SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION

Agenda Item# 11.1h

Meeting Date: October 6, 2011

Subject: Revised Coherent Governance Governing Policies - Governance Culture (GC), Board-Superintendent Relationship (B/SR), Operational Expectations (OE) and Results (R) Policies

- ☐ Information Item Only
- ☒ Approval on Consent Agenda
- ☐ Conference (for discussion only)
- ☐ Conference/First Reading (Action Anticipated: _____)
- ☐ Conference/Action
- ☐ Action
- ☐ Public Hearing

Division: Office of the Superintendent

Recommendation: Adopt Revised Coherent Governance Governing Policies - Governance Culture, Board-Superintendent Relationship, Operational Expectations and Results Policies.

Background/Rationale:

On May 20, 2010, the Board passed coherent governance, Board Governing Policies that establish and govern the Board's culture and its relationship with the Superintendent. The Board held workshops February 27 and 28th and April 6th and 7th to review the Board Governing Policies. As a result, revisions to these policies were suggested and are now coming to the Board for approval.

Financial Considerations: N/A

Documents Attached:
1. Revised Governance Culture (GC) Policies
2. Revised Board/Superintendent Relationship (B/SR) Policies
3. Revised Operational Expectations (OE) Policies
4. Revised Results (R) Policies

Estimated Time of Presentation: n/a
Submitted by: Jonathan P. Raymond, Superintendent
Approved by: n/a

Policy Type: Governance Culture

Board Purpose

The Board of Education of Sacramento City Unified School District represents, leads and serves the stakeholders and holds itself accountable to them by committing to act in their best interests and by ensuring that all Board and district action is consistent with law and the Board's policies.

The Board's purpose is to ensure that the organization achieves the results described in the board's ***Results*** policies and that it operates according to the values expressed in the Board's ***Operational Expectations*** policies.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture

Governing Commitments

The Board will govern lawfully with primary emphasis on Results for students; encourage full exploration of diverse viewpoints; focus on governance matters rather than administrative issues; observe clear separation of Board and Superintendent roles; make all official decisions by formal vote of the Board; and govern with long-term vision.

1. The Board will function as a single unit. The opinions and personal strengths of individual members will be used to the Board's best advantage, but the Board faithfully will make decisions as a group, by formal vote. No officer, individual, or committee of the Board will be permitted to limit the Board's performance or prevent the Board from fulfilling its commitments.

2. The Board is responsible for its own performance, and commits itself to continuous improvement. The Board will assure that its members are provided with training and professional support necessary to govern effectively. As a means to assure continuous improvement, the Board regularly and systematically will monitor all policies in this section, and will assess the quality of each meeting by debriefing the meeting following its conclusion.

3. To ensure that the Board's business meetings are conducted with maximum effectiveness and efficiency, members will:

    a. come to meetings adequately prepared
    b. speak only when recognized
    c. not interrupt each other
    d. not engage in side conversations
    e. not repeat what has already been said
    f. not "play to the audience" or monopolize the discussion
    g. support the president's efforts to facilitate an orderly meeting
    h. communicate openly and actively in discussion and dialog to avoid surprises
    i. encourage equal participation of all members
    j. practice respectful body language

4. The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss. All administrative matters delegated to the Superintendent that are required to be approved by the Board will be acted upon by the Board via the consent agenda.

5. An item may be removed from the consent agenda upon request of a member. Our standard protocol is as follows: If any board member wishes to remove an item from the consent agenda, he/she should alert the superintendent and board president by no later than 9:00 AM the day of the board meeting.

6. After the first full cycle of monitoring, the monitoring of ***Operational Expectations*** policies will be included on the agenda for separate discussion only if Superintendent reports indicate non-compliance, if a majority of the Board has questions about Superintendent compliance or reasonable interpretation, or if policy content is to be debated. Otherwise, **OE** monitoring reports will be included in the consent agenda.

7. The Board will direct the organization through policy. The Board's major focus will be on the results expected to be achieved by students, rather than on the strategic choices made by the Superintendent and staff to achieve those results.

8. The Board, by majority vote, may revise or amend its policies at any time. However, as a customary practice, a proposed policy revision will be discussed at one session of the Board prior to being approved at a subsequent Board meeting.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture

Board Job Description

The Board's job is to represent, lead and serve the stakeholders and to govern the district by establishing expectations for organizational results, expectations for quality operational performance, and monitoring actual performance against those expectations.

The Board will:

1. Ensure that the ***Results*** are the dominant focus of district performance.

2. Advocate for students and the district.

3. Initiate and maintain constructive two-way dialogue with students, staff, parents and the public as a means to engage all stakeholders in the work of the Board and the district.

4. Develop written Board governing policies that address:

   a. ***Results***: The intended outcomes for the students served by the district;

   b. ***Operational Expectations***: Statements of the Board's values about operational matters delegated to the Superintendent, including both actions and conditions to be accomplished and those prohibited;

   c. ***Governance Culture***: Definition of the Board's own work, the processes it will employ and conditions within which it will accomplish that work;

   d. ***Board/Superintendent Relationship***: The role relationship of the Superintendent and the Board, including the specified authority of the Superintendent and the process for monitoring district and Superintendent performance.

5. Ensure acceptable Superintendent performance through effective monitoring of ***Results*** and ***Operational Expectations*** policies.

6. Ensure acceptable Board performance through effective evaluation of Board actions and processes.

7. Appoint an independent auditor to conduct an annual external review of the district's financial condition and report directly to the Board.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture

Officers' Roles

The officers of the Board are those listed in this policy. Their duties are those assigned by this policy, and others required by law.

President

The President provides leadership to the Board, ensures the faithful execution of the Board's processes, exercises interpretive responsibilities with integrity, reflecting the spirit and intent of the Board's policies, and normally serves as the Board's official spokesperson.

The President has the following specific authority and duties:

1. Monitor Board actions to assure that they are consistent with the Board's own rules and policies and with other obligations imposed by agencies whose authority supersedes the Board's own authority;
    a. Conduct and monitor Board meeting deliberations to assure that Board discussion and attention are focused on Board issues, as defined in Board policy (see GC-3);
    b. Assure that Board meeting discussions are productive, efficient and orderly;
    c. Chair Board meetings using the authority normally vested in the chair as described in *Robert's Rules of Order, Newly Revised;*
    d. Lead timely Board meeting debriefings and periodic self-assessments to ensure continuous process improvement.
2. Make all interpretive decisions of Board policies in the ***Governance Culture*** and ***Board/Superintendent Relationship*** sections, using reasonable judgment. The President is not authorized to:
    a. Make any interpretive decisions about policies created by the Board in the ***Results*** and ***Operational Expectations*** policy areas. Interpretation of these policies is the responsibility of the Superintendent.
    b. Exercise any authority as an individual to supervise or direct the Superintendent.

3. Assure the Board's summative evaluation of the Superintendent.

4. Represent the Board as its official spokesperson about issues decided by the Board and other matters related to official Board business.

5. Execute all documents authorized by the Board, except as otherwise provided by law.

6. Appoint and remove members of all Board committees and Board liaisons to other organizations, with the confirmation of the Board.

7. Serve as a member of the Board's Executive Committee.

First Vice-President

The First Vice-President shall serve as President in the event of the President's absence, and serves as a member of the Board's Executive Committee.

Second Vice-President
The Second Vice-President serves as a member of the Board's Executive Committee.

Executive Committee
The Executive Committee, in concert with the Superintendent, will develop proposed Board meeting agendas consistent with the Board's annual calendar.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in June***
Sacramento City Unified School District Board of Education

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GC-5

Policy Type: Governance Culture

Board Committees

The Board may create committees if they are deemed helpful to assist the Board in the performance of its responsibilities. If committees are established, they will be used exclusively to support the work of the Board as described in Policy GC-3, and will never be created or used to assist the Superintendent in any operational area.

1. Board committees and other such entities by whatever name created by the Board will not be used to direct, advise, assist or oversee the staff. Committees customarily will prepare recommendations for Board consideration. Board committees will have no authority over staff, and may exercise demands on staff time and organizational resources only to the extent authorized in this policy.

2. Board committees may not speak or act for the Board. The responsibilities and authority of all Board committees are carefully stated in this policy to assure that committees fully understand their duties and extent of authority, and to assure that committee work will not usurp or conflict with the Board's own authority or conflict with authority delegated to the Superintendent.

3. All Board committees are considered to be ad hoc, or temporary. The date for their termination is listed for each committee. Committees may be renewed or reauthorized upon their expiration, but unless the Board acts to renew the committee's existence, it shall cease to exist upon the date specified.

4. Board committees may or may not include members of the Board.

5. All Board committees are listed below.

Adopted: May 20, 2010

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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Board committees:

A. **Name:**

a. **Purpose/Charge**:
1)
2)

b. **Membership:**
1)
2)

c. **Reporting Schedule:**

d. **Term:**

e. **Authority Over Resources:**

Adopted: May 20, 2010

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture

Annual Work Plan

The Board will follow an annual work plan that includes continuing monitoring and review of all policies, dialog sessions with community and staff groups, and activities to improve Board performance.

1. The annual planning cycle will end each year in September to allow the Superintendent to properly align internal operational systems and processes.

2. The Board's annual work plan for the next year will include:

    a. Scheduled dialog sessions with stakeholder groups and persons whose viewpoints are considered helpful to the Board.

    b. Governance process improvement activities, including orientation of candidates and new Board members in the Board's governance process and other discussions by the Board about means to improve its own performance, especially Board member knowledge and skill-building.

    c. Scheduled monitoring of all policies.

    d. Other events and activities that are part of the Board's responsibilities and interests.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture
SCUSD Board of Education Annual Work Plan – 2011-2012

MONTH	GC	BSR	OE	RESULTS	DIALOG	BOARD DEVELOPMENT	OTHER BUSINESS
July '11			3. RI & I 5. RI & I 7. RI & I				
AUGUST '11							
SEPTEMBER '11							Superintendent Evaluation
OCTOBER '11			OE 2. M 4. RI & I				
NOVEMBER '11			OE 1.M OE 8. M	R 2.M			Interim Superintendent Evaluation – date to be determined
DECEMBER '11			OE 13.M	R 1.M			Interim Superintendent Evaluation – date to be determined
JANUARY '12			OE 7.M				
FEBRUARY '12			OE 11.M OE 12.M				
MARCH '12			OE 6.M				Interim Superintendent Evaluation – date to be determined
APRIL '12			OE 9.M				Interim Superintendent Evaluation – date to be determined
MAY '12			OE 5.M				
JUNE ' 12			OE 3 M	R 3.M			
July '12							Board is considering not having a meeting
August '12			OE 10.M	R 2.M			

RI = Reasonable interpretation
I = Indicators
M = Monitoring
ES = Essential standards
GC = Governance culture Policies
BSR = Board/Superintendent Relationship

Results in business meetings workshops
(First Meeting of the Month)

Operational Expectations in

(Second Meeting of the Month)

Policy Type: Governance Culture

Board Members' Code of Conduct

The Board and its members will conduct themselves lawfully with integrity and high ethical standards in order to model the behaviors expected of staff and students and to build public confidence and credibility.

1. Board members will serve the interests of the entire school district. Members recognize this responsibility to the whole to be greater than:

    a. any loyalty a member may have to any other advocacy or interest groups;

    b. loyalty based upon membership on other boards or staffs;

    c. conflicts based upon the personal interest of any Board member who is also a parent of a student in the district;

    d. conflicts based upon being an employee or a relative of an employee of the district;

    e. conflicts based upon a member's election from any trustee area of the district.

2. Board members will not attempt to exercise individual authority over the organization.

    a. Members will not attempt to assume personal responsibility for resolving operational problems or complaints. Any such complaints will be referred to the Superintendent for investigation and resolution.

    b. Members will not personally direct any part of the operational organization.

    c. When speaking to the press or otherwise publicly sharing personal opinions, members will respect decisions of the Board and will not undermine those decisions.

d. Members will not publicly express individual negative judgments about Superintendent or staff performance. Any such judgments of Superintendent or staff performance will be expressed in closed session.

