LCAP) is necessary at each school, in order to focus school improvement efforts on student academic achievement and facilitate the effective use of available resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.

(cf. 0000 ~~Mission~~) *Vision*)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. ~~0420.5 - School-Based Decision Making~~) *0460 - Local Control and Accountability Plan*)

Each district school shall establish a school site council in accordance with Education Code 52852 and the accompanying administrative regulation to develop, review, and approve school plans.

For any school that participates in specified state and/or federal categorical programs, the school site council or other schoolwide advisory committee shall consolidate the plans required for those categorical programs into a single plan for student achievement (SPSA). (Education Code 64001)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1431 - Waivers)

(cf. 6020 - Parent Involvement)

#### ~~School Plan for Student Achievement~~

~~The superintendent or designee shall ensure that a single plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs. (Education Code 41507, 41572, 52055.755, 64001)~~

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6190 - Evaluation of the Instructional Program)

~~Whenever feasible, any other school plan may be incorporated into the single plan for student achievement.~~

~~The Governing Board shall review and approve each school's single plan for student achievement. The board also shall review and approve any subsequent revisions that include~~ As appropriate, a school may incorporate any other school program into the SPSA. (Education Code 64001)



**The Board shall, at a regularly scheduled Board meeting, review and approve each school's SPSA and any subsequent material ~~changes—revisions~~ affecting the academic programs for students participating in ~~these—the~~ categorical programs- **addressed in the SPSA**. The ~~board~~**Board** shall certify that, to the extent allowable under federal law, the ~~plan~~**SPSA** is consistent with district local improvement plans required as a condition of receiving federal funding. (Education Code 64001)**

**Whenever the Board does not approve a school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council or committee. The school site council or committee shall then revise and resubmit the SPSA to the Board for its approval. (Education Code 52855)**

#### **School Site Block Grants**

~~Upon receipt of state funding for school site block grants, the board shall allocate the funds to district schools on an equal per pupil basis (AB 1802, Sec. 43, Statutes of 2006)~~

~~The school's use of the funds allocated through this block grant shall be proposed by the school site council or, if the school does not have a school site council, by a schoolwide advisory group or support group. (AB 1802, Sec. 43, Statutes of 2006)~~

~~The board encourages school site councils to fund the highest priority needs identified in school improvement plans. The school site council shall provide the superintendent or designee and the board with a written proposal that includes a statement of the identified need(s) and how the funds will be used to enhance the educational program.~~

~~Before the funds are encumbered or expended, the board shall approve the site council's proposed use of the funds. If the board does not approve the proposed use, the board shall inform the school site council of the reasons for disapproval and request that the council review and revise its proposal (AB 1802, Sec. 43, Statutes of 2006).~~

#### *Legal Reference:*

##### **EDUCATION CODE**

~~52-53 Designation of schools~~

~~8240-8244 General child care and development programs~~

~~8750-8754 Conservation education~~

~~18100-18203 School libraries~~

~~32228-32228.5 School safety and violence prevention~~

~~33133 Information guide for school site councils~~

~~35147 Open meeting laws exceptions~~

~~41500-41573 Categorical education block grants~~

~~44500-44508 Peer Assistance and Review Program~~

~~44520-44534 New Careers Program~~

~~48400-48403 Compulsory continuation education~~

~~48430-48438 Continuation education~~

~~48660-48667 Community day schools~~

~~51745-51749.3 Independent study~~

~~51760-51769.5 Work experience education~~

~~51870-51874 Educational technology~~

~~52053-52055.51 Immediate Intervention/Underperforming Schools Program~~

~~52055.600-52055.662 High Priority Schools Grant Program~~

~~52055.700-52055.770 Quality Education Investment Act~~

**41540-41544 Targeted instructional improvement block grants**

**52060-52077 Local control and accountability plan**

52176 Advisory committees  
~~52200-52212 Gifted and Talented Education Program~~  
~~52300-52346 Regional occupational centers~~  
~~52500-52617 Adult education, including:~~  
~~52610-52616.24 Adult education financees~~  
~~52800-52887 School Based Program Coordination Act~~  
~~52890 Qualifications and duties of outreach consultants~~  
**52852 School site councils**  
 54000-~~54041~~**54028** Educationally Disadvantaged Youth Programs  
~~54100-54145 Miller Unruh Basic Reading Act~~  
 54425 Advisory committees (compensatory education)  
~~54650-54659 Education Improvement Incentive Program~~  
~~54740-54749.5 California School Age Families Education Program~~  
 56000-56867 Special education  
 64000 Categorical programs included in consolidated application  
 64001 Single school plan for student achievement, consolidated application programs  
REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS  
~~52012 Establishment of school site council~~  
~~52014-52015 School plans~~  
HEALTH AND SAFETY CODE  
~~104420 Tobacco use prevention~~  
MILITARY AND VETERANS CODE  
~~500-520.1 California Cadet Corps~~  
~~AB 1802 UNCODIFIED 2006 STATUTE~~  
~~43 School site block grants~~  
CODE OF REGULATIONS, TITLE 5  
 3930-3937 Compliance plans  
UNITED STATES CODE, TITLE 20  
**6311 Accountability, adequate yearly progress**  
~~6312-6319~~  
**2-6319** Title I programs; plans  
 6421-6472 Programs for neglected, delinquent, and at-risk children and youth  
 66-~~01~~-6651 Teacher and Principal Training and Recruitment program  
 6801-7014 Limited English proficient and immigrant students  
 7101-7165 Safe and Drug-Free Schools and Communities  
 7341-7355c Rural Education Initiative

631

#### Management Resources:

~~CDE~~**CALIFORNIA DEPARTMENT OF EDUCATION** PUBLICATIONS  
A Guide and Template for Developing the Single Plan for Student Achievement: A Handbook Resource  
for the School Site Councils, April 2006, February 2014  
**WEST ED PUBLICATIONS**  
**California Healthy Kids Survey**  
**California School Climate Survey**  
WEB SITES  
 California Department of Education, Single Plan for Student Achievement:  
<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>  
~~Center for Comprehensive School Reform and Improvement: <http://www.centerforesri.org>~~  
 U.S. Department of Education: <http://www.ed.gov>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT  
 Santa Barbara, California February 20, 2007; <<DATE>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion for Deletion of Board Policy 0420.1 School-Based Program Coordination (Matsuoka)

**Agenda Title:** First Reading and Discussion for Deletion of Board Policy 0420.1 School-Based Program Coordination (Matsuoka)

**Background:** California School Boards Association recommends deleting Board Policy 0420.1. Policy should be deleted since School-Based Coordination was effectively eliminated by the local control funding formula (LCFF).

**Recommendation:** It is recommended that the Board of Education review board policy 0420.1 School-Based Program Coordination and provide feedback to staff for second reading and deletion.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

BP0420.1.pdf

# Santa Barbara Unified School District

## Board Policy

BP 0420.1

### Mission, Goals, and Plans

#### SCHOOL-BASED PROGRAM COORDINATION

In order to best serve students with special needs and students participating in designated educational programs, the Governing Board encourages school-based program coordination as a means for achieving flexibility in the use of the categorical funds received by each school. The board believes that resources acquired to assist students in one program often can benefit other students without in any way depriving the originally targeted group.

A school site council shall be established at each school to consider whether or not it wishes the school to participate in school-based program coordination. All interested persons shall have an opportunity to meet in public to establish the site council. (Education Code 52852.5)

(cf. 0420 - School Plans/Site Councils)  
(cf. 1220 - Citizen Advisory Committees)

The school site council of any participating school shall develop, for approval by the board, a school plan that addresses the components specified in Education Code 52853. This plan shall be incorporated into the school's single plan for student achievement required for the state's consolidated application process. (Education Code 52853, 64001)

Evaluation of each participating school's educational program shall include an assessment of the school's effectiveness in meeting the needs of each student population originally targeted by the categorical programs.

(cf. 0500 - Accountability)  
(cf. 3553 - Free and Reduced Price Meals)  
(cf. 5149 - At-Risk Students)  
(cf. 6164.4 - Identification of Individuals for Special Education)  
(cf. 6172 - Gifted and Talented Student Program)  
(cf. 6174 - Education for English Language Learners)  
(cf. 6190 - Evaluation of the Instructional Program)

#### Legal Reference:

##### EDUCATION CODE

8750-8754	Conservation education
41500-41573	Categorical education block grants
44520-44534	New Careers Program
51870-51874	Education technology
52200-52212	Gifted and Talented Education Program
52340-52346	California Regional Career Guidance Centers
52800-52887	School-Based Program Coordination Act
54000-54041	Educationally Disadvantaged Youth Programs

54100-54145 *Miller-Unruh Basic Reading Act*  
54650-54659 *Education Improvement Incentive Program*  
56000-56867 *Special education*  
64000 *Categorical programs included in consolidated application*  
64001 *Single school plan for student achievement, consolidated application programs*  
MILITARY AND VETERANS CODE  
500-520.1 *California Cadet Corps*

*Management Resources:*

CDE PUBLICATIONS

*Voluntary Template for the Single Plan for Student Achievement*

WEB SITES

*California Department of Education: <http://www.cde.ca.gov>*

Policy: SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Adopted: January 4, 1990 Santa Barbara, California  
Revised: February 20, 2007  
Technical Revision: December 8, 2010

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0460 Local Control and Accountability Plan (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0460 Local Control and Accountability Plan (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.

**Recommendation:** It is recommended that the Board of Education review board policy 0460 Local Control and Accountability Plan and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name



[BP\\_0460\\_Local\\_Control\\_and\\_Accountability\\_Plan\\_comparison\\_2015-04\\_2017-03\\_and\\_2017-10.pdf](#)

# Santa Barbara Unified School District

## Board Policy

BP 0460

### Philosophy, Goals, Objectives, and Comprehensive Plans

#### LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Governing Board desires to ensure the most effective use of available ~~state~~ funding to improve outcomes for all students. ~~A community-based,~~ A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions ~~aligned with state and local priorities~~ and to facilitate continuous improvement of district practices.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

The Board shall adopt a districtwide local control and accountability plan (LCAP), ~~using~~ **based on** the template ~~provided~~ **adopted** by the State Board of Education, ~~which~~ **that** addresses the state priorities ~~specified~~ in Education Code 52060- **and any local priorities adopted by the Board**. The LCAP shall be ~~effective for three years and shall be~~ updated on or before July 1 of each year- **and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years**. (Education Code 52060, **52064; 5 CCR 15494-15497**)

~~In addition, the LCAP shall address any local priorities adopted by the Board.~~

*(cf. 3100 - Budget)*

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" ~~and other~~ **or are part of any numerically significant student subgroup that is at risk of or is underperforming** ~~students~~.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth ~~and are counted only once~~, **as defined in Education Code 42238.01** for purposes of the local control funding formula. (Education Code 42238.02)

*(cf. 3553 - Free and Reduced Price Meals)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6174 - Education for English ~~Language~~ Learners)*

~~To minimize duplication of effort and provide clear direction for program implementation, the LCAP and other district and school plans shall be aligned to the extent possible.~~

~~*(cf. 0400 - Comprehensive Plans)*~~

~~*(cf. 0440 - District Technology Plan)*~~

~~*(cf. 0450 - Comprehensive Safety Plan)*~~

~~*(cf. 5030 - Student Wellness)*~~

~~*(cf. 6171 - Title I Programs)*~~

~~*(cf. 7110 - Facilities Master Plan)*~~

**Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless**

students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students, or as otherwise defined by the Superintendent of Public Instruction (SPI). (Education Code 52052)

*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6173 - Education for Homeless Children)*

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP ~~or the annual update~~ are consistent with strategies included in the SPSA. (Education Code 52062)

*(cf. 0420 - School Plans/Site Councils)*

**The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.**

*(cf. 0400 - Comprehensive Plans)*  
*(cf. 0440 - District Technology Plan)*  
*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 5030 - Student Wellness)*  
*(cf. 6171 - Title I Programs)*  
*(cf. 7110 - Facilities Master Plan)*

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

*(cf. 1312.3 - Uniform Complaint Procedures)*

### **Plan Development**

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the ~~numbers~~**number** of students in ~~various~~ student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. ~~—(Education Code 52060)~~**Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)**

*(cf. 1220 - Citizen Advisory Committees)*  
*(cf. 4140/4240/4340 - Bargaining Units)*  
~~*(cf. 4143/4243 - Negotiations/Consultation)*~~  
*(cf. 6020 - Parent Involvement)*

### **Public Review and Input**

The Board shall establish ~~the following~~**a parent advisory** committee~~(s)~~ to review and comment on the LCAP:~~(Education Code 52063)~~

~~1. —A parent advisory committee including.~~ **The committee shall be composed of a majority of**



parents/guardians and shall include at least one parent/guardian of **an** unduplicated ~~students~~**student** as defined above. (Education Code 52063; 5 CCR 15495)

~~2. —An English learner parent advisory committee~~ Whenever district enrollment includes at least 15 percent English learners ~~and, with~~ at least 50 students who are English learners, **the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners.** (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP ~~or the annual update~~ to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update to the LCAP.~~ The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP ~~or the annual update~~ shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

*(cf. 5145.6 - Parental Notifications)*

**As part of the parent and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English.** (Education Code 305-306)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update.~~ The public hearing shall be held at the same meeting as the ~~public~~**budget** hearing required ~~prior to the adoption of the district budget in accordance with~~**pursuant to** Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

~~(cf. 3100 - Budget)~~

~~(cf. 3460 - Financial Reports and Accountability)~~

~~(cf. 9320 - Meetings and Notices)~~

### **Adoption of the Plan**

**The Board shall adopt the LCAP** prior to adopting the district budget, but at the same public meeting; ~~the Board shall adopt the LCAP or the annual update.~~ This meeting shall be held after the public hearing described above, but not on the same day as the hearing. ~~—(Education Code 52062)~~

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

### **Submission of Plan to County Superintendent of Schools**

Not later than five days after adoption of the LCAP ~~or the annual update to the LCAP~~, the Board shall file the LCAP ~~or the annual update~~ with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the

~~LCAP or the annual update~~, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

### **Monitoring Progress**

The Superintendent or designee shall report to the Board, at least semi-annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. **Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard.** Evaluation data shall be used to recommend any necessary revisions to the LCAP.

