

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

The mission of Albany Unified School District is to provide excellence in public education, empowering all to achieve their fullest potential as productive citizens. AUSD is committed to creating comprehensive learning opportunities in a safe, supportive, and collaborative environment, addressing the individual needs of each student.

REGULAR MEETING

ALBANY CITY HALL

1000 San Pablo Avenue
Albany, CA 94706

TUESDAY

March 1, 2011

A G E N D A

- I. OPENING BUSINESS** **6:30 p.m.**
- A) Call to Order
 - B) Roll Call
 - C) Identify Closed Session Pursuant to Agenda Section III Below
- II. PUBLIC COMMENT PERIOD FOR CLOSED SESSION ITEMS**
- General public comment on any Closed Session item will be heard. The Board may limit comments to no more than three (3) minutes.*
- III. CLOSED SESSION** **6:35 p.m.**
- A) With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54957: Superintendent's Evaluation
 - B) With respect to every item of business to be discussed in Closed Session pursuant to Government Code Section 54957: Assistant Superintendent's Evaluation
 - C) With respect to every item of business to be discussed in Closed Session pursuant to Education Code Section 35146: Student Personnel Matters
 - D) With respect to every item of business to be discussed in Closed Session Pursuant to Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR (Superintendent Marla Stephenson, District Representative), Regarding Negotiations as pertains to:
 - a. California School Employees Association (CSEA)
 - b. Albany Teachers Association (ATA)
 - c. SEIU Local 1021
- IV. OPEN SESSION** **7:30 p.m.**
- Depending upon completion of Closed Session items, the Board of Education intends to convene to Open Session at 7:30 p.m. to conduct the remainder of its meeting, reserving the right to return to Closed Session at any time.*

- A) Reconvene to Open Session
- B) Roll Call
- C) Pledge of Allegiance
- D) Report of Action Taken in Closed Session
- E) Approval of Agenda
- F) Approval of Consent Calendar

(The Consent Calendar includes routine items that may be handled with one action. Board Members may request any item be removed from the Consent Calendar without formal action)

1. **Personnel**

a) **Certificated Personnel Assignment Order**

- 1. Amendment
 - a. Long Term Substitute
- 2. Extra Assignment
 - a. Coach, Assistant, Wrestling
 - b. Coach, Head/Assistant Track and Field
 - c. Coach, Wrestling
 - d. Leadership Team Member
 - e. Play – Concessions
 - f. Play – Sets
 - g. Play – Stage Crew
 - h. Play – Writer
- 3. Leave – none
- 4. New Hire
 - a. Athletic Director
 - b. Teacher
- 5. Separation of Service
 - a. Leadership Team Member

6. Status Change – none

b) **Classified Personnel Assignment Order**

- 1. Amendment – none
- 2. Extra Assignment – none
- 3. Leave
 - a. Para-Educator
- 4. New Hire
 - a. After School Intervention Teacher
 - b. Attendance Clerk
 - c. Coach, Head/Assistant, Track and Field
 - d. Custodian, Lead, Night
 - e. Play – Piano
 - f. Play – Videotaping
- 5. Separation of Service
 - a. Athletic Clerk
- 6. Status Change
 - a. Yard Aide

- c) Uncompensated Service Assignment Order
 - 1. Volunteer
 - a. Classroom
 - b. Driver
 - d) Approve Resolution No. 2010-11-18 in the Matter of the Release of Temporary Certificated Employees Pg 5
- 2. Curriculum and Instruction
 - a) Approve the Independent Contractor Agreement between Albany Unified School District and Alan Schroeder for an author appearance and presentation at Albany Middle School Pg 7
 - b) Approve the Independent Contractor Agreement between Albany Unified School District and Alison Seevak for poetry enrichment classes at Ocean View School Pg 8
 - c) Approve the Overnight Extended Field Trip Request for the Albany High School Jazz Band and Jazz Lab to participate in the Reno Jazz Festival from April 8, 2011 to April 10, 2011 Pg 9
- 3. Business and Operations
 - a) Approve the Personal Services Contract between the City of Berkeley and Albany Unified School District for services and supports to underserved Latinos and Asian Pacific Islanders Pg 10
- 4. Student Services
 - a) Approve the increase to purchase order #P11-00152 between Albany Unified School District and Starfish Therapies Pg 12
- V. STUDENT BOARD MEMBERS
 - A) Student Board Member Report
- VI. STAFF REPORTS
 - A) Iron Chef Demonstration from the Culinary Arts Program
- VII. PERSONS TO ADDRESS THE BOARD ON MATTERS NOT ON THE AGENDA

Board practice limits each speaker to no more than three (3) minutes. The Brown Act limits Board ability to discuss or act on items which are not on the agenda; therefore, such items may be referred to staff for comment or for consideration on a future agenda.
- VIII. REVIEW AND ACTION ITEMS

(Members of the public will have the opportunity to speak on all issues.)

 - A) Approve the 2010-11 2nd Interim Financial Report Pg 13
(under separate cover)
 - B) Conduct 2nd Reading and Approve Board Policy 5118 – Open Enrollment Pg 14
 - C) Conduct 2nd Reading and Approve Board Policy 5117 – Interdistrict Attendance Pg 20

D) Conduct the 2011 CS A Delegate Assembly Election Pg 28

IX. REVIEW AND DISCUSSION ITEMS

- A) Conduct 1st Reading of Board Policy 5030(a) – Student Wellness Pg 37
 B) Conduct 1st Reading of Board Policy 5141.33 – Headlice Pg 43

X. BOARD AND SUPERINTENDENT COMMENTS

XI. FUTURE AGENDA ITEMS

- | | |
|------------------------------------|-------|
| A) Equity Report | March |
| B) Traffic Study | March |
| C) Volunteer Recognition | April |
| D) SARC Report | April |
| E) Pool Update | April |
| F) FCMAT Report | April |
| G) Albany Children's Center Update | April |
| H) Staff Recognition | May |
| I) Strategic Plan | May |
| J) Safe School Plans | June |

XII. FUTURE BOARD MEETINGS

- A) Tuesday, March 15, 2011, 7:30 p.m., Regular Meeting
 Albany City Hall, 1000 San Pablo Avenue, Albany
 B) Tuesday, April 5, 2011, 7:30 p.m., Regular Meeting
 Albany City Hall, 1000 San Pablo Avenue, Albany
 C) Tuesday, April 19, 2011, 7:30 p.m., Regular Meeting
 Albany City Hall, 1000 San Pablo Avenue, Albany

XIII. ADJOURNMENT

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board Meetings shall be adjourned at 10:00 p.m. unless extended to a specific time determined by a majority of the Board.

The Board of Education meeting packet is available for public inspection at the Albany Public Library, 1247 Marin Avenue, all school sites, and the lobby of the Albany Unified School District office, 1051 Monroe Street, Albany. The agenda is available on the Albany Unified School District web site: www.ausdk12.org

If you provide your name and/or address when speaking before the Board of Education, it may become a part of the official public record and the official minutes will be published on the Internet

In compliance with the Americans with Disability Act (ADA), if you need special assistance to participate in this meeting, please contact the Superintendent's Office at 510-558-3766. Notification must be give forty-eight (48) hours prior to the meeting to make reasonable arrangements for accessibility (28 CFR 35.102.104 ADA Title II).