3. To build trust among members and to ensure an environment conducive to effective governance, members will:

   a. focus on issues rather than personalities
   b. respect decisions of the full Board
   c. exercise honesty in all written and interpersonal interaction, never intentionally misleading or misinforming each other
   d. criticize privately, praise publicly
   e. make every reasonable effort to protect the integrity and promote the positive image of the district and one another
   f. never embarrass each other or the district

4. Members will exercise personal discipline in the performance of their duties, including proper use of authority and appropriate decorum when acting as Board members.

5. Members will maintain confidentiality appropriate to sensitive issues and information that otherwise may tend to compromise the integrity or legal standing of the Board, especially those matters discussed in closed session.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Governance Culture

Board Member Conflict of Interest

Board members are expected to avoid conflicts of interest involving all matters considered by the Board. A conflict of interest exists when a member is confronted with an issue in which the member has a personal or financial interest or an issue or circumstance that could render the member unable to devote complete loyalty and singleness of purpose to the public interest.

1. If a Board member has a personal or financial interest in any matter being considered by the Board, the member shall disclose such interest to the Board, shall not vote on the matter and shall not attempt to influence the decisions of other Board members.

2. A member of the Board shall not also be an employee of the district.

3. With the exception of the monthly stipend for board service, no member shall receive any compensation for services rendered to the district. This provision shall not prohibit members from receiving reimbursement for authorized expenses incurred during the performance of board duties

4. The Board shall not enter into any contract with any of its members or with a firm in which a member has a financial interest if such contract results in the member's direct, personal gain directly related to the contract.

5. A Board member is expected to avoid conflict of interest in the exercise of the member's fiduciary responsibility. Accordingly, a Board member may not:

    a. disclose or use confidential information acquired during the performance of official duties as a means to further the Board member's own personal financial interests or the interests of a member of the Board member's immediate family;

    b. accept a gift of substantial value or economic benefit which would tend to improperly influence a reasonable person, or which the Board member knows or should know is primarily for the purpose of a reward for official action; "substantial value or economic benefit" is defined by XXX to mean XXX

    c. engage in a substantial financial transaction for private business purposes with a person whom the Board member directly supervises; "substantial financial transaction" is defined by XXX to mean XXX.

d. perform an official act which directly confers an economic benefit on a business in which the Board member has a substantial financial interest or is engaged as a counsel, consultant, representative or agent; “substantial financial interest” is defined by XXX to mean XXX.

Adopted: May 20, 2010

Monitoring Method: Board self-assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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GC-9

Policy Type: Governing Culture

Process for Addressing Board Member Violations

The Board and each of its members are committed to faithful compliance with the provisions of the Board's policies. The Board recognizes that its failure to deal with deliberate or continuing violations if its policies risks the loss of confidence in the Board's ability to govern effectively. Therefore, in the event of a member's willful and/or continuing violation of policy, the Board ordinarily will address the issue by the following process:

a. Conversation in a private setting between the offending member and the Board president or other individual member;

b. Possible removal by the Board from any Board leadership or committee positions to which the offending member has been appointed or elected;

c. Censure of the offending member of the Board as a means of separating the Board's focus and intent from those of the offending member.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: *Governance Culture*

Governance Cost

The Board will invest in its governing capacity as necessary and prudent to assure that the governance function is effective and efficient.

1. The Board will assure that the Board and its members have the knowledge, skills and support necessary for excellent governance.

2. The Board annually will determine the amount of funding necessary to support its own governance functions, including training and consultation, external monitoring of its policies, staff support, and stakeholder dialog.

Adopted: May 20, 2010

Monitoring Method: Board Self-Assessment
Monitoring Frequency: Annually in August

Sacramento City Unified School District Board of Education

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Policy Type: Board/Superintendent Relationship

Single Point of Connection

The Superintendent is the Board's sole point of connection to the operational organization. The Board will direct the operational organization only through the Superintendent, functioning as the Chief Executive Officer.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Board/Superintendent Relationship

Single Unit Control

The Board will direct the Superintendent only through official decisions of a majority of the Board.

1. The Board will make decisions by formal, recorded vote in order to avoid any ambiguity about whether direction has been given. In the event that a Board decision is ambiguous, the superintendent shall, at the time of the decision, seek clarification.

2. The Superintendent is neither obligated nor expected to follow the directions or instructions of individual members, officers or committees unless the Board has specifically delegated such exercise of authority.

3. Should the Superintendent determine that an information request received from an individual member or a committee requires an excessive amount of staff time or is unreasonable, the Superintendent is expected to ask the committee or the member to refer such requests to the full Board for authorization.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Board/Superintendent Relationship

Staff Accountability

The Superintendent is responsible for all matters related to the day-to-day operation of the district, guided by the Board and its policies. All staff members report directly or indirectly to the Superintendent.

1. The Board will never give direction to any employee other than the Superintendent.

2. The Board will not directly evaluate – formally or informally – any staff member other than the Superintendent. This does not restrict a board member from communicating his or her opinion about a staff member to the Superintendent.

3. Except as required by law, the Board will not participate in decisions or actions involving the hiring, evaluating, disciplining or dismissal of any employee other than the Superintendent.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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Policy Type: Board/Superintendent Relationship

Authority of the Superintendent

The Board will provide direction to the Superintendent through written policies that define the organizational results to be achieved for students and define operational conditions and actions to be accomplished or avoided.

1. The Board will develop ***Results*** policies instructing the Superintendent to achieve defined results for the students served by the district.

2. The Board will develop ***Operational Expectations*** policies which express the Board's values about operational conditions and actions. Certain of these values will be expressed positively to assure that the stated actions occur and the identified conditions exist, and will be stated as directives. Certain other values represent actions and conditions that are to be avoided, and will be stated prohibitively.

3. As long as the Superintendent uses the reasonable interpretation of the Board's ***Results*** and ***Operational Expectations*** policies, the Superintendent is authorized to establish additional district regulations, make decisions, establish practices and develop activities the Superintendent deems appropriate to achieve the Board's ***Results*** policies. The Superintendent is not expected to seek Board approval or authority for such decision falling within the Superintendent's area of delegated authority.

4. The Board may change its ***Results*** and ***Operational Expectations*** policies, and in so doing shift the boundary between Board and Superintendent areas of responsibility. The Board will respect and support the reasonable interpretation of its policies by the Superintendent, even though resulting actions chosen by the Superintendent may not be the actions the Board or its members may have taken.

5. The Superintendent from time to time may seek the guidance of the Board to meet the organizational results.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***
Sacramento City Unified School District Board of Education
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Policy Type: Board/Superintendent Relationship

Superintendent Accountability

The Board considers successful Superintendent performance to be district accomplishment of the Board's ***Results*** policies and operation according to the values expressed in the Board's ***Operational Expectations*** policies. These two components define the Superintendent's job responsibilities, and are the basis for the Superintendent's performance evaluation.

1. The Board will determine district performance based upon a systematic monitoring process.

2. The Board will acquire monitoring data on ***Results*** and ***Operational Expectations*** policies by one or more of three methods:

   a. By ***Internal Report***, in which the Superintendent submits information that certifies and documents to the Board compliance or reasonable progress;

   b. By ***External Review,*** in which an external third party selected by the Board assesses compliance or reasonable progress with applicable Board policies;

   c. By ***Board Inspection***, in which the whole Board or a committee duly charged by the Board formally assesses compliance or reasonable progress based upon specific policy criteria.

3. The consistent performance standard for ***Operational Expectations*** policies shall be whether the Superintendent has:

   a. Reasonably interpreted the policy and its subparts;

   b. Complied with the provisions of the Board policy.

4. The consistent performance standard for ***Results*** policies shall be whether the Superintendent has:

   a. Reasonably interpreted the policy and its subparts;

   b. Made reasonable progress toward achieving the outcomes defined by the Board's **Results** policies.

6. The Board will make the final determination as to whether Superintendent interpretation is reasonable, whether the Superintendent is in compliance and whether reasonable progress has been made. In doing so, the Board will apply the "reasonable person" standard.

6. All policies that instruct the Superintendent will be monitored according to a schedule and by a method determined by the Board and included in the Board's annual work plan. The Board may monitor any policy out of this defined sequence, if it is determined by a majority of the Board that conditions warrant monitoring at times other than those specified by the annual schedule.

7. Each September, the Board will conduct a formal summative evaluation of the Superintendent. The summative evaluation will be based upon data collected during the year from the monitoring of ***Results*** and ***Operational Expectations*** policies. The Board will prepare a written evaluation document that will consist of:

   a. A summary of the data derived during the year from monitoring the Board's ***Results*** and ***Operational Expectations*** policies;

   b. Conclusions based upon the Board's prior action during the year relative to the Superintendent's reasonable interpretation of each ***Result*** policy and whether reasonable progress has been made toward its achievement;

   c. Conclusions based upon the Board's prior action during the year relative to whether the Superintendent has reasonably interpreted and operated according to the provisions of the ***Operational Expectations*** policies.

Adopted: May 20, 2010

Monitoring Method: ***Board self-assessment***
Monitoring Frequency: ***Annually in August***

Sacramento City Unified School District Board of Education

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B/SR-5-E

Policy Type: Board-Superintendent Relationship

ANNUAL SUMMATIVE EVALUATION of the Superintendent

The Board's Policy B/SR-5 provides that:

> Each September, the Board will conduct a formal summative evaluation of the Superintendent. The summative evaluation will be based upon data collected during the year from the monitoring of ***Results*** and ***Operational Expectations*** policies.

The purpose of the annual evaluation of the Superintendent is to summarize the actions previously taken by the Board as it monitored *Results* and *Operational Expectations* policies during the year, and to draw conclusions on that basis.

Operational Expectations Policy:	**Date Monitored:**	**Board Disposition:**
OE-1 Global Operational Expectation		
OE-2 Emergency Superintendent Succession		
OE-3 Treatment of Stakeholders		
OE-4 Personnel Administration		
OE-5 Financial Planning		
OE-6 Financial Administration		
OE-7 Asset Protection		
OE-8 Communicating with the Board		
OE-9 Communicating with the Public		
OE-10 Instructional Program		
OE-11 Discipline		
OE-12 Learning Environment		
OE-13 Facilities		

B/SR-5-E

Results Policies:	**Date Monitored:**	**Board Disposition:**
R-2		
R-3		
R-4		
R-5		
R-6		

Based upon the Board's prior monitoring of these policies and the on-going monitoring of the district's and the Superintendent's performance during the preceding year, the Board reaches the following summary conclusions relative to Superintendent performance:

Based upon the foregoing conclusions, the Board establishes the following priorities for the coming year:

Signed:_____ Date: _____
President/Chair of the Board

Signed:_____ Date: _____
Chief Executive Officer/Superintendent

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Global Operational Expectation

The Superintendent shall not cause, allow, or fail to take reasonable measures to prevent any practice, activity, decision or organizational condition that is unlawful, unethical, unsafe, disrespectful, imprudent, in violation of Board policy or endangers the district's public image or credibility.

Board Policies and Administrative Regulations

BP 2000 – Concepts and Roles
BP 4030 – Nondiscrimination in Employment
AR 4030 – Nondiscrimination in Employment
AR 4031 – Complaints Concerning Discrimination in Employment
AR 4032 – Reasonable Accommodation of Disabled Employees
AR 4112.9, AR 4212.9 AR 4312.9 – Employee Notifications
BP 4119.21, BP 4219.21, BP 4319.21 – Code of Ethics
E 4119.21 – Code of Ethics
BP 4140 – Bargaining Units
BP 4141, BP 4241 – Collective Bargaining Agreements

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in***

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Emergency Superintendent Succession

The Superintendent shall designate at least one other executive staff member who is familiar with the Board's governance process and issues of current concern and is capable of assuming Superintendent responsibilities on an emergency basis.

Board Policies and Administrative Regulations

BP 2100 – Administrative Staff Organization
BP 2120 – Superintendent of Schools

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in May***

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Treatment of Stakeholders

The Superintendent shall develop and maintain an organizational culture that treats all people, including students, parents, the public and staff, with respect, dignity and courtesy.

The Superintendent will:

1. Manage information so that confidential information is protected.

2. Maintain processes for effective handling of complaints.

3 Maintain an organizational culture that:

   a. values individual differences of opinion;
   b. values and respects cultural diversity;
   c. reasonably includes people in decisions that affect them;
   d. provides open and honest communication in all written and interpersonal interaction;
   e. focuses on achievement of the Board's ***Results*** policies;
   f. maintains an open, responsive and welcoming environment; and
   g. promotes collaboration and teamwork.