*(cf. 0500 - Accountability)*

### **Technical Assistance/Intervention**

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities, and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the ~~Superintendent of Public Instruction (SPI)~~**SPI** identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

*Legal Reference:*

*EDUCATION CODE*

*305-306 English language education*

*17002 State School Building Lease-Purchase Law, including definition of good repair*

*33430-33436 Learning Communities for School Success Program; grants for LCAP implementation*

41020 Audits  
 42127 Public hearing on budget adoption  
 42238.01-42238.07 Local control funding formula  
 44258.9 County superintendent review of teacher assignment  
 48985 Parental notices in languages other than English  
 51210 Course of study for grades 1-6  
 51220 Course of study for grades 7-12  
 52052 ~~Academic Performance Index~~; Numerically significant student subgroups  
 52060-52077 Local control and accountability plan  
 52302 Regional occupational centers and programs  
 52372.5 Linked learning pilot program  
 54692 Partnership academies  
 60119 Sufficiency of textbooks and instructional materials; hearing and resolution  
 60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission  
 60811.3 Assessment of language development  
 64001 Single plan for student achievement  
 99300-99301 Early Assessment Program  
**CODE OF REGULATIONS, TITLE 5**  
**15494-15497 Local control and accountability plan and spending requirements**  
 UNITED STATES CODE, TITLE 20  
 6312 Local educational agency plan  
 6826 Title III funds, local plans

*Management Resources:*

**CSBA PUBLICATIONS**

~~Impact of Local Control Funding Formula on Board Policies, November 2013~~  
~~Local Control Funding Formula 2013~~ Promising Practices for Developing and Implementing LCAPs,  
 Governance Brief, ~~August 2013~~ November 2016  
~~State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013~~  
 LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev.  
 October 2016

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

California School Accounting Manual  
 California School Dashboard  
 LCFF Frequently Asked Questions  
 Local Control and Accountability Plan and Annual Update (LCAP) Template  
 Family Engagement Framework: A Tool for California School Districts, 2014  
 California Career Technical Education Model Curriculum Standards, 2013  
 California Common Core State Standards: English Language Arts and Literacy in History/Social  
 Studies, Science, and Technical Subjects, rev. 2013  
 California Common Core State Standards: Mathematics, rev. 2013  
 California English Language Development Standards, 2012

**WEB SITES**

CSBA: <http://www.csba.org>  
 California Department of Education: <http://www.cde.ca.gov>  
 California School Dashboard: <http://www.caschooldashboard.org>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT  
 Santa Barbara, California April 8, 2014; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0500 Accountability (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0500 Accountability (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies

**Recommendation:** It is recommended that the Board of Education review board policy 0500 Accountability and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

📎 [First\\_Reading\\_BP\\_0500\\_Accountability\\_comparison\\_2017-10.pdf](#)

# Santa Barbara Unified School District

## Board Policy

BP 0500

### ~~Mission~~Philosophy, Goals, Objectives and Comprehensive Plans

#### ACCOUNTABILITY

The Governing Board recognizes its responsibility to ensure accountability to the public for the performance of ~~the district schools and each district school~~. The Board shall regularly review the effectiveness of ~~the district's~~~~district~~ programs, personnel, and fiscal operations, with a focus on the ~~district's effectiveness in improving~~~~capacity to improve~~ student achievement. The Board shall establish ~~systems and~~~~appropriate~~ processes and measures to monitor results and to evaluate ~~the district's~~ progress toward accomplishing the ~~district's mission~~~~district's vision~~ and goals. ~~set forth in the local control and accountability plan (LCAP).~~

(cf. 0000 - ~~Mission~~~~Vision~~)

(cf. 0200 - Goals for the School District)

(cf. ~~0400 - Comprehensive Plans~~~~0460 - Local Control and Accountability Plan~~)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 3460 - Financial ~~Accountability and~~ Reports ~~and Accountability~~)

(cf. 4115 - Evaluation/Supervision)

(cf. 4215 - Evaluation/Supervision)

(cf. 4315 - Evaluation/Supervision)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6190 - Evaluation of the Instructional Program)

(cf. ~~9000 - Role of the Board~~)

(cf. ~~9005 - Governance Standards~~)

(cf. ~~9400 - Board Self-Evaluation~~)

~~The board~~~~District~~ and ~~the superintendent~~~~school performance~~ shall ~~agree upon appropriate~~~~be annually~~ evaluated based on multiple measures specified in the California Accountability and Continuous Improvement System as reported on the California School Dashboard.

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

The district's alternative schools serving high-risk student populations, including continuation high schools, opportunity schools, community day schools, and nonpublic, nonsectarian schools pursuant to Education Code 56366, shall be subject to an alternative accountability system established by the Superintendent of Public Instruction. (Education Code 52052, 56366)

(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

(cf. 6184 - Continuation Education)

(cf. 6185 - Community Day School)

The district, ~~school, and student performance and shall establish~~ and each district school shall demonstrate comparable improvement in academic achievement for all numerically significant student subgroups. Numerically significant subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless

students, when the subgroup consists of at least 30 students with a ~~schedule for providing valid test score or 15 foster youth or homeless students.~~ (Education Code 52052)

**The Superintendent shall provide** regular reports to the Board and the public regarding district ~~progress.~~

~~(cf. 0510 - School Accountability Report Card)~~

~~(cf. 1100 - Communication with the Public)~~

~~(cf. 1112 - Media Relations)~~

**and school performance.** Opportunities for feedback from students, parents/guardians, staff, and community members shall be made available as part of ~~the~~**any** review and evaluation of district programs and operations. **and as part of the development or annual update of the LCAP.**

~~(cf. 0510 - School Accountability Report Card)~~

~~(cf. 1100 - Communication with the Public)~~

~~(cf. 1112 - Media Relations)~~

~~(cf. 1113 - District and School Web Sites)~~

~~(cf. 1220 - Citizen Advisory Committees)~~

~~(cf. 6020 - Parent Involvement)~~

~~Indicators of district progress in improving student achievement shall include, but not be limited to, the Academic Performance Index (API) established by the state's accountability system and measures of "adequate yearly progress" (AYP) required under the federal accountability system.~~

~~(cf. 0520.1 - High Priority Schools Grant Program)~~

~~(cf. 0520.2 - Title I Program Improvement Schools)~~

~~(cf. 0520.3 - Title I Program Improvement Districts)~~

~~(cf. 6162.5 - Student Assessment)~~

~~(cf. 6162.51 - Standardized Testing and Reporting Program)~~

~~(cf. 6162.52 - High School Exit Examination)~~

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~~Following the annual publication of the API and school rankings by the Superintendent of Public Instruction, the board shall, at a regularly scheduled meeting, discuss the results of each school's annual ranking. (Education Code 52056)~~

~~This discussion shall include an examination of scores from the Standardized Testing and Reporting (STAR) program, by school, grade, and student subgroup, including disaggregated data based on socioeconomic status, race/ethnicity, enrollment in special education, English proficiency, and gender.~~

~~(cf. 3553 - Free and Reduced Price Meals)~~

Evaluation results may be used as a basis for **revising district or school goals, updating the LCAP or other comprehensive plans,** identifying and developing strategies to address disparities in achievement among student subgroups, implementing programmatic changes, determining the need for additional support ~~or~~**and** assistance, awarding incentives or rewards, and establishing other performance-based consequences.

~~(cf. 0400 - Comprehensive Plans)~~

~~(cf. 0420 - School Plans/Site Councils)~~

~~(cf. 4141/4241 - Collective Bargaining Agreement)~~

*Legal Reference:*

*EDUCATION CODE*

33127-33129 *Standards and criteria for fiscal accountability*

33400-33407 ~~—CDE~~*California Department of Education* *evaluation of district programs*

44660-44665 *Evaluation of certificated employees*

51041 *Evaluation of the educational program*

~~52050-52059 —Public Schools Accountability Act~~

*52052-52052.1 Public school performance accountability program*

*52060-52077 Local control and accountability plan*

*56366 Nonpublic, nonsectarian schools*

60640-60649 ~~—Standardized Testing and Reporting Program~~ *California Assessment of Student Performance and Progress*

*CODE OF REGULATIONS, TITLE 5*

*1068-1074 Alternative schools accountability model, assessments*

15440-~~15463~~ *15464 Standards and criteria for fiscal accountability*

*UNITED STATES CODE, TITLE 20*

6311 *Accountability, ~~adequate yearly progress~~state plan*

6312 *Local educational agency plan*

~~6316 —School and district improvement~~

*CODE OF FEDERAL REGULATIONS, TITLE 34*

200.~~13~~*12-200.20 Adequate yearly progress**24 State accountability system*

200.30-200.35 ~~—Identification of program improvement schools~~*48 State and LEA report cards and plans*

~~200.36-200.38 —Notification requirements~~

~~200.52-200.53 —District improvement~~

*Management Resources:*

~~CSBA PUBLICATIONS~~

~~Maximizing School Board Governance~~

*WEB SITES*

CSBA: <http://www.csba.org>

California Department of Education, Accountability: <http://www.cde.ca.gov/ta/ac>

*California School Dashboard: <http://www.caschooldashboard.org>*

U.S. Department of Education, ~~No Child Left Behind~~: <http://www.nelbed.gov>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

February 20, 2007; <<DATE>>

## Santa Barbara Unified School District

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<b>Item Title:</b>	First Reading and Discussion for Deletion of Board Policy 0520.2 Title I Program Improvement Schools (Matsuoka)
<b>Agenda Title:</b>	First Reading and Discussion for Deletion of Board Policy 0520.2 Title I Program Improvement Schools (Matsuoka)
<b>Background:</b>	<p>As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.</p> <p>Policy and regulation deleted as federal program improvement requirements have been suspended for the 2017-18 school year and will, beginning in the 2018-19 school year, be replaced by a new system of comprehensive targeted improvement established by the Every Student Succeeds Act.</p>
<b>Recommendation:</b>	It is recommended that the Board of Education review board policy 0520.2 Title I Program Improvement Schools and provide feedback to staff for second reading and deletion.
<b>Resource Person:</b>	Cary Matsuoka, superintendent
<b>Fiscal Impact:</b>	
<b>Funding Source:</b>	

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### ATTACHMENTS:

File Name

📎 [BP\\_0520.2\\_Title\\_I\\_Program\\_Improvement\\_Schools\\_DELETE\\_2017-10.pdf](#)



# Santa Barbara Unified School District

## Board Policy

### Philosophy, Goals, Objectives and Comprehensive Plans

BP 0520.2

#### TITLE I PROGRAM IMPROVEMENT SCHOOLS

The Governing Board is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the Board shall assist all district schools, including those receiving federal Title I funds, to achieve adequate yearly progress, as defined by the State Board of Education.

*(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)*

*(cf. 6011 - Academic Standards)*

*(cf. 6162.5 - Student Assessment)*

*(cf. 6162.51 - Standardized Testing and Reporting Program)*

*(cf. 6171 - Title I Programs)*

Whenever a district school is identified by the California Department of Education as in need of program improvement (PI), the Superintendent or designee shall ensure that school improvement efforts are coordinated and aligned. He/she shall also revise the school's Single Plan for Student Achievement in accordance with law and as specified in administrative regulation.

*(cf. 0420 - School Plans/Site Councils)*

*(cf. 0420.1 - School-Based Program Coordination)*

*(cf. 0520.1 - High Priority Schools Grant Program)*

*(cf. 0520.4 - Quality Education Investment Schools)*

Depending on the length of time a district school has been identified for PI, the district shall provide opportunities for student transfers, supplemental educational services, other corrective actions, and/or restructuring in accordance with law.

*(cf. 5116.1 - Intradistrict Open Enrollment)*

*(cf. 6179 - Supplemental Instruction)*

#### Program Evaluation

The Board shall annually review the adequate yearly progress of each district school based on state academic assessments and other indicators specified in the state plan for the No Child Left Behind Act. The Superintendent or designee shall publicize and disseminate the results of this review to parents/guardians, principals, schools, and the community so that the instructional program can be continually refined to help all students meet state academic standards. (20 USC 6316)

*(cf. 0510 - School Accountability Report Card)*

*(cf. 6190 - Evaluation of the Instructional Program)*

The Board and Superintendent or designee also shall review the effectiveness of the actions and activities carried out by PI schools with respect to parental involvement, professional development, and other PI activities. (20 USC 6316)

*(cf. 4131 - Staff Development)*

*(cf. 6020 - Parent Involvement)*

As necessary based on the results of these evaluations, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.

*Legal Reference:*

EDUCATION CODE

35256 School accountability report card  
60642.5 California Standards Tests  
60850-60856 High School Exit Examination  
64000 Categorical programs included in consolidated application  
64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

11992-11994 Persistently dangerous schools, definition  
13075-13075.4 Supplemental educational services

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act  
6301 Title I program purpose  
6311 Adequate yearly progress  
6312 Local educational agency plan  
6313 Eligibility of schools and school attendance areas; funding allocation  
6316 School improvement  
7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy  
200.13-200.20 Adequate yearly progress  
200.30-200.35 Identification of program improvement schools  
200.36-200.38 Notification requirements  
200.39-200.43 Requirements for program improvement, corrective action, and restructuring  
200.44 School choice option  
200.45-200.47 Supplemental educational services  
200.48 Funding for transportation and supplemental services  
200.49-200.51 State responsibilities  
200.52-200.53 District improvement

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

2008 Adequate Yearly Progress Report Information Guide, August 2008

California's Accountability Workbook

FEDERAL REGISTER

Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages 64436-64513

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Public School Choice, January 14, 2009

Supplemental Educational Services, January 14, 2009

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

Policy: SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Adopted: January 27, 2009 Santa Barbara, California  
Revised: May 13, 2011


## Santa Barbara Unified School District

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<b>Item Title:</b>	First Reading and Discussion of Board Policy 3100 Budget (Jetté)
<b>Agenda Title:</b>	First Reading and Discussion of Board Policy 3100 Budget (Jetté)
<b>Background:</b>	<p>As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.</p> <p>Board Policy 3100 Budget Policy updated to reflect NEW LAW (SB 751) which provides that, if the amount of monies in the state Public School System Stabilization Account is three percent or more of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district's combined assigned or unassigned ending general fund balance must not exceed 10 percent of those funds in the immediately following fiscal year, unless the district is a basic aid district, is a district with average daily attendance of 2,500 or less, or is exempted by the county superintendent of schools under extraordinary fiscal circumstances.</p>
<b>Recommendation:</b>	It is recommended that the Board of Education review board policy 3100 Budget and provide feedback to staff for second reading
<b>Resource Person:</b>	Meg Jetté, Assistant Superintendent of Business Services
<b>Fiscal Impact:</b>	
<b>Funding Source:</b>	

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### ATTACHMENTS:

	File Name
	<a href="#">BP 3100 Budget FirstReading 2-20-18.pdf</a>

# Santa Barbara Unified School District

## Board Policy

### Business and Non-Instructional Operations

BP 3100

#### BUDGET

The Governing Board recognizes its critical responsibility for adopting a sound budget ~~for~~ each fiscal year which is aligned with the district's vision, goals, priorities, local control and accountability plan (LCAP), and other comprehensive plans. The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

*(cf. 0400 - Comprehensive Plans)*

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 3300 - Expenditures and Purchases)*

*(cf. 3460 - Financial Reports and Accountability)*

*(cf. 9000 - Role of the Board)*

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

#### Budget Development and Adoption Process

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and board established goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff in the development of budget projections.

