

**AASB POLICY REFERENCE MANUAL UPDATE SERVICE**

**2015-2016 UPDATE**

**INSTRUCTION SHEET**

NOTE: This packet includes only those policy manual pages that have been revised, deleted or newly established. Full text pages are included and are to be substituted as indicated below.

For ease of School Boards, AASB has identified those portions of the Update that require formal Board action in order to implement the policy changes. This is indicated by a “Yes” or “No.” A “No” is used if changes have been made only to an AR or an Exhibit, or if policy changes are limited to explanatory notes, legal reference or cross-reference updates, or minor grammatical or stylistic changes that have not changed the policy meaning.

**IMPORTANT NOTE FOR THE 2015-16 UPDATE: Several policies included in this update are based on changes to federal and state law that are not effective until the 2017-2018 school year. These policies are identified below with the notation “Delayed Implementation Note.” Accordingly, districts need not adopt these policy revisions until a later date, if delayed adoption is desired. If the policy is adopted prior to the effective date of the law, districts will need to be in compliance with the policy requirements.**

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
<b><u>ARTICLE 0, Series 0000 – Philosophy-Goals-Objectives and Comprehensive Plans</u></b>		
<b>BP/AR 0510</b>	No	<p><b><u>SCHOOL DISTRICT REPORT CARD</u></b></p> <p>The introductory note of the policy was updated to add a reference to the federal Every Student Succeeds Act. The legal reference section was also updated accordingly. The introductory note of the AR was updated to reflect revised 4 AAC 06.895 requiring that districts disseminate the school district report card to parents not later than 30 days after the department has made all necessary data available to districts. No changes were required to the text of the policy.</p>
<b>BP 0520</b>	No	<p><b><u>SCHOOL ACCOUNTABILITY/SCHOOL IMPROVEMENT</u></b></p> <p>The introductory note and legal reference section have been updated to reflect requirements of the Every Student Succeeds Act, which has replaced No Child Left Behind. For the 2016-2017 school year, schools and districts that have priority or focus schools must continue to implement improvement plans and school interventions. Because of this, no changes are currently being made to the text of this policy, or to its accompanying AR.</p>

REPLACE/ADD

FORMAL  
ADOPTION  
REQUIRED

DESCRIPTION

**ARTICLE 1, Series 1000 – Community Relations**

BP 1331	Yes	<p><u>MEMORIAL POLICY</u></p> <p><b>**NEW POLICY**</b></p> <p><u>This new optional policy may be adopted at a district’s discretion. The purpose of the policy is to provide guidance on permanent and temporary memorials to deceased students/staff. Districts may choose to adopt the policy, which limits student/staff memorials to avoid inconsistent treatment of individual students/staff, disruption to memorials when school buildings or grounds are renovated, concerns about space availability and maintenance of memorials, and concerns about how a memorial may impact students at risk of suicide. The policy provides alternative language giving districts the option of 1) prohibiting all school memorials, or 2) allowing some temporary school memorials with guidance on the content, type and duration. If district choose to adopt this policy, formal adoption is required.</u></p>
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**ARTICLE 3, Series 3000 – Business and Noninstructional Operations**

BP 3550	Yes	<p><u>FOOD SERVICE</u></p> <p>The policy contains new language regarding the requirement to hire qualified food service personnel and to provide ongoing continuing education and training to food service staff. A note has been added explaining the new professional standards and qualifications for food service personnel. These qualifications are set forth in 2015 federal regulations adopted by the Department of Agriculture, Food and Nutrition Service.</p>
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**ARTICLE 4, Series 4000 – Personnel**