Albany Unified School District
Board of Education

Resolution 2010-11-18
Release of Temporary Certificated Employees

Whereas, Education Code Section 44954 Authorizes Governing Boards of school districts to give notice to temporary certificated employees of the governing board's decision to release an employee for the next succeeding school year to such a position at any time, including before March 15th and

Whereas, the following persons are temporary certificated employees:

First Name	Last Name	Site	FTE
Leone	Avery	AHS	0.40
Jason	Avicolti	MAC	0.40
Bridgette	Banales	OV	1.00
Amy	Berg	CO	1.00
Corinne	Berletti	AHS	1.00
Elizabeth	Bundscho-Mooney	AHS	1.00
Ashley	Busby	CO	1.00
Judith	Carey	MA	0.40
Chiung-Wen	Chang	DO	0.10
Jacqueline	Cohen	AHS	1.00
Amanda	Cohen	OV	0.30
Jean	DeWitt	MA	0.40
Rochelle	Donovan	MA	0.60
Kari	Finan	CO	1.00
Bryan	Flaig	AMS	1.00
Joel	Gildersleeve	CO	0.30
Heidi	Guibord	AHS	0.40
Rachel	Hubbard	AHS	1.00
Susan	Hughes-Collins	CO	0.60
Kimberly	Hwang	OV	1.00
James	Izumizaki	AMS	0.50
Parissa	Khosh	MAC	0.40
Kathleen	Krier	DW	1.00
Amanda	Levin	AHS	1.00
Jane	Magid	DW	0.30
Eric	Mapes	AMS	0.70
Vanessa	Mason	AHS	0.60
Jason	Matlon	AMS	1.00
Michelle	Millard-Naylor	OV	1.00
Hanna	Miller	MA	1.00

Jennifer	Morris	AMS	0.40
Katherine	Murray	CO	1.00
Ryan	O'Connor	MA	1.00
Laurie	Panther	AMS	1.00
Linda	Perez	OV	0.50
Cory	Potts	AHS	1.00
Kara	Ravina	AMS	0.40
Rebecca	Sarikakis	OV	1.00
Mary	Stocker	AHS	1.00
Jeremy	Sutton	AHS	1.00
Renee	Therault	OV	1.00
Steve	Wake	AHS	0.20
Evelyne	Westerman	AHS	0.80
Corby	Westwood	OV	0.20
Maureen	Wiser	AHS	0.40
Suzanne	Young	AHS	1.00

Whereas, the Board of Education has received a recommendation from the Superintendent or other appropriate District administrators to release the above temporary certificated employees; and

Whereas, the Board of Education concurs in said recommendation,

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Albany Unified School District does hereby authorize the Superintendent or the Superintendent's designee to notify the temporary certificated employees listed above of the Board's decision to release them for the 2010-2011 school year in accordance with Education code Section 44954. The Superintendent or the superintendent's designee is further authorized to take any other actions necessary consummate the intent of this Resolution.

PASSED AND ADOPTED the 1st day of March 2011 by the Board of Education of the Albany Unified School District.

I certify that the foregoing Resolution was duly introduced, passed, and adopted as stated above.

AYES:

NOES:

ABSENT:

ABSTAIN:

Marla Stephenson, Superintendent

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: **APPROVE THE INDEPENDENT CONTRACTOR
AGREEMENT BETWEEN ALBANY UNIFIED SCHOOL
DISTRICT AND ALAN SCHROEDER FOR AN AUTHOR
APPEARANCE AND PRESENTATION AT ALBANY MIDDLE
SCHOOL**

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: **CONSENT**

BACKGROUND INFORMATION:

Dates of Service:
March 24, 2010

Description of Services:

Alan Schroeder will provide a presentation to all 6th grade students about his picture books. His books are suitable for middle school students.

Rate:
\$250.00 for one day

Cost not to exceed:
\$250.00

X Standard Contract

Contract deviates from Standard Contract. Description below.

FINANCIAL INFORMATION:

Funding Source: Donations

RECOMMENDATION:

Approve the Independent Contractor Agreement between Albany Unified School District and Alan Schroeder for an author appearance and presentation at Albany Middle School

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

**ITEM: APPROVE THE INDEPENDENT CONTRACTOR
AGREEMENT BETWEEN ALBANY UNIFIED SCHOOL
DISTRICT AND ALISON SEEVAK FOR POETRY
ENRICHMENT CLASSES AT OCEAN VIEW SCHOOL**

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: CONSENT

BACKGROUND INFORMATION:

Dates of Service:

November 4, 2010 – June 30, 2011

Description of Services:

Alison Seevak will provide poetry enrichment classes for all 5th grade classes at Ocean View School. The program is also at Marin and Cornell Schools.

Rate:

20 Sessions @ \$75.00 per session

Cost not to exceed:

\$1500.00

X Standard Contract

Contract deviates from Standard Contract. Description below.

FINANCIAL INFORMATION:

Funding Source: Donations

RECOMMENDATION:

Approve the Independent Contractor Agreement between Albany Unified School District and Alison Seevak for poetry enrichment classes at Ocean View School.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

**ITEM: APPROVE THE EXTENDED FIELD TRIP REQUEST FOR THE
ALBANY HIGH SCHOOL JAZZ BAND AND JAZZ LAB TO
PARTICIPATE IN THE RENO JAZZ FESTIVAL FROM APRIL 8
TO APRIL 10, 2011 IN RENO, NEVADA**

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: CONSENT

BACKGROUND INFORMATION:

Dates of Trip:

April 8 -10, 2011

Description of Trip:

Jazz students will travel to the University of Nevada, Reno to compete in a highly competitive jazz festival with schools from all over the western United States. After the performances, students will have the opportunity to get feedback from and attend clinics with the adjudicators. Students will also attend peer performances and have time to connect with other musicians.

50 students will be involved in this field trip.

4.

FINANCIAL INFORMATION:

Funding Source: Donations

RECOMMENDATION:

Approve the Extended Field Trip Request for the Albany High School Jazz Band and Jazz Lab to participate in the Reno Jazz Festival from April 8 to April 10, 2011

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: **APPROVE THE PERSONAL SERVICES CONTRACT
BETWEEN THE CITY OF BERKELEY AND ALBANY
UNIFIED SCHOOL DISTRICT FOR MENTAL HEALTH
SERVICES AND SUPPORTS**

PREPARED BY: Laurie Harden, Assistant Superintendent – Business Services

TYPE OF ITEM: **REVIEW AND ACTION**

BACKGROUND INFORMATION:

The Personal Services Contract between the City of Berkeley and Albany Unified School District will make AUSD responsible for providing services and supports to underserved Latinos and Asian Pacific Islanders who are suffering from the impact of oppression, trauma and other life stressors; with funding provided by the Community Education and Supports for Trauma Exposed Individuals and Families Grant.

The initial term of this contract is February 16, 2011 through June 30, 2011 with a one-year renewal option contingent upon the availability of external funding and satisfactory contract performance.

AUSD will provide the following:

- Outreach and Engagement
- Weekly Psycho-Educational Support groups at two high schools
- Parent evening meetings
- Parent support groups
- Healing Arts workshops
- Information and supported community linkages
- Assessment/Client Intakes as needed
- Referral services for those in need of additional mental health services

AUSD will also:

- Develop a minimum of five new support groups per year at two high schools with an emphasis on providing services to approximately 40 individuals in Latino and Asian-American underserved populations
- Provide a minimum of two parent-education evenings with a focus on trauma
- Provide weekly parent support-group meetings
- Provide a minimum of one healing arts workshop

- Provide information and supported community linkages and referrals for those in need

AUSD will maintain monthly logs or records regarding the following:

- Demographics on each individual who participated in Support Groups
- Number/Type of Support Groups conducted
- Types of Outreach activities and numbers of individuals contacted
- Number of Peer Facilitators trained/demographics of Peer Facilitators
- Type/number of referrals
- Type/number of workshops conducted

FINANCIAL INFORMATION:

Funding is provided by the Community Education and Supports for Trauma Exposed Individuals and Families Grant.

RECOMMENDATION:

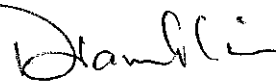
Approve the Personal Services Contract between the City of Berkeley and Albany Unified School District for Mental Health Services and Supports

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: APPROVE AN INCREASE TO PURCHASE ORDER #P11-00152
BETWEEN ALBANY UNIFIED SCHOOL DISTRICT AND
STARFISH THERAPIES

PREPARED BY: Diane Marie, Director of Special Education



TYPE OF ITEM: CONSENT – STUDENT SERVICES

BACKGROUND INFORMATION:

Dates of Service:

March 1, 2011 – June 30, 2011

Description of Services:

Physical therapy assessments.

Number of Students:

As needed.

Rate:

Not to exceed \$500.00 per assessment.

Cost not to exceed:

\$1,000.00

X Standard Contract

 Contract deviates from Standard Contract. Description below.

FINANCIAL INFORMATION:

Funding Source: Special Education

RECOMMENDATION:

Approve Increase to Purchase Order #P11-00152 between Albany Unified School District and Starfish Therapies.

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: **APPROVE THE 2010-11 2nd INTERIM FINANCIAL REPORT
(UNDER SEPARATE COVER)**

PREPARED BY: Laurie Harden, Assistant Superintendent, Business Services

TYPE OF ITEM: **REVIEW AND ACTION**

BACKGROUND INFORMATION:

The 2nd Interim Financial Report is the second of two interim budget reports required by AB 1200, which was passed into law in 1991, and became effective on January 1, 1992. AB 1200 was enacted to establish a process of fiscal monitoring to ensure fiscal solvency for school districts and county offices. Districts are required by Education Code 42130 to submit a report on their financial status as of October 31 and January 31. The purpose of the report is to determine an appropriate certification to the State of California regarding the District's ability to meet its financial obligations for the current and two subsequent fiscal years. The Alameda County Office of Education is responsible for reviewing the report and the District's certification (positive, qualified or negative).