Board Policies and Administrative Regulations

BP 0410 – Nondiscrimination in District Programs and Activities
BP 1100 – Communications with the Public
BP 1112 – Media Relations
BP 1160 – Political Processes
BP 1220 – Citizen Advisory Committees
AR 1220 – Citizen Advisory Committees
BP 1240 – Volunteers
AR 1240 – Volunteers
BP 1250 – Visitors and Outsiders
AR 1250 – Visitors and Outsiders
BP 1312 – Complaints Concerning Schools
BP 1312.1 – Complaints Concerning District Employees
AR 1312.1 – Complaints Concerning District Employees
E 1312.1 – Complaints Concerning District Employees
BP 1312.2 – Complaints Concerning Instructional Materials
AR 1312.2 – Complaints Concerning Instructional Materials

E 1312.2 – Complaints Concerning Instructional Materials
BP 1312.3 – Uniform Complaint Procedures
AR 1312.3 – Uniform Complaint Procedures
AR 1312.4 – Williams Uniform Complaint Procedures
E 1312.4 – Williams Uniform Complaint Procedures
BP 1340 – Access to District Records
AR 1340 – Access to District Records
E 1340 – Access to District Records
BP 3515.5 – Sex Offender Information
AR 3515.5 – Sex Offender Information
AR 3515.6 – Criminal Background Checks for Contractors
BP 3580 – District Records
AR 3580 – District Records
AR 4031 – Complaints Concerning Discrimination in Employment
BP 4040 – Employee Use of Technology
AR 4040 – Employee Use of Technology
BP 4100 – Certificated Personnel
BP 4112.61 BP 4212.61, BP 4312.61 – Employment References
AR 4112.61 AR 4212.61, AR 4312.61 – Employment References
BP 4112.62, BP 4212.62, BP 4312.62 – Maintenance of Criminal Offender Records
AR 4112.62, AR 4212.62, AR 4312.62 – Maintenance of Criminal Offender Records
E 4112.62, E 4212.62, E 4312.62 – Maintenance of Criminal Offender Records
AR 4118 – Suspension/Disciplinary Action
BP 4119.1, BP 4219.1, BP 4319.1 – Civil and Legal Rights
BP 4119.11, BP 4219.11, BP 4319.11 – Sexual Harassment
AR 4119.11, AR 4219.11, AR 4319.11 – Sexual Harassment
BP 4119.21, BP 4219.21. BP 4319.21 – Code of Ethics
E 4119.21 – Code of Ethics
BP 4119.23, BP 4219.23, BP 4319.23 – Unauthorized Release of Confidential/ Privileged Information
AR 4144, AR 4244, AR 4344 – Complaints
AR 4157, AR 4257, AR 4357 – Employee Safety
AR 4157.1, AR 4257.1, AR 4357.1 – Work-Related Injuries
BP 4313.2 – Promotion/Demotion/Reassignment
AR4313.2 – Promotion/Demotion/Reassignment
BP 4314 – Transfers
AR 4314 – Transfers
BP 5125 – Student Records
AR 5125 – Student Records
BP 5125.1 – Release of Directory Information
AR 5125.1 – Release of Directory Information
BP 5142 – Safety
AR 5142 – Safety
BP 5144 – Discipline
AR 5144 – Discipline
BP 5144.1 – Suspension and Expulsion Due Process
AR 5144.2 – Suspension and Expulsion Due Process Student with Disabilities
BP 5145.1 – Privacy
BP 5145.2 – Freedom of Speech Expression – Publications Code
AR 5145.2 – Freedom of Speech Expression – Publications Code
BP 5145.3 – Nondiscrimination Harassment

AR 5145.3 – Nondiscrimination Harassment
BP 5145.6 – Parental Notifications
E 5145.6 – Parental Notifications
BP 5145.7 – Sexual Harassment
BP 5145.9 – Hate-Motivated Behavior
BP 6020 – Parent Engagement
BP 6162.5 – Student Assessment
BP 6162.8 – Research
AR 6162.8 – Research
E 6163.4 – Student Use of Technology

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in _____***

Sacramento City Unified School District Board of Education

The Aspen Group International, LLC ©

Policy Type: Operational Expectations

Personnel Administration

The Superintendent shall assure the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the district to achieve its ***Results*** policies.

The Superintendent will:

1. Conduct extensive background inquiries and checks prior to hiring any paid personnel.

2. Conduct reasonable background inquiries and checks prior to utilizing the services of all volunteers.

3. Select for all positions the most highly qualified and best-suited candidates with a focus on diversity, striving to match the demographic profile of the student population.

4. Administer clear personnel rules and procedures for applicants and employees.

5. Effectively handle complaints and concerns.

6. Maintain adequate job descriptions for all staff positions.

7. Protect confidential information.

8. Develop compensation and benefit plans to attract and retain the highest quality employees by compensating employees, within available resources, in a manner consistent with the applicable marketplace, including but not limited to organizations of comparable size and type.

9. Consistent with the Superintendent's own evaluation, evaluate all employee performance according to their contribution toward achieving the Board's ***Results*** policies and their compliance with the Board's ***Operational Expectations*** policies.

10. Assure that the evaluation of all instructional and administrative personnel is designed to:

    a. Improve and support instruction;
    b. Measure and document both excellent performance and unsatisfactory performance;
    c. Align teacher and administrator performance with multiple measures of student performance and learning;
    d. Promote continuous improvement and professional development.

11. Ensure that all staff members are qualified and trained to perform the responsibilities assigned to them.

12. Maintain an organizational culture that positively impacts the ability of staff to responsibly perform their jobs and allows them to work in an environment of professional support and courtesy.

Board Policies and Administrative Regulations

BP 1240 – VolunteersAR 1240 – Volunteers
BP 1312 – Complaints Concerning Schools
BP 1312.1 – Complaints Concerning District Employees
AR 1312.1 – Complaints Concerning District Employees
E 1312.1 – Complaints Concerning District Employees
BP 1312.2 – Complaints Concerning Instructional Materials
AR 1312.2 – Complaints Concerning Instructional Materials
E 1312.2 – Complaints Concerning Instructional Materials
BP 1312.3 – Uniform Complaint Procedures
AR 1312.3 – Uniform Complaint Procedures
AR 1312.4 – Williams Uniform Complaint Procedures
E 1312.4 – Williams Uniform Complaint Procedures
BP 1340 – Access to District Records
BP 2110 – Organization Chart/Lines of Responsibility
BP 2250 – Teacher-in-Charge/Principal's Designee
AR 3511 – Energy and Water Conservation
BP 3513 – Tobacco-Free Schools
AR 3513 – Tobacco-Free Schools
BP 3514 – Environmental Safety
AR 3514 – Environmental Safety
BP 3514.1 – Hazardous Substances
AR 3514.1 – Hazardous Substances
BP 3514.2 – Rideshare Program
AR 3515 – Campus Security

AR 3515.1 – Crime Data Reporting
BP 3515.2 – Disruptions
AR 3515.2 – Disruptions
AR 3515.3 – District Safety and Security
AR 3515.4 – Recovery for Property Loss or Damage
BP 3515.5 – Sex Offender Information
AR 3515.5 – Sex Offender Information
AR 3515.6 – Criminal Background Checks for Contractors
AR 3516 – Emergencies and Disaster Preparedness Plan
AR 3516.1 – Fire Drills and Fires
AR 3516.3 – Earthquake Emergency Procedure System
AR 3530 – Risk Management – Insurance
AR 3541.1 – Transportation for School-Related Trips
E 3541.1 – Transportation for School-Related Trips
AR 3542 – School Bus Drivers
AR 3550 – Food Service – Child Nutrition Program
BP 3580 – District Records
AR 3580 – District Records
BP 3600 - Consultants
BP 4000 – Concepts and Roles
BP 4020 – Drug and Alcohol-Free Workplace
AR 4020 – Drug and Alcohol-Free Workplace
E 4020 – Drug and Alcohol- Free Workplace
BP 4030 – Nondiscrimination in Employment
AR 4030 – Nondiscrimination in Employment
AR 4031 – Complaints Concerning Discrimination in Employment
AR 4032 – Reasonable Accommodation of Disabled Employees
BP 4040 – Employee Use of Technology
AR 4040 – Employee Use of Technology
BP 4100 – Certificated Personnel
BP 4111 – Recruitment and Selection for Principal and Assistant Principal
BP 4111.2, BP 4211.2, BP 4311.2 – Legal Status Requirement
AR 4111.2, AR 4211.2, AR 4311.2 – Legal Status Requirement
AR 4112.1 Contracts
BP 4112.2 – Certification
AR 4112.2 – Certification
AR 4112.3, AR 4212.3, AR 4312.3 – Oath or Affirmation
BP 4112.4, BP 4212.4, BP 4312.4 – Health Examinations
AR 4112.4, AR 4212.4, AR 4312.4 – Health Examinations
AR 4112.5, AR 4312.5 – Criminal Record Check
BP 4112.6, BP 4212.6, BP 4312.6 – Personnel Files
BP 4112.8, BP 4212.8, BP 4312.8 – Employment of Relatives and Persons Involved in Consensual Relationships
AR 4112.9, AR 4212.9, AR 4312.9 – Employee Notifications
BP 4112.21 – District Interns
AR 4112.21 – District Interns
AR 4112.22, AR 4212.22 – Staff Teaching Students of Limited English Proficiency
BP 4112.23 – Special Education Staff
BP 4112.41, BP 4212.41, BP 4312.41 – Employee Drug Testing

AR 4112.41, AR 4212.41, AR 4312.41 – Employee Drug Testing
BP 4112.42, BP 4212.42, BP 4312.42 – Drug and Alcohol Testing for Employees in Safety Sensitive Positions
AR 4112.42, AR 4212.42, AR 4312.42 – Drug and Alcohol Testing for Employees in Safety Sensitive Positions
BP 4112.61 BP 4212.61, BP 4312.61 – Employment References
AR 4112.61 AR 4212.61, AR 4312.61 – Employment References
BP 4112.62, BP 4212.62, BP 4312.62 – Maintenance of Criminal Offender Records
AR 4112.62, AR 4212.62, AR 4312.62 – Maintenance of Criminal Offender Records
E 4112.62, E 4212.62, E 4312.62 – Maintenance of Criminal Offender Records
BP 4113 – Assignment
AR 4113 – Assignment
BP 4113.4, BP 4213.4, BP 4313.4 – Temporary Modified/Light-Duty Assignment
AR 4113.4, AR 4213.4, AR 4313.4 – Temporary Modified/Light Duty Assignment
BP 4114 - Transfers
AR 4114 – Transfers
BP 4115 – Evaluation/Supervision
AR 4115 – Evaluation/Supervision
BP 4116 – Probationary/Permanent Status
AR 4116 – Probationary/Permanent Status
BP 4117.2, BP 4217.2, BP 4317.2 – Resignation
BP 4117.3 – Personnel Reduction
AR 4117.3 – Personnel Reduction
AR 4117.4 – Dismissal
AR 4117.5, AR 4217.5, AR 4317.5 – Termination Agreements
AR 4117.6 – Decision Not to Rehire
BP 4117.11, BP 4317.11 – Preretirement Part-Time Employment
AR 4117.11, AR 4317.11 – Preretirement Part-Time Employment
BP 4117.12, BP 4317.12 – Retirement Consultancy Contracts
AR 4117.12, AR 4317.12 – Retirement Consultancy Contracts
AR 4117.13 – Early Retirement Option
AR 4117.14, AR 4317.14 – Retired Teachers/Class Size Reduction Program
BP 4118 – Suspension/Disciplinary Action
AR 4118 – Suspension/Disciplinary Action
BP 4119.1, BP 4219.1, BP 4319.1 – Civil and Legal Rights
BP 4119.3, BP 4219.3, BP 4319.3 – Duties of Personnel
BP 4119.11, BP 4219.11, BP 4319.11 – Sexual Harassment
AR 4119.11, AR 4219.11, AR 4319.11 – Sexual Harassment
BP 4119.21, BP 4219.21, BP 4319.21 – Code of Ethics
E 4119.21 – Code of Ethics
BP 4119.22 – Dress and Grooming
BP 4119.23, BP 4219.23, BP 4319.23 – Unauthorized Release of Confidential/ Privileged Information
BP 4119.25, BP 4219.25, BP 4319.25 – Political Activities of Employees
AR 4119.25, AR 4219.25, AR 4319.25 – Political Activities of Employees
BP 4119.41, BP 4219.41, BP 4319.41 – Employees with Infectious Disease
BP 4119.42, BP 4219.42, BP 4319.42 – Exposure Control Plan for Blood borne Pathogens
AR 4119.42, AR 4219.42, AR 4319.42 – Exposure Control Plan for Blood borne Pathogens
BP 4119.43, BP 4219.43, BP 4319.43 – Universal Precautions