The Board encourages public input in the budget development process and shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

*(cf. 9320 - Meetings and Notices)*

*(cf. 9322 - Agenda/Meeting Materials)*

*(cf. 9323 - Meeting Conduct)*

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting ~~held~~scheduled on a date after the public hearing on the budget, the Board shall ~~adopt the budget,~~ following its adoption of the LCAP or an annual update to the LCAP ~~at,~~ adopt the ~~same meeting~~budget. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127), 52062)

The budget that is formally adopted by the Board shall adhere to the state's Standardized Account Code Structure as prescribed by the Superintendent of Public Instruction. (Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of Schools the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

*(cf. 1340 - Access to District Records)*

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before October 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

### **Budget Criteria and Standards**

The Superintendent or designee shall develop a district budget in accordance with state criteria and standards specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified in 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures. (Education Code 33128, 33128.3, 33129, 42127.01; 5 CCR 15440-15451)

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students in accordance with 5 CCR 15496. Unduplicated students are students who are eligible for free or reduced-price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

*(cf. 3553 - Free and Reduced Price Meals)*

*(cf. 6173.1 - Education for Foster Youth)*

*(cf. 6174 - Education for English ~~Language~~-Learners)*

The Board may establish other budget assumptions or parameters which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

*(cf. 2210 - Administrative Discretion Regarding Board Policy)*

*(cf. 3110 - Transfer of Funds)*

### **Fund Balance**

The Board shall adopt a formal resolution that provides for classification of fund balances in the general fund and is compliant with Governmental Accounting Standards Board (GASB) Statement 54. The resolution also shall:

1. Establish specific steps for committing funds that cannot be used for any other purpose unless the Board takes action to remove or change the constraint
2. Express the authority of the Board and/or delegate authority to other person(s) to identify intended uses of assigned funds
3. Establish the order in which fund balances will be spent when multiple fund balance types are available for an expenditure
4. Address the minimum fund balance in the general fund by establishing an appropriate level of unrestricted fund balance that will be maintained in the general fund, the circumstances under which the unrestricted fund balance can be spent down, and the procedure for replenishing deficiencies

The Board reserves the authority to review and amend this resolution as needed to reflect changing circumstances and district needs.

### **Nonspendable Fund Balance**

The nonspendable fund balance classification reflects amounts that are not in spendable form. Examples include inventory, prepaid items, the long-term portion of loans receivable, and nonfinancial assets held for resale. This classification also reflects amounts that are in spendable form but that are legally or contractually required to remain intact, such as the principal of a permanent endowment.

### **Restricted Fund Balance**

The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation. These are the same restrictions used to determine restricted net assets as reported in the government-wide, proprietary fund, and fiduciary trust fund statements.

### **Committed Fund Balance**

The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the government's highest level of decision-making authority. The constraints giving rise to committed fund balance must be imposed no later than the end of the reporting period (June 30, for LEAs). The actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

In contrast to restricted fund balance, committed fund balance may be redirected by the government to other purposes as long as the original constraints are removed or modified in the same manner in which they were imposed, that is, by the same formal action of the highest level of decision-making authority.

“Formal action” varies considerably from government to government. For example, formal action for which governments such as cities, counties, or states have authority typically includes the passage of laws, ordinances, or levies. By contrast, formal action for which California school district governing boards have authority is typically limited to actions taken at a public meeting such as a vote, a resolution, or some similar action such as adoption of a budget. For LEAs, therefore, the difference between the committed classification and the assigned classification may not be as great as for other governments. As discussed below, an LEA may not have a need to report both classifications.

### **Assigned Fund Balance**

The assigned fund balance classification reflects amounts that the government *intends* to be used for specific purposes. Assignments may be established either by the governing body or by a designee of the governing body, and are subject to neither the restricted nor committed levels of constraint.

In contrast to the constraints giving rise to committed fund balance, constraints giving rise to assigned fund balance are not required to be imposed, modified, or removed by formal action of the highest level of decision-making authority. The action does not require the same level of formality and may be delegated to another body or official. Additionally, the assignment need not be made before the end of the reporting period, but rather may be made any time prior to the issuance of the financial statements.

As noted above, for LEAs, the difference between the committed and assigned fund balance classifications may be minimal. An LEA is not required to report both classifications, but must disclose in the notes to the financial statements the nature of the constraints giving rise to whichever classifications it does report.

### **Unassigned Fund Balance**

In the general fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes.

In any fund other than the general fund, a positive unassigned fund balance is never reported because amounts in any other fund are assumed to have been assigned, at least, to the purpose of that fund. However, deficits in any fund, including the general fund, that cannot be eliminated by reducing or eliminating amounts assigned to other purposes are reported as negative unassigned fund balance.

~~To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to build and maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to ten percent of general fund expenditures and other financing uses.~~

### **Reserve Balance**

To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to build and maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to ten percent of general fund expenditures and other financing uses.

The district's ~~budget shall include a minimum~~ reserve balance for economic uncertainties ~~that is consistent with the percentage or amount specified in 5 CCR 15450~~ required by the state is three percent.

In any year that the district is notified by the Superintendent of Public Instruction that the amount of monies in the state Public School System Stabilization Account equals or exceeds three percent of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district budget shall not contain a combined assigned or unassigned ending general fund balance that is in excess of 10 percent of these funds. (Education Code 41202, 42127.01). Basic aid/community funded districts, as defined in Education Code 42238.02 and districts with 2,500 or less ADA are exempted from this requirement.

### **Long-Term Financial Obligations**

The district's current-year budget and multiyear projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.



*(cf. 4141/4241 - Collective Bargaining Agreement)*  
*(cf. 4154/4254/4354 - Health and Welfare Benefits)*  
*(cf. 7210 - Facilities Financing)*  
*(cf. 9250 - Remuneration, Reimbursement and Other Benefits)*

The Board shall approve a plan for meeting the district's long-term obligations to fund nonpension, other postemployment benefits (OPEBs). This plan shall include a specific funding strategy and the method that will be used to finance the district's annual fiscal obligations for such benefits in a manner that continually reduces the deficit to the district to the extent possible. The Board reserves the authority to review and amend the funding strategy as necessary to ensure that it continues to serve the best interests of the district and maintains flexibility to adjust for changing budgetary considerations.

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of OPEBs, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve a sufficient amount of money in its budget to fund the present value of the benefits of existing retirees and/or the future cost of employees who are eligible for benefits in the current fiscal year. (Education Code 42140)

When the Superintendent or designee presents a report to the Board on the estimated accrued but unfunded cost of workers' compensation claims, the Board shall disclose, as a separate agenda item at the same meeting, whether or not it will reserve in the budget sufficient amounts to fund the present value of accrued but unfunded workers' compensation claims or if it is otherwise decreasing the amount in its workers' compensation reserve fund. The Board shall annually certify to the County Superintendent the amount, if any, that it has decided to reserve in the budget for these costs. The Board shall submit to the County Superintendent any budget revisions that may be necessary to account for this budget reserve. (Education Code 42141)

### **Budget Amendments**

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by that Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the prior-year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

### *Legal Reference:*

#### EDUCATION CODE

*1240 Duties of county superintendent of schools*

*33127-33131 Standards and criteria for local budgets and expenditures*

*41202 Determination of minimum level of education funding*

*42103 Public hearing on proposed budget; requirements for content of proposed budget*



42122-42129 Budget requirements  
42130-42134 Financial certifications  
42140-42141 Disclosure of fiscal obligations  
42238-42251 Apportionments to districts, especially:  
42238.01-42238.07 Local control funding formula  
42602 Use of unbudgeted funds  
42610 Appropriation of excess funds and limitation thereon  
45253 Annual budget of personnel commission  
45254 First year budget of personnel commission  
52060-52077 Local control and accountability plan  
GOVERNMENT CODE  
7900-7914 Appropriations limit  
CODE OF REGULATIONS, TITLE 5  
15060 Standardized account code structure  
15440-15451 Criteria and standards for school district budgets  
15494-15496 Local control funding formula, expenditures

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENTS

~~Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009~~

~~Statement 45~~ Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June ~~2004~~ 2015

~~Statement 34, Basic Financial Statements and Management's Discussion and Analysis—For State and Local Governments, June 1999~~

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

WEB SITES

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.cde.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Government Finance Officers Association: <http://www.gfoa.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

School Services of California, Inc.: <http://www.sscal.com>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

November 18, 2014; April 14, 2015; November 10, 2015; <<DATE>>

## Santa Barbara Unified School District

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<b>Item Title:</b>	First Reading and Discussion of Board Policy 3280 Sale, Lease, Rental of District-Owned Real property (Jetté)
<b>Agenda Title:</b>	First Reading and Discussion of Board Policy 3280 Sale, Lease, Rental of District-Owned Real property (Jetté)
<b>Background:</b>	<p>As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.</p> <p>Board Policy 3280 Sale, Lease, Rental of District-Owned Real Property Policy updated to delete the requirement to first offer surplus property to a charter school with at least 80 students. Material regarding the appointment of the district advisory committee expanded to specify the circumstances under which the district is not required to appoint a committee, including the exception for the sale, lease, or rental of excess property to be used for teacher or other employee housing pursuant to NEW LAW (AB 1157, 2017). Policy expands section on "Use of Proceeds" to reflect additional legal requirements, and deletes the authority (repealed) to use the proceeds from the sale of surplus property for any one-time general fund purpose provided that the district adopted a plan and made certain certifications to the State Allocation Board.</p>
<b>Recommendation:</b>	It is recommended that the Board of Education review board policy 3280 Sale, Lease, Rental of District-Owned Real Property and provide feedback to staff for second reading.
<b>Resource Person:</b>	Meg Jetté, Assistant Superintendent of Business Services
<b>Fiscal Impact:</b>	
<b>Funding Source:</b>	

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### ATTACHMENTS:

File Name

BP 3280 Sale or Lease of District Owned Property comparison 2-20-18.pdf

# Santa Barbara Unified School District

## Board Policy

### Business and Noninstructional Operations

BP 3280

#### SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY

The Governing Board believes that ~~the district should utilize its~~ facilities and resources should be utilized in ~~the most~~an economical and practical manner. The Superintendent or designee shall periodically study the current and projected use of all district facilities to ensure the efficient utilization of space for the effective delivery of instruction.

*(cf. 1330 - Use of School Facilities)*

*(cf. 7110 - Facilities Master Plan)*

*(cf. 7111 - Evaluating Existing Buildings)*

*(cf. 7160 - Charter School Facilities)*

The Board shall appoint a district advisory committee prior to the sale or lease of any surplus real property; ~~the Board shall appoint a district advisory committee~~ to advise the Board regarding the use or disposition of schools or school building space which is not needed for school purposes. ~~-(Education Code 17388-17389)~~ The district advisory committee's recommendations are not binding on the board. Rentals of surplus property not exceeding 30 days are exempted from this requirement. When the sale, lease, or rental of surplus property is for the purpose of teacher or other employee housing or for the offering of summer school by a private educational institution, the Board may elect not to appoint a district advisory committee. (Education Code 17387-17391)

*(cf. 1220 - Citizen Advisory Committees)*

~~Upon determination that district property is no longer needed, or may not be needed until some future time, the Board shall first submit a report to the local planning agency as to what real property the district intends to offer for sale or lease. Not less than 40 days after issuance of the report to the local planning agency, and prior to entering into any agreement for sale or lease of district real property, the Board shall offer to sell or lease district owned real property in accordance with priorities and procedures specified in applicable law. (Education Code 17230, 17387-17391, 17457.5, 17464, 17485-17500; Government Code 54222, 65402)~~

If the local planning agency has adopted a general plan that affects or includes the area where the surplus property is located, the Board shall submit a report to the local planning agency describing the location of the surplus property and the purpose and extent of the proposed sale or lease. (Government Code 65402)

The Board shall determine whether the sale or lease of the surplus property is subject to review under the California Environmental Quality Act. (Public Resources Code 21000-21177; 14 CCR 15061-15062)

When selling or leasing district real property, the Board shall comply with the priorities and procedures specified in applicable law. (Education Code 17230, 17464, 17485-17499; Government Code 54222)

*(cf. 5148 - Child Care and Development)*

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 5148.3 - Preschool/Early Childhood Education)*

In addition, when selling real property purchased, constructed, or modernized with funds received within the past 10 years from a [state](#) school facilities funding program, the Board shall consider whether any of the proceeds from the sale will need to be returned to the State Allocation Board (SAB) pursuant to Education Code 17462.3.

### **Sale or Lease of Real Property**

The Governing Board may sell any real property belonging to the district or may lease for a term not exceeding 99 years, any real property, together with any personal property located thereon, belonging to the school district which is not or will not be needed by the district for school classroom buildings at the time of delivery or title possession. The sale or lease may be made without first taking a vote of the electors of the district, and shall be made in a manner that complies with Education Code 17455 et. seq.

### **Resolution of Intention to Sell or Lease**

Before ordering the sale or lease of any real property, the Board shall adopt a resolution by a two-thirds vote of all of its members at a regularly scheduled open meeting. The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered. (Education Code 17466)

*(cf. 9320 - Meetings and Notices)*

*(cf. 9323.2 - Actions by the Board)*

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting that will be held to consider bids by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located, if such a newspaper exists. (Education Code 17469)

In accordance with Education Code 17470, the Superintendent or designee shall take reasonable steps to provide notification to the former owners of the property of the district's intent to sell it.

### **Acceptance/Rejection of Bids**

At the public meeting specified in the resolution of intention to sell or lease property, the Board shall open, examine, and declare all sealed bids. Before accepting a written proposal, the Board shall call for oral bids in accordance with law. (Education Code 17472, 17473)

The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. If no proposals are submitted or the submitted proposals do not conform to all the terms and conditions specified in the resolution of intention to lease, the Board may lease the property in accordance with Education Code 17477. (Education Code 17476, 17477)

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any

adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all of the terms and conditions of the contract. (Education Code 17475-17478)

(cf. 1431 - Waivers)

#### **Lease of Real Property with Joint Occupancy**

~~Alternatively, the Board may enter into leases and agreements relating to real property and buildings to be used jointly by the district. The term of any joint occupancy lease or agreement entered into by the Board shall not exceed 66 years.~~

#### **Use of Proceeds**

The Superintendent or designee shall ensure that the proceeds from the sale or lease with an option to purchase of surplus district property are used for one-time expenditures and not for ongoing expenditures such as salaries and general operating expenses. (Education Code 17462)

Proceeds from a sale of surplus district property shall be used for capital outlay or maintenance costs that the Board determines will not recur within a five-year period. (Education Code 17462)

Proceeds from a lease of district property with an option to purchase may be deposited into a restricted fund for the routine repair of district facilities, as defined by the SAB, for up to a five-year period. (Education Code 17462)

If the Board and SAB determine that the district has no anticipated need for additional sites or building construction for the next 10 years and no major deferred maintenance requirements, the proceeds from the sale or lease with an option to purchase may be deposited in a special reserve fund for the future maintenance and renovation of school sites or in the district's general fund. Proceeds from the sale or lease with option to purchase of district property may also be deposited in a special reserve fund for capital outlay or maintenance costs of district property that the Board determines will not recur within a five-year period. (Education Code 17462)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

#### **Legal Reference:**

##### **EDUCATION CODE**

17219-17224 Acquisition of property not utilized as school site; nonuse payments; exemptions

17230-17234 Surplus property

17385 Conveyances to and from school districts

17387-17391 Advisory committees for use of excess school facilities

17400-17429 Leasing property

17430-17447 Leasing facilities

17453 Lease of surplus district property

17455-17484 Sale or lease of real property, especially:

~~17457.5 Offer to charter school~~

17462.3 State Allocation Board program to reclaim funds

~~17463.7 Proceeds for general fund purposes~~

17485-17500 Surplus school playground (Naylor Act)

17515-17526 *Joint occupancy*  
17527-17535 *Joint use of district facilities*  
33050 ~~Request for waiver~~Requ  
38130-38139 *Civic Center Act*

**GOVERNMENT CODE**

50001-50002 Definitions

54220-54232 *Surplus land, especially:*  
54222 *Offer to sell or lease property*  
54950-54963 *Brown Act, especially:*  
54952 *Legislative body, definition*

**PUBLIC RESOURCES CODE**

21000-21177 *California Environmental Quality Act*

**CODE OF REGULATIONS, TITLE 2**

1700 *Definitions related to surplus property*

**COURT DECISIONS**

*San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.App.4th 1356*

**Management Resources:**

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*Closing a School Best Practices Guide*

**OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS**

*Unused Site Program Handbook, ~~May 2008~~December 2015*

**WEB SITES**

CSBA: <http://www.csba.org>

California Department of Education, School Facilities Planning Division:  
<http://www.cde.ca.gov/ls/fa>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Office of Public School Construction: <http://www.dgs.ca.gov/opsc>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California      October 11, 2011; October 25, 2016; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 3311; Bids (Jetté)

**Agenda Title:** First Reading and Discussion of Board Policy 3311; Bids (Jetté)

**Background:** The California Association of School Boards (CSBA) has provided updates on the attached board policy. Staff has reviewed the revisions and has substantially agreed with all changes with some further language changes to include all procurement. The attached documents are presented in "tracking" format to analyze both existing and proposed language.