FINANCIAL INFORMATION:

As of the 2nd Interim Financial Report, the Albany Unified School District will be able to meet its financial obligations for the current and two subsequent years and is submitting a positive certification.

The 2nd Interim Financial Report is separately bound and accompanies the Board agenda. Additional copies are available at the District Office.

RECOMMENDATION:

Approve the 2010-11 2nd Interim Report

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP****Regular Meeting of March 1, 2011**

ITEM: **CONDUCT 2ND READING AND APPROVE BOARD POLICY
5118 – OPEN ENROLLMENT ACT TRANSFERS**

PREPARED BY: Marla Stephenson, Superintendent

TYPE OF ITEM: **REVIEW AND ACTION**

BACKGROUND INFORMATION:

Pursuant to Governing Board Bylaws, staff members shall regularly review Governing Board policies, administrative regulations, and exhibits to compare them against the latest sample materials from California School Boards Association (CSBA). After comparison, appropriate updates and revisions are presented for Governing Board consideration for appropriate action as recommended by staff.

Attached you will find recommended language for Board Policy 5118 – Open Enrollment Act Transfers. The recommended policy language reflects current law and regulations and incorporates the guidance of the California School Boards Associations regarding application of the Open Enrollment Act.

The State Superintendent of Schools has designated seven schools from Oakland Unified School District and one school from West Contra Costa Unified School District as Open Enrollment Schools. As a result, families with students enrolled in these schools may apply for a transfer to any other school inside or outside of their district that have a higher API.

FINANCIAL INFORMATION:

Fiscal Impact: No direct cost other than any effect resulting from potential ADA loss for students who may transfer to a different district.

RECOMMENDATION:

Conduct 2nd Reading and Approve Board Policy 5118 – Open Enrollment Act Transfers

BP 5118 (a)

Students**OPEN ENROLLMENT ACT TRANSFERS**

The Governing Board desires to offer enrollment options in order to provide children with opportunities for academic achievement and their diverse needs. Such options shall also be provided to children who reside within another district's boundaries in accordance with law, Board policy, and administrative regulation.

Whenever a student is attending a district school on the Open Enrollment List as identified by the Superintendent of Public Instruction, he/she may transfer to another school within or outside of the district, as long as the school to which he/she is transferring has a higher Academic Performance Index. (Education Code 48354, 48356)

Enrollment priority shall be available to students who reside within this district. No student who resides within a school's attendance area or who is currently enrolled in a school shall be displaced by a student who is transferring pursuant Education Code 48350-48361 or 5 CCR 4700-4703. (Education Code 48354, 48356)

In order to ensure priorities for enrollment in district schools are implemented in accordance with the law, the Board hereby waives the January 1st deadline in Education Code 48354 for all applications for transfer from nonresident parents/guardians of children attending a school) on the Open Enrollment List in another district. Transfer applications shall be submitted during the AUSD designated registration period of the preceding school year (January 1 through February 1) (January 15 through February 15) for which the transfer is requested.

However, the application deadline shall not apply to an application requesting a transfer if the parent/guardian with whom the student resides is enlisted in the military and was relocated by the military within 90 days prior to submitting the application. (Education Code 48354)

The parent/guardian's application may request enrollment of his/her child in a specific school or program. Requests for admission to a magnet school or program designed to serve gifted and talented students shall be subject to the usual admission requirements established by the district for district students. Except for such specialized admission requirements, the Superintendent or designee shall not consider the student's previous academic achievement, athletic performance, physical condition, English language proficiency, family income, or any of the prohibited basis for discrimination listed in Education Code 200. (Education Code 48354, 48356)

Students applying for open enrollment transfers shall be assigned priority for approval as follows: (Education Code 48356)

1. First priority for the siblings of students who already attend the desired school
2. Second priority for students transferring from a program improvement school ranked in decile 1 on the Academic Performance Index (API)

OPEN ENROLLMENT ACT TRANSFERS (continued)

If the number of students who request a particular school exceeds the number of spaces available at that school, the Superintendent or designee shall conduct a lottery, in the group priority order identified in items #1 and #2 above, to select students at random until all of the spaces are filled. (Education Code 48356)

Within 60 days of receiving the application, the Superintendent or designee shall provide written notification to the parent/guardian and the student's district of residence as to whether the application has been accepted or rejected. If the application has been rejected, the notice shall state the reasons for the rejection. If the application has been approved, the notification shall specify the particular school site and the school's address to which the student has been admitted. (Education Code 48357; 5 CCR 4702)

The Superintendent or designee shall ensure that the school to which the student is transferring has a higher API than the school in which the student was previously enrolled. (Education Code 48356)

The parent/guardian shall enroll his/her child on or before the first day of instruction or within 14 calendar days of receipt of the district's notice of approval of the application, whichever is later. If the parent/guardian fails to enroll his/her child within this timeframe, the district may decline to enroll the student. (5 CCR 4703)

Upon enrollment, the district shall grant the student any credits towards graduation that he/she received from his/her district of residence. The student shall be eligible for graduation from district schools upon completion of state and district graduation requirements. (Education Code 48358)

(cf. 6143 – *Courses of Study*)
(cf. 6146.1 – *High School Graduation Requirements*)
(cf. 6146.5 – *Elementary/Middle School Graduation Requirements*)
(cf. 6162.52 – *High School Exit Examination*)

A student admitted to a district school through this process shall be deemed to have fulfilled district residency requirements pursuant to Education Code 48204 and shall not be required to reapply for enrollment in that school, regardless of whether his/her school of residence remains on the Open Enrollment List. (Education Code 48356; 5 CCR 4702)

Once admitted, a transfer student who wishes to matriculate into a district middle or high school or transfer to another district school shall reapply for admission to the new school pursuant to the requirements of Board policy and administrative regulation.

Parents/guardians are responsible for transporting their children to school.

BP 5118 (c)

OPEN ENROLLMENT ACT TRANSFERS (continued)**Standards for Rejection of Transfer Applications**

Pursuant to Education Code 48356, the Board has adopted the following standards for acceptance and rejection of transfer applications submitted by a parent/guardian of a student attending a school in another district on the Open Enrollment List. The Superintendent or designee shall apply these standards in accordance with Board policy and shall ensure that the standards are applied uniformly and consistently.

As applicable, the Superintendent or designee may deny a transfer application under any of the following circumstances:

1. Upon a determination that approval of the transfer application would negatively impact the capacity of a program, class, grade level, or school building, including:
 - a. The class or grade level exceeding the district's limits pursuant to the state Class Size Reduction Program or the Morgan/Hart Class Size Reduction Program for Grades 9-12
 - b. The site, classroom or program exceeding the maximum student-teacher ratio specified in the district's collective bargaining agreement
 - c. The site or classroom exceeding the physical capacity of the facility pursuant to the district's facilities master plan or other facility planning document
 - d. The class or grade level exceeding capacity pursuant items #a-#c above in subsequent years as the student advances to other grade levels at the school
2. Upon a determination that approval of the transfer application would have an adverse financial impact on the district, including:
 - a. The hiring of additional certificated or classified staff
 - b. The operation of additional classrooms or instructional facilities
 - c. Expenses incurred by the district that would not be covered by the apportionment of funds received from the state resulting in a reduction of the resources available to resident students

Appeal Process for Denials of Transfer Applications

A parent/guardian may appeal the district's denial of a transfer application by filing a written request of appeal with the Superintendent's office within 10 days of the receipt of the written

OPEN ENROLLMENT ACT TRANSFERS (continued)

notification of denial. In addition, a parent/guardian who believes he/she has been subject to discrimination may file an appeal using the district's Uniform Complaint Procedures.

Program Evaluation

The Superintendent or designee shall collect data regarding the number of students who transfer out of the district pursuant to the Open Enrollment Act. He/she also shall collect data regarding the number of students who apply to transfer into the district, the number of requests granted, denied, or withdrawn, and the district schools and programs receiving applications.

When the Superintendent or designee anticipates that a particular school will receive a large number of transfer applications, he/she shall study the enrollment pattern at that school in order to anticipate future resident enrollment at the school and at the district schools into which those students would normally matriculate.

The Superintendent or designee shall regularly report to the Board regarding the implementation of this program.