AR 4119.43, AR 4219.43, AR 4319.43 – Universal Precautions
AR 4121 – Temporary/Substitute Personnel
BP 4122 – Student Teachers/University Interns
AR 4127, AR 4227, AR 4327 – Temporary Athletic Team Coaches
BP 4128 – Shared Teaching Assignments
AR 4128 – Shared Teaching Assignments
BP 4131 – Staff Development
BP 4131.5 – Professional Growth
AR 4131.5 – Professional Growth
BP 4131.6, BP 4231.6, BP 4331.6 – Professional Development Plan
AR 4131.6, AR 4231.6, AR 4331.6 – Professional Development Plan
BP 4135, BP 4235, BP 4335 – Soliciting and Selling
BP 4136, BP 4236, BP 4336 – Non-school Employment
BP 4137 – Tutoring
BP 4138 – Mentor Teachers
AR 4138 – Mentor Teachers
BP 4139 – Peer Assistance and Review
BP 4140, BP 4240 – Bargaining Units
BP 4141, BP 4241 – Collective Bargaining Agreements
BP 4141.6, BP 4241.6 – Concerted Action/Work Stoppage
BP 4143, BP 4243 – Negotiations/Consultation
BP 4143.1, BP 4243.1 – Public Notice – Personnel Negotiations
BP 4144, BP 4244, BP 4344 – Complaints
AR 4144, AR 4244, AR 4344 – Complaints
BP 4151 BP 4251, BP 4351 – Employee Compensation
BP 4154, BP 4254, BP 4354 – Health and Welfare Benefits
BP 4156.2, BP 4256.2, BP 4356.2 – Awards and Recognition
BP 4157, BP 4257, BP 4357 – Employee Safety
AR 4157, A$ 4257, AR 4357 – Employee Safety
BP 4157.1, BP 4257.1, BP 4357.1 – Work Related Injuries
AR 4157.1, AR 4257.1, AR 4357.1 – Work Related Injuries
AR 4157.2, AR 4257.2, AR 4357.2 – Ergonomics
BP 4158, BP 4258, BP 4358 – Employee Security
AR 4158, AR 4258, AR 4358 – Employee Security
BP 4159, BP 4259, BP 4359 – Employee Assistance Program
BP 4161, BP_4261 – Leaves
BP 4161.1, BP 4361.1 – Personal Illness/Injury Leave
AR 4161.1, AR 4361.1 – Personal Illness/Injury Leave
AR 4161.2, AR 4261.2, AR 4361.2 – Personal Leaves
AR 4161.4 – Visiting Educator Leave
AR 4161.5, AR 4261.5, AR 4361.5 – Military Leave
BP 4161.8, BP 4261.8, BP 4361.8 – Family Care and Medical Leave
AR 4161.8, AR 4261.8, AR 4361.8 – Family Care and Medical Leave
E 4161.8, E 4261.8, E 4361.8 – Family Care and Medical Leave
AR 4161.11, AR 4361.11 – Industrial Accident/Illness Leave
BP 4200 – Classified Personnel
BP 4211 – Recruitment and Selection
BP 4212 – Appointment and Conditions of Employment
AR 4212.5 – Criminal Record Check

BP 4215 – Evaluation/Supervision
BP 4216 – Probationary/Permanent Status
BP 4217.2 – Resignation
AR 4218 – Dismissal/Suspension/Disciplinary Action
E 4219.21 – Code of Ethics
BP 4222 – Teacher Aides/Paraprofessionals
BP 4231 – Staff Development
BP 4300 – Management, Supervisory, and Confidential Personnel
AR 4300 – Management, Supervisory, and Confidential Personnel
AR 4311 – Selection Process for Management Appointments
BP 4311.1 – Recruitment and Selection
BP 4312.1 – Contracts
BP 4313.1 – Load/Scheduling/Hours of Employment
BP 4313.2 – Promotion/Demotion/Reassignment
AR 4313.2 – Promotion/Demotion/Reassignment
BP 4314 – Transfers
AR 4314 – Transfers
BP 4315 – Evaluation/Supervision
BP 4315.1 – Staff Evaluating Teachers
AR 4317.3 – Personnel Reduction
E 4319.21 – Code of Ethics
BP 4331 – Staff Development
BP 4361 - Leaves
BP 5030 – Student Wellness
AR 5111.1 – District Residency
AR 5112.2 – Exclusions from Attendance
AR 5119 – Students Expelled from Other Districts
BP 5123 – Promotion-Acceleration-Retention
AR 5123 – Promotion-Acceleration-Retention
BP 5125 – Student Records
AR 5125 – Student Records
BP 5125.1 – Release of Directory Information
AR 5125.1 – Release of Directory Information
AR 5125.3 – Challenging Student Records
BP 5131 – Conduct
BP 5131.1 – Bus Conduct
BP 5131.2 – Use of Electronic Signaling Devices
BP 5131.4 – Campus Disturbances
BP 5131.5 – Vandalism, Theft and Graffiti
BP 5131.6 – Alcohol and Other Drugs
AR 5131.6 – Alcohol and Other Drugs
BP 5131.7 – Weapons and Dangerous Instruments
AR 5131.7 – Weapons and Dangerous Instruments
BP 5131.61 – Drug Testing
BP 5131.63 – Anabolic Steroids
BP 5132 – Dress and Grooming
AR 5132.1 – Uniform Policy for Choosing a Mandatory Uniform
E 5132.1 – Uniform Policy for Choosing a Mandatory Uniform
BP 5133 – Gifts to School Personnel

BP 5136 – Gangs
AR 5136 – Gangs
BP 5137 – Positive School Climate
BP 5138 – Conflict Resolution-Peer Mediation
BP 5141 – Health Care and Emergencies
BP 5141.1 – Accidents
BP 5141.3 – Health Examinations
BP 5141.4 – Child Abuse Reporting Procedures
AR 5141.4 – Child Abuse Reporting Procedures
E 5141.4 – Child Abuse Reporting Procedures
AR 5141.6 – School-Based Health and Social Services
BP 5141.21 – Administering Medication and Monitoring Health Conditions
AR 5141.21 – Administering Medication and Monitoring Health Conditions
BP 5141.22 – Infectious Diseases
AR 5141.22 – Infections Diseases
BP 5141.23 – Infectious Disease Prevention
AR 5141.23 – Infectious Disease Prevention
BP 5141.24 – Specialized Health Care Services
AR 5141.24 – Specialized Health Care Services
AR 5141.25 – Availability of Condoms
BP 5141.26 – Tuberculosis Testing
AR 5141.26 – Tuberculosis Testing
AR 5141.31 – Immunizations
BP 5141.33 – Head Lice
AR 5141.33 – Head Lice
BP 5141.52 – Suicide Prevention
AR 5141.52 – Suicide Prevention
BP 5142 – Safety
AR 5142 – Safety
BP 5142.1 – Identification and Reporting of Missing Children
BP 5142.2 – Crossing Guards
AR 5142.2 – Crossing Guards
BP 5144 – Discipline
AR 5144 – Discipline
BP 5144.1 – Suspension and Expulsion Due Process
AR 5144.2 – Suspension and Expulsion Due Process Students with Disabilities
BP 5145.1 – Privacy
BP 5145.2 – Freedom of Speech Expression – Publications Code
AR 5145.2 – Freedom of Speech Expression – Publications Code
BP 5145.3 – Nondiscrimination Harassment
AR 5145.3 – Nondiscrimination Harassment
BP 5145.6 – Parental Notifications
E 5145.6 – Parental Notifications
BP 5145.7 – Sexual Harassment
AR 5145.7 – Sexual Harassment
BP 5145.8 – Refusal to Harm or Destroy Animals
AR 5145.8 – Refusal to Harm or Destroy Animals
BP 5145.9 – Hate-Motivated Behavior
BP 5145.11 – Question and Apprehension

AR 5145.11 – Question and Apprehension
BP 5145.12 – Search and Seizure
AR 5145.12 – Search and Seizure
BP 5148 – Child Care and Development
AR 5148 – Child Care and Development
BP 5149 – At Risk Students
AR 5149 – At Risk Students
BP 6000 – Concepts and Roles
BP 6020 – Parent Engagement
BP 6111 – School Calendar
BP 6142.91 – Reading Language Arts Instruction
BP 6142.92 – Mathematics Instruction
BP 6144 – Controversial Issues
AR 6144 – Controversial Issues
BP 6145.2 – Athletic CompetitionBP 6145.3 – Publications
AR 6145.5 – Student Organization and Equal Access
BP 6151- Class Size
AR 6151 – Class Size
BP 6153 – School-Sponsored Trips
AR 6153 – School-Sponsored Trips
BP 6159.1 – Procedural Safeguards Complaints for Special Education
BP 6159.3 – Appointment of Surrogate Parent for Special Education Students
AR 6159.3 – Appointment of Surrogate Parent for Special Education Students
AR 6161.1 – Selection and Evaluation of Instructional Materials
BP 6162.6 – Use of Copyrighted Materials
AR 6162.6 – Use of Copyrighted Materials
BP 6162.7 – Use of Technology in Instruction
AR 6162.7 – Use of Technology in Instruction
BP 6171 – Title I Programs
AR 6171 – Title I Programs
BP 6175 – Migrant Education Program
BP 6178 – Vocational Education
AR 6181 – Alternative Schools
BP 7140 – Architectural and Engineering Services

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***

Monitoring Frequency: ***Annually in*** _____

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Financial Planning

The Superintendent shall develop and maintain a balanced financial plan that is related directly to the Board's ***Results*** priorities and ***Operational Expectations*** goals.

The Superintendent will develop a budget that:

1. Is in a summary format understandable to the Board and public, presented in a manner that allows the Board to understand the relationship between the budget and the ***Results*** priorities and any ***Operational Expectations*** goals for the year.

2. Describes revenues, expenditures and fund balances with accuracy.

3. Shows the amount spent in each budget category for the most recently completed fiscal year, the amount budgeted for the current fiscal year, and the amount budgeted for the next two fiscal years.

4. Discloses budget-planning assumptions.

5. Assures fiscal soundness.

6. Reflects anticipated changes in employee compensation, including inflationary adjustments, step increases, performance increases and benefits.

The Superintendent may not develop a budget that:

7. Plans for the expenditure in any fiscal year of more funds than are conservatively projected to be available during the year.

8. Allows for a carry-over fund of monies in any budget line item that fails to appropriately be used for its intended purpose.

Board Policies and Administrative Regulations

BP 0420.1 – School-Based Program Coordination
AR 0420.1 – School Based Program Coordination
BP 1340 – Access to District Records
BP 3000 – Concepts and Roles
BP 3100 – Budget
AR 3100 – Budget
BP 3460 – Financial Reports and Accountability

AR 3460 – Financial Reports and Accountability
BP 3511 – Grimes-Kennedy Green and Grid Neutral Model Schools Policy Initiative
BP 3580 – District Records
AR 3580 – District Records
AR 4317.3 – Personnel Reduction
BP 5142.2 – Crossing Guards
BP 7000 – Concepts and Roles
BP 7110 – Facilities Master Plan
AR 7110 – Facilities Master Plan
BP 7111 – Evaluating Existing Buildings
AR 7150 – Site Selections and Development
BP 7210 – Facilities Financing
AR 7210 – Facilities Financing
BP 7211 – Developer Fees
BP 7212 – Mello Roos Districts
BP 7213 – School Facilities Improvement Districts

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal Report***
Monitoring Frequency: ***Annually in*** _____

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Financial Administration

The Superintendent shall not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board; causes or allows any fiscal condition that is inconsistent with achieving the Board's ***Results*** or meeting any ***Operational Expectations*** goals.