BP3311; "Bids" addresses public contracts for the lease or purchase of equipment, materials, supplies, or services or for public projects, which are required to be competitively bid when they involve expenditures of specified amounts per Public Contract Code 20111.

The updates include the move of some material into new BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures which was presented as a first reading at the January 23, 2018 meeting.

**Recommendation:** It is recommended that the Board of Education review board policy 3311 and provide feedback to staff for second reading.

**Resource Person:** Anne Marie Capitanelli, Purchasing Coordinator

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

□ [First Reading - BP 3311 - Bids .pdf](#)

# Santa Barbara Unified School District Board Policy

## Business and Non-Instructional Operations

BP 3311

### BIDS

The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. ~~In~~When leasing ~~or~~, purchasing, **or contracting for** equipment, materials, supplies, or services for the district ~~and~~, **including** when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such ~~leases and purchases~~**contracts** shall be made using competitive bidding.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 3000 - Concepts and Roles)*

*(cf. 3230 - Federal Grant Funds)*

*(cf. 3300 - Expenditures and Purchases)*

*(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)*

*(cf. 3311.2 - Lease-Leaseback Contracts)*

*(cf. 3311.3 - Design-Build Contracts)*

*(cf. 3311.4 - Procurement of Technological Equipment)*

**No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)**

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

~~No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4. (Public Contract Code 20116)~~

**For award of contracts which, by law or Board policy, require prequalification, the procedures shall identify a uniform system for rating bidders on the basis of a completed questionnaire and financial statements.**

*(cf. 9270 - Conflict of Interest)*

When calling for bids, the Superintendent or designee shall ensure that the bid ~~specification~~**specifications** clearly ~~describes~~**describe** in appropriate detail the quality, delivery, and service required and ~~includes~~**include** all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

~~The Superintendent or designee shall develop the procedures to be used for rating bidders for award of contracts which, by law or Board policy, require prequalification. The procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and~~



~~model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.~~

~~(cf. 9270 Conflict of Interest)~~

Except as authorized by law ~~and specified in the administrative regulation~~, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase ~~equipment or supplies~~ **any personal property** to the extent authorized by law. (Public Contract Code 20118)

*Legal Reference:*

EDUCATION CODE

17070.10-17079.30 *Leroy F. Greene School Facilities Act*

**17250.10-17250.55 Design-build contracts**

17406 *Lease-leaseback* ~~contract~~ **contracts**

17595 *Purchase of supplies through Department of General Services*

17602 *Purchase of surplus property from federal agencies*

38083 *Purchase of perishable foodstuffs and seasonable commodities*

38110 ~~38111 38112~~-38120 *Apparatus and supplies*

39802 *Transportation services*

**BUSINESS AND PROFESSIONS CODE**

**7056 General engineering contractor**

**7057 General building contractor**

**CODE OF CIVIL PROCEDURE**

**446 Verification of pleadings**

GOVERNMENT CODE

4217.10-4217.18 *Energy conservation contracts*

4330-4334 *Preference for California-made materials*

6252 *Definition of public record*

53060 *Special services and advice*

54201-54205 *Purchase of supplies and equipment by local agencies*

PUBLIC CONTRACT CODE

1102 *Emergencies*

**1103 Definition, responsible bidder**

2000-2002 *Responsive bidders*

3000-3010 *Roofing projects*

3400 *Bids, specifications by brand or trade name not permitted*

3410 *United States produce and processed foods*

**4113 Prime contractor; subcontractor**

6610 *Bid visits*

12200 *Definitions, recycled goods, materials and supplies*

20101-20103.7 *Public construction projects, requirements for bidding*

20103.8 *Award of contracts*

~~20107 Bidder's security~~

~~20111~~ **20110-20118.4 Contracting by Local Agency Public Construction Act;** school districts

20189 *Bidder's security, earthquake relief*

~~22002 Definition of public project~~

~~22030~~ **22000-22045 Alternative procedures for public projects (UPCCAA)**

~~22050 Alternative emergency procedures~~

22152 *Recycled product procurement*

COURT DECISIONS

*Los Angeles Unified School District v. Great American Insurance Co.*, (2010) 49 Cal.4th 739

*Great West Contractors Inc. v. Irvine Unified School District*, (2010) 187 Cal.App.4th 1425

*Marshall v. Pasadena Unified School District*, (2004) 119 Cal.App.4th 1241

*Konica Business Machines v. Regents of the University of California*, (1988) 206 Cal.App.3d 449

*City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court*, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 *Ops.Cal.Atty.Gen.* 1 (2006)

*Management Resources:*

WEB SITES

CSBA: [http:// www.csba.org](http://www.csba.org)

California Association of School Business Officials: <http://www.casbo.org>

**California Department of Education: <http://www.cde.ca.gov>**

**California Department of General Services: <https://www.dgs.ca.gov>**

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California          June 17, 2008; April 8, 2014; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 3513.4, Drug and Alcohol Free Schools (Hetyonk)

**Agenda Title:** First Reading and Discussion of Board Policy 3513.4, Drug and Alcohol Free Schools (Hetyonk)

**Background:** This is a new policy that prohibits the possession, use, or sale of drugs or alcohol by any person on district property and addresses enforcement and discipline for violations of this policy. This policy also reflects new law (Proposition 64, 2016) which prohibits any person from possessing, smoking or ingesting cannabis on school grounds while children are present. BP 5131.6 addresses prevention and intervention of alcohol and drug use among students. BP 4020 addresses employee possession, use or being under the influence of a controlled substance in the workplace. Business and Professional Code 25608 allows exceptions for alcohol served during a special event, pursuant to a license or permit obtained under the Alcohol Beverage Control Act, at district opened facilities at a time when students are not present. If the Board does not wish to allow any of the specified exceptions, item # 3 should be revised accordingly.

**Recommendation:** That the Board review and provide input for Board Policy 3513.4

**Resource Person:** David J. Hetyonk, Director of Facilities & Operations

**Fiscal Impact:**

**Funding Source:** N/A

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### ATTACHMENTS:

File Name

📎 [BP\\_3513.4\\_Drug\\_and\\_Alcohol\\_Free\\_School\\_CSBA\\_NEW\\_2017-10.docx](#)

# Santa Barbara Unified School District

## Board Policy

### Business and Noninstructional Operations

BP 3513.4

### DRUG AND ALCOHOL FREE SCHOOLS

The Governing Board recognizes the need to keep district schools free of drugs and alcohol in order to create a safe and healthy environment conducive to learning and promote student health and well-being. The Board prohibits the possession, use, or sale of drugs and alcohol at any time in district-owned or leased buildings, on district property, and in district vehicles, unless otherwise permitted by law.

*(cf. 1325 - Advertising and Promotion)*

*(cf. 3513.3 - Tobacco-Free Schools)*

*(cf. 4020 - Drug and Alcohol-Free Workplace)*

*(cf. 4159/4259/4359 - Employee Assistance Programs)*

*(cf. 5030 - Student Wellness)*

*(cf. 5131.6 - Alcohol and Other Drugs)*

*(cf. 5131.62 - Tobacco)*

*(cf. 6142.8 - Comprehensive Health Education)*

The following substances are prohibited on all district property:

1. Any substance which may not lawfully be possessed, used, or sold in California
2. Cannabis or cannabis products (Health and Safety Code 11362.3; 21 USC 812, 844)
3. Alcoholic beverages, unless approved by the Superintendent or designee for limited purposes specified in Business and Professions Code 25608

*(cf. 1330 - Use of School Facilities)*

*(cf. 1330.1 - Joint Use Agreements)*

Prescription medication, except for prescribed cannabis, may be administered at school in accordance with law, district policy and regulations, and written statements by the parent/guardian and the student's authorized health care provider as applicable.

*(cf. 5141.21 - Administering Medications and Monitoring Health Conditions)*

Information about the district's drug- and alcohol-free schools policy and the consequences for violations shall be communicated clearly to employees, parents/guardians, students, and the community.

### Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate the possession, use, or sale of alcohol and other drugs and related paraphernalia in district facilities, on district property, in district vehicles, or at school-sponsored activities. As appropriate, he/she may direct anyone violating this policy to leave school property and/or refer the matter to law enforcement.

*(cf. 1250 - Visitors/Outsiders)*

*(cf. 3515.2 - Disruptions)*  
*(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)*  
*(cf. 5145.12 - Search and Seizure)*

Students and employees who violate the terms of this policy may be subject to discipline and/or referred to assistance programs in accordance with law and Board policy.

*(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)*  
*(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)*  
*(cf. 4117.7/4217.7/4317.7 - Employment Status Reports)*  
*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 5131 - Conduct)*  
*(cf. 5144 - Discipline)*  
*(cf. 5144.1 - Suspension and Expulsion/Due Process)*  
*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*  
*(cf. 6145.2 - Athletic Competition)*

*Legal Reference:*

*EDUCATION CODE*

*44940 Compulsory leave of absence for certificated persons*  
*44940.5 Procedures when employees are placed on compulsory leave of absence*  
*45123 Employment after conviction of controlled substance offense*  
*45304 Compulsory leave of absence for classified persons*  
*48900 Suspension or expulsion (grounds)*  
*48900.5 Suspension, limitation on imposition; exception*  
*48901 Smoking or use of tobacco prohibited*  
*48901.5 Prohibition of electronic signaling devices*  
*48902 Notification of law enforcement authorities; civil or criminal immunity*  
*48909 Narcotics or other hallucinogenic drugs*  
*48915 Expulsion; particular circumstances*

*BUSINESS AND PROFESSIONS CODE*

*25608 Alcohol on school property; use in connection with instruction*

*GOVERNMENT CODE*

*8350-8357 Drug-free workplace*

*HEALTH AND SAFETY CODE*

*11053-11058 Standards and schedules*

*11353.6 Juvenile Drug Trafficking and Schoolyard Act*

*11362.1 Possession and use of cannabis, persons age 21 and over*

*11362.3 Limitations on possession and use of cannabis*

*11362.79 Limitations on medical use of cannabis*

*104559 Tobacco use prohibition*

*PENAL CODE*

*13860-13864 Suppression of drug abuse in schools*

*VEHICLE CODE*

*13202.5 Drug and alcohol related offenses by person under age of 21, but aged 13 or over;*

*UNITED STATES CODE, TITLE 20*

*7101-7122 Student Support and Academic Enrichment Grants*

*UNITED STATES CODE, TITLE 21*

*812 Schedules of controlled substances*

*844 Penalties for possession of controlled substance*

*UNITED STATES CODE, TITLE 41*

*8101-8106 Drug-Free Workplace Act*  
*COURT DECISIONS*  
*Ross v. RagingWire Telecommunications, Inc., 42 Cal. 4th 920 (2008)*

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Santa Barbara, CA      <<DATE>>

## Santa Barbara Unified School District

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<b>Item Title:</b>	First Reading and Discussion of Board Policy 3270; Sale and Disposal of Books, Equipment, and Supplies (Jetté)
<b>Agenda Title:</b>	First Reading and Discussion of Board Policy 3270; Sale and Disposal of Books, Equipment, and Supplies (Jetté)
<b>Background:</b>	<p>The California Association of School Boards (CSBA) has provided updates on the attached board policy. Staff has reviewed the revisions and has substantially agreed with all changes. The attached documents are presented in "tracking" format to analyze both existing and proposed language.</p> <p>BP3270, "Sale and Disposal of Books, Equipment and Supplies" addresses the sale and disposal of district-owned property, such as instructional materials, equipment, and supplies. Policies and regulations have been updated to include new language regarding procedures for surplus originally procured with Federal Grant Funds.</p> <p>Additional revisions to include language which more directly reflects the law, as follows: "The Board shall pass an annual Resolution authorizing the Superintendent or designee to sell or otherwise dispose of surplus property as deemed necessary during each fiscal year. If one or more items, does not exceed \$2,500 in value, the Superintendent or designee may sell the property without advertising for bids. If the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Superintendent or designee or may be disposed of in the local public dump. (Education Code 17546)."</p> <p>A sample copy of the Resolution is attached.</p>
<b>Recommendation:</b>	It is recommended that the Board of Education review board policy 3270 and provide feedback to staff for second reading.
<b>Resource Person:</b>	Anne Marie Capitanelli, Purchasing Coordinator
<b>Fiscal Impact:</b>	
<b>Funding Source:</b>	none

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### ATTACHMENTS:

	File Name
☐	<a href="#">First Reading - BP 3270 Sale and Disposal of Books Equipment and Supplies - (1).pdf</a>
☐	<a href="#">BP 3270 - Disposal of Surplus - Sample Resol (2).pdf</a>

# Santa Barbara Unified School District Board Policy

## Business and Noninstructional Operations

BP 3270

### SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES

~~When any district-owned instructional materials, equipment, supplies, or other personal property becomes unusable, obsolete, or no longer needed, the Superintendent or designee shall notify the Governing Board, provide an estimated value, and recommend whether the items be sold or disposed of by one of the methods prescribed in law and administrative regulation. Upon approval by the Board, the Superintendent or designee shall arrange for the sale or disposal of these items.~~

~~(cf. 0440—District Technology Plan)~~

~~(cf. 6161—Equipment, Books and Materials)~~

~~(cf. 6161.11—Supplementary Instructional Materials)~~

~~(cf. 6163.1—Library Media Centers)~~

~~Instructional materials may be considered obsolete or unusable when they:~~

- ~~1. Have been replaced by more recent editions or new materials selected by the Board and have no foreseeable value in other instructional areas~~

~~(cf. 6161.1—Selection and Evaluation of Instructional Materials)~~

- ~~2. Are not aligned with the district's academic standards or course of study~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6143—Courses of Study)~~

- ~~3. Contain information rendered inaccurate or incomplete by new research or technologies~~

- ~~4. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

- ~~5. Are damaged beyond use or repair~~

~~(cf. 1312.4—Williams Uniform Complaint Procedures)~~

~~The Superintendent or designee shall establish procedures to be used when selling equipment for which the federal government has a right to receive all or part of the proceeds. These procedures shall ensure a reasonable amount of competition so as to result in the highest possible revenue.~~

~~(cf. 3440—Inventories)~~

**The Governing Board recognizes its fiscal responsibility to maximize the use of district equipment,**



supplies, instructional materials, and other personal property while providing up-to-date resources that facilitate student learning and effective district operations. When the Board, upon recommendation of the Superintendent or designee, declares any district-owned personal property unusable, obsolete, or no longer needed, the Board or designee shall determine the estimated value of the property and shall decide whether the property will be donated, sold, or otherwise disposed of as prescribed by law and administrative regulation.