BP 4111	Yes	<p><u>CERTIFICATED PERSONNEL RECRUITMENT AND SELECTION</u></p> <p>Policy language and multiple notes were eliminated that referred to highly qualified teacher requirements of No Child Left Behind, which has been amended by the Every Student Succeeds Act. Changes were made to a note to reflect the additional requirement in AS 14.20.020 that in order for an individual to be eligible for a teacher certification, he or she must complete training on alcohol and drug related disabilities, sexual abuse and sexual assault awareness and prevention, dating violence and abuse awareness and prevention and suicide prevention. The legal reference section has been updated.</p>
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REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 4115	No	<p><u>EVALUATION/SUPERVISION</u></p> <p>The introductory note of this policy was updated to add the requirement that districts adopt performance standards based on student learning data and the requirement to report to the department certificated employee evaluation results. No changes were made to the text of the policy.</p>
BP 4122	No	<p><u>STUDENT TEACHERS</u></p> <p>An introductory note was added to reflect the more stringent requirements for supervision of student teachers as stated in revisions to 4 AAC 30.020. In addition to holding a valid teaching certificate, supervising teachers must now have at least one year of teaching experience in the district in which the student teacher is serving, at least three years of total teaching experience and must meet or exceed professional content and performance standards.</p>
BP 4131	Yes	<p><u>CERTIFICATED STAFF DEVELOPMENT</u></p> <p>Language in the policy related to highly qualified teachers has been eliminated to reflect the repeal of this provision previously contained in the No Child Left Behind Act. Minor grammatical changes have also been made to the policy. Changes were made to the introductory note and the legal references section to add school district's additional obligations to train employees on sexual abuse and sexual assault awareness and prevention, dating violence and abuse and suicide awareness and prevention, as outlined in AS 14.30.355, AS 14.30.356 and AS 14.30.362. Finally, cross-references were added to Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention(5141.41) and Suicide Prevention (5141.52) policies.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP/AR 4161.4 (and 4261.4 and 4361.4)	No	<p><u>FAMILY AND MEDICAL LEAVE</u></p> <p>The introductory note of the policy has been revised to reflect that FMLA applies to all school district employers, regardless of the number of employees employed. Minor changes have been made to the text of the policy but the substantive content has not been changed.</p> <p>The AR has been updated to provide a definition for “spouse” that reflects 2015 amendments to the FMLA regulations. The “employer” language for FMLA coverage has also been revised. Finally, a change has been made to the “Married Couples” section of the AR to reflect the 2015 FMLA amendments that a married couple employed by the same district have combined leave eligibility for care for the same <i>parent</i> with a serious health condition.</p>
BP/AR/E 4222	Yes (BP)	<p><u>TEACHER AIDES/PARAPROFESSIONALS</u></p> <p>The policy language and notes have been updated to remove language referring to paraprofessional qualifications as required by No Child Left Behind Act. NCLB has been replaced with the Every Student Succeeds Act which no longer specifies federal qualifications for paraprofessionals working in Title I programs. The AR has also been updated to remove a requirement for NCLB reporting. Additional language changes have been made to the AR. The Exhibit is removed in its entirety. It reflects NCLB requirements and is no longer applicable.</p>
BP 4231	Yes	<p><u>CLASSIFIED STAFF DEVELOPMENT</u></p> <p>Both the legal reference section and the introductory note have been deleted as they referred to provisions of No Child Left Behind Act, which has been replaced with ESSA. The policy language has been amended to set forth additional goals that are furthered with a program of professional development for classified staff.</p>