The Superintendent will:

1. Assure that payroll and legitimate debts of the district are promptly paid when due.

2. Assure that all purchases are based upon comparative prices of items of similar value, including consideration of both cost and long-term quality.

3. Use a competitive bidding procedure for the purchase of supplies, materials and equipment, and any contracted services except professional services, for all transactions in excess of $50,000.

4. Coordinate and cooperate with the Board's appointed financial auditor for an annual audit of all district funds and accounts.

5. Make all reasonable efforts to collect any funds due the district from any source.

6. Keep complete and accurate financial records by funds and accounts in accordance with Generally Accepted Accounting Principles and the Governmental Accounting Standards Board.

7. Publish an annual external financial audit in addition to an adopted budget, first and second interim financial reports as prescribed by State and Education Code guidelines.

The Superintendent may not:

8. Expend more funds than have been received in the fiscal year unless revenues are made available through other legal means, including the use of fund balances, the transfer of funds from reserve funds or from Certificate of Participation or parcel taxes.

9. Indebt the organization.

10. Expend monies from reserve funds.

11. Permanently transfer money from one fund to another.

12. Allow any required reports to be overdue or inaccurately filed.

13. Receive, process or disburse funds under controls that are insufficient under generally accepted accounting procedures.

Board Policies and Administrative Regulations

BP 0420.1 – School-Based Program Coordination
AR 0420.1 – School-Based Program Coordination
BP 3000 – Concepts and Roles
AR 3110 – Transfer of Funds
BP 3111 – Deferred Maintenance Funds
BP 3220.1 – Lottery Funds
BP 3260 – Fees and Charges
AR 3260 – Fees and Charges
BP 3270 – Sale and Disposal of Books, Equipment and Supplies
AR 3270 – Sale and Disposal of Books, Equipment and Supplies
BP 3290 – Gifts, Grants and Bequests
AR 3290 – Gifts, Grants and Bequests
BP 3300 – Expenditures-Spending Authority
AR 3300 – Expenditures-Spending Authority
BP 3310 – Purchasing Procedures
AR 3310 – Purchasing Procedures
BP 3311 – Bids
BP 3312 – Contracts
BP 3312.2 – Educational Travel Program Contracts
AR 3312.2 – Educational Travel Program Contracts
AR 3312.11 – State Allocation Board Contracts
BP 3314 – Payment for Goods and Services
AR 3314 – Payment for Goods and Services
BP 3314.2 – Revolving Funds
BP 3315 – Relations with Vendors
BP 3350 – Travel Expenses
BP 3400 – Management of District Assets-Accounts
AR 3400 – Management of District Assets-Accounts
BP 3430 – Investing
AR 3451 – Petty Cash Funds
BP 3452 – Student Activity Funds
AR 3511 – Energy and Water Conservation
AR 3514.1 – Hazardous Substances

AR 3515 – Campus Security
BP 3515.3 – District Safety and Security
BP 3515.4 – Recovery for Property Loss or Damage
AR 3515.6 – Criminal Background Checks for Contractors
AR 3530 – Risk Management – Insurance
AR 3541.2 – Transportation for Students with Disabilities
BP 3550 – Food Service – Child Nutrition Program
BP 3551 – Food Service Operations – Cafeteria Fund
AR 3551 – Food Service Operations – Cafeteria Fund
BP 3600 - Consultants
BP 4112.21 – District Interns
AR 4117.5, AR 4217.5, AR 4317.5 – Termination Agreements
BP 4117.12, BP 43171.12 – Retirement Consultancy Contracts
AR 4117.12, AR 4317.12 – Retirement Consultancy Contracts
AR 4117.13 – Early Retirement Option
AR 4119.25, AR 4219.25, AR 4319.25 – Political Activities of Employees
AR 4131.6, AR 4131.6, AR 4331.6 – Professional Development Plan
BP 4132 – Publication or Creation of Materials
BP 4135, BP 4235, BP 4335 – Soliciting and Selling
AR 4161, AR 4261 – Leaves
AR 4161.1, AR 4361.1 – Personal Illness/Injury Leave
AR 4161.2, AR 4261.2, AR 4361.2 – Family Care and Medical Leave
AR 4212.5 – Criminal Record Check
BP 4331 – Staff Development
AR 5118 – Transfers
AR 5125 – Student Records
AR 5127 – Graduation Ceremonies and Activities
BP 5131 – Conduct
BP 5131.5 – Vandalism, Theft and Graffiti
AR 5141.3 – Health Examinations
AR 5141.6 – School-Based Health and Social Services
BP 5142.1 – Identification and Reporting of Missing Children
BP 5142.2 – Crossing Guards
AR 5142.2 – Crossing Guards
BP 5142.3 – Student Use of Bicycles
BP 5143 - Insurance
BP 5148 – Child Care and Development
AR 5148 – Child Care and Development
BP 6153 – School Sponsored Trips
BP 6161.1 – Selection and Evaluation of Instructional Materials
AR 6161.1 – Selection and Evaluation of Instructional Materials
BP 6161.2 – Damaged or Lost Instructional Materials
BP 6162.6 – Use of Copyrighted Materials
AR 6178 – Vocational Education
AR 6181 – Alternative Schools
BP 6200 – Adult Education
AR 6200 – Adult Education

BP 7000 – Concepts and Roles
BP 7110 – Facilities Master Plan
AR 7110 – Facilities Master Plan
BP 7111 – Evaluating Existing Buildings
BP 7131 – Relations with Local Agencies
BP 7140 – Architectural and Engineering Services
AR 7140 – Architectural and Engineering Services
BP 7150 – Site Selections and Development
AR 7150 – Site Selections and Development
BP 7210 – Facilities Financing
AR 7210 – Facilities Financing
BP 7211 – Developer Fees
BP 7212 – Mello Roos Districts
BP 7213 – School Facilities Improvement Districts

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Twice Annually in _____ and _____***

External report: Annually in _____

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Asset Protection

The Superintendent will assure that all organizational assets are adequately protected, properly maintained, appropriately used and not placed at undue risk.

The Superintendent will:

1. Maintain adequate property and casualty insurance coverage on district property consistent with industry standards.

2. Maintain both Errors and Omissions and Comprehensive General Liability insurance coverage protecting board members, staff and the district itself in an amount that is reasonable for school districts of comparable size and character.

3. Assure that all personnel who have access to material amounts of district and school funds are bonded.

4. Protect district-owned intellectual property, information, files, records and fixed assets from sale for personal profit, loss or significant damage.

The Superintendent may not:

5. Allow facilities and equipment to be subject to improper use or insufficient maintenance.

6. Recklessly expose the district, the Board or staff to legal liability.

7. Invest funds in investments that are not secured or that are not authorized by law.

8. Purchase or sell real estate, including land and buildings.

9. Take any action that damages the district's public image or credibility.

Board Policies and Administrative Regulations

BP 0250 – Asset Development Policy
BP 0450 – Comprehensive Safety Plan
AR 0450 – Comprehensive Safety Plan
BP 1330 – Use of School Facilities
AR 1330 – Use of School Facilities
E 1330 – Use of School Facilities
BP 3000 – Concepts and Roles

BP 3111 – Deferred Maintenance Funds
BP 3270 – Sale and Disposal of Books, Equipment and Supplies
AR 3270 – Sale and Disposal of Books, Equipment and Supplies
BP 3280 – Sale, Lease, Rental of District-Owned Real Property
AR 3280 Sale, Lease, Rental of District-Owned Real Property
BP 3312.2 – Education Travel Program Contracts
BP 3315 – Relations with Vendors
BP 3320 – Claims and Actions Against the District
AR 3320 – Claims and Actions Against the District
BP 3430 – Investing
AR 3512 – Equipment
AR 3514 – Environmental Safety
BP 3514.1 – Hazardous Substances
AR 3515 – Campus Security
BP 3515.3 – District Safety and Security
BP 3515.4 – Recovery for Property Loss or Damage
AR 3515.4 – Recovery for Property Loss or Damage
BP 3515.5 – Sex Offender Information
AR 3515.5 – Sex Offender Information
AR 3515.6 – Criminal Background Checks for Contractors
AR 3516.2 – Bomb Threats
BP 3516.5 – Emergency Schedules
BP 3530 – Risk Management – Insurance
AR 3530 – Risk Management – Insurance
AR 3541.1 – Transportation for School-Related Trips
E 3541.1 – Transportation for School-Related Trips
AR 3543 – Transportation Safety and Emergencies
AR 3550 – Food Service – Child Nutrition Program
BP 3580 – District Records
AR 3580 – District Records
BP 4040 – Employee Use of Technology
AR 4040 – Employee Use of Technology
BP 4112.6, BP 4212.6, BP 4312.6 – Personnel Files
BP 4112.42, BP 4212.42, BP 4312.42 – Drug and Alcohol Testing for Employees in Safety Sensitive Positions
AR 4118 – Suspension/Disciplinary Action
BP 4119.11, BP 4219.11, BP 4319.11 – Sexual Harassment
E 4119.21 – Code of Ethics
BP 4119.41, BP 4219.41, BP 4319.41 – Employees with Infectious Disease
BP 4119.43, BP 4219.43, BP 4319.43 – Universal Precautions
BP 4132, BP 4232, BP 4332 – Publication or Creation of Materials
BP 4135, BP 4235, BP 4335 – Soliciting and Selling
BP 4136, BP 4236, BP 4336 – Non-school Employment
AR 4157.2, AR 4257.2, AR 4257.3 – Ergonomics
BP 4158, BP 4258, BP 4358 – Employee Security
BP 4161, BP 4261 – Leaves
AR 4161.8, AR 4261.8, AR 4361.8 – Family Care and Medical Leave
AR 4161.11, AR 4361.11 – Industrial Accident/Illness Leave
AR 4218 – Dismissal/Suspension/Disciplinary Action
E 4319.21 – Code of Ethics

AR 5112.2 – Exclusions from Attendance
AR 5119 – Students Expelled from Other Districts
BP 5125 – Student Records
BP 5125.1 – Release of Directory Information
AR 5125.2 – Withholding Grades, Diploma or Transcripts
AR 5125.3 – Challenging Student Records
BP 5131 – Conduct
BP 5131.4 – Campus Disturbances
BP 5131.5 – Vandalism, Theft and Graffiti
AR 5131.6 – Alcohol and Other Drugs
BP 5131.7 – Weapons and Dangerous Instruments
AR 5131.7 – Weapons and Dangerous Instruments
BP 5131.61 – Drug Testing
AR 5131.61 – Drug Testing
BP 5141 – Health Care and Emergencies
BP 5141.1 – Accidents
BP 5141.3 – Health Examinations
AR 5141.4 – Child Abuse Reporting Procedures
BP 5141.21 – Administering Medication and Monitoring Health Conditions
BP 5141.22 – Infectious Diseases
AR 5141.22 – Infectious Diseases
AR 5141.23 – Infectious Disease Prevention
BP 5141.25 – Availability of Condoms
BP 5141.26 – Tuberculosis Testing
AR 5141.31 – Immunizations
BP 5141.52 – Suicide Prevention
BP 5142 – Safety
AR 5142 – Safety
AR 5142.2 – Crossing Guards
BP 5142.3 – Student Use of Bicycles
BP 5143 – Insurance
BP 5145.1 – Privacy
AR 5145.2 – Freedom of Speech Expression – Publications Code
AR 5145.11 – Question and Apprehension
BP 6142.2 – AIDS Prevention Instruction
BP 6145.3 – Publications
BP 6145.5 – Student Organization and Equal Access
AR 6145.5 – Student Organization and Equal Access
AR 6153 – School-Sponsored Trips
BP 6161.3 – Toxic Art Supplies
AR 6162.6 – Use of Copyrighted Materials
BP_6163.4 – Student Use of Technology
AR 6163.4 – Student Use of Technology
BP 6178.1 – Work Experience Education
AR 6181 – Alternative Schools
BP 7000 – Concepts and Roles
BP 7110 – Facilities Master Plan
AR 7110 – Facilities Master Plan
BP 7111 – Evaluating Existing Buildings
BP 7131 – Relations with Local Agencies

BP 7140 – Architectural and Engineering Services
AR 7140 – Architectural and Engineering Services
BP 7150 – Site Selections and Development
AR 7150 – Site Selections and Development
BP 7210 – Facilities Financing
AR 7210 – Facilities Financing
BP 7211 – Developer Fees
BP 7212 – Mello Roos Districts
BP 7213 – School Facilities Improvement Districts

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in*** _____
Sacramento City Unified School District Board of Education

The Aspen Group International, LLC ©

Policy Type: Operational Expectations

Communicating With the Board

The Superintendent shall assure that the Board is fully and adequately informed about matters relating to Board work and significant organizational concern.