Legal Reference:

EDUCATION CODE

200 Prohibition of discrimination
 35160.5 District policies, rules, and regulations
 46600-46611 Interdistrict attendance agreements
 48200 Compulsory attendance
 48204 Residency requirements for school attendance
 48300-48316 Student attendance alternatives, school district of choice program
 48350-48361 Open Enrollment Act
 48915 Expulsion; particular circumstances
 48915.1 Expelled individuals: enrollment in another district
 52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

FAMILY CODE

6500-6552 Caregivers

UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools

CODE OF REGULATIONS, TITLE 5

4700-4703 Open Enrollment Act

CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information
 200.37 Notice of program improvement status, option to transfer
 200.39 Program improvement, transfer option
 200.42 Corrective action, transfer option
 200.43 Restructuring, transfer option
 200.44 Public school choice, program improvement schools

ATTORNEY GENERAL OPINIONS

87 *Ops. Cal. Atty. Gen.* 132 (2004)

84 *Ops. Cal. Atty. Gen.* 198 (2001)

BP 5118 (e)

OPEN ENROLLMENT ACT TRANSFERS (continued)COURT DECISIONSCrawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275*Management Resources:*WEB SITESEnrolling Students in Homeless Situations, 1999CSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>

DRAFT

Regulation
approved:**ALBANY UNIFIED SCHOOL DISTRICT**
Albany, California

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP****Regular Meeting of March 1, 2011**

ITEM: CONDUCT 2ND READING AND APPROVE BOARD POLICY
5117 – INTERDISTRICT ATTENDANCE

PREPARED BY: Marla Stephenson, Superintendent

TYPE OF ITEM: REVIEW AND ACTION

BACKGROUND INFORMATION:

Pursuant to Governing Board Bylaws, staff members shall regularly review Governing Board policies, administrative regulations, and exhibits to compare them against the latest sample materials from California School Boards Association (CSBA). After comparison, appropriate updates and revisions are presented for Governing Board consideration for appropriate action as recommended by staff.

As the result of the pending adoption of Board Policy 5118 – Open Enrollment Act Transfers, attached you will find revised language for Accompanying Regulation 5117 – Interdistrict Attendance.

Included for your review is Board Policy 5117 – Interdistrict Transfers, which has no changes.

4.

FINANCIAL INFORMATION:

No fiscal impact

RECOMMENDATION:

Conduct 2nd Reading and Approve Board Policy 5117 – Interdistrict Attendance

Students

BP 5117(a)

INTERDISTRICT ATTENDANCE**Interdistrict Attendance Permits**

California state law and the rules and regulations of the State Board of Education state a preference that students attend schools in their districts of residency. The district Board of Education believes that children should attend schools where they live. The Board shall consider requests for interdistrict attendance agreements in accordance with this general principle.

The Board of Education recognizes that students who reside in one school district may wish to attend school in another school district and that such choices are made for a variety of reasons. Because of capacity issues within the district and due to limited resources, the Board will consider approving such transfers on a case-by-case basis through an interdistrict transfer agreement with another school district. In the case of a student wishing to transfer into the district, the request will be considered when class enrollment or program availability will permit the attendance of an out-of-district student.

(cf. 5116.1 – Intradistrict Open Enrollment)

The Superintendent or designee of the district shall review all requests for interdistrict attendance agreements. The Superintendent is authorized to grant or deny interdistrict attendance requests.

The decision to admit out-of-district students is discretionary. When capacity exists, applications may be approved based on the following priorities:

1st Priority: Students whose parents/guardians are employees of the Albany Unified School District (must work .40 FTE or more).

2nd Priority: Students whose parents/guardians are employed by the City of Albany, (employed at least 20 hours per week).

3rd Priority: Students whose siblings are ongoing interdistrict transfer students; and to ensure educational continuity of students.

4th Priority: Students whose parents have been business owners/operators within the City of Albany for a period of at least 12 months prior to their application.

5th Priority: All other applicants.

Notwithstanding these priorities, the Superintendent/designee may grant a transfer if, in the judgement of the Superintendent/designee, the parents/guardians provide evidence of extraordinary circumstances warranting a transfer.

INTERDISTRICT ATTENDANCE (continued)

The Board of Education believes in educational continuity and feels that an interdistrict transfer student, once admitted, should not be exited except for violation of their contract or under extraordinary circumstances.

The Superintendent or designee may deny applications for interdistrict transfers due to space limitations or other non-discriminatory reasons. The Superintendent or designee may also revoke an interdistrict transfer permit for non-discriminatory reasons.

The parent/guardian of a student who is denied a transfer request pursuant to Education Code sections 46600-46611 shall receive timely notice, in accordance with law, regarding the process for appeal to the Albany Unified School District Board of Education, and to the County Board of Education. A student whose request for transfer is based on his/her parent's employment within the district's boundaries, including employment by the district, shall not have the right to appeal a denial to the County Board.

Students who have been expelled from other school districts may not be admitted to the district on interdistrict attendance agreements during the period of their expulsions. Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials while expulsion proceedings are pending, or during the term of the expulsion.

Transportation will not be provided for students attending the district on interdistrict transfer agreements.

*Legal Reference:*EDUCATION CODE

46600-46611 *Interdistrict attendance agreements*

48204 *Residency requirements for school attendance*

48300-48315 *Student attendance alternatives*

48915 *Expulsion particular circumstances*

48915.1 *Expelled individuals: enrollment in another district*

48918 *Rules governing expulsion procedures*

48980 *Notice at beginning of term*

52317 *ROP, enrollment of students, interdistrict attendance*

GOVERNMENT CODE

6250-6270 *Public Records Act*

6250-6271

Students

AR 5117(a)

INTERDISTRICT ATTENDANCE**Interdistrict Attendance Permits****General Information**

Requests for interdistrict attendance permits, both incoming and outgoing, shall be submitted to the employee in charge of interdistrict requests and reviewed annually by the Superintendent or designee. All requests, whether into or out of the district, are for one school year only and must be renewed annually. For transfers into the district, the student and parent/guardian must sign an Interdistrict Transfer Student Contract annually.

Each transfer request will be judged on its individual merits. All factual information and supporting documentation submitted with the transfer request will be subject to verification. Any transfer request containing or based upon false information will be denied or revoked, and the parent or guardian responsible will be referred to the appropriate legal authorities. Transfer applications shall be submitted during the AUSD designated registration period (January 1 through February 1) for the preceding school year for which the transfer is requested.

Requests for Interdistrict Attendance Permits Into the District

1. The parent/guardian must first obtain approval for the student's transfer from the student's current district of residence on the appropriate form.
2. Within 60 days of receiving the application, the Superintendent or designee shall provide written notification to the parent/guardian and the student's district of residence as to whether the application has been accepted or rejected. If the application has been rejected, the notice shall state the reasons for the rejection. If the application has been approved, the notification shall specify the particular school site and the school's address to which the student has been admitted. (Education Code 48357; 5 CCR 4702)
3. 2. The Superintendent or designee may approve, deny or place on the waiting list requests for new interdistrict attendance permits that are approved by the district of residence and submitted to the Albany Unified School District by June 1 for the following school year. Applicants will be advised by the first week of the school year as to whether their applications have been approved, denied or wait-listed.
4. 3. The Superintendent or designee may deny requests for interdistrict attendance permits if the district's facilities are overcrowded at the relevant grade level and based on other nonarbitrary considerations.
5. 4. If the request for transfer is approved, the district retains the right to determine the specific school to which the student will be assigned. However, the district will

INTERDISTRICT ATTENDANCE (continued)

attempt to accommodate a parent/guardian's request for placement in a specific school site, subject to the priorities and policies established in the district's residency regulations.

6. 5. If the request for transfer is denied, the parent/guardian will be notified in writing of the right to appeal to the district Board of Education. If the appeal is denied by the Board of Education, the parent/guardian will be notified in writing regarding the process for appeal to the County Board of Education. An appeal to the County Board of Education must be made within thirty days of the district Board's denial. A student whose request for transfer is based on his/her parent's employment within the district's boundaries, including employment by the district, shall not have the right to appeal a denial to the County Board.

The Board requires that all requests for interdistrict attendance and the required supporting documentation be certified by the parent, guardian, childcare provider or caregiver under penalty of perjury. The Superintendent or designee is responsible for confirming the accuracy of information contained in such requests and documentation; investigating any suspicion that information has been falsified; reporting such violations to the appropriate law enforcement agencies; and reporting such activities to the Board.