<u>ARTICLE 5, Series 5000 - Students</u>		
BP 5127	Yes	<p><u>GRADUATION CEREMONIES AND ACTIVITIES</u></p> <p>The second introductory note and policy language were updated to reflect the repeal of portions of AS 14.03.075 that required secondary students to take a college and career readiness assessment before being issued a diploma. Language has also been added to the policy reflecting graduation participation for those students earning a certificate of completion or a certificate of attendance.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP/AR/E 5128	Yes (BP)	<p><u>ALASKA PERFORMANCE SCHOLARSHIP PROGRAMS</u></p> <p>The notes and text of the policy and AR were updated to reflect the repeal of the 4 AAC 43.035, which provided for a grace period and waiver of curriculum requirements for the APS program, and the addition of 4 AAC 43.045, which provides a process for students to request a scholarship eligibility extension. Substantial changes were made to the policy to update the curriculum requirements for students to qualify for all scholarship levels.</p>
BP 5141.3	Yes	<p><u>HEALTH EXAMINATIONS</u></p> <p>Updates were made to the introductory note, the text of the policy and the legal references section to reflect the repeal of portions of AS 14.30.070 and the entirety of AS 14.30.120, effective June 30, 2016. The repeal eliminates the requirement that school districts provide for or require each child in the district to have a physical and a vision and hearing screening upon entry into school or as soon as practical.</p>
BP/AR 5141.4	Yes (BP)	<p><u>CHILD ABUSE AND NEGLECT</u></p> <p>Updates were made to the introductory note and the text of this policy to reflect changes to AS 47.17.020 to include within the category of mandatory reporters of child abuse, volunteers who interact with students in a private or public school for more than four hours a week. Changes were also made to the text of the policy to specify when a volunteer athletic coach is defined as a mandatory reporter and when and how training must be provided to volunteers.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 5141.41	Yes	<p><u>SEXUAL ABUSE, SEXUAL ASSAULT AND DATING VIOLENCE AWARENESS AND PREVENTION [FORMERLY TITLED: CHILD ABUSE PREVENTION]</u></p> <p><b>DELAYED IMPLEMENTATION NOTE: This policy does not require immediate adoption because the law requiring sexual abuse, sexual assault and dating violence awareness and prevention training does not take effect until June 30, 2017. Districts may choose to adopt this policy now or to wait until the effective date. A district should not adopt in advance of the effective date, unless the district is prepared to implement the policy at the time it is adopted.</b></p> <p>Substantial changes were made to the introductory note, the legal references section and the text of the policy to add school district’s additional obligations to train employees on sexual abuse and sexual assault awareness and prevention and dating violence and abuse, as outlined in new statutes AS 14.30.355 and AS 14.30.356, effective June 30, 2017</p>
BP 5141.51	No	<p><u>AT-RISK YOUTHS</u></p> <p>A cross-reference was added to this policy to cite to BP 5141.41 – Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention.</p>
BP 5141.52	Yes	<p><u>SUICIDE PREVENTION</u></p> <p>Updates were made to the notes and legal references section to add citations to AS 14.30.362, which effective July 1, 2016, requires suicide awareness and prevention training for specific school personnel. Minor changes were made to the text of the policy.</p>