The Superintendent will:

1. Submit required monitoring data (see policy ***B/SR-5***–*Monitoring Superintendent Performance*) in a thorough, accurate and understandable fashion, according to the Board's annual work plan schedule, and including both Superintendent interpretations and relevant data to substantiate compliance or reasonable progress.

2. Provide for the Board in a timely manner information about trends, facts and other information relevant to the Board's work.

3. Inform the Board of significant transfers of money within funds or other changes substantially affecting the district's financial condition.

4. Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.

5. Inform the Board of anticipated significant media coverage.

6. Inform the Board, the Board president or individual members if, in the Superintendent's opinion, the Board or individual members have encroached into areas of responsibility assigned to the Superintendent or if the Board or its members are non-compliant with any ***Governance Culture*** or ***Board/Superintendent Relations*** policies.

7. Present information in simple and concise form, indicating clearly whether the information is incidental, intended for decision preparation, or for formal monitoring.

8. Treat all members equally and assure that all members have equal access to information.

9. Inform the Board in a timely manner of any actual or anticipated noncompliance with any Board ***Operational Expectations*** policy or any anticipated failure to achieve reasonable progress toward in any ***Results*** policy.

10. Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent, but required by law to be approved by the Board.

11. Inform the Board in a timely manner of the administrative disposition of complaints presented to the Superintendent by the Board.

12. Inform the Board in advance of any deletions of, additions to or significant modifications of any instructional programs.

Board Policies and Administrative Regulations

BP 0500 – Accountability
BP 1000 – Concepts and Roles
BP 1020 – Youth Services
BP 1100 – Communication with the Public
BP 1112 – Media Relations
BP 1312.3 – Uniform Complaint Procedures
BP 2120 – Superintendent of Schools
BP 3100 – Budget
AR 3100 – Budget
BP 3111 – Deferred Maintenance Funds
BP 3400 – Management of District Assets-Accounts
BP 3430 – Investing
BP 3460 – Financial Reports and Accountability
AR 3460 – Financial Reports and Accountability
BP 3511 – Grimes-Kennedy Green and Grid Neutral Model Schools Policy Initiative
BP 3515.5 – Sex Offender Information
AR 3515.5 – Sex Offender Information
BP 3516 – Emergencies and Disaster Preparedness Plan
AR 3516 – Emergencies and Disaster Preparedness Plan
AR 3516.2 – Bomb Threats
BP 3530 – Risk Management – Insurance
AR 3530 – Risk Management – Insurance
BP 4000 – Concepts and Roles
BP 6000 – Concepts and Roles
BP 6143 – Courses of Study
BP 6162.5 – Student Assessment
AR 6162.5 – Student Assessment
BP 6190 – Evaluation of the Instructional Program
BP 7212 – Mello Roos Districts
BP 7310 – Naming of Facility

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Sacramento City Unified School District Board of Education

The Aspen Group International, LLC ©

Policy Type: Operational Expectations

Communicating With the Public

The Superintendent shall assure that the public is adequately informed about the condition and direction of the district and individual school sites.

The Superintendent will:

1. Assure the timely flow of information, appropriate input, and strategic two-way dialog between the district and the public that builds understanding and support for district efforts.

2. Prepare and publish, on behalf of the Board, an annual progress report to the public that includes the following items:

    a. Data indicating student progress toward accomplishing the Board's ***Results*** policies.

    b. Information about school district strategies, programs and operations intended to accomplish the Board's ***Results*** policies.

    c. Revenues, expenditures and costs of major programs and a review of the district's financial condition.

Board Policies and Administrative Regulations

BP 0420 – School Plans/Site CouncilsAR 0420 – School Plans/Site Councils
BP 0420.1 – School-Based Program Coordination
AR 0420.1 – School-Based Program Coordination
AR 0450 – Comprehensive Safety Plan
BP 0510 – School Accountability Report Card
AR 0510 – School Accountability Report Card
BP 1000 – Concepts and Roles
BP 1100 – Communications with the Public
BP 1112 – Media Relations
BP 1113 – District and School Websites
AR 1113 – District and School Websites
BP 1340 – Access to District Records
AR 1340 – Access to District Records
BP 3100 – Budget
AR 3100 – Budget
AR 3320 – Claims and Actions Against the District
BP 3514.1 – Hazardous Substances

AR 3515.1 – Crime Data Reporting
BP 3516 – Emergencies and Disaster Preparedness Plan
AR 3516 – Emergencies and Disaster Preparedness Plan
AR 3516.2 – Bomb Threats
AR 3550 – Food Service – Child Nutrition Program
BP 5126 – Awards for Achievement
BP 5131.4 – Campus Disturbances
VP 5131.5 – Vandalism, Theft and Graffiti
AR 5145.3 – Nondiscrimination Harassment
BP 6020 – Parent Engagement
BP 6162.5 – Student Assessment
BP 6190 – Evaluation of the Instructional Program

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Sacramento City Unified School District Board of Education

Policy Type: Operational Expectations

Instructional Program

The Superintendent shall maintain a program of instruction that offers challenging and relevant opportunities for all students to achieve at levels defined in the Board's ***Results*** policies.

The Superintendent will:

1. Ensure the active engagement of parents, guardians and community members in student learning.

2. Ensure that instructional programs are based on a comprehensive and objective review of best practices research.

3. Base instruction and align the curriculum on district academic standards that meet or exceed state, national, or globally-recognized model standards.

4. Effectively measure each student's progress toward achieving or exceeding the standards.

5. Ensure that the instructional program includes opportunities for students to develop talents, career and life skills and interests in more specialized areas.

6. Ensure that the instructional program accommodates the different learning styles of students and differentiates instruction to meet the learning needs of students of various backgrounds, abilities and interests.

7. Encourage new and innovative programs and instructional approaches, carefully monitoring and evaluating the effectiveness of all such programs and approaches at least annually.

8. Ensure that all instructional programs are regularly evaluated and modified as necessary to assure their continuing effectiveness.

9. Protect the instructional time provided for students during the academic day by prohibiting interruptions due to unnecessary intrusions, unnecessary teacher time out of the classroom, or the scheduling of activities that can be scheduled during other times.

10. Assure that the district calendar and the time made available during the instructional day assign priority to and best serve the learning needs of students.

11. Select instructional materials that assure continuity, integration and articulation of the curriculum by course and program.

12. Assure the availability of technology and other resources adequate to achieve the intended full implementation and success of an instructional course or program before adoption.

13. Regularly evaluate instructional materials and maintain a procedure for reviewing such materials upon formal request by a parent or other stakeholder.

14. Adequately monitor and control student access to and utilization of electronically distributed information.

15. Ensure appropriate input from students, parents, teachers, administrators and other staff members involved in the instructional program as instructional materials are reviewed and selected.

16. Review school attendance boundaries periodically to assure reasonable balance in student enrollment.

Board Policies and Administrative Regulations

BP 0000 – Concepts and Roles
BP 0100 – Philosophy
BP 0200 – Goals for the District
BP 0420.1 – School Plans/Site Councils
AR 0420.1 – School Plans/ Site Councils
BP 0430 – Comprehensive Local Plan for Special Education
BP 1020 – Youth Services
BP 1220 – Citizen Advisory Committees
AR 1220 – Citizen Advisory Committees
BP 1240 – Volunteers
AR 1240 – Volunteers
BP 1312.2 – Complaints Concerning Instructional Materials
AR 1312.2 – Complaints Concerning Instructional Materials
E 1312.2 – Complaints Concerning Instructional Materials
AR 1312.4 – Williams Uniform Complaint Procedures
E 1312.4 – Williams Uniform Complaint Procedures
BP 1321 – Solicitation of Funds From and By Students
AR 1321 – Solicitation of Funds From and By Students
BP 3312 – Contracts
BP 3312.2 – Education Travel Program Contracts
AR 3312.2 – Education Travel Program Contracts

BP 3515.2 – Disruptions
AR 4112.22, AR 4212.22 – Staff Teaching Students of Limited English Proficiency
BP 4112.23 – Special Education Staff
AR 4115 - Evaluation/Supervision
AR 4117.14/AR 4317.14 – Retired Teachers/Class Size Reduction Program
BP 4122 – Student Teachers/University Interns
AR 4128 – Shared Teaching Assignments
BP 4131 – Staff Development
BP 4131.6, BP 4231.6, BP 4331.6 – Professional Development Plan
BP 4137 – Tutoring
BP 4138 – Mentor Teachers
BP 4315.1 – Staff Evaluating Teachers
E 4319.21 – Code of Ethics
BP 4331 – Staff Development
BP 5020 – Parents Rights and Responsibilities
BP 5021 – Noncustodial Parents
AR 5111.12 – Residency Based on Parent-Guardian Employment
BP 5116 – School Attendance Boundaries
BP 5116.1 – Intradistrict Open Enrollment
AR 5116.1 – Intradistrict Open Enrollment
AR 5117.1 – Interdistrict Attendance Agreements
BP 5121 – Evaluation of Student Achievement
BP 5123 – Promotion-Acceleration-Retention
AR 51233 – Promotion-Acceleration-Retention
E 5123 – Promotion-Acceleration-Retention
BP 5124 – Communicating with Parents-Guardians
BP 5125 – Student Records
BP 5137 – Positive School Climate
BP 5138 – Conflict Resolution-Peer Mediation
BP 5148 – Child Care and Development
AR 5148 – Child Care and Development
BP 5149 – At Risk Students
AR 5149 – At Risk Students
BP 6000 – Concepts and Roles
BP 6010 – Goals and ObjectivesBP 6011 – Academic Standards
BP 6020 – Parent Engagement
BP 6030 – Integrated Academic Vocational Instruction
AR 6030 – Integrated Academic Vocational Instruction
BP 6111 – School Calendar
BP 6112 – School Day
BP 6116 – Classroom Interruptions
AR 6116 – Classroom Interruptions
BP 6117 – Year-Round Schedules
BP 6118 – Weather-Related Schedules
BP 6141 – Curriculum Development and Evaluation
BP 6141.2 – Recognition of Religious Beliefs and Customs
AR 6141.2 – Recognition of Religious Beliefs and Customs
BP 6141.6 – Multicultural Education
BP 6142.1 – Family Life Sex Education
AR 6142.1 – Family Life Sex Education
E 6142.1 – Family Life Sex Education
BP 6142.2 – AIDS Prevention Instruction
AR 6142.2 – AIDS Prevention Instruction
BP 6142.4 – Service Learning Project Senior Project
AR 6142.4 – Learning Through Community Service

