# Pacifica School District

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*Preparing Students for an Evolving World*

www.pacificasd.org

## MEMORANDUM
*Office of the Superintendent*

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| Meeting of | January 18, 2017 |

**TO:** Wendy S. Tukloff, Ed.D., Superintendent
For Board of Trustees

**FROM:** Ray Avila, Associate Superintendent

**SUBJECT:** October 2016 Manual Maintenance: 4000, 5000 Series
(First Reading)

Background

During the 2000-2002 school years, the Board thoroughly reviewed all district policies: 9000 series (Board Bylaws), the 0000 series (Philosophy-Goals General Objectives and Comprehensive Plans), the 1000 series (Community Relations), the 2000 series (Administration), the 3000 series (Business and Non-instructional Operations), the 4000 series (Personnel), the 5000 series (Students), the 6000 series (Instruction), and the 7000 series (Facilities). New and revised policies were adopted.

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 attached policies reflect changes up to October 2016 for the following series: 4000, 5000.

Each Policy presented for review is the CSBA Sample with revision markings and other additional changes as appropriate. The following information may assist you as you read the policies:

**BP 4157.1, 4257.1, 4357.1 – Work Related Injuries:** delete BP as the information is included in the Administrative Regulation.

If no substantial changes are made at the First Reading, this policy will be placed on consent for adoption at the February 7, 2017 Board meeting. The final version will have notation boxes removed and will be available on-line approximately 30 days after the Board adopts the revisions.

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