



## Pacifica School District

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*Preparing Students for an Evolving World*

[www.pacificasd.org](http://www.pacificasd.org)

### MEMORANDUM

Business Services

Meeting of: 08/03/2016

**TO:** Wendy S. Tukloff, Ed.D., Superintendent  
for Members, Board of Trustees  
**FROM:** Josephine Peterson, Chief Business Official  
**SUBJECT:** CSBA March 2016 Board Policy Maintenance/Minor Revisions

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#### Background

CSBA provides sample Bylaws, Board Policies and Administrative Regulations reflecting any legislation changes three times each year with descriptions identifying major changes in revised materials as well as editorial changes or technical revisions. Staff compares the CSBA sample policies to current policies. The March 2016 Board Policy CSBA Manual Maintenance includes updates to BP/AR3553 and minor revisions to BP3270/AR3550/AR7111.

#### BP/AR3553 – Free & Reduced –Price Meals

Policy updated to reflect the timeline for submitting a request to the State Board of Education for a waiver of the requirement to provide free and reduced-price meals during summer session. Policy also revised to reflect law authorizing sharing of students' free and reduced-price meal eligibility information with another local educational agency serving another child living in the same household as the student and with the Superintendent of Public Instruction for purposes of determining local control funding formula allocations. Regulation updated to reflect NEW LAW (SB 708, 2015) which authorizes districts to make free and reduced-price meal applications available electronically as long as the online application complies with specific requirements, including the provision of clear instructions for homeless or migrant families.

#### **Minor Revisions:**

##### BP 3270 Sale & Disposal of Books, Equipment and Supplies

Revise 4th paragraph of BP to more directly reflect law, as follows:

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 by dumping in the local public dump or recycling center. (Education Code 17546)

#### AR3550 – Food Service/Child Nutrition Program

In section "Nutrition Standards for School Meals," revise item #1 to delete legal cite to 7 CFR 220.23, superseded by the requirements in 7 CFR 220.8 effective July 1, 2013, as follows:

1. Comply with National School Lunch and/or Breakfast Program standards for meal patterns, nutrient levels, and calorie requirements for the ages/grade levels served, as specified in 7 CFR 210.10; ~~or 220.8, or 220.23~~ as applicable

#### AR7111 – Evaluating Existing Buildings

In last paragraph of section on "Structural Safety," delete last sentence reflecting authority that expired September 30, 2015, and delete legal cite to Education Code 17292, as follows:

A relocatable school building or structure shall meet the requirements of Education Code 17280-17317 and 17365-17374 pertaining to structural safety. ~~However, a relocatable building that does not meet the requirements of Education Code 17280 may be used as a school building until September 30, 2015, if all the conditions specified in Education Code 17292 are met and the Board so certifies to the Department of General Services. (Education Code 17291, 17292)~~

The PSD and new CSBA recommended policies are attached with the comments.

A master binder of new and revised policies is located in the Office of the Superintendent.