*(cf. 0440 - District Technology Plan)*

*(cf. 3512 - Equipment)*

*(cf. 6161.11 - Supplementary Instructional Materials)*

*(cf. 6163.1 - Library Media Centers)*

The Superintendent or designee shall establish procedures to be used whenever the district sells **or disposes of surplus property acquired with district funds, including but not limited to** equipment or supplies originally acquired under a federal grant or subgrant. Such procedures shall be designed to ensure the highest possible return. (2 CFR 200.313)

~~The Board shall approve the price and terms of any sale or lease of personal property of the district~~ pass an annual Resolution authorizing the Superintendent or designee to sell or otherwise dispose of surplus property as deemed necessary during each fiscal year. If one or more items, does not exceed \$2,500 in value, the Superintendent or designee ~~property~~ may ~~be sold~~ sell the property without advertising for bids. If the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Superintendent or designee or may be disposed of in the local public dump. (Education Code 17546)

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~~If the Board members who are in attendance at a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value, the property may be sold without advertising for bids. (Education Code 17546)~~

*(cf. 9323.2 - Actions by the Board)*

~~If the Board members who are in attendance at a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of in the local public dump. (Education Code 17546)~~

Instructional materials shall be considered obsolete or unusable by the district if they have been replaced by more recent editions or new materials selected by the Board, are not aligned with the district's academic standards or course of study, and have no foreseeable value in other instructional areas. Such materials may be sold or donated if they continue to serve educational purposes that would benefit others outside the district. Instructional materials are not appropriate for sale or donation if they meet any of the following criteria:

1. Contain information rendered inaccurate or incomplete by new research or technologies
2. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy

### 3. Are damaged beyond use or repair

(cf. 0410 - *Nondiscrimination in District Programs and Activities*)  
(cf. 1312.4 - *Williams Uniform Complaint Procedures*)  
(cf. 6011 - *Academic Standards*)  
(cf. 6143 - *Courses of Study*)  
(cf. 6161.1 - *Selection and Evaluation of Instructional Materials*)

The Superintendent or designee shall establish procedures to be used whenever the district sells equipment or supplies originally acquired under a federal grant or subgrant. Such procedures shall be designed to ensure the highest possible return. (2 CFR 200.313)

(cf. 3230 - *Federal Grant Funds*)  
(cf. 3440 - *Inventories*)

#### Legal Reference:

##### EDUCATION CODE

17540-17542 Sale or lease of personal property by one district to another

17545-17555 Sale of personal property

35168 Inventory, including record of time and mode of disposal

~~42291.5~~ ~~Temporary school bus designation~~

~~42303~~ ~~School bus sale to another district~~

~~60500~~ 60510-60530 Sale, donation, or disposal of instructional materials

##### GOVERNMENT CODE

25505 District property; disposition; proceeds

##### CODE OF REGULATIONS, TITLE 5

3944 Consolidated categorical programs, district title to equipment

3946 Disposal of equipment purchased with state and federal consolidated application funds

##### UNITED STATES CODE, TITLE 40

549 Surplus property

##### CODE OF FEDERAL REGULATIONS, TITLE ~~34~~2

~~80.32~~ ~~Equipment acquired under a grant or subgrant~~

200.0-200.521 Federal uniform grant guidance

#### Management Resources:

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*California School Accounting Manual*

*Standards for Evaluating Instructional Materials for Social Content*, ~~2000~~2013

##### WEB SITES

California Department of Education: ~~<http://www.cde.ca.gov>~~<http://www.cde.ca.gov>

School Services of California, Inc.: ~~<http://www.sscal.com>~~<http://www.sscal.com>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

June 17, 2008; August 10, 2010; <<DATE>>

**RESOLUTION NO. 20XX/20XX-XX**

**A RESOLUTION OF  
THE SANTA BARBARA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION  
AUTHORIZING THE DISPOSAL OF SURPLUS PROPERTY FOR THE 20XX-20XX FISCAL YEAR**

**WHEREAS**, the Santa Barbara Unified School District ("SBUSD") is owner of equipment and supplies that are unusable or have exceeded their useful life or are no longer suitable for SBUSD purposes; and

**WHEREAS**, pursuant to California Education Code 17545 the governing board may sell or dispose of any personal property belonging to the district; and

**WHEREAS**, the property may be of insufficient value to defray the costs of arranging a sale; and

**WHEREAS**, pursuant to California Education Code section 17546 et. seq., property, whether one or more items, which does not exceed \$2,500 in value may be sold without advertising for bids.

**WHEREAS**, in accordance with the SBUSD's Board Policy 3270, this Resolution delegates authority to the Superintendent, or his designee, to sell or otherwise dispose of the items, and to execute all documents in connection therewith, in accordance with Education Code sections 17545 and 17546; and

**WHEREAS**, pursuant to California Education Code section 17546 et. Seq., this Resolution must be adopted by majority vote of those members present to be valid.

**NOW, THEREFORE, BE IT RESOLVED BY THE SANTA BARBARA UNIFIED SCHOOL DISTRICT, AS FOLLOWS:**

Section 1. The Board of Education finds and determines that all of the recitals set forth above are true and correct.

Section 2. The Board of Education approves the delegation of authority to the District's Superintendent, or his designee, to dispose of the property of insufficient value and as deemed appropriate, without advertising in accordance with Education Code section 17546 (c).

Section 3. That this delegation of authority shall be valid for the 20XX-20XX fiscal year for the disposal of the items, including e-waste, that have been inspected and discovered to be damaged beyond use or repair, or until rescinded by the Board of Education.

Section 4. That this Resolution shall become effective upon its adoption.

**PASSED AND ADOPTED** by the Board of Education of the Santa Barbara Unified School District at Santa Barbara, California, this XX day of XX, 20XX at a regular meeting by the following vote:

Ayes:  
Noes:  
Abstentions:  
Absent:

I, \_\_\_\_\_, Clerk of the Board of Education of the Santa Barbara Unified School District of Santa Barbara County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said Board at the regular meeting thereof at the date and place and by vote stated, which Resolution is on file and of record in the Office of said Board.

\_\_\_\_\_  
Clerk, SBUSD Board of Education

\_\_\_\_\_  
Date

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion for Elimination of Board Policy 3517, Facilities Inspection (Hetyonk)

**Agenda Title:** First Reading and Discussion for Elimination of Board Policy 3517, Facilities Inspection (Hetyonk)

**Background:** California School Boards Association recommends deleting Board Policy 3517 and moving its contents to Administrative Regulation 3517.

**Recommendation:** That the Board Review and Provide Input for Elimination of Board Policy 3517.

**Resource Person:** David J. Hetyonk, Director of Facilities & Operations

**Fiscal Impact:** N/A

**Funding Source:** N/A

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### ATTACHMENTS:

File Name

📎 [BP 3517 Facilities Inspection DELETE.pdf](#)

# Santa Barbara Unified School District

## Board Policy

### Business and Non-Instructional Operations

BP 3517

#### FACILITIES INSPECTION

The Governing Board recognizes that the condition of school facilities may have an impact on safety, student achievement, and employee morale and desires to provide school facilities that are safe, clean, and functional, as defined in Education Code 17002.

*(cf. 0510 - School Accountability Report Card)*

*(cf. 1312.4 - Williams Uniform Complaint Procedures)*

*(cf. 3111 - Deferred Maintenance Funds)*

*(cf. 3514 - Environmental Safety)*

The Superintendent or designee shall develop a facilities inspection and maintenance program to ensure that school facilities are maintained in good repair in accordance with law. At a minimum, the program shall analyze those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including the following:

1. Gas Leaks: Gas systems and pipes appear safe, functional, and free of leaks.
2. Mechanical Systems: Heating, ventilation, and air conditioning systems as applicable are functional and unobstructed.
3. Windows/Doors/Gates/Fences (interior and exterior): Conditions that pose a safety and/or security risk are not evident.
4. Interior Surfaces (floors, ceilings, walls, and window casings): Interior surfaces appear to be clean, safe, and functional.
5. Hazardous Materials (interior and exterior): There does not appear to be evidence of hazardous materials that may pose a threat to students or staff.
6. Structural Damage: There does not appear to be structural damage that could create hazardous or uninhabitable conditions.
7. Fire Safety: The fire equipment and emergency systems appear to be functioning properly.
8. Electrical (interior and exterior): There is no evidence that any portion of the school has a power failure and electrical systems, components, and equipment appear to be working properly.
9. Pest/Vermin Infestation: Pest or vermin infestation is not evident.
10. Drinking Fountains (inside and outside): Drinking fountains appear to be accessible and functioning as intended.
11. Restrooms: Restrooms appear to be accessible during school hours, are clean, functional, and in compliance with Education Code 35292.5 (operational and supplied).
12. Sewers: Sewer line stoppage is not evident.
13. Roofs (observed from the ground, inside/outside the building): Roof system appears to be functioning properly.
14. Playground/School Grounds: The playground equipment and school grounds appear to be clean, safe, and functional.
15. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to be cleaned regularly.

The Superintendent or designee shall ensure that any necessary repairs identified during the inspection are made in a timely and expeditious manner. The Superintendent or designee shall provide the Board with regular reports regarding the district's facility inspection program and updates of any visits to district schools by the County Superintendent of Schools.

*Legal Reference:*

EDUCATION CODE

1240 County superintendent of schools, duties  
17002 Definitions  
17070.10-17077.10 Leroy F. Greene School Facilities Act of 1998  
17565-17591 Property maintenance and control, especially:  
17584 Deferred maintenance  
17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account  
33126 School accountability report card  
35186 Williams uniform complaint procedure  
CODE OF REGULATIONS, TITLE 2  
1859.300-1859.330 Emergency Repair Program

*Management Resources:*

CSBA PUBLICATIONS

Williams Settlement and the Emergency Repair Program, Policy Brief, January 2008

COALITION OF ADEQUATE SCHOOL HOUSING PUBLICATIONS

Facility Inspection Tool Guidebook, February 2008

WEB SITES

CSBA: <http://www.csba.org>

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Williams Case: <http://www.cde.ca.gov/eo/ce/wc/index.asp>

Coalition of Adequate School Housing: <http://www.cashnet.org>

State Allocation Board, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Policy: SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Adopted: June 17, 2008 Santa Barbara, California  
Revised: August 10, 2010

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 5113.1, Chronic Absence and Truancy (Wageneck)

**Agenda Title:** First Reading and Discussion of Board Policy 5113.1, Chronic Absence and Truancy (Wageneck)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association (CSBA) provides our district with updated samples of new or replacement policies.

**BP 5113.1 Chronic Absence and Truancy**  
**Oct 2017 CSBA update:** Policy updated to reflect the inclusion of a chronic absence indicator in the California School Dashboard effective in the fall of 2018, add examples of interventions for attendance problems, and delete section on "School Attendance Review Board" since that material is now covered in BP/AR 5113.12 - District School Attendance Review Board.

**Recommendation:** It is recommended that the Board of Education review Board Policy 5113.1, Chronic Absence and Truancy and provide feedback to staff for second reading.

**Resource Person:** Dr. Frann Wageneck, Assistant Superintendent, Student Services

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

📎 [2-20-18\\_BP\\_5113.1\\_first\\_reading\\_2017-10.pdf](#)

# Santa Barbara Unified School District

## Board Policy

### Students

BP 5113.1

#### CHRONIC ABSENCE AND TRUANCY

The Governing Board believes that ~~excessive~~ absenteeism, ~~whether caused by excused or unexcused absences~~ whatever the cause, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

*(cf. 5113 - Absences and Excuses)*

*(cf. 5113.11 - Attendance Supervision)*

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates ~~for all district students~~ districtwide, for each school, and disaggregated for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be ~~disaggregated and~~ used in the development of annual goals and specific actions for student attendance and engagement ~~and for inclusion~~ to be included in the district's local control and accountability plan and other applicable school and district plans.

*(cf. 0400 - Comprehensive Plans)*

*(cf. 0420 - School Plans/Site Councils)*

*(cf. 0450 - Comprehensive Safety Plan)*

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 0500 - Accountability)*

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 5126 - Awards for Achievement)*

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5137 - Positive School Climate)*

*(cf. 5141.6 - School Health Services)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

The Superintendent or designee shall ~~work~~ consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence, including truancy.—



~~He/she also~~

Interventions for students with serious attendance problems shall be designed to meet the specific needs of the student and may include, but are not limited to, health care referrals, transportation assistance, counseling to address mental health concerns, social-emotional supports, academic interventions, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance.  
The Superintendent or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, ~~and/or~~ medical, mental health, and oral health care providers to ~~ensure that~~make alternative educational programs, ~~and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.~~

(cf. 1020 - Youth Services)  
(cf. 5030 - Student Wellness)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 5147 - Dropout Prevention)  
(cf. 6158 - Independent Study)  
(cf. 6164.2 - Guidance/Counseling Services)  
(cf. 6164.5 - Student Success Teams)  
(cf. 6173 - Education for Homeless Children)  
(cf. 6173.1 - Education for Foster Youth)  
(cf. 6173.2 - Education of Children of Military Families)  
(cf. 6175 - Migrant Education Program)  
(cf. 6179 - Supplemental Instruction)  
(cf. 6181 - Alternative Schools/Programs of Choice)  
(cf. 6183 - Home and Hospital Instruction)  
(cf. 6184 - Continuation Education)  
(cf. 6185 - Community Day School)

Students who are identified as ~~truants~~truuant shall be subject to the interventions specified in law and administrative regulation.