Requests for Renewal of Interdistrict Attendance Permits Into the District

Requests for renewal of interdistrict attendance permits into the district will be reviewed according to the process for new interdistrict attendance permits, with the following exceptions:

1. A request for renewal of an interdistrict attendance permit must be submitted by April 1st. Applicants will be advised by June 1 whether the application is approved or denied.
2. A request for renewal of an interdistrict attendance permit submitted after April 1 will be processed as a new request.
3. If admission to the district was approved based on the the student's parent's employment, the student shall be allowed to attend school in the district through the 12th grade, if the parent/guardian so chooses, subject to (1) annual completion of the interdistrict application by the April 1st deadline to verify continued employment within the district according to proof acceptable to the district, consistent with the district's Residency Policy and Regulations; and (2) any other limitation as allowed by law, including violations of the Interdistrict Transfer Student Contract.

AR 5117(c)

INTERDISTRICT ATTENDANCE (continued)Grounds for Approval

The Superintendent or designee may approve interdistrict attendance permits when capacity within the district exists. Students whose requests are denied solely because of lack of capacity within the district will be placed on a waiting list, and their applications will be considered if space becomes available.

Applications may be approved based on the following priorities:

1st Priority: Students whose parents/guardians are employees of the Albany Unified School District (must work .40 FTE or more).

2nd Priority: Students whose parents/guardians are employed by the City of Albany, (employed at least 20 hours per week).

3rd Priority: Students whose siblings are ongoing interdistrict transfer students; and to ensure educational continuity of students.

4th Priority: Students whose parents have been business owners/operators within the City of Albany for a period of at least 12 months prior to their application.

5th Priority: All other applicants.

Regarding priority 4, above, "educational continuity" includes such considerations as the desire to complete the highest grade at a site or continuing education in the district after a number of years as a district student. Transfer requests also may be approved to allow a student to complete a school year when the parent or guardian has moved out of the district during the year, or to continue attendance if the student will be living out of the district for less than one school year. Students who have moved out of the district and wish to remain in the district for the remainder of the year may stay pending approval by the new district of residence or an appeal of that district's decision to the Alameda County Office of Education, and a positive recommendation by the school principal.

Notwithstanding these priorities, the Superintendent/designee may grant a transfer if, in the judgment of the Superintendent/designee, the parents/guardians provide evidence of extraordinary circumstances (such as a threat of physical harm to a student) warranting a transfer.

INTERDISTRICT ATTENDANCE (continued)**Revocation of Interdistrict Attendance Permits**Grounds for Revocation

Pursuant to Education Code section 46600, the following are the terms and conditions under which an interdistrict attendance permit may be revoked:

1. Determination by the district that the transfer request or supporting documentation was based upon false or fraudulent information.
2. Failure to comply with the requirements of the Interdistrict Transfer Student Contract, which include demonstrating acceptable academic performance, attendance, and behavior. The Contract must be signed by both the student and the parent/guardian.
3. Determination by the district that the conditions on which the interdistrict attendance permit approval was based are no longer met. It is the responsibility of the parent/guardian to notify the district within thirty (30) days if any of the conditions justifying the transfer approval change. The student may be permitted, within the discretion of the Superintendent or designee, to complete the school year in the district with the approval of the district of residence.
4. Determination by the district that the continuing presence of the student is not in the student's best educational interest, or will interfere with the needs of other students, or both.

The district will give ten days' notice to a parent or guardian prior to the revocation of an interdistrict attendance permit.

Requests for Interdistrict Attendance Agreements Out of the District

Parents/guardians of students wishing to transfer out of the district shall complete an application for transfer. It is required that the parent/guardian of the applicant meet with the student's current school principal to discuss the reason for the transfer request and obtain his/her signature on the application.

Applications will be approved or denied by the Superintendent or designee. Applicants will be notified in writing if the request is denied, and will be given the reason for the denial. Denials by the district may be appealed to the district Board of Education. If the appeal is denied, the request may be appealed to the Alameda County Office of Education within thirty days of the district's final decision. Reasons for denial may include loss of district revenue due to the outgoing transfer of a student.

AR 5117(e)

INTERDISTRICT ATTENDANCE (continued)

Applications that are approved by the district must also be approved by the receiving district. Parents should advise the Albany Unified School District of the final disposition of their request within five days of notification by the receiving district or the Alameda County Office of Education, in the case of an appeal.

EDUCATION CODE*48204 Residency requirements for school attendance**46600-46611 Interdistrict Attendance Agreements*

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP****Regular Meeting of March 1, 2011****ITEM: CONDUCT THE 2011 CSBA DELEGATE ASSEMBLY
ELECTION****PREPARED BY:** Marla Stephenson, Superintendent**TYPE OF ITEM: REVIEW AND ACTION**

BACKGROUND INFORMATION:

The California School Boards Association Delegate Assembly is made up of approximately 270 Delegates who are elected by local board members in 21 geographic regions throughout the state. Delegates serve two-year terms beginning April 1, 2011. There are six candidates and four vacancies. Each board member may vote for no more than four candidates. You may vote for a write-in candidate should you so desire.

FINANCIAL INFORMATION:

No fiscal impact.

RECOMMENDATION:

Conduct the 2011 CSBA Delegate Assembly Election



2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this **required** candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please **do not** state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will **not** be accepted.

Name: <u>Valerie Arkin</u>	CSBA Region: <u>7B</u>
District or COE: <u>Pleasanton Unified School District</u>	Years on board: <u>2</u> ADA: <u>14,900</u>
Contact Number: <u>925-417-1969 (Hm) or 925-352-8386 (Cell)</u>	E-mail: <u>valerie@arkinhome.com</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

My main priority is ensuring that ALL students have the opportunity to succeed academically, socially, and emotionally in order to become socially responsible citizens. I would like to advocate on behalf of my region for ways that would assist us in achieving this goal. CSBA is a valuable resource for school districts and I would be honored to serve as a member of the Delegate Assembly in order to promote this relationship and effectively communicate between the organizations.

Additionally, another priority is continuing and enhancing CSBA's involvement in aiding school board members in their role as a governance team member. School boards are vital in setting the vision for their respective districts and strengthening the bond between districts and CSBA will help in the delivery of high quality education.

Finally, school districts in California are facing increasingly difficult financial challenges and it is important for all educators to collaborate on ways to maintain fiscally healthy districts. I believe that CSBA can be an important link in this area.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

Pleasanton District Activities:

- President of the Board of Trustees
- Strategic Plan Committees (multiple)
- Youth Master Plan Implementation Committee
- Budget Advisory Committee
- PUSD/City of Pleasanton Liaison Committee
- Calif. Assoc. of Large Suburban School Districts (CALSSD)
- Alameda County School Boards Association (alternate)
- Hacienda Housing Development Task Force (PUSD rep)
- Chair, Superintendent Search
- Masters in Governance in 2011
- CSBA Annual conferences since elected (3)

Community Activities:

- Girl Scouts, summer camp leader, 2007- present
- Pleasanton Library Commissioner, 2006 - present
- Tri-Valley YMCA, Board of Directors 2005-2008

Education:

- Bachelor of Science, Health Science
California State University, Northridge, 1985
- Master of Business Administration,
Organizational Psychology
California Lutheran University, 1990

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I have had the honor of serving on various committees and task forces since I've become a School Board Trustee. I would like to serve as a member of the Delegate Assembly because I am committed to providing the best education possible for all of our students. I truly believe that all students can learn as long as we provide the appropriate opportunities. I am passionate about public education and am dedicated to doing the best job I can as a member of the Delegate Assembly. I would be honored to have your vote.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Valerie Arkin Date: 12/27/10



CSBA 2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax - 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will not be accepted.

Name: <u>GEORGE GRANGER</u>	CSBA Region: <u>7-B</u>
District or COE: <u>CASTRO VALLEY UNIFIED</u>	Years on board: <u>16</u> ADA: <u>9,000</u>
Contact Number: <u>(925) 640-2289</u>	E-mail: <u>bdggranger@sbcglobal.com</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

I had the honor of serving as a member of CSBA's Delegate Assembly from 2007-2009. I am seeking election to the Delegate Assembly so that I can assist CSBA address public policy issues that impact educational opportunities for every student.

