

## BOARD POLICIES RECOMMENDED FOR REPEAL

Tab #	Board Policy (BP)	Staff Recommendation/Comments
1	BP 4606: Student Fees, Charges and Deposits	<u>Repeal BP 4606</u> : All of the provisions in this BP have been moved to renumbered BP 3260 – Fees and Charges. Because of this, staff recommends that this BP be repealed as it is no longer needed.
2	BP 4801: Change Orders	<u>Repeal BP 4801</u> : All of the provisions in this BP have been moved to renumbered BP 3312 – Contracts. Because of this, staff recommends that this BP be repealed as it is no longer needed.
3	BP 4804: Public Works Contracting	<u>Repeal BP 4804</u> : All of the provisions in this BP have been moved to renumbered BP 3312 – Contracts. Because of this, staff recommends that this BP be repealed as it is no longer needed.
4	BP 7206: Privacy of Electronic Records – Third Parties	<u>Repeal BP 7206</u> : The subject matters of this BP are addressed in renumbered BP 3312 – Contracts. Because of this, staff recommends that this BP be repealed as it is no longer needed.
5	BP 8203: Closed Circuit Television Camera Security System	<u>Repeal BP 8203</u> : All of the provisions in this BP have been moved to renumbered BP 3515 – Campus Security (Key Control) and Closed Circuit Television. Because of this, staff recommends that this BP be repealed as it is no longer needed.



## CLOVIS UNIFIED SCHOOL DISTRICT

### FINANCIAL SERVICES

#### *Revenue, Tuition, and Fees*

### STUDENT FEES, CHARGES AND DEPOSITS

**PURPOSE:** To authorize and establish procedures regarding student fees, deposits and other charges.

The Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the District's educational program are made available to them at no cost.

Pursuant to Education Code sections 49010 and 49011, no student shall be required to pay a fee, deposit, or other charge for his/her participation in an educational activity which constitutes an integral fundamental part of the District's educational program, including curricular and extracurricular activities.

In relation to the District's educational program, only those fees, charges or deposits that are specifically authorized by statute may be imposed. (California Code of Regulations Title 5, Section 350; Education Code sections 49010, 49011)

The Superintendent and/or his/her designee shall prepare guidelines and protocols regarding permissible fees, deposits, and other charges which are specifically authorized by law. Among other specifications, the guidelines and protocols developed by the Superintendent and/or his/her designee shall set forth the scope of permissible fabrication fees pursuant to Education Code section 17551. The guidelines and protocols developed by the Superintendent and/or his/her designee shall be subject to periodic Board review and approval.

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 9208 - Uniform Complaint Procedures. (Education Code section 49013)

*Adopted: 12/7/16*

*Education Code 8239, 8250, 8263, 8482.6, 8760-8774,  
17453.1, 17551, 19910-19911, 32033, 32221, 32390, 35330-35332,  
35335, 38080-38086, 38120, 39801.5, 39807.5, 39837, 48050, 48052,  
48904, 49010-49013, 49065, 49066, 49091.14, 51810-51815, 52612,  
52613, 56504, 60410, Government Code 6253  
California Constitution Article 9, Section 5*



---

## CLOVIS UNIFIED SCHOOL DISTRICT

### FINANCIAL SERVICES *Financial Management* CHANGE ORDERS

**PURPOSE:** To establish authorization to approve construction contract change orders.

Change Orders on District projects are often routine matters and require timely approval to maintain project schedules. A Change Order may consist of several different Change Order items of varying values. The Board authorizes the Superintendent, Associate Superintendent for Administrative Services, or the Assistant Superintendent for Facility Services to approve any Change Order item that does not exceed \$5,000 in value. In determining the application of this paragraph, the individual value of each Change Order item and not the aggregate value of the Change Order will be determinative. All Change Orders approved pursuant to this paragraph will subsequently be presented to the Governing Board for ratification.

Any Change Order item that exceeds \$5,000.00 or which causes the cumulative total of Change Orders on a project to exceed five percent (5%) of the original contract must either: (1) be approved by the Board, or (2) receive unanimous approval of the Board's Subcommittee on Facilities and subsequently be ratified by the Board.

*Adopted: 7/26/89  
Amended: 6/8/92  
Amended: 10/11/95  
Amended: 11/20/95  
Amended: 3/24/04  
Reviewed: 5/25/07  
Reviewed: 3/25/09*



## **CLOVIS UNIFIED SCHOOL DISTRICT**

### **FINANCIAL SERVICES *Financial Management* PUBLIC WORKS CONTRACTING**

**PURPOSE:** To establish policies and procedures for contracting for construction and deferred maintenance projects.

The Board declares that it is the District's policy to contract for public works projects, including construction and deferred maintenance of facilities, which are of the highest quality and at the most competitive price. The Board further declares that it is the policy of the District to consider multiple alternatives, including formal bidding in compliance with California Public Contract Code, use of the California Uniform Public Construction Cost Accounting Act, lease lease-back, design build and other alternative delivery methods. The Board hereby authorizes the Superintendent to establish procedures promoting competitiveness and the best interests of the District, consistent with applicable law, regarding the selection of contractors and contracting for public projects.

*Education Code 17250.10, et seq., 17406  
Public Contract Code 10299, 20111, et seq., 20118, 22000, et seq.*

Adopted: 9/12/12





---

## CLOVIS UNIFIED SCHOOL DISTRICT

### ACCOUNTABILITY PLANNING & RESEARCH

#### Records Management

#### PRIVACY OF ELECTRONIC RECORDS – THIRD PARTIES

**PURPOSE:** This document sets forth the expectations regarding storing, managing and retrieving pupil records held by third parties on behalf of the District.

The California Education Code authorizes school districts to contract with third parties to provide services for the digital storage, management, and retrieval of pupil records and to provide digital educational software. Any such agreements entered into after January 1, 2015 must include the terms specified by the Education Code as outlined in the Administration Regulation, along with any other requirements for contracting by the District.



---

## CLOVIS UNIFIED SCHOOL DISTRICT

### GENERAL SERVICES

#### *Security, Safety & Emergency Procedures*

#### CLOSED-CIRCUIT TELEVISION (CCTV) CAMERA SECURITY SYSTEMS

**PURPOSE:** To protect District property and assets from theft and vandalism

#### Closed Circuit Television (CCTV ) Camera Security Systems

It shall be the policy of the Clovis Unified School District to implement CCTV camera security systems at school and administrative sites throughout the District as such need may arise. The implementation of such systems is for the protection of District property and assets from theft and vandalism through deterrence and video documentation as well as for use as an additional campus management tool during the school day. The CCTV system is not designed or intended to protect individuals from being the victims of violent or property-related crimes, or to detect other potentially illegal or undesirable activities which may occur, although any video information obtained by such methods may be used as evidence in such cases.

The CCTV camera systems shall not be utilized to monitor areas where persons have a reasonable expectation of privacy.

The CCTV camera systems shall not replace the need for the ongoing vigilance of the District's Police Department or supervision and security staff. Administrators shall ensure that due diligence is observed in maintaining general campus security.

The Clovis Unified School District CCTV system shall not be represented at any time as enhancing or ensuring the personal safety of any individual under any circumstances.