(cf. 5113.12 - District School Attendance Review Board)

A student's truancy, tardiness, or other absence from school shall not be the basis for his/her ~~out-of-school~~ suspension or expulsion. Alternative~~-disciplinary~~ strategies and ~~positive-reinforcement~~ restorative approaches to ~~for~~ attendance shall be used whenever possible.

(cf. 5144 - Discipline)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)

The Superintendent or designee shall periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in ~~identification~~the determination of how to best allocate available community resources.

### **School Attendance Review Board**

~~In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).~~

~~The Board shall appoint members of the district's SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the district; county probation department; county welfare department; county office of education; law enforcement agencies; community-based youth service centers; school guidance personnel; child welfare and attendance personnel; school or county health care personnel; school, county, or community mental health personnel; the county district attorney's office; and the county public defender's office. (Education Code 48321)~~

~~The district's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.~~

*Legal Reference:*

**EDUCATION CODE**

1740-~~1742~~ Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

~~41601 Reports of average daily attendance~~

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48225.5 Work permits, entertainment and allied industries

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-~~482967~~ 48297 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48900 Suspension and expulsion

49067 Unexcused absences as cause of failing grade

52052 Academic Performance Index; numerically significant student subgroups

60901 Chronic absence

**GOVERNMENT CODE**

54950-54963 The Ralph M. Brown Act

**PENAL CODE**

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

**VEHICLE CODE**

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

**WELFARE AND INSTITUTIONS CODE**

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

**CODE OF REGULATIONS, TITLE 5**

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

~~15497.5 Local control and accountability plan template~~

**COURT DECISIONS**

*L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976*

*Management Resources:*

**CSBA PUBLICATIONS**

*Attendance Awareness Month, Fact Sheet, September 2014*

**ATTENDANCE WORKS PUBLICATIONS**

*Count Us In! Working Together to Show that Every School Day Matters, 2014*  
*The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early Outreach for Positive Linkages and Engagement, 2014*  
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS  
*School Attendance Review Board Handbook: [A Road Map for Improved School Attendance and Behavior](#), 2015*  
*School Attendance Improvement Handbook, 2000*  
WEB SITES  
CSBA: <http://www.csba.org>  
Attendance Works: <http://www.attendanceworks.org>  
California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>  
California Department of Education: <http://www.cde.ca.gov>  
California Healthy Kids Survey: <http://chks.wested.org>  
California School Climate, Health, and Learning Survey System: [http://~~www~~.cal-schls.wested.org](http://<del>www</del>.cal-schls.wested.org)  
OnTrackCA: <http://www.ontrackca.org>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California      May 13, 2011; September 24, 2013; October 10, 2016; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 5131.6, Alcohol and Other Drugs (Wageneck)

**Agenda Title:** First Reading and Discussion of Board Policy 5131.6, Alcohol and Other Drugs (Wageneck)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association (CSBA) provides our district with updated samples of new or replacement policies.

**BP 5131.6 Alcohol and Other Drugs**  
**Oct 2017 CSBA update:** Policy updated to reflect the goals and purposes of the federal Student Support and Academic Enrichment Grants program, as established by the Every Student Succeeds Act. Policy also deletes material on drug and alcohol master plans and county primary prevention programs, since the related laws repealed on their own terms.

**Recommendation:** It is recommended that the Board of Education review Board Policy 5131.6, Alcohol and Other Drugs and provide feedback to staff for second reading.

**Resource Person:** Dr. Frann Wageneck, Assistant Superintendent, Student Services

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

 [2-20-18 BP 5131.6 first reading 2017-10.pdf](#)

# Santa Barbara Unified School District

## Board Policy

Students

BP 5131.6

### ALCOHOL AND OTHER DRUGS

The Governing Board believes that the use of alcohol or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences. ~~The Board desires to keep district schools free of alcohol and other drugs in order to help prevent violence, promote school safety and create a well disciplined environment conducive to learning~~The Superintendent or designee shall develop comprehensive programs and activities to foster safe, healthy, and drug-free environments that support academic achievement.

~~The Superintendent or designee shall develop, implement and evaluate a comprehensive prevention and intervention program that is coordinated with other school and community based services and programs. The district's program shall be scientifically based and designed to prevent or reduce alcohol or other drug use and the possession and distribution of illegal drugs. It shall include primary prevention activities such as decision making skills and conflict management, instruction, referral to a rehabilitation program, enforcement/discipline, activities that promote the involvement of parents/guardians and coordination with appropriate community agencies and organizations.~~

*(cf. 0450 - Comprehensive Safety Plan)*

~~*(cf. 1020 - Youth Services)*~~

*(cf. 4020 - Drug and Alcohol-Free Workplace)*

~~*(cf. 5138 - Conflict Resolution/Peer Mediation)*~~

~~*(cf. 6020 - Parent Involvement)*~~

~~The Board and Superintendent shall agree upon performance measures that will be used to monitor and determine the effectiveness of the district's program in reducing drug and alcohol use. The Superintendent or designee shall develop and implement an evaluation process that includes ongoing assessment and analysis of objective data regarding the incidence of drug and alcohol use among district students, including discipline problems, and the prevalence of risk factors.~~

~~The Superintendent or designee shall consult with principals, teachers, other school personnel, students and parents/guardians when developing the district's program.~~

~~The Superintendent or designee shall clearly communicate to all students, staff and parents/guardians the district's policies, regulations and school rules related to the use of alcohol and other drugs on school campuses or at school activities. Information about program needs and goals shall be widely distributed in the community.~~

~~*(cf. 5131.61 - Drug Testing)*~~

~~*(cf. 5131.62 - Tobacco)*~~

~~*(cf. 5131.63 - Steroids)*~~

~~Staff should encourage students to participate as responsible partners in efforts to maintain a safe, constructive school climate.~~

*(cf. 5137 - Positive School Climate)*

~~The Board encourages the establishment of site-level advisory groups to assist in promoting alcohol and drug-free schools.~~

The district's alcohol and drug prevention and intervention programs shall be coordinated with other school and community-based services and programs, and shall promote the involvement of parents/guardians. The Superintendent or designee may collaborate with the county office of education, community-based organizations, health providers, law enforcement agencies, local child welfare agencies, postsecondary institutions, businesses, and other public and private entities in program planning, implementation, and evaluation.

*(cf. 1020 - Youth Services)*

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 6020 - Parent Involvement)*

~~The district's drug education program shall augment county drug education services, if any. District staff shall take every opportunity to cooperate with county and county office of education staff in planning and implementing collaborative alcohol and drug prevention programs.~~

~~*(cf. 1020 - Youth Services)*~~

Prevention and intervention programs and activities may include, but are not limited to: (20 USC 7118)

1. Evidence-based drug and violence prevention activities and programs that educate students against the use of alcohol, tobacco, cannabis, pharmaceuticals (non-prescribed), smokeless tobacco products, and electronic cigarettes

*(cf. 5131.62 - Tobacco)*

2. Professional development and training for school staff, specialized instructional support personnel, and interested community members on drug prevention, education, early identification, intervention mentoring, recovery support services, and, where appropriate, rehabilitation referral

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

3. School-based mental health services, including early identification of drug use and referrals to counseling services, and/or partnerships with public or private health care entities that have qualified mental and behavioral health professionals

*(cf. 5141.6 - School Health Services)*

~~*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*~~

4. Programs and activities that provide mentoring and school counseling to all students, including students who are at risk of drug use and abuse

### **Instruction**

The district shall provide science-based preventative instruction that has been proven effective in helping students avoid the use of alcohol and other drugs.

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)*

(cf. 6142.8 - Comprehensive Health Education)  
(cf. 6143 - Courses of Study)

All instruction and related materials shall consistently state that unlawful use of alcohol or other drugs is ~~wrong and harmful, prohibited.~~ Instruction shall not include ~~the concept of any message advocating for the~~ responsible use of drugs or alcohol. ~~when such use is illegal. (20 USC 7114, 7162; (Health and Safety Code 11999.2)~~

The district shall offer ~~staff~~-professional development activities for staff who implement the comprehensive drug and alcohol prevention and intervention program.

~~(cf. 4131 - Staff Development)~~

### **Intervention, Referral, and Student Assistance Programs**

The Superintendent or designee shall inform school staff, students, and parents/guardians ~~shall be informed~~ about early warning signs which may indicate alcohol and other drug use and about appropriate agencies offering intervention programs, counseling, referral, and other student assistance programs.

The Board strongly encourages any student who is using alcohol or drugs to discuss the matter with his/her parent/guardian or with any staff member. Students who disclose their use of alcohol or other drugs when seeking help from an intervention or recovery program shall not be disciplined for such use.

(cf. 5141.52 - Suicide Prevention)

### **Enforcement/Discipline**

~~The Superintendent or designee~~Students shall ~~take appropriate action to eliminate possession~~not possess, use, or ~~sale of~~sell alcohol ~~and/or~~ other drugs and related paraphernalia on school grounds or at school-sponsored activities.

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 3513.4 - Drug and Alcohol Free Schools)

(cf. 5131 - Conduct)

(cf. 5131.61 - Drug Testing)

(cf. 5131.63 - Steroids)

(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

(cf. 5145.12 - Search and Seizure)

~~Students possessing, using or selling alcohol or other drugs or related paraphernalia shall be subject to disciplinary procedures including suspension or expulsion and/or referral to law enforcement in accordance with law, Board policy and administrative regulation. In addition, such students may be referred to an appropriate counseling program, transferred to an alternative placement, and/or be restricted from extracurricular activities, including athletics.~~

The Superintendent or designee shall clearly communicate to all students, staff, and parents/guardians the district's policies, regulations, and school rules related to the use of alcohol and other drugs.

Any student found by the Board to be selling a controlled substance listed in Health and Safety Code 11053-11058 shall be expelled in accordance with BP/AR 5144.1 - Suspension and Expulsion/Due Process. A student found to have committed another drug or alcohol offense, including possession or intoxication, shall be referred to appropriate behavioral interventions or student assistance programs, and may be subject to discipline on a case-by-case basis, including suspension or expulsion.

(cf. 5144 - Discipline)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)  
(cf. 6145 - Extracurricular and Cocurricular Activities)

### **Program Evaluation**

The Board and Superintendent shall agree upon performance measures that will be used to monitor and determine the effectiveness of district programs in reducing drug and alcohol use. The Superintendent or designee shall periodically report to the Board on the effectiveness of district activities in achieving identified objectives and outcomes. (20 USC 7116)

(cf. 0500 - Accountability)

### *Legal Reference:*

#### **EDUCATION CODE**

44049 \_\_\_\_\_ Known or suspected alcohol or drug abuse by student  
44645 \_\_\_\_\_ In-service training anabolic steroids  
48900 \_\_\_\_\_ Suspension or expulsion (grounds)  
48900.5 \_\_\_\_\_ Suspension, limitation on imposition; exception  
48901 \_\_\_\_\_ Smoking or use of tobacco prohibited  
48901.5 \_\_\_\_\_ Prohibition of electronic signaling devices  
48902 \_\_\_\_\_ Notification of law enforcement authorities; civil or criminal immunity  
48909 \_\_\_\_\_ Narcotics or other hallucinogenic drugs  
48915 \_\_\_\_\_ Expulsion; particular circumstances  
49602 \_\_\_\_\_ Confidentiality of pupil information  
51202 \_\_\_\_\_ Instruction in personal and public health and safety  
51203 \_\_\_\_\_ Instruction on alcohol, narcotics and restricted dangerous drugs  
51210 \_\_\_\_\_ Areas of study  
51220 \_\_\_\_\_ Areas of study, grades 7 to 12  
51260-51269- \_\_\_\_\_ Drug education  
60041 \_\_\_\_\_ Instructional materials  
60110-60115- \_\_\_\_\_ Instructional materials on alcohol and drug education

#### **BUSINESS AND PROFESSIONS CODE**

25608 \_\_\_\_\_ Alcohol on school property; use in connection with instruction

#### **HEALTH AND SAFETY CODE**

11032 \_\_\_\_\_ Narcotics, restricted dangerous drugs and marijuana  
11053-11058 \_\_\_\_\_ Standards and schedules  
11353.6 \_\_\_\_\_ Juvenile Drug Trafficking and Schoolyard Act  
11357 \_\_\_\_\_ Unauthorized possession of marijuana; possession in school or on school grounds  
11361.5 \_\_\_\_\_ Destruction of arrest or conviction records  
11372.7 \_\_\_\_\_ Drug program fund; uses  
11802 \_\_\_\_\_ Joint school-community alcohol abuse primary education and prevention program  
~~11998-11998.3 \_\_\_\_\_ Drug and Alcohol Abuse Master Plans~~  
11999-11999.3 \_\_\_\_\_ Alcohol and drug program funding; no unlawful use  
124175-124200 \_\_\_\_\_ Adolescent family life program ~~(Department of Health Services)~~

#### **PENAL CODE**

13860-13864 \_\_\_\_\_ Suppression of drug abuse in schools

#### **VEHICLE CODE**

13202.5 \_\_\_\_\_ Drug and alcohol related offenses by person under age of 21, but aged 13 or over;

#### **WELFARE AND INSTITUTIONS CODE**

828 \_\_\_\_\_ Disclosure of information re minors  
828.1 \_\_\_\_\_ Disclosure of criminal records; protection of vulnerable staff & students

#### **UNITED STATES CODE, TITLE 20**

5812 \_\_\_\_\_ National education goals



~~7101-7184—Safe~~ 7122 Student Support and ~~Drug-Free Schools and Communities Act~~ Academic Enrichment Grants

*Management Resources:*

**WEB SITES**

California Department of Education, Alcohol, Tobacco and Other Drug Prevention:  
<http://www.cde.ca.gov/ls/he/at>

California Healthy Kids: <http://www.californiahealthykids.org>

~~U.S. Department of Education, Office of Safe and Drug-Free Schools:~~ Healthy Students:  
<https://www2.ed.gov/about/offices/list/oese/oshs>

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Santa Barbara, California February 10, 2009; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 5144.1, Suspension and Expulsion/Due Process (Wageneck)

**Agenda Title:** First Reading and Discussion of Board Policy 5144.1, Suspension and Expulsion/Due Process (Wageneck)

**Background:** As new and or/revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association (CSBA) provides our district with updated samples of new or replacement policies.

**BP 5144.1 Suspension and Expulsion/Due Process**  
**Dec 2017 CSBA update:** Policy updated to add homeless students as one of the numerically significant student subgroups for whom the district must monitor suspension/expulsion data, and to add board review of disaggregated suspension/expulsion data for the purpose of identifying any disparities in the imposition of discipline.

**Recommendation:** It is recommended that the Board of Education review Board Policy 5144.1, Suspension and Expulsion/Due Process and provide feedback to staff for second reading.