In addition to my previous services as a member of the Delegate Assembly, I have been actively engaged in CSBA continuing education programs such as the Masters of Boardmanship (1996) and Masters of Governance (2002). Also, I serve as the Castro Valley Board of Education's representative to the CSBA Legislative Network. In that role, I have participated in a number of lobby activities on behalf of CSBA.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

I have served on the Castro Valley Board of Education since 1994. During that time, I have served three times as Board President, represented the district on various committees, helped restart our local educational foundation after a long hiatus, and played a leadership role in three successful school bond campaigns. I was named the Outstanding Friend of Education for Castro Valley in 2002.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

In addition to my role on the Castro Valley School Board, I have been involved with the Alameda County School Boards Association (past president), the Alameda County School-to-Career Task Force, the Jenny Lin Foundation, United Way Giving Campaign-Alameda (chairman), East Bay Regional Park District Foundation (member), and Chabot Observatory and Science Center Board of Directors (member).

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: George Granger

Date: 1-7-11

**2011 Delegate Assembly Candidate Biographical Sketch Form****Due: Friday, January 7, 2011** (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this **required** candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please **do not** state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will **not** be accepted.

Name: David HaubertCSBA Region: 7BDistrict or COE: Dublin Unified School DistrictYears on board: 8 ADA: approx. 6,200Contact Number: (925) 719-8735E-mail: davidhaubert@comcast.netAre you a continuing Delegate? ☐ Yes ☒ No

If yes, how long have you served as a Delegate? _____

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

Public education is a cornerstone of the American society and, in my opinion, the source of America's continued global leadership. My #1 priority for California's education program is to ensure that it is adequately funded to ensure that the teachers, students and administrators have the resources they need to be successful. In doing so I believe we must all continue to support efforts to maintain and raise the level of guaranteed funding as promised by Prop 98.

My second priority is to close the achievement gap. Too many students do not perform to the level that we know they can achieve. I feel we need to find new ways of serving the needs of all students so that they can all be the best they can possibly be.

My third priority would be to improve communication between secondary and post-secondary education (high school and college) so that all students can attend college at some level and experience success.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

In my 8 years of service I have participated on numerous committees including SELPA, Financial Advisory, Negotiating Teams, Community Advisory, City Liaison, etc. I have served two years each as President and Vice President. I have also participated in county-wide initiatives through Alameda County School Board Association and I recently was reassigned to represent Dublin on this committee. So, I have a good rapport with fellow Alameda County Trustees. In addition, I am in the process of completing my Masters in Governance courses.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I am confident that my experience and professionalism will add significant value as a Delegate. In addition to my 8 years of experience as a Trustee I am the father of three children who currently attend all three levels of education (elementary, middle and high school). I have attended CA schools all my life including college - Bachelor's Degree from California State University, Northridge and MBA from UCLA). I have attended six CSBA annual conferences and numerous working sessions, once as a presenter.

I'd like to extend my services and knowledge to CSBA so that they can benefit from the experience and proven record of success I have generated in helping to guide Dublin Unified through consecutive 8 years of increasing academic performance.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: _____

David A. Haubert

Date: _____

12-28-2010



CSBA 2011 Delegate Assembly Candidate Biographical Sketch Form

Due: Friday, January 7, 2011 (U.S. Postmark or fax - 916.669.3305 or 916.371.3407)

Please complete, sign and date this required candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will not be accepted.

Name: <u>Lily Mei</u>	CSBA Region: <u>7B</u>
District or COE: <u>Fremont Unified School District</u>	Years on board: <u>3</u> ADA: <u>32,000+</u>
Contact Number: <u>510-619-1066</u>	E-mail: <u>lily@lilymei.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how long have you served as a Delegate?

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association. My top three educational priorities are: Fair funding, Preparing our Students for their Future, and Providing a Voice for our School Board Members.

These high-level goals encompass our three biggest challenges.

- Fair funding: facing upcoming changes to state administration and their difficult budget decisions our Association will want to ensure K-12 Education is not again inequitably cut.
- Preparing our students for their futures - we must not lose focus on our students' needs as we work on addressing student achievement and revisit education policies to measure standards based achievement. Hope our emphasis is on educating a "whole child" to prepare them for the changing dynamic global economy.
- Finally I would want to ensure that the Delegate Assembly continues to serve as a voice for our statewide school districts. Initiatives and unified actions like *Hobbes-Wong, et al. v. State of California* create a clear position and voice for our members strengthened by joining the educational partners such as California State PTA and the Association of California School Administrators. Would like to consider fostering opportunities for delegates to network with others to help disseminate information locally in their regions.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

For many years I have served my local district in numerous and diverse capacities. At the school level, I have served as PTA President (two years), V.P. of Ways and Means, V.P. of Membership, and By Law Committee Chair. I have volunteered for the math/science labs, teaching music and art mini lessons, and served as a School Site Council Parent Representative (two years).

At the district level, I excitedly volunteered for our district's recent successful efforts to pass Fremont's first ever parcel tax in 2010. Other District committees include Fremont Unified's Ad Hoc Budget Task Force Committee where I fought to establish fair developer fees to address the increasing student population. I raised budget concerns in Sacramento with the Fremont Education Coalition and have represented parents' perspective while on the FUSD Pupil Overload Task Force. As the Fremont Council PTA Liaison I helped foster communication between all Fremont school PTAs and the School Board.

In the larger community I have embraced Fremont's many diverse recreational and civic efforts in supporting local scouting and sports programs such as soccer, Little League, and swim team. I am a member of the American Association of University Women, Asian American Pacific Islander American Public Affairs and League of Women Voters. I currently am a board member of Citizens for Better Community and Music for Minors and the Northern California V.P. of Asian Pacific Islander School Board Members Association.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

There are many issues, which motivate me to take a more active role in CSBA and serve as a Delegate. The Delegate Assembly is the collaborative voice of our local school boards working to communicate and educate our state leaders and one another on the many needs of our diverse constituents both statewide and here locally in our regions.

I have really enjoyed learning from my peers over the past years both at the annual state conferences and as a active participant in CSBA governance classes and programs. I would be a honored to have further opportunity to work on developing policies to focus on addressing these needs especially during our fiscally challenging times. I see the role of Delegate as being a critical facilitator in the partnership with other districts/board members to share our knowledge while ensuring that the voice of the parents and community are heard during decision-making processes to implement the best practices.

I feel that I am passionate in my desire to learn more, and I am open to evaluating opportunities to provide boards the tools to be most effective while never losing sight of our key goal of providing the best educational opportunities possible for our students.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Lily Mei

Date: January 7, 2011



2011 Delegate Assembly Candidate Biographical Sketch Form

P33

Due: Friday, January 7, 2011 (U.S. Postmark or fax – 916.669.3305 or 916.371.3407)

Please complete, sign and date this **required** candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please **do not** state "See résumé" and please do not re-type this form. Any additional page(s) exceeding this candidate form will **not** be accepted.

Name: <u>Diana Prola</u>	CSBA Region: <u>7-B</u>
District or COE: <u>San Leandro U.S.D.</u>	Years on board: <u>2</u> ADA: <u>8800</u>
Contact Number: <u>510-483-0744</u>	E-mail: <u>dprola@yahoo.com</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how long have you served as a Delegate? <u>9 months</u>

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

A great concern to all School Boards in the state is how to fix school financing . This is my number one priority.

Second, I am concerned that, in the race to raise test scores, we are leaving out huge chunks of essential education for our elementary students (e.g. history, government, geography, science, art, music...). A student who learns to read, but never afterward picks up a book, is not an educated person, and one cannot become a discerning citizen without developing an interest in at least some of these topics. We need to develop methods of teaching reading in the content areas, in order to not neglect these subjects.

