



# Pacifica School District

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*Preparing Students for an Evolving World*

www.pacificasd.org

## MEMORANDUM

Business Services

Meeting of: 12/9/2015

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

**FROM:** Josephine Peterson, Chief Business Official

**SUBJECT:** CSBA October 2015 Board Policy Minor Revisions BP/AR3100

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### Recommendation

It is recommended that the Board approve BP/AR 3100 PSD Current Policies with Minor Revisions as presented.

### 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 October 2015 Board Policy Minor Revisions included updates to AR/BP3100. SP78 amended the section of the "Budget Development and Adoption" with a minor date change as follows:

### BP3100 Budget

If the County Superintendent disapproves or conditionally approves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before October 8.

### AR3100 Budget

If the SPI disapproves the district budget after reviewing the committee's report and the district's response, the Board shall consult with the County Superintendent as he/she develops and adopts, by December 31, a fiscal plan and budget that will allow the district to meet its financial obligations.

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.