**Resource Person:** Dr. Frann Wageneck, Assistant Superintendent, Student Services

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

📎 [2-20-18 BP 5144.1 first reading 2017-12.pdf](#)

# Santa Barbara Unified School District

## Board Policy

### Students

BP 5144.1

### SUSPENSION AND EXPULSION/DUE PROCESS

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

*(cf. 5131 - Conduct)*

*(cf. 5131.1 - Bus Conduct)*

*(cf. 5131.2 - Bullying)*

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

*(cf. 5112.5 - Open/Closed Campus)*

4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

### Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

*(cf. 1020 - Youth Services)*

*(cf. 5138 - Conflict Resolution/Peer Mediation)*

*(cf. 5144 - Discipline)*  
*(cf. 6142.4 - Service Learning/Community Service Classes)*  
*(cf. 6164.2 - Guidance/Counseling Services)*  
*(cf. 6164.5 - Student Success Teams)*

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

*(cf. 5113 - Absences and Excuses)*  
*(cf. 5113.1 - Chronic Absence and Truancy)*

### **On-Campus Suspension**

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

### **Authority to Expel**

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence

*(cf. 5131.7 - Weapons and Dangerous Instruments)*

2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in ~~a public~~an open session of a Board meeting.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

When a decision is made by the Board to suspend an expulsion order, the student is required to complete the assigned rehabilitation prior to the final day of the term of the suspended expulsion order. Failure to complete the rehabilitation plan may result in enforcement of the full expulsion with placement outside the Santa Barbara Unified School District until the end of the semester in which the rehabilitation plan is completed.

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

### **Due Process**

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

*(cf. 5119 - Students Expelled from Other Districts)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

### **Maintenance and Monitoring of Outcome Data**

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

~~The report shall be disaggregated~~In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, ~~foster youth, and~~ students with disabilities. ~~The report also, foster youth, and homeless students. Based on the data, the Board shall include information about~~address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

*(cf. 0460 - Local Control and Accountability Plan)*

*Legal Reference:*

EDUCATION CODE

212.5 Sexual harassment  
233 Hate violence  
1981-1981.5 Enrollment of students in community school  
17292.5 Program for expelled students  
32261 Interagency School Safety Demonstration Act of 1985  
35145 Open board meetings  
35146 Closed sessions (regarding suspensions)  
35291 Rules (for government and discipline of schools)  
35291.5 Rules and procedures on school discipline  
48645.5 Readmission; contact with juvenile justice system  
48660-48666 Community day schools  
48853.5 Foster youth  
48900-48927 Suspension and expulsion  
48950 Speech and other communication  
48980 Parental notifications  
49073-49079 Privacy of student records  
52052 Numerically significant student subgroups  
52060-52077 Local control and accountability plan

CIVIL CODE

47 Privileged communication  
48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt  
54950-54963 Ralph M. Brown Act

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia  
11053-11058 Standards and schedules

LABOR CODE

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined  
240 Assault defined  
241.2 Assault fines  
242 Battery defined  
243.2 Battery on school property  
243.4 Sexual battery  
245 Assault with deadly weapon  
245.6 Hazing  
261 Rape defined  
266c Unlawful sexual intercourse  
286 Sodomy defined  
288 Lewd or lascivious acts with child under age 14  
288a Oral copulation  
289 Penetration of genital or anal openings  
417.27 Laser pointers  
422.55 Hate crime defined  
422.6 Interference with exercise of civil rights  
422.7 Aggravating factors for punishment  
422.75 Enhanced penalties for hate crimes  
626.2 Entry upon campus after written notice of suspension or dismissal without permission  
626.9 Gun-Free School Zone Act of 1995

626.10        *Dirks, daggers, knives, razors, or stun guns*  
 868.5        *Supporting person; attendance during testimony of witness*  
WELFARE AND INSTITUTIONS CODE  
 729.6        *Counseling*  
UNITED STATES CODE, TITLE 18  
 921        *Definitions, firearm*  
UNITED STATES CODE, TITLE 20  
 1415(K)      *Placement in alternative educational setting*  
~~7151-7961~~    *Gun-free schools*  
UNITED STATES CODE, TITLE 42  
 11432-11435   */Education of homeless children and youths*  
COURT DECISIONS  
*T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267*  
*Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421*  
*Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321*  
*Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 118*  
*Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807*  
~~*Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182*~~  
*John A. v. San Bernardino School District (1982) 33 Cal. 3d 301*  
ATTORNEY GENERAL OPINIONS  
 84 Ops.Cal.Atty.Gen. 146 (2001)  
 80 Ops.Cal.Atty.Gen. 348 (1997)  
 80 Ops.Cal.Atty.Gen. 91 (1997)  
 80 Ops.Cal.Atty.Gen. 85 (1997)

*Management Resources:*

~~CSBA PUBLICATIONS~~

~~*Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011*~~

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

*Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014*

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and ~~Drug-Free Schools:~~ ~~<http://www2.ed.gov/about/offices/list/ose/osh/>~~ [Healthy Students:](http://www2.ed.gov/about/offices/list/ose/osh/)

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California        September 24, 2013; August 26, 2014; January 24, 2017; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0000 Vision (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0000 Vision (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.

**Recommendation:** It is recommended that the Board of Education review board policy 0000 Vision and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

 [First\\_Reading\\_BP\\_0000\\_Vision\\_comparison\\_2017-07.pdf](#)



# Santa Barbara Unified School District

## Board Policy

BP 0000

### Mission, Goals, and Plans

#### VISION

~~In order to provide a clear focus for district programs, activities and operations, the Governing Board shall adopt a long-range vision that sets direction for the district which is focused on student learning and describes what the board wants its schools to achieve. This vision may be incorporated in various documents, including the district's mission statement, philosophy, goals, short-term objectives, and/or comprehensive plans.~~

The Governing Board believes that a clearly stated purpose and direction for the district provide the foundation for continuous improvement and accountability. The Board shall adopt a long-range vision for district programs and activities that focuses on the achievement and well-being of all students and reflects the importance of preparing students for the future academically, professionally, and personally. The vision shall recognize the unique role of students, parents/guardians, staff, and community partners in contributing to a high-quality education for all students. The district's vision may be incorporated into its mission or purpose statement, philosophy or motto, long-term goals, short-term objectives, and comprehensive plans such as the local control and accountability plan (LCAP).

*(cf. 0100 - Philosophy)*

*(cf. 0200 - Goals for the School District)*

*(cf. 0400 - Comprehensive Plans)*

*(cf. 6010 - Goals and Objectives)*

*(cf. 9000 - Role of the Board)*

~~The superintendent or designee shall recommend an appropriate process for establishing and/or reviewing the district's mission statement which is inclusive of parents/guardians, students, staff and community members.~~

~~The board shall adopt the district mission statement at a public meeting.~~

~~The board shall review the district mission statements at least every five years or whenever a superintendent joins the district. As part of this process, the superintendent or designee shall provide the board with relevant district documents and data, including the current district mission statement and information about student demographics, student achievement, student enrollment patterns, current programs and recent program cuts, staffing and professional development needs, budget trends, facilities, technology, and emerging educational issues. Following these reviews, the board may revise or reaffirm the direction it has established for the district.~~

~~The superintendent or designee shall communicate the district's mission to staff, parents/guardians and the community and shall regularly report to the board regarding district progress toward the mission.~~

The Superintendent or designee shall recommend an appropriate process, with clearly defined procedures, timelines, and responsibilities, for establishing, reviewing, and updating the district's vision statements. This process shall include a review of relevant district documents and data

including, but not limited to, information about student demographics, student achievement, current programs, and emerging educational issues. The process shall incorporate an analysis and identification of district strengths and areas in which growth is needed. Input shall be solicited from parents/guardians, students, staff, and community members through methods such as surveys, focus groups, advisory committees, and/or public meetings and forums.

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 2230 - Representative and Deliberative Groups)*

*(cf. 6020 - Parent Involvement)*

The Board shall review the district's vision statements annually, in conjunction with the update to the LCAP, to ensure consistency among all documents that set direction for the district. Following these reviews, the Board may revise or reaffirm the direction it has established for the district.

The Superintendent or designee shall communicate the district's vision to staff, parents/guardians, and the community.

*(cf. 1113 - District and School Web Sites)*

*(cf. 1100 - Communication with the Public)*

Board decisions regarding curriculum, policies, the budget, collective bargaining agreements, and other district operations shall be aligned with the district's vision. In addition, the Superintendent or designee shall ensure that staff's implementation of district programs and activities supports attainment of the district's vision.

The Superintendent or designee shall regularly report to the Board regarding district progress toward the vision.

*(cf. 0500 - Accountability)*

~~*(cf. 1100 - Communication with the Public)*~~

***Legal Reference:***

**EDUCATION CODE**

***52060-52077 Local control and accountability plan***

***Management Resources:***

**CSBA PUBLICATIONS**

~~*Maximizing School Board Leadership: Vision, 1996*~~

***The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017***

***Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014***

***Defining Governance, Issue 4: Governance Decisions, Governance Brief, June 2014***

***Defining Governance, Issue 3: Governance Practices, Governance Brief, April 2014***

**WEB SITES**

***CSBA: <http://www.csba.org>***

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Santa Barbara, California      February 20, 2007; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0100 Philosophy (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0100 Philosophy (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.

**Recommendation:** It is recommended that the Board of Education review board policy 0100 Philosophy and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

 [BP\\_0100\\_Philosophy\\_comparison\\_2017-07.pdf](#)

# Santa Barbara Unified School District

## Board Policy

BP 0100

### Mission, Goals, and Plans

#### PHILOSOPHY

~~The district's mission is based on a set of fundamental principles which describes the district's beliefs, values or tenets. The board and district staff shall incorporate this philosophy in all district programs and activities.~~

~~(cf. 0000—Mission)~~

~~(cf. 0200—Goals for the School District)~~

~~(cf. 6010—Goals and Objectives)~~

~~(cf. 9000—Role of the Board)~~

~~It is the philosophy of the district to pursue excellence for all students and staff based on the following:~~

- ~~1. All students can learn and succeed at high levels. It is the obligation of schools and programs to ensure that all students achieve academic proficiency in essential areas of skill and knowledge.~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6146.1—High School Graduation Requirements)~~

~~(cf. 6146.5—Elementary/Middle School Graduation Requirements)~~

- ~~2. Every student in the district, regardless of gender, age, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, linguistic or economic background, sexual orientation or the perception of one or more of such characteristics, has a right to a high quality education that challenges the student to achieve to his/her fullest potential. Schools and programs must provide appropriate instruction to meet the varied academic and career goals of students by identifying and responding to individual student needs.~~

~~(cf. 6000—Concepts and Roles)~~

~~(cf. 6030—Integrated Academic and Vocational Instruction)~~

- ~~3. The future of our nation and community depends on students possessing the skills to be lifelong learners and effective, contributing members of society.~~

- ~~4. A safe, orderly, and nurturing environment is necessary to promote learning.~~

~~(cf. 0450—Comprehensive Safety Plan)~~

~~(cf. 5144—Discipline)~~

- ~~5. Parents and guardians have a right and an obligation to participate in their child's schooling. Positive relations with parents and guardians as well as the community are essential and should emphasize communication and invite participation in schools and programs.~~

~~(cf. 1220—Citizen Advisory Committees)~~

~~(cf. 1240—Volunteer Assistance)~~

~~(cf. 1700 – Relations between Private Industry and the Schools)~~  
~~(cf. 6020 – Parent Involvement)~~

6. ~~The ability of children to learn is affected by social, health, and economic conditions and other factors outside the classroom. The community provides an essential resource to the educational program. Schools must collaborate with public agencies and private organizations to ensure that student's physical, social, and emotional needs are met.~~

~~(cf. 1020 – Youth Services)~~  
~~(cf. 1400 – Relations between Other Governmental Agencies and the Schools)~~

7. ~~Schools and programs must provide for the specialized needs of identified groups of students. Early identification of student learning and behavioral difficulties contribute to student success.~~

~~(cf. 6164.4 – Identification of Individuals for Special Education)~~  
~~(cf. 6164.6 – Identification and Education under Section 504)~~  
~~(cf. 6171 – Title I Programs)~~  
~~(cf. 6172 – Gifted and Talented Student Program)~~  
~~(cf. 6174 – Education for English Language Learners)~~  
~~(cf. 6175 – Migrant Education Program)~~

8. ~~Schools must promote student health and nutrition in order to enhance readiness for learning.~~

~~(cf. 3550 – Food Service/Child Nutrition Program)~~  
~~(cf. 3553 – Free and Reduced Price Meals)~~  
~~(cf. 3554 – Other Food Sales)~~  
~~(cf. 6142.7 – Physical Education)~~  
~~(cf. 6142.8 – Comprehensive Health Education)~~  
~~(cf. 6145.2 – Athletic Competition)~~

9. ~~Continuous school improvement is necessary to meet the needs of students in a changing economy and society. Schools must provide a system of shared accountability for student achievement with clear performance standards and consequences.~~

~~(cf. 0500 – Accountability)~~  
~~(cf. 0510 – School Accountability Report Card)~~  
~~(cf. 2140 – Evaluation of the Superintendent)~~  
~~(cf. 4115 – Evaluation/Supervision)~~  
~~(cf. 4215 – Evaluation/Supervision)~~  
~~(cf. 4315 – Evaluation/Supervision)~~  
~~(cf. 6162.5 – Student Assessment)~~  
~~(cf. 9400 – Board Self-Evaluation)~~

10. ~~The diversity of the student population and staff enriches the learning experience for all students. Schools must develop each student's self-respect, respect for others, appreciation for diversity, and sense of personal responsibility.~~

~~(cf. 5137 – Positive School Climate)~~  
~~(cf. 6142.94 – History Social Science Instruction)~~

11. ~~A highly skilled and dedicated staff has a direct and powerful influence on students' lives and learning. Schools must provide time and resources for collaboration, planning, and professional development for all staff.~~

~~(cf. 4131—Staff Development)~~  
~~(cf. 4231—Staff Development)~~  
~~(cf. 4331—Staff Development)~~

~~12. A high level of communication, trust, respect, and teamwork among board members and the superintendent contributes to effective decision making. Effective communication with all stakeholders helps build support for the schools.~~

~~13. The district must maintain fiscal integrity.~~

~~(cf. 3100—Budget)~~  
~~(cf. 3400—Management of District Assets/Accounts)~~  
~~(cf. 3460—Financial Reports and Accountability)~~

~~14. The district must provide and maintain facilities to meet the needs of present and future students.~~

~~(cf. 7000—Concepts and Roles)~~  
~~(cf. 7110—Facilities Master Plan)~~

~~15. Schools and programs must employ technology in ways that enhance learning, teaching and noninstructional operations.~~

~~(cf. 0440—District Technology Plan)~~  
~~(cf. 4040—Employee Use of Technology)~~  
~~(cf. 6162.7—Use of Technology in Instruction)~~  
~~(cf. 6163.4—Student Use of Technology)~~

~~16. Accountability for the district's programs and operations is shared by the entire educational community, with the ultimate accountability resting with the board as the basic embodiment of representative government.~~

In order to establish and support a guiding vision for the district, the Governing Board shall develop, articulate, and regularly review an overarching set of fundamental principles which describe the district's core beliefs, values, and tenets. The Board and district staff shall incorporate these principles into all programs, activities, and operations of the district.

