



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item 10.4

Meeting Date: August 17, 2017

Subject: Board Policy (BP) 1300: Civility Policy

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: September 7, 2017)
- Conference/Action
- Action
- Public Hearing

Division: Board Office

Recommendation: Receive information for consideration of adopting a civility policy on September 7, 2017.

Background/Rationale: The purpose of this Board Policy is to maintain an environment supportive of learning and free of disruptive conduct in order to best aid in the success of our children's education. To further this goal, it is the intent of the Board of Education to promote, through this policy, mutual respect, civility and orderly conduct among district employees, parents/guardians, and other members of the public.

This policy addresses the Board of Education's expressed desire to develop policies and initiatives that support Operational Excellence across the District as outlined in the Strategic Plan and Local Control Accountability Plan. This policy will further provide support to district employees, parents/guardians, and other members of the public in obtaining operational excellence throughout the District.

Financial Considerations: N/A

LCAP Goal(s): Operational Excellence

Documents Attached:

1. Executive Summary
2. Proposed Board Policy 1300

Estimated Time of Presentation: 5 minutes

Submitted by: Nathaniel Browning, Special Assistant to the BOE

Approved by: Jorge A. Aguilar, Superintendent

Board of Education Executive Summary

Board of Education Office

Board Policy (BP) 1300: Civility Policy

August 17, 2017



I. Overview/History of Department or Program:

The district has recognized the need to develop a focus on constituent and customer services in order to address parent, community, and employee concerns in an efficient and effective manner. Staff have reviewed best practices in the area of constituent and customer service programs, including those in Natomas Unified School Districts and Fresno Unified School District, and are in the initial stages of developing a similar program within Sacramento City Unified School District. The adoption of this Board Policy would further outline the expected level of civility, courtesy and respect among our staff, parents and employees, and it will be used as a cornerstone of the constituent and customer service initiative.

II. Driving Governance:

- Board Policy 1312.1 Complaints Concerning The Schools
- Board Policy 1312.2 Complaints Concerning Instructional Materials
- Board Policy 1312.3 Uniform Complaint Process
- Board Policy 1312.4 Williams Uniform Complaint Procedures

III. Budget:

No measureable impact

IV. Goals, Objectives and Measures:

V. Major Initiatives:

Operational Excellence

VI. Results:

N/A

VII. Lessons Learned/Next Steps:

Next steps include the adoption of this Board Policy and the accompanying Constituent Service Board Bylaw at the September 7, 2017. Afterwards, staff will begin developing the systems and protocols necessary to roll out a constituent and customer service initiative in the near future. An overall timeline is yet to be determined.

Civility Policy

Preamble

Maintaining an environment supportive of learning and free of disruptive conduct is important to the success of our children's education. To further this goal, it is the intent of the district to promote, through this policy, mutual respect, civility and orderly conduct among district employees, parents/guardians, and other members of the public. It is also the intent of this policy to encourage positive communication and discourage disruptive, volatile, hostile or aggressive communication or actions. Furthermore, this policy is intended to maintain, to the extent possible, a safe, harassment-free workplace for teachers, students, administrators, other staff, parents/guardians and the public. It is not the district's intent to deprive any person of his/her right to freedom of expression. The district encourages the public's cooperation with and adherence to this policy.

(cf. BP 1312.1 Complaints Concerning The Schools)

(cf. BP 1312.2 Complaints Concerning Instructional Materials)

(cf. BP 1312.3 Uniform Complaint Process)

(cf. BP 1312.4 Williams Uniform Complaint Procedures)

Expected Level of Behavior

1. District employees and representatives should treat parents/guardians and other members of the public with civility, courtesy and respect.
2. Parents/guardians and other members of the public should treat staff and students and each other, while on school grounds and/or participating in school-related activities, with civility, courtesy and respect.

Unacceptable/Disruptive Behavior

Any conduct that disrupts or interferes with the discipline, good order, lawful conduct or administration of any school class or activity of the school or district, constitutes unacceptable conduct behavior. Unacceptable conduct includes but is not limited to:

1. Disruption of or threats to disrupt school classrooms, activities, and/or operations;
2. Threats to the health and safety of students or district employees;
3. Battery or assault upon students, district employees or other persons;
4. Using obscenities or speaking in a demanding, loud, insulting and/or demeaning manner; and/or
5. Unauthorized entry onto district premises and school grounds. Recourse Available to Parents/Guardians and Public in handling Unacceptable/Disruptive Behavior

The Superintendent or designee shall establish regulations and procedures as necessary to provide a complaint process for alleged violations of the Civility Policy.

Legal Reference:

EDUCATION CODE

32210 Willful disturbance of public school or meeting 44014 Report of assault by pupil against school employee

44810 Willful interference with classroom conduct

44811 Disruption of classwork or extracurricular activities PENAL CODE

415.5 Disturbance of peace of school

416 Assembly to disturb peace; refusal to disperse 626-626.10 Crimes on school grounds

627-627.8 Access to school premises

Policy SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

adopted: _____