Third, many of our students come from families in stress—some dysfunctional, and some who are hit by social and economic crises. In these situations, many of our students come to school without social skills. This in turn is disruptive to their learning and to the class/school as a whole. I would like to see CSBA explore means of implementing K-12 problem solving, social behavior and analysis skills into an updated curriculum in what used to be called "character education", including alternatives and and conflict resolution for such problems as bullying and sexual harassment.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

In the two years I have been on the San Leandro School Board, I have served on various committees: The Facilities & Technology Committee oversaw the building and opening of a 9th grade campus to relieve over-crowding at the high school, and built a new theater arts complex which is slated to open in February 2011. During my time on the Finance, Committee we were able to repair relations with our unions and keep our 3-year projected budget in the black. On the Communications Committee I helped design a public forum on finance which was attended by 550 community members, and I was charged with writing Board letters to the local newspapers. Finally, I served on the steering committee for our 2010 Bond Measure M (which passed with 63% support!) My job on the committee was to contact organizations to raise money for the bond campaign. I, personally, raised over \$10,000. I have been involved this fall in an on-line discussion with Alameda/Contra Costa County delegates regarding issues ranging from bond measures, to the CSBA executive director, to various curricular issues. I am communicating with several members about researching alternative school finance methods used by other states. We are interested in presenting our findings to a future delegate assembly.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I was appointed to fill Sarah Gonzales' seat last April. Although I have only attended one assembly (I plan to attend the one at the annual Conference in December also), I have found the position interesting. Our Board has only one member with four years experience. Three of us were elected in 2008, and there are two new ones coming on board. This leaves the Board without much historical background. I am also working on the Master's in Governance, but the connection to CSBA will be invaluable to us, and the connection with delegates from around the state gives us another way to drawn on needed background for relevant issues.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Diana Prola

Date: 11/14/10



CSBA

2011 Delegate Assembly Candidate Biographical Sketch Form

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Name: Nancy Thomas

CSBA Region: 7B

District or COE: Newark Unified School District

Years on board: 8 ADA: 6900

Contact Number: 510-792-4835

E-mail: n-thomas@pacbell.net

Are you a continuing Delegate? ☒ Yes ☐ No

If yes, how long have you served as a Delegate? 3.5 yrs

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

1. CSBA's main focus must be to secure adequate funding from the state so that we can fulfill our mission to improve the education of all California students. We must be a THE leader in defining the issue and setting an agenda that will lead our elected and appointed officials to reverse the cuts that have seriously impacted all California districts, schools and students.
2. CSBA must work to organize and educate the community to address the diverse needs of its district and county office members. We must advocate for more rigorous academic standards. All children can learn. We must set higher expectations for our students and provide a safe environment for them to thrive.
3. CSBA recently endured a major upheaval over the actions of its executive director. This single issue revealed a lack of transparency and accountability, and the failure of the executive board to properly conduct its oversight responsibility. Much has been done to correct course and regain the trust of our district members. As a member of the delegate assembly, I will work with my peers to ensure that we are more involved in setting priorities and direction, and that we monitor the actions of our representatives on the board.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district or county office.

My eight years on the NUSD school board have given me the knowledge and insight to recognize how badly the mandates from the state, the lack of adequate funding, and our lack of local control have inhibited our ability to do the work our citizens have entrusted to us. In spite of this, I feel my tenure has had a positive impact. I have been an advocate for reading, monitoring and updating our board policies -- and communicating and clarifying the good foundation CSBA has provided through its sample policies. As a member of our audit committee, I have helped ensure we are following the laws and codes and govern how we conduct business. As a member of the Joint District/City Taskforce on Youth Issues, I have worked to bring programs to increase the safety of our students and provide them the tools to stay free of drugs and violence. I am a co-principal investigator on a large NSF Mathematics Science Partnership grant and was instrumental in encouraging our district to join. Our teachers have received hundreds of hours of high quality professional development over the past eight years, and our students enjoy learning science in an experiential hands-on program. As an alternate member of our regional ROP Board, I have advocated for the school to work programs which have met the vocational needs of many of our high school students.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I have a deep commitment to our students. As an three-term elected member of the Alameda County Central Democratic Committee, I have worked to reach out to our local and statewide officials to advocate for increased support for K-12 education. As a two-term member of the delegate assembly, I feel I have the pulse of the local and statewide education scene. I see my responsibility as one of being a bridge between my Board and the CSBA Delegate Assembly to engage each in addressing the critical issues listed above -- and by extension, help strengthen the link between all local districts and CSBA. I will continue to attend regional and statewide CSBA events and actively participate in setting CSBA priorities and direction. I would appreciate your vote so I can continue this important work.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Nancy Thomas

Date: 1/7/11

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No Later Than **TUESDAY, MARCH 15, 2011**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box.

A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.

OFFICIAL 2011 DELEGATE ASSEMBLY BALLOT
SUBREGION 7-B
(Alameda County)

Number of vacancies: 4 (Vote for no more than 4 candidates)

Delegates will serve two-year terms beginning April 1, 2011 – March 31, 2013

**denotes incumbent*

- ☐ Valerie Arkin (Pleasanton USD)
- ☐ George Granger (Castro Valley USD)
- ☐ David Haubert (Dublin USD)
- ☐ Lily Mei (Fremont USD)
- ☐ Diana Prola (San Leandro USD)*
- ☐ Nancy Thomas (Newark USD)*

Provision for Write-in Candidate Name

School District/COE

Provision for Write-in Candidate Name

School District/COE

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

See reverse side for a current list of all Delegates in your Region.

Region 7 – Laura Canciamilla, Director (Pittsburg USD)
20 Delegates (14 elected/6 appointed)

Below is a list of all the current Delegates from this Region.

Subregion A

Arthur M. Clarke (Walnut Creek ESD, term expires 2011)
Gary L. Eberhart (Mt. Diablo USD), appointed term expires 2012
Teresa Gerringer (Lafayette ESD), term expires 2011
Linda K. Mayo (Mt. Diablo USD), appointed term expires 2013
Kathi McLaughlin (Martinez USD), term expires 2012
Charles T. Ramsey (West Contra Costa USD), appointed term expires 2011
Raymond Valverde (Liberty Union HSD), term expires 2012
William L. Wong (Pittsburg USD), term expires 2012

Subregion B

Janice Friesen (Castro Valley USD), term expires 2012
Noel Gallo (Oakland USD), appointed term expires 2012
Michael McMahon (Alameda City USD), term expires 2012
Diana J. Prola (San Leandro USD), term expires 2011
Alice Spearman (Oakland USD), appointed term expires 2011
Nancy Thomas (Newark USD), term expires 2011
Anne White (Livermore Valley Joint USD), term expires 2012
Lara York (Fremont USD), appointed term expires 2011
Vacant, term expires 2011
Vacant, term expires 2011
Vacant, term expires 2012

County Delegate

Pamela Mirabella (Contra Costa COE), term expires 2011

Counties

Contra Costa (Subregion A)
Alameda (Subregion B)

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: CONDUCT THE FIRST READING OF BOARD POLICY 5030(a) – STUDENT WELLNESS

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: REVIEW AND DISCUSSION

BACKGROUND INFORMATION:

Albany Unified School District is seeking Board of Education approval for Board Policy 5030(a) – Student Wellness. The Albany Unified School District Wellness Committee has developed the draft from the original Board Policy 5030(a). The changes to the original policy that are being recommended by the committee are underlined in the draft. The draft policy is attached for review and discussion.

FINANCIAL INFORMATION:

No fiscal impact

RECOMMENDATION:

Conduct the 1st reading of Board Policy 5030(a) – Student Wellness

DRAFT
Students BP 5030(a)
STUDENT WELLNESS

The Board of Education recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall build a coordinated school health system that supports and reinforces health literacy through health education, physical education, health services, nutrition services, psychological and counseling services, health promotion for staff, a safe and healthy school environment, and parent/guardian and community involvement.

(cf. 3513.3 - Tobacco-Free Schools)
(cf. 3514 - Environmental Safety)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.61 - Drug Testing)
(cf. 5131.62 - Tobacco)
(cf. 5131.63 - Steroids)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.27 - Food Allergies/Special Dietary Needs)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5141.6 - School Health Services)
(cf. 5142 - Safety)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Education)
(cf. 6164.2 - Guidance/Counseling Services)

To encourage consistent health messages between the home and school environment, the Superintendent or designee may disseminate health information to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, the district or school web site, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.

(cf. 1113 - District and School Web Sites)
(cf. 6020 - Parent Involvement)

School Health Council/Committee

The Superintendent or designee may appoint a school wellness committee consisting of parents/guardians, students, food service employees, district and school site administrators, Board representatives, health professionals, school nurses, health educators, physical education teachers, counselors, members of the public, and/or others interested in school health issues.

(cf. 1220 - Citizen Advisory Committees)
(cf. 9140 - Board Representatives)

The wellness committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the council's charge(s) may include the planning and implementation of activities to promote health within the school or community.

Wellness Mission Statement of the Albany Unified School District

Mission: The AUSD Integrated Wellness Policy seeks to improve the health and fitness of our entire community through a deliberate focus on nutrition, fitness, health education and mental health. We believe that addressing the whole child is critical for individual academic preparedness and success and for a positive school climate. AUSD intends to integrate school and community resources in order to promote healthy development of students and their families.