*(cf. 0000 - Vision)*  
*(cf. 0200 - Goals for the School District)*  
*(cf. 0460 - Local Control and Accountability Plan)*  
*(cf. 9000 - Role of the Board)*

It is the philosophy of the district that:

1. All students can learn and succeed.
2. Every student should have an opportunity to receive a quality education regardless of his/her social, cultural, or economic background.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

3. Every student in the district has a right to be free from discrimination, harassment,

intimidation, and bullying, as prohibited by law or district policy.

4. The future of our nation and community depends on students possessing the skills to be lifelong learners, collaborative and creative problem solvers, and effective, contributing members of a global and technologically advanced society.
5. Highly skilled and dedicated teachers and educational support staff have the capacity to guide students toward individual achievement and growth, and have a direct and powerful influence on student learning and life experiences.
6. A safe, nurturing environment and positive school climate are necessary for learning, academic achievement, and student development.

*(cf. 5131.2 - Bullying)*

*(cf. 5137 - Positive School Climate)*

7. Parents/guardians have a right and an obligation to be engaged in their child's education and to be involved in the intellectual, physical, emotional, and social development and well-being of their child.

*(cf. 6020 - Parent Involvement)*

8. The needs of the whole child must be addressed, as the ability of children to learn is affected by social, health, and economic conditions and other factors outside the classroom.
9. Early identification of learning and behavioral difficulties and timely and appropriate support and intervention contribute to student success.
10. Students and staff are encouraged and motivated by high expectations and recognition for their accomplishments.
11. School improvement is a dynamic process requiring flexibility and innovation to meet the needs of students in a changing world.
12. Professional development for the Board and district staff is essential for the growth and success of the district and its students.

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

*(cf. 9240 - Board Training)*

13. The diversity of the student body and school staff enriches the learning experience, promotes cultural awareness and acceptance, and serves as a model for citizenship in a global society.
14. A common set of norms and protocols is crucial to effective governance.
15. Communication, trust, respect, collaboration, and teamwork strengthen the relationship among Board members and between the Board and Superintendent, and contribute to the effectiveness of the governance team.

16. The community and district are inextricably connected partners, wherein the community's engagement in issues that impact the schools enhances the district's programs and student learning.

*(cf. 1000 - Concepts and Roles)*

17. Two-way communication with all stakeholders is essential for establishing continuity, support, and shared goals both within the district and with the surrounding community.
18. The Board has a responsibility to advocate on behalf all students, keep current on legislative issues affecting education, and build positive relationships with local, state, and federal representatives.
19. A fiscally sound budget which is reflective of the district's vision is imperative to the financial stability of the district and to the attainment of its goals.
20. Responsibility for district programs and operations is shared by the entire educational community, with ultimate accountability resting with the Board as the basic embodiment of representative government.

*Legal Reference:*

EDUCATION CODE

51002 Local development of programs based on stated philosophy and goals

51019 Definition of philosophy

**51100-51101 Parental involvement**

*Management Resources:*

CSBA PUBLICATIONS

~~*Maximizing School Board Leadership: Vision, 1996*~~

*The School Board Role in Creating the Conditions for Student Achievement: A Review of the Research, May 2017*

*Governing to Achieve: A Synthesis of Research on School Governance to Support Student Achievement, August 7, 2014*

*Defining Governance, Issue 2: Governing Commitments, Governance Brief, February 2014*

WEB SITES

*CSBA: <http://www.csba.org>*

*National School Climate Center: <http://schoolclimate.org>*

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

February 20, 2007; <<DATE>>



## Santa Barbara Unified School District

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**Item Title:** First Reading and Discussion of Board Policy 0200 Goals for the School District (Matsuoka)

**Agenda Title:** First Reading and Discussion of Board Policy 0200 Goals for the School District (Matsuoka)

**Background:** As new and/or revised federal regulations and California Education Code become law and when legal cases affect board policies, the California School Boards Association provides our district with updated samples of new or replacement policies.

**Recommendation:** It is recommended that the Board of Education review board policy 0200 Goals for the School District and provide feedback to staff for second reading and approval.

**Resource Person:** Cary Matsuoka, superintendent

**Fiscal Impact:**

**Funding Source:**

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### ATTACHMENTS:

File Name

 [BP\\_0200\\_Goals\\_for\\_the\\_School\\_District\\_comparison\\_2014-04\\_and\\_2015-10.pdf](#)

# Santa Barbara Unified School District

## Board Policy

### Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0200

#### GOALS FOR THE SCHOOL DISTRICT

As part of the Governing Board's responsibility to set direction for the school district, the Board shall adopt long-term goals focused on the achievement ~~and needs~~ of all district students. The district's goals shall be aligned with the district's vision, mission, philosophy, and priorities.

*(cf. 0000 - Vision)*

*(cf. 0100 - Philosophy)*

*(cf. 9000 - Role of the Board)*

~~When developing the district's goals, the Board shall consider the following areas:~~

- ~~1. Developing curriculum, assessments, and instructional materials that are aligned with the state's content standards, frameworks, and assessments~~

~~*(cf. 6141 - Curriculum Development and Evaluation)*~~

~~*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*~~

~~*(cf. 6162.51 - Standardized Testing and Reporting Program)*~~

~~*(cf. 6162.52 - High School Exit Examination)*~~

- ~~2. Maintaining safe and orderly campuses which promote learning~~

~~*(cf. 0450 - Comprehensive Safety Plan)*~~

- ~~3. Ensuring that all students achieve proficiency in essential areas of skill and knowledge and attain the academic, career, and technical skills needed to succeed in a knowledge and skills-based economy~~

~~*(cf. 6142.91 - Reading/Language Arts Instruction)*~~

~~*(cf. 6142.92 - Mathematics Instruction)*~~

~~*(cf. 6146.1 - High School Graduation Requirements)*~~

~~*(cf. 6146.5 - Elementary/Middle School Graduation Requirements)*~~

~~*(cf. 6178 - Career Technical Education)*~~

- ~~4. Providing for the specialized needs of identified groups of students, including providing necessary support and intervention programs and closing the gap between low-achieving and high-achieving students~~

~~*(cf. 5149 - At Risk Students)*~~

~~*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*~~

~~*(cf. 6164.6 - Identification and Education Under Section 504)*~~

~~*(cf. 6172 - Gifted and Talented Student Program)*~~

~~*(cf. 6174 - Education for English Language Learners)*~~

~~*(cf. 6179 - Supplemental Instruction)*~~

- ~~5. Providing a system of shared accountability for student achievement with clear performance standards and consequences~~

~~(cf. 0510 – School Accountability Report Card)~~  
~~(cf. 2140 – Evaluation of the Superintendent)~~  
~~(cf. 4115 – Evaluation/Supervision)~~  
~~(cf. 4215 – Evaluation/Supervision)~~  
~~(cf. 4315 – Evaluation/Supervision)~~  
~~(cf. 9400 – Board Self Evaluation)~~

~~6. Promoting student health, nutrition, and physical activity in order to enhance learning~~

~~(cf. 3550 – Food Service/Child Nutrition Program)~~  
~~(cf. 5030 – Student Wellness)~~  
~~(cf. 6142.7 – Physical Education)~~  
~~(cf. 6142.8 – Comprehensive Health Education)~~

~~7. Developing each student's self-respect, respect for others, appreciation for diversity, and sense of personal responsibility~~

~~(cf. 5137 – Positive School Climate)~~  
~~(cf. 6141.6 – Multicultural Education)~~  
~~(cf. 6142.3 – Civic Education)~~

~~8. Allocating time and resources for staff collaboration, planning, and professional development activities aligned with the district's goals~~

~~(cf. 4131 – Staff Development)~~  
~~(cf. 4231 – Staff Development)~~  
~~(cf. 4331 – Staff Development)~~

~~9. Maintaining fiscal integrity for the district and aligning resources to instructional needs and priorities for student achievement~~

~~(cf. 3100 – Budget)~~  
~~(cf. 3400 – Management of District Assets/Accounts)~~  
~~(cf. 3460 – Financial Reports and Accountability)~~

~~10. Improving the organization, management, and decision-making structure and capabilities of the district to better support the education of students~~

~~(cf. 0420.5 – School-Based Decision Making)~~  
~~(cf. 2000 – Concepts and Roles)~~

~~11. Employing technology in ways that enhance learning, teaching, and noninstructional operations~~

~~(cf. 0440 – District Technology Plan)~~  
~~(cf. 4040 – Employee Use of Technology)~~  
~~(cf. 6163.4 – Student Use of Technology)~~

~~12. Providing and maintaining facilities to meet the needs of present and future students~~

~~(cf. 7000 – Concepts and Roles)~~  
~~(cf. 7110 – Facilities Master Plan)~~

~~13. Maintaining positive relations with parents/guardians and the community, emphasizing communication and inviting participation in the schools~~

~~(cf. 1100—Communication with the Public)  
(cf. 1113—District and School Web Sites)  
(cf. 1220—Citizen Advisory Committees)  
(cf. 1240—Volunteer Assistance)  
(cf. 1700—Relations Between Private Industry and the Schools)  
(cf. 6020—Parent Involvement)~~

~~14. Collaborating with other public agencies and private organizations to ensure that children's physical, social, and emotional needs are met~~

~~(cf. 1020—Youth Services)  
(cf. 1400—Relations between Other Governmental Agencies and the Schools)~~

~~Each goal shall include measurable standards, performance indicators, and benchmarks that can be used to determine the district's progress toward meeting that goal.~~

~~The Superintendent or designee shall, with the involvement of district and school site staff, develop a strategic plan containing short term objectives, actions, and timelines designed to enable the district to achieve its long term goals. The Superintendent or designee shall also ensure that district improvement plans and reform efforts are aligned with the district's goals.~~

~~(cf. 0400—Comprehensive Plans)  
(cf. 0420—School Plans/Site Councils)  
(cf. 0520.1—High Priority Schools Grant Program)  
(cf. 0520.2—Title I Program Improvement Schools)  
(cf. 0520.3—Title I Program Improvement Districts)  
(cf. 0520.4—Quality Education Investment Schools)  
(cf. 6171—Title I Programs)~~

~~The Superintendent or designee shall ensure that these goals are communicated to staff, parents/guardians, students, and the community and that those groups are given an opportunity to provide feedback to the district about the goals.~~

### **Monitoring and Evaluation**

~~The Board shall regularly monitor the progress of the district's efforts in achieving the goals. To that end, the Superintendent or designee shall provide the Board with the necessary data and analysis to help the Board evaluate the effectiveness of the district's efforts. These data shall include an analysis of the progress based on the performance indicators and benchmarks for each goal, as well as other measures of student achievement, such as the Academic Performance Index, Adequate Yearly Progress, student attendance, and graduation rates.~~

~~(cf. 0500—Accountability)  
(cf. 6190—Evaluation of the Instructional Program)  
(cf. 9322—Agenda/Meeting Materials)~~

~~If the Board determines that sufficient progress is not being made toward a particular goal, the Board and Superintendent shall determine what types of additional district resources and support should be provided so that progress in increasing student achievement can be made. District goals shall be revised as necessary.~~

**In developing goals and identifying strategies to achieve those goals, the Board and Superintendent shall solicit input and review from key stakeholders. The Board shall also review and consider quantitative and/or qualitative data, including data disaggregated by student subgroup and school site, to ensure that district goals are aligned with student needs.**

Goals shall be established for all students and each numerically significant subgroup as defined in Education Code 52052, which may include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students and shall address each of the state priorities identified in Education Code 52060 and any additional local priorities established by the Board. These goals shall be incorporated into the district's local control and accountability plan (LCAP). (Education Code 52060, 52062, 52063; 5 CCR 15497)

*(cf. 0460 - Local Control and Accountability Plan)*  
*(cf. 3553 - Free and Reduced Price Meals)*  
*(cf. 6159 - Individualized Education Program)*  
*(cf. 6173.1 - Education for Foster Youth)*  
*(cf. 6174 - Education for English Language Learners)*

The LCAP shall include a clear description of each goal, one or more of the state or local priorities addressed by the goal, any student subgroup(s) or school site(s) to which the goal is applicable, and expected progress toward meeting the goal for the term of the LCAP and in each year. (5 CCR 15497)

Each year the district's update to the LCAP shall review progress toward the goals and describe any changes to the goals. (Education Code 52060-52061)

*(cf. 0500 - Accountability)*  
*(cf. 6190 - Evaluation of the Instructional Program)*

In addition to the goals identified in the LCAP, and consistent with those goals, the district and each school site may establish goals for inclusion in another district or school plan or for any other purpose. Such goals may address the improvement of governance, leadership, fiscal integrity, facilities, community involvement and collaboration, student wellness and other conditions of children, and/or any other areas of district or school operations. As appropriate, each goal shall include benchmarks or short-term objectives that can be used to determine progress toward meeting the goal.

*(cf. 0400 - Comprehensive Plans)*  
*(cf. 0420 - School Plans/Site Councils)*  
*(cf. 0440 - District Technology Plan)*  
*(cf. 5030 - Student Wellness)*  
*(cf. 6171 - Title I Programs)*  
*(cf. 7110 - Facilities Master Plan)*

*Legal Reference:*

EDUCATION CODE

~~33127-33129—Standards and criteria for fiscal accountability~~

~~33400-33407—CDE evaluation of district programs~~

~~44660-44665—Evaluation of certificated employees~~

*17002 State School Building Lease-Purchase Law, including definition of good repair*

*42238.01-42238.07 Local control funding formula*

*44258.9 County superintendent review of teacher assignment*

*51002 Local development of programs based on stated philosophy and goals*

*51020 Definition of goal*

*51021 Definition of objective*

*51041 Evaluation of the educational program*

*51210 Course of study for grades 1-6*  
*51220 Course of study for grades 7-12*  
*52050-52059 Public Schools Accountability Act, especially:*  
*52052 Academic Performance Index; numerically significant student subgroups*  
*52060-52077 Local control and accountability plan*  
*60119 Sufficiency of textbooks and instructional materials; hearing and resolution*  
*64000-64001 Consolidated application process*  
CODE OF REGULATIONS, TITLE 5  
~~*15440-15463 Standards and criteria for fiscal accountability*~~  
*15497 Local control and accountability plan template*  
UNITED STATES CODE, TITLE 20  
*6311 Accountability, adequate yearly progress*  
*6312 Local educational agency plan*

*Management Resources:*

CSBA PUBLICATIONS

~~*Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007*~~

~~*Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2006*~~

~~*Maximizing School Board Governance: Vision, 1996*~~

*State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013*

WEB SITES

CSBA: <http://www.csba.org>

~~CSBA, Agenda Online: <http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>~~

California Department of Education: ~~<http://www.cde.ca.gov>~~

(DRAFT) SANTA BARBARA UNIFIED SCHOOL DISTRICT

Santa Barbara, California

February 20, 2007; May 13, 2011; <<DATE>>

## Santa Barbara Unified School District

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**Item Title:** Next Meeting

**Agenda Title:** Tuesday, February 27, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street  
###  
Tuesday, March 13, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street

**Background:**

**Recommendation:**

**Resource Person:**

**Fiscal Impact:**

**Funding Source:**

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