BP 6142.5 – Environmental Education
BP 6142.6 – Visual and Performing Arts Education
BP 6142.7 – Physical Education
BP 6142.8 – Comprehensive Health Education
BP 6142.91 – Reading Language Arts Instruction
BP 6142.92 – Mathematics Instruction
BP 6142.93 – Science Instruction
BP 6143 – Courses of Study
AR 6143 – Courses of Study
BP 6144 – Controversial Issues
AR 6144 – Controversial Issues
BP 6145 – Extracurricular and Cocurricular Activities
BP 6146.1 – High School Graduation Requirements
BP 6146.2 – Certificate of Proficiency High School Equivalency
BP 6146.3 – Reciprocity of Academic Credit
AR 6146.3 – Reciprocity of Academic Credit
BP 6146.4 – Differential Graduation and Competency Standards for Students with Disabilities
BP 6146.5 – Elementary Middle School Graduation Requirements
AR 6146.5 – Elementary Middle School Graduation Requirements
BP 6146.11 – Alternative Credits toward Graduation
AR 6146.11 – Alternative Credits toward Graduation
BP 6146.12 – Pathways Toward Graduation
AR 6146.12 – Pathways Toward Graduation
E 6146.12 – Pathways Toward Graduation
BP 6151 – Class Size
AR 6151 – Class Size
BP 6152 – Class Assignment
BP 6153 – School-Sponsored Trips
AR 6153 – School-Sponsored Trips
E 6153 – School-Sponsored Trips
BP 6154 – Homework Makeup work
AR 6154 – Homework Makeup work
BP 6155 – Challenging Courses By Examination
AR 6155 – Challenging Courses by Examination
BP 6158 – Independent Study
AR 6158 – Independent Study
BP 6159 – Individualized Education Program
AR 6159 – Individualized Education Program
AR 6159.4 – Behavioral Interventions for Special Ed Students
BP 6161 – Equipment, Books and Materials
AR 6161 – Equipment Books and Materials
BP 6161.1 – Selection and Evaluation of Instructional Materials
AR 6161.1 – Selection and Evaluation of Instructional Materials
BP 6161.2 – Damaged or Lost Instructional Materials
BP 6161.4 – Classroom Equipment and Supplies
AR 6161.4 – Classroom Equipment and Supplies
BP 6161.11 – Supplementary Instructional Materials
BP 6162.5 – Student Assessment
AR 6162.5 – Student Assessment
BP 6162.7 – Use of Technology in Instruction
AR 6162.7 – Use of Technology in Instruction
BP 6162.31 – Student Aides
AR 6162.31 – Student Aides
AR 6162.51 – Standardized Testing and Reporting Program
BP 6163.1 – Library Media Centers

BP 6163.4 – Student Use of Technology
AR 6163.4 – Student Use of Technology
E 6163.4 – Student Use of Technology
BP 6164.2 – Guidance Counseling Services
AR 6164.2 – Guidance Counseling Services
BP 6164.4 – Identification of Individuals for Special Education
AR 6164.4 – Identification of Individuals for Special Education
BP 6164.5 – Student Study Teams
AR 6164.5 – Student Study Teams
BP 6164.6 – Identification and Education under Section 504
AR 6146.6 – Identification and Education under Section 504
BP 6171 – Title I Programs
AR 6171 – Title I Programs
BP 6172 – Gifted and Talented Student Programs
AR 6172 – Gifted and Talented Student Programs
BP 6174 – Education for English Language Learners
BP 6175 – Migrant Education Program
AR 6175 – Migrant Education Program
BP 6176 – Extended Day Weekend Saturday Classes
BP 6177 – Summer School and Extended Learning
AR 6177 – Summer School and Extended Learning
BP 6178 – Vocational Education
AR 6178 – Vocational Education
BP 6178.1 – Work Experience Education
BP 6179 – Supplemental Instruction
BP 6181 – Alternative Schools
AR 6181 – Alternative Schools
E 6181 – Alternative Schools
BP 6182 – Opportunity School, Class, Program
AR 6182 – Opportunity School, Class Program
BP 6183 – Home and Hospital Instruction
BP 6184 – Continuation Education
AR 6184 – Continuation Education
BP 6185 – Community Day School
AR 6185 – Community Day School
BP 6190 – Evaluation of the Instructional Program
BP 6200 – Adult Education
AR 6200 – Adult Education

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Monitoring Method: ***Internal report***
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Sacramento City Unified School District Board of Education

The Aspen Group International, LLC©

Policy Type: Operational Expectations

Student Discipline

The Superintendent shall establish and consistently enforce discipline policies to maintain safe and effective learning environments for all students.

The Superintendent will:

1. Appropriately involve teachers, administrators, students, parents, guardians and the community in developing student discipline policy;

2. Assure that teachers, students and parents are informed of the disciplinary expectations of students.

3. Ensure that all policies and procedures regarding discipline are enforced consistently using reasonable judgment.

The Superintendent may not:

4. Permit student unruly or unlawful behaviors that either disrupt learning, destroy property or bring liability to the board or district.

Board Policies and Administrative Regulations

BP 3514.4 – Recovery for Property Loss or Damage
AR 3515.4 – Recovery for Property Loss or Damage
AR 3516.2 – Bomb Threats
AR 3542 – School Bus Drivers
AR 3543 – Transportation Safety and Emergencies
BP 4158, BP 4258, BP 4358 – Employee Security
BP 5000 – Concepts and Roles
BP 5020 – Parents Rights and Responsibilities
AR 5111.11 – Residency of Student with Caregiver
E 5111.11 – Residency of Student with Caregiver
AR 5111.12 – Residency Based on Parent-Guardian Employment
AR 5112.1 – Exemptions from Attendance
AR 5112.2 – Exclusions from Attendance
BP 5112.5 – Closed Campus
BP 5113 – Absences and Excuses
AR 5113 – Absences and Excuses
BP 5113.1 – Truancy

AR 5113.2 – Work Permits
BP 5116.1 – Intradistrict Open Enrollment
AR 5116.1 – Intradistrict Open Enrollment
AR 5117.1 – Interdistrict Attendance Agreements
BP 5119 – Students Expelled from Other Districts
AR 5119 – Students Expelled from Other Districts
BP 5121 – Evaluation of Student Achievement
AR 5121 – Evaluation of Student Achievement
AR 5123 – Promotion-Acceleration-Retention
AR 5125.2 – Withholding Grades, Diploma or Transcripts
BP 5127 – Graduation Ceremonies and Activities
AR 5127 – Graduation Ceremonies and Activities
BP 5131 – Conduct
BP 5131.1 – Bus Conduct
AR 5131.1 – Bus Conduct
BP 5131.2 – Use of Electronic Signaling Devices
BP 5131.4 – Campus Disturbances
BP 5131.5 – Vandalism, Theft and Graffiti
BP 5131.6 – Alcohol and Other Drugs
AR 5131.6 – Alcohol and Other Drugs
BP 5131.7 – Weapons and Dangerous Instruments
AR 5131.7 – Weapons and Dangerous Instruments
BP 5131.9 – Academic Honesty
AR 5131.9 – Academic Honesty
BP 5131.61 – Drug Testing
AR 5131.61 – Drug Testing
BP 5131.62 – Tobacco
AR 5131.62 – Tobacco
BP 5132 – Dress and Grooming
BP 5136 – Gangs
AR 5136 – Gangs
BP 5137 – Positive School Climate
BP 5138 – Conflict Resolution-Peer Mediation
BP 5144 – Discipline
AR 5144 – Discipline
BP 5144.1 – Suspension and Expulsion Due Process
AR 5144.2 – Suspension and Expulsion Due Process Student with Disabilities
AR 5145.3 – Nondiscrimination Harassment
BP 5145.7 – Sexual Harassment
AR 5145.7 – Sexual Harassment
BP 5145.9 – Hate-Motivated Behavior
BP 5145.12 – Search and Seizure

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Sacramento City Unified School District Board of Education

The Aspen Group International, LLC©

Policy Type: Operational Expectations

Learning Environment

The Superintendent shall establish and maintain a learning environment that is safe, respectful and conducive to effective learning.

The Superintendent will:

1. Maintain a climate that is characterized by support and encouragement for high student achievement.

2. Assure that all confidential student information is properly used and protected.

The Superintendent may not:

3. Tolerate any behaviors, actions or attitudes by adults who have contact with students that hinder the academic performance or the well-being of students.

4. Permit unnecessary or irrelevant collection of student information.

Board Policies and Administrative Regulations

BP 0100 – Philosophy
BP 0200 – Goals for the District
BP 0420 – School Plans/Site Councils
AR 0420.1 – School Plans/Site Councils
BP 0420.1 – School Plans/Site Councils
AR 0420.1 – School Plans/ Site Councils
BP 0420.2 – School Improvement Plan
BP 0430 – Comprehensive Local Plan for Special Education
BP 1340 – Access to District Records
AR 1340 – Access to District Records
E 1340 – Access to District Records
BP 3260 – Fees and Charges
BP 3513 – Tobacco-Free Schools
BP 3514 – Environmental Safety
AR 3515 – Campus Security
AR 3515.1 – Crime Data Reporting
BP 3515.2 – Disruptions
AR 3515.2 – Disruptions
BP 3515.5 – Sex Offender Information
AR 3515.5 – Sex Offender Information
AR 3516 – Emergencies and Disaster Preparedness Plan
AR 3516 – Emergencies and Disaster Preparedness Plan
BP 3540 – Transportation
AR 3541 – Transportation Routes and Services
AR 3542 – School Bus Drivers
AR 3550 – Food Service – Child Nutrition Program

BP 3553 – Free and Reduced Price Meals
AR 3553 – Free and Reduced Price Meals
BP 3554 – Other Food Sales
AR 4112.9, AR 4212.9, AR 4312.9 – Employee Notifications
AR 4112.41, AR 4212.41, AR 4312.41 – Employee Drug Testing
AR 4117.14, AR 4317.14 – Retired Teachers/Class Size Reduction Program
AR 4118 – Suspension/Disciplinary Action
BP 4119.11, BP 4219.11, BP 4319.11 – Sexual Harassment
AR 4119.11, AR 4219.11, AR 4319.11 – Sexual Harassment
BP 4119.21, BP 4219.21, BP 4319.21 – Code of Ethics
BP 4119.22 – Dress and Grooming
BP 4119.23, BP 4219.23, BP 4319.23 – Unauthorized Release of Confidential/ Privileged Information
AR 4119.25, AR 4219.25, AR 4319.25 – Political Activities of Employees
AR 4127, AR 4227, AR 4327 – Temporary Athletic Team Coaches
AR 4131.6, AR 4231.6, AR 4331.6 – Professional Development Plan
BP 4158, BP 4258, BP 4358 – Employee Security
AR 4218 – Dismissal/Suspension/Disciplinary Action
BP 4222 – Teacher Aides/Paraprofessionals
E 4319.21 – Code of Ethics
BP 5000 – Concepts and Roles
BP 5020 – Parents Rights and Responsibilities
BP 5021 – Noncustodial Parents
BP 5030 – Student Wellness
BP 5111 – Admission
AR 5111 – Admission
AR 5111.1 – District Residency
AR 5111.2 – Nonresident Foreign Student
AR 51111.11 – Residency of Student with Caregiver
E 5111.11 – Residency of Students with Caregiver
AR 5111.12 – Residency Based on Parent-Guardian Employment
AR 5111.13 – Residency for Homeless Children
BP 5112.1 – Exemptions from Attendance
AR 5112.1 – Exemptions from Attendance
AR 5112.2 – Exclusions from Attendance
BP 5112.3 – Student Leave of Absence
AR 5112.3 – Student Leave of Absence
BP 5112.5 – Closed Campus
BP 5113 – Absences and Excuses
AR 5113 – Absences and Excuses
BP 5113.2 – Work Permits
AR 5113.2 – Work Permits
BP 5116.1 – Intradistrict Open Enrollment
AR 5116.1 – Intradistrict Open Enrollment
BP 5117 – Interdistrict Attendance
AR 5117.1 – Interdistrict Attendance Agreements
AR 5118 – Transfers
BP 5119 – Students Expelled from Other Districts
AR 5119 – Students Expelled from Other Districts
BP 5121 – Evaluation of Student Achievement
AR 5121 – Evaluation of Student Achievement
BP 5123 – Promotion-Acceleration-Retention
AR 5123 – Promotion-Acceleration-Retention
BP 5125.1 – Release of Directory Information
AR 5125.1 – Release of Directory Information
AR 5125.3 – Challenging Student Records