This mission is accomplished through the following services:

- Physical education that promotes healthy fitness habits
- Food service that provides access to well-balanced, nourishing food.
- Food policy that promotes ecoliteracy, nutrition education and the importance of food for optimal learning
- A safe and healthy school environment, including the sensitivity to and respect for cultural, ethnic, gender, sexual orientation, appearance, socioeconomic and ability differences.
- Classroom instruction aimed at increasing knowledge about health, nutrition and fitness; and
- Mental health programs, serving students at the elementary, middle and high school levels.

The Wellness Committee will serve as a resource for implementing this mission, through policy and program recommendations to the Albany School Board and School District Administration. The group will meet quarterly, and will be comprised of representatives from school and community.

To this end, the board has adopted the following Board Policies:

BP 3550 FOOD SERVICES/CHILD NUTRITION PROGRAM
BP 3551 FOOD SERVICE OPERATIONS/CAFETERIA FUND
BP3553 FREE AND REDUCED PRICE MEALS
BP 3554 OTHER FOOD SALES
BP 5030 STUDENT WELLNESS
BP 5131.6 ALCOHOL AND OTHER DRUGS
BP 5145.3 NONDISCRIMINATION/HARASSMENT
BP 5145.7 SEXUAL HARASSMENT
BP 5145.9 HATE-MOTIVATED BEHAVIOR
BP 6142.7 PHYSICAL EDUCATION
BP 6142.8 HEALTH EDUCATION
BP 6164.2 GUIDANCE/COUNSELING SERVICES
BP 6164.5 STUDENT SUCCESS TEAMS

Nutrition Education and Physical Activity Goals

The Board shall adopt goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the district determines appropriate. (42 USC 1751 Note)

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks and content

standards, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

AUSD recognizes the importance of the students, staff, and families to be ecoliterate. Our nutritional education will include the understanding that what we eat affects our bodies, the community, and the world.

Nutrition education shall be provided as part of the integrated health education program in grades K-12.

(cf. 5148.2 - Before/After School Programs)

(cf. 6142.8 - Comprehensive Health Education)

The school board recognizes the positive benefits of physical activity for student health and academic achievement. All students in grades K-12 will be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity may be provided through physical education, recess, school athletic programs, extracurricular programs, before- and/or after-school programs, and other structured and unstructured activities.

(cf. 6142.7 - Physical Education)

(cf. 6145 - Extracurricular and Co-curricular Activities)

(cf. 6145.2 - Athletic Competition)

Nutritional Guidelines for Foods Available at School

The Board shall adopt nutritional guidelines for all foods available on each campus during the school day, with the objectives of promoting student health and reducing childhood obesity. (42 USC 1751 Note) .

The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for all foods and beverages sold to students, including foods and beverages provided through the district's food service program, student stores, vending machines, fundraisers, or other venues, shall meet or exceed state and federal nutritional standards.

(cf. 3312 - Contracts)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3554 - Other Food Sales)

(cf. 5148 - Child Care and Development)

(cf. 6300 - Preschool/Early Childhood Education)

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes. He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.

(cf. 1230 - School-Connected Organizations)

School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties and by limiting foods or beverages that do not meet

nutritional standards to no more than one such food or beverage per party. Class parties or celebrations shall be held after the lunch period when possible.

Guidelines for Reimbursable Meals

Foods and beverages provided through federally reimbursable school meal programs shall meet or exceed federal regulations and guidance issued pursuant to 42 USC 1758(f)(1), 1766(a), and 1779(a) and (b), as they apply to schools.
(42 USC 1751 Note)

(cf. 3553 - Free and Reduced Price Meals)

Promoting a Healthy Development

We strive to foster a positive school environment to promote the healthy development of students' social and emotional health, and recognize these to be important predictors of academic success. Social and emotional health interventions may occur both at the school-wide level (including prevention programs and school climate enhancement programs) and at the individual level, targeting students at risk of school failure. Schools use an interdisciplinary approach, utilizing the expertise of mental health clinicians, school psychologists, school counselors, support staff, administrators, teachers, families and community based agencies to collaborate in promoting social and emotional health.

Teachers and school staff play an important role through using effective classroom management strategies, identifying and referring students with mental health issues, collaborating with clinicians, and being active in school-wide initiatives that enhance individual health and school climate.

Support staff may provide appropriate on-site services to students or make referrals to community resources when necessary. Schools will strive to engage families and community to provide youth with meaningful extracurricular activities.

Program Implementation and Evaluation

The Board shall establish a plan for measuring implementation of this policy. The Superintendent shall designate at least one person within the district and at each school who is charged with operational responsibility for ensuring that each school site implements this policy.
(42 USC 1751 Note)

(cf. 0500 - Accountability)

Posting Requirements

Each school shall post the district's policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Legal Reference:

EDUCATION CODE

33350-33354 CDE responsibilities re: physical education
49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
49490-49494 School breakfast and lunch programs
49500-49505 School meals
49510-49520 Nutrition
49530-49536 Child Nutrition Act
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49561 Meals for needy students
49565-49565.8 California Fresh Start pilot program

49570 National School Lunch Act

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51795-51796.5 School instructional gardens

51880-51921 Comprehensive health education

CODE OF REGULATIONS, TITLE 5

15500-15501 Food sales by student organizations

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769 National School Lunch Program, especially:

1751 Note Local wellness policy

1771-1791 Child Nutrition Act, including:

1773 School Breakfast Program

1779 Rules and regulations, Child Nutrition Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

COURT DECISIONS

Frazer v. Dixon Unified School District, (1993) 18 Cal.App.4th 781

Management Resources:

**ALBANY UNIFIED SCHOOL DISTRICT
BOARD AGENDA BACKUP**

Regular Meeting of March 1, 2011

ITEM: CONDUCT THE 1st READING OF BOARD POLICY 5141.33 –
HEAD LICE

PREPARED BY: Lynda Hornada, Director of Curriculum and Instruction

TYPE OF ITEM: REVIEW AND DISCUSSION

BACKGROUND INFORMATION:

Albany Unified School District is seeking Board of Education approval for Board Policy 5141.33 – Head Lice. Staff has developed this draft policy in conjunction with the Albany Children's Center Director, and the Elementary School Principals. The draft policy is attached for review and discussion.

FINANCIAL INFORMATION:

No fiscal impact.

RECOMMENDATION:

Conduct the 1st reading of Board Policy 5141.33 – Head Lice

DRAFT POLICY

Students

BP 5141.33

The Governing Board believes that the district's head lice management program should emphasize the correct diagnosis and treatment of head lice in order to minimize disruption of the education process and to reduce the number of student absences resulting from infestation. In consultation with the school nurse, the Superintendent or designee may establish a routine screening program to help prevent the spread of head lice.

School employees shall report all suspected cases of head lice to the principal or designee as soon as possible. The principal or designee shall examine the student and other students who are siblings of the affected student or members of the same household.

If a student is found with active, adult head lice, he/she shall be excluded from attendance. The parent/guardian of an excluded student shall receive information about recommended treatment procedures and sources of further information. The student shall be allowed to return to school the next day and shall be checked by the school office staff before returning to class. Once he/she is determined to be free of lice, the student may be rechecked weekly for up to six weeks.

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

The Superintendent or designee shall send home the notification required by law for excluded students. (Education Code 48213)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5145.6 - Parental Notifications)

DRAFT POLICY

Students

BP 5141.33 (Cont.)

The principal or designee shall work with the parents/guardians of any student who has been deemed to be a chronic head lice case in order to help minimize the student's absences from school. A "chronic" case is a student found infested during three separate months in a school year or for six consecutive weeks.

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Truancy)

When two or more students in any class have been identified as having a head lice infestation, all students in the class shall be examined. In consultation with the principal or designee may also send information about head lice home to all parents/guardians of the students in that class.

(cf. 5125 - Student Records)

Staff shall maintain the privacy of students identified as having head lice and excluded from attendance.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

Legal Reference:

EDUCATION CODE

48210-48216 Persons excluded

49451 Physical examinations: parent's refusal to consent

Management Resources:

AMERICAN ACADEMY OF PEDIATRICS

Lice, Nits, and School Policy, Official Journal of the American Academy of Pediatrics, May 2001

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Guidelines on Head Lice Prevention and Control for School Districts and
Child Care Facilities, 2009

CALIFORNIA SCHOOL NURSES ORGANIZATION

Position Statement: Pediculosis Management, 2005

WEB SITES

California Department of Public Health: <http://www.cdph.ca.gov>

California School Nurses Organization: <http://www.scno.org>

Centers for Disease Control and Prevention, Parasitic Disease Information,
Head Lice: <http://www.cdc.gov/ncidod/dpd/parasites/lice>

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