BP 5126 – Awards for Achievement
AR 5127 – Graduation Ceremonies and Activities
BP 5131 – Conduct
AR 5131.1 – Bus Conduct
BP 5131.2 – Use of Electronic Signaling Devices
BP 5131.4 – Campus Disturbances
BP 5131.5 – Vandalism, Theft and Graffiti
BP 5131.6 – Alcohol and Other Drugs
AR 5131.6 – Alcohol and Other Drugs
BP 5131.7 – Weapons and Dangerous Instruments
AR 5131.7 – Weapons and Dangerous Instruments
BP 5131.9 – Academic Honesty
BP 5131.61 – Drug Testing
BP 5131.62 – Tobacco
AR 5131.62 – Tobacco
BP 5131.63 – Anabolic Steroids
AR 5132 – Dress and Grooming
BP 5132.1 – Uniform Policy for Choosing a Mandatory Uniform
AR 5132.1 – Uniform Policy for Choosing a Mandatory Uniform
E 5132.1 – Uniform Policy for Choosing a Mandatory Uniform
BP 5136 – Gangs
AR 5136 – Gangs
BP 5137 – Positive School Climate
BP 5138 – Conflict Resolution – Peer Mediation
BP 5141.3 – Health Examinations
AR 5141.4 – Child Abuse Reporting Procedures
BP 5141.6 – School- Based Health and Social Services
AR 5141.6 – School-Based Health and Social Services
BP 5141.21 – Administering Medication and Monitoring Health Conditions
BP 5141.22 – Infectious Diseases
BP 5141.23 – Infectious Disease Prevention
AR 5141.23 – Infectious Disease Prevention
BP 5141.24 – Specialized Health Care Services
AR 5141.24 – Specialized Health Care Services
BP 5141.26 – Tuberculosis Testing
AR 5141.26 – Tuberculosis Testing
BP 514.131 – Immunizations
AR 5141.31 – Immunizations
AR 5141.32 – Child Health and Disability Prevention Program
BP 5141.33 – Head Lice
AR 5141.33 – Head Lice
BP 5141.41 – Child Abuse Prevention
BP 5141.52 – Suicide Prevention
AR 5141.52 – Suicide Prevention
BP 5142 – Safety
AR 5142 – Safety
BP 5142.2 – Crossing Guards
AR 5142.2 – Crossing Guards
BP 5142.3 – Student Use of Bicycles
BP 5143 – Insurance
BP 5144 – Discipline
AR 5144 – Discipline
BP 5144.1 – Suspension and Expulsion Due Process
AR 5144.2 – Suspension and Expulsion Due Process Students with Disabilities
E 5144.2 – Suspension and Expulsion Due Process Students with Disabilities

BP 5145.1 – Privacy
BP 5145.2 – Freedom of Speech Expression – Publications Code
AR 5145.2 – Freedom of Speech Expression – Publications Code
BP 5145.3 – Nondiscrimination Harassment
AR 5145.3 – Nondiscrimination Harassment
BP 5145.7 – Sexual Harassment
AR 5145.7 – Sexual Harassment
BP 5145.8 – Refusal to Harm or Destroy Animals
AR 5145.8 – Refusal to Harm or Destroy Animals
BP 5145.9 – Hate Motivated Behavior
BP 5145.11 – Question and Apprehension
AR 5145.11 – Question and Apprehension
BP 5145.12- Search and Seizure
AR 5145.12 – Search and Seizure
BP 5146 – Married-Pregnant-Parenting Students
BP 5146 – Dropout Prevention
BP 5148 – Child Care and Development
AR 5148 – Child Care and Development
BP 5149 – At Risk Students
AR 5149 – At Risk Students
AR 6145.5 –Student Organization and Equal Access
E 6145.6 – International Exchange
AR 6159.4 – Behavioral Interventions for Special Ed Students
BP 6161.3 – Toxic Art Supplies
BP 6161.4 – Classroom Equipment and Supplies
AR 6161.4 – Classroom Equipment and Supplies
BP 6162.7 – Use of Technology in Instruction
AR 6162.7 – Use of Technology in Instruction
BP 6162.8 – Research
AR 6162.8 – Research
BP 6163.1 – Library Media Centers
BP 6163.4 – Student Use of Technology
AR 7173.4 – Student Use of Technology
E 6163.4 – Student Use of Technology
BP 6164.2 – Guidance Counseling Services
BP 6164.4 – Identification of Individuals for Special Education
AR 6164.4 – Identification of Individuals for Special Education
BP 6164.5 – Student Study Teams
AR 6164.5 – Student Study Teams
BP 6164.6 – Identification and Education Under Section 504
AR 6164.6 – Identification and Education Under Section 504
BP 6172 – Gifted and Talented Student Program
BP 6173 – Education for Homeless Children
BP 6175 – Migrant Education Program
BP 6181 – Alternative Schools
E 6181 – Alternative Schools
BP 6182 – Opportunity School, Class, Program
BP 6183 – Home and Hospital Instruction
BP 6184 – Continuation Education
AR 6184 – Continuation Education
BP 6185 – Community Day School
AR 6185 – Community Day School
BP 7110 – Facilities Master Plan
AR 7110 – Facilities Master Plan
BP 7111 – Evaluating Existing Buildings

BP 7150 – Site Selections and Development
AR 7210 – Facilities Financing

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in _____***

Sacramento City Unified School District Board of Education

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Policy Type: Operational Expectations

Facilities

The Superintendent shall assure that physical facilities support the accomplishment of the Board's ***Results*** policies.

The Superintendent will:

1. Develop a plan that establishes priorities for construction, renovation and maintenance projects that:

    a. Assigns highest priority to the correction of unsafe conditions;
    b. Includes maintenance costs as necessary to enable facilities to reach their intended life cycles;
    c. Plans for and schedules preventive maintenance;
    d. Plans for and schedules system replacement when new schools open, schools are renovated or systems replaced;
    e. Discloses assumptions on which the plan is based, including growth patterns and the financial and human impact individual projects will have on other parts of the organization.

2. As capital decisions are made, project life-cycle costs (hard and soft) as accurately as possible given the information known at the time.

3. Assure that facilities are safe, clean and properly maintained.

4. Develop and consistently administer facilities use guidelines delineating:
    a. permitted uses;
    b. the applicable fee structure;
    c. clear user expectations, including behavior, cleanup, security, insurance and damage repair;
    d. consequences and enforcement procedures for public users who fail to follow the established rules;
    e. customer service policies and procedures.

5. Ensure that facilities, maintenance and construction procedures adhere to applicable laws.

The Superintendent may not:

6. Build, renovate or re-purpose buildings.

7. Recommend land acquisition without first determining growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks.

8. Authorize construction schedules and change orders that significantly increase cost or reduce quality.

9. Unreasonably deny the public's use of facilities as long as student safety, student functions, and the instructional program are not compromised.

Board Policies and Administrative Regulations

BP 0250 – Asset Development Policy
BP 0450 – Comprehensive Safety PlanAR 0450 – Comprehensive Safety Plan
BP 1000 – Concepts and RolesAR 1312.4 – Williams Uniform Complaint Procedures
E 1312.4 – Williams Uniform Complaint Procedures
BP 1330 – Use of Facilities
AR 1330 – Use of Facilities
E 1330 – Use of Facilities
BP 3000 – Concepts and Roles
BP 3110 – Transfer of Funds
BP 3111 – Deferred Maintenance Funds
BP 3280 – Sale, Lease, Rental of District-Owned Real Property
AR 3280 – Sale, Lease, Rental of District-Owned Real Property
AR 3314 – Payment for Goods and Services
BP 3511 – Grimes-Kennedy Green and Grid Neutral Model Schools Policy Initiative
AR 3511 – Energy and Water Conservation
BP 3513 – Tobacco-Free Schools
AR 3513 – Tobacco-Free Schools
BP 3514 – Environmental Safety
AR 3514 – Environmental Safety
BP 3514.1 – Hazardous Substances
AR 3514.1 – Hazardous Substances
AR 3515 – Campus Security
BP 3515.2 – Disruptions
AR 3515.2 – Disruptions
BP 3515.3 – District Safety and Security
BP 3516 – Emergencies and Disaster Preparedness Plan
AR 3516 – Emergencies and Disaster Preparedness Plan
AE 3516.1 – Fire Drills and Fires
AR 3516.2 – Bomb Threats
AR 3516.2 – Earthquake Emergency Procedure System
BP 3516.5 – Emergency Schedules
BP 3540 – Transportation
BP 3541.2 – Transportation for Students with Disabilities
AR 3451.2 – Transportation for Students with Disabilities
AR 3551 – Food Service Operations – Cafeteria Fund
BP 4119.25, BP 4219.25, BP 4319.25 – Political Activities of Employees

AR 4119.25, AR 4219.25, AR 4319.25 – Political Activities of Employees
AR 4119.43, AR 4219.43, AR 4319.43 – Universal Precautions
BPP 4137 – Tutoring
BP 4158, BP 4258, BP 4358 – Employee Security
BP 5131 – Conduct
BP 5131.5 – Vandalism, Theft and Graffiti
BP 5131.7 – Weapons and Dangerous Instruments
BP 5131.62 – Tobacco
AR 5131.62 – Tobacco
AR 5131.63 – Anabolic Steroids
AR 5136 – Gangs
BP 5137 – Positive School Climate
BP 5141.1 – Accidents
AR 5141.21 – Administering Medication and Monitoring Health Conditions
BP 5141.23 – Infectious Disease Prevention
AR5141.24 – Specialized Health Care Services
BP 5142 – Safety
AR 5142 – Safety
BP 5145.2 – Freedom of Speech Expression – Publications Code
AR 5145.2 – Freedom of Speech Expression – Publications Code
BP 5145.3 – Nondiscrimination Harassment
AR 5145.3 – Nondiscrimination Harassment
AR 5145.7 – Sexual Harassment
BP 5145.8 – Refusal to Harm or Destroy Animals
BP 5145.12 – Search and Seizure
AR 5145.12 – Search and Seizure
BP 5148 – Child Care and Development
BP 6118 – Weather-Related Schedules
AR 6145.2 – Athletic Competition
BP 6145.5 – Student Organization and Equal Access
BP 6151 – Class Size
AR 6151 – Class Size
BP 6163.1 – Library Media Centers
BP 6179 – Supplemental Instruction
AR 6181 – Alternative Schools
BP 6182 – Opportunity School, Class, Program
AR 6185 – Community Day School
BP 7000 – Concepts and Roles
BP 7110 – Facilities Master Plan
AR 7110 – Facilities Masteer Plan
BP 7111 – Evaluating Existing Buildings
BP 7131 – Relations with Local Agencies
BP 7140 – Architectural and Engineering Services
AR 7140 – Architectural and Engineering Services
BP 7150 – Site Selections and Development
AR 7150 – Site Selections and Development
BP 7210 – Facilities Financing
AR 7210 – Facilities Financing
BP 7211 – Developer Fees
BP 7212 – Mello Roos Districts
BP 7213 – School Facilities Improvement Districts
BP 7310 – Naming of Facilities

Adopted: May 20, 2010
Revised:

Monitoring Method: ***Internal report***
Monitoring Frequency: ***Annually in _____***

Sacramento City Unified School District Board of Education

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R-1

Policy Type: Results

Mega Result

Students graduate as globally competitive life long learners, prepared to succeed in a career and higher education institution of their choice to secure gainful employment and contribute to society.

Adopted: May 20, 2010

Monitoring Method: Internal Report
Monitoring Frequency: Annually

Sacramento City Unified School District Board of Education

R-2

Policy Type: Results

Academic Achievement

Students are self-directed and engaged learners, achieving at their level of individual capacity.

Students will:

2.1 Demonstrate mastery of the Essential Standards and core academic disciplines of:

2.1.1 reading

2.1.2 writing

2.1.3 math

2.1.4 science

2.2 Apply higher order thinking skills to meet life's challenges.

Adopted: May 20, 2010

Monitoring Method: Internal Report
Monitoring Frequency: Annually

Sacramento City Unified School District Board of Education

Policy Type: Results

Well-Rounded Individuals

Students will continue to grow as well-rounded individuals able to live successful, independent lives.

Students will:

- **3.1 take responsibility for their choices**
- **3.2 create, innovate and adapt to change**
- **3.3 make healthy life choices**
- **3.4 practice acceptable social and life skills**
- **3.5 master the use of technology to access information, to solve problems, to improve communication and become life-long learners**
- **3.6 demonstrate competency in the fine and practical arts**

Adopted: May 20, 2010

Monitoring Method: Internal Report
Monitoring Frequency: Annually

Sacramento City Unified School District Board of Education

Policy Type: Results

Local, State, National and Global Citizenship

Students are socially responsible, participating in and contributing to the common good.

Students will:

4.1 be good stewards of the environment

4.2 demonstrate knowledge of, respect and appreciation for diverse:

- **Economies**
- **Cultures**
- **Languages**
- **Traditions**

4.3 use technology ethically and be aware of consequences and impact

4.4 compete and cooperate, as appropriate

4.5 analyze and resolve problems in non-violent and productive ways

Adopted: May 20, 2010

Monitoring Method: Internal Report
Monitoring Frequency: Annually