BP 5142.3	No	<p><u>RESTRAINT AND SECLUSION</u></p> <p>Updates were made to the introductory note to reflect the schedule of training in crisis intervention, as well as other areas, as outlined in AS 14.08.111, AS 14.14.090 and AS 14.16.020. The legal references section was updated to include references to the Every Student Succeeds Act.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP/AR 5145.3	Yes	<p><u>NONDISCRIMINATION</u></p> <p>The introductory note and text of the policy were revised to include and reference federal guidance protecting from discrimination of transgender students. The legal references section was updated to include federal guidance and remove citations to state law and administrative code that are not relevant.</p> <p><b>**NEW REGULATION**</b></p> <p><u>The new AR provides guidelines for working with transgender students and employees. The AR provides a process to address the needs of transgender and gender nonconforming students and employees, guidance on official records, names and pronouns, access to gender segregated activities and areas, optional alternative language regrading access to sex-segregated school facilities, student intramural and interscholastic athletics, other gender-based activities, rules, policies and practices, dress code, student transitions and training and professional development.</u></p>
BP 5145.15	Yes	<p><u>STUDENT AND FAMILY PRIVACY RIGHTS</u></p> <p><b>DELAYED IMPLEMENTATION NOTE: This policy revision does not require immediate adoption because the law requiring greater parent consent for student surveys does not take effect until June 30, 2017. Districts may choose to adopt this policy now or to wait until the effective date. A district should not adopt in advance of the effective date, unless the district is prepared to implement the policy at the time it is adopted.</b></p> <p>The second note and the text of this policy is updated to reflect the change in AS 14.03.110 addressing student surveys and questionnaires. As of June 30, 2017, this statute will require written parent consent before a school administers or permits to be administered a questionnaire or survey in a school. Previously written consent was only requires for surveys or questionnaires that inquired into personal or private family affairs of a student. The policy was also revised to require schools to provide notice of who will have access to the results of the questionnaire or survey, in addition to other notice requirements.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
<u>ARTICLE 6, Series 6000 - Instruction</u>		
<b>BP 6000</b>	No	<p><u>CONCEPTS AND ROLES</u></p> <p>The note and legal reference section have been updated to reflect changes in federal law. A minor change was made to the policy language to reflect “professional development” for staff rather than “inservice education.”</p>
<b>BP 6010</b>	No	<p><u>GOALS AND OBJECTIVES</u></p> <p>The legal reference section was updated to reflect the full name of AS 14.03.075 “College and career readiness assessment; retroactive issuance of diploma.”</p>
<b>BP/AR 6114</b>	Yes (BP)	<p><u>CRISIS RESPONSE PLAN</u></p> <p>The policy language has been updated to reflect the requirement that employees be trained on crisis response within two years of being hired. Grammatical and formatting corrections have also been made to the notes and policy language.</p>
<b>BP 6141.2</b>	No	<p><u>RECOGNITION OF RELIGIOUS BELIEFS AND CUSTOMS</u></p> <p>The legal reference section has been updated to reflect the federal Every Student Succeeds Act. A change to the introductory note has been made to clarify that annual certification requirements apply to districts receiving any federal education funds, not just Title I funds. Districts must certify annually that they do not have a policy preventing or denying the rights of individuals to engage in constitutionally protected prayer while in school. No changes were made to the text of the policy.</p>
<b>BP 6142.1</b>	No	<p><u>FAMILY LIFE/SEX EDUCATION</u></p> <p>The introductory note and legal reference section have been updated to refer to and cite the federal Every Student Succeeds Act. The introductory note has also been revised to more accurately identify the limitations on the use of federal funds with regard to components of a district’s sex education program. A cross reference has been added to BP 5141.41, Sexual Abuse, Sexual Assault and Dating Violence Awareness and Prevention. No changes were required to the text of the policy.</p>



REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 6142.2	Yes	<p><u>AIDS INSTRUCTION</u></p> <p>The introductory note and legal reference section have been updated to refer to and cite the federal Every Student Succeeds Act. The introductory note has also been revised to more accurately identify the limitations on the use of federal funds with regard to components of a district’s sex education program, including AIDS prevention education. The text of the policy contains numerous revisions to more accurately reflect current views and understanding of AIDS and HIV prevention. Specific requirements that limit school district discretion and flexibility have been removed, including language identifying which staff members will provide AIDS and HIV education.</p>
E 6145.2	No	<p><u>INTERSCHOLASTIC COMPETITION</u></p> <p>Updates were made to this exhibit to make it consistent with the most current information available from ASAA.</p>
BP 6146.1	Yes	<p><u>HIGH SCHOOL GRADUATION REQUIREMENTS</u></p> <p>Changes were made to the second introductory note, the text of the policy and the legal references section to reflect the repeal of portions of AS 14.03.075 that required secondary students to take a college and career readiness assessment before being issued a diploma. This change in the law is effective for the 2016-17 school year; students graduating in the 2015-16 school year must still take the assessment as a condition of receiving a diploma.</p>
BP/AR/E 6146.3	Yes (BP)	<p><u>COLLEGE AND CAREER READINESS ASSESSMENTS</u></p> <p>Substantial changes were made to the introductory note and the text of the policy to reflect the repeal of portions of AS 14.03.075 that required secondary students to take a college and career readiness assessment before being issued a diploma. This change in the law is effective for the 2016-17 school year; students graduating in the 2015-16 school year must still take the assessment as a condition of receiving a diploma. Revisions to the AR have been made to reflect amendments to 4 AAC 06.723 and 4 AAC 06.790. This includes changes to the waiver requirements to further define what constitutes rare or unusual circumstances beyond a student’s control. Additionally, the AR now explains that “taking” a college and career readiness assessment means the student has completed the assessment and received a valid score.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP 6146.5	No	<p><u>DIFFERENTIAL REQUIREMENTS FOR INDIVIDUALS WITH EXCEPTIONAL NEEDS</u></p> <p>Changes were made to the introductory note to provide additional information as to students with disabilities taking a substitute course rather than a regular curricular offering, based on revisions to 4 AAC 06.078. Changes were made to the fourth note to reflect the repeal of portions of AS 14.03.075 that required secondary students to take a college and career readiness assessment before being issued a diploma. No changes were made to the text of the policy.</p>
BP 6155	No	<p><u>CLASS EXAMINATIONS/CHALLENGING COURSES BY EXAMINATION</u></p> <p>The introductory note was revised to add a reference to AS 14.03.073 and to advise that school districts must provide students in grades nine through 12 the opportunity to challenge one or more courses to demonstrate mastery in particular subjects. The note was also updated to reflect that districts are not required to establish an assessment tool for every course the district offers to qualifying students in particular subjects. The legal references section was updated to add a reference to AS 14.03.073. No changes were required to the text of the policy, although a grammatical correction has been made.</p>
BP 6162.5	No	<p><u>STANDARDIZED TESTING</u></p> <p>Changes were made to the introductory note to reflect the repeal of portions of AS 14.03.075 that required secondary students to take a college and career readiness assessment before being issued a diploma. The legal reference section was updated. No changes were made to the text of the policy. This change in the law is effective for the 2016-17 school year; students graduating in the 2015-16 school year must still take the assessment as a condition of receiving a diploma.</p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP/AR/E 6171	Yes (BP)	<p><u>TITLE I PROGRAMS</u></p> <p>The policy language has been revised to reflect the requirements of the federal Every Student Succeeds Act that focuses on the use of federal funds to increase student achievement on state academic standards. The notes and the legal reference section have been updated to reflect ESSA rather than No Child Left Behind. The AR has been revised, and its title changed, to “Parent and Family Engagement in Title I Programs.” The ESSA has expanded the focus of parent involvement to whole family engagement in helping to increase student outcomes. The Exhibit’s title has also changed to “Notice to Parents Required by Every Student Succeeds Act” to reflect the federal change from NCLB. Despite this, for the 2016-17 school year, federal notices to be given to parents are based on NCLB requirements. However, certain notices are not required for the 2016-17 school year, including notice that a student is not taught by a highly qualified teacher. The Exhibit has removed notices that are not required for the 2016-17 school year, and has amended accountability notices to reflect the NCLB waiver. While that waiver expires in August 2016, Alaska will still implement school improvement plans and interventions for schools designated as priority or focus schools, and notice should be given to parents accordingly.</p>
BP 6173	Yes	<p><u>EDUCATION FOR GIFTED AND TALENTED STUDENTS</u></p> <p><b>** NEW POLICY**</b></p> <p><u>This new optional policy may be adopted at a district’s discretion. If adopted, the policy number assigned (6173) should replace the designation in the table of contents (“Adventure Based Education”) AASB has not disseminated a policy on Adventure-Based Education. If an individual school district has drafted such a policy the policy on Education For Gifted and Talented Students should be assigned a different number. The purpose of the policy is to provide guidance for districts in establishing gifted education programs consistent with 4 AAC 52.800. According to 4 AAC 52.800, educational programing for gifted children must, at minimum, provide: 1) student identification; 2) student eligibility criteria; 3) a process for development of student learning plans that provides for teacher, parental and student participation; and 4) a review process that allows parents, on behalf of their child, to challenge and to have reviewed the district’s program or an individual student learning plan provided for their child. This policy addresses these requirements. If districts choose to adopt this policy, formal adoption is required.</u></p>

REPLACE/ADD	FORMAL ADOPTION REQUIRED	DESCRIPTION
BP/E 6174	No	<p><u>BILINGUAL-BICULTURAL/ENGLISH LANGUAGE LEARNERS [FORMERLY BILINGUAL- BICULTURAL EDUCATION/LIMITED ENGLISH PROFICIENCY PROGRAMS]</u></p> <p>The policy and exhibit have been revised to refer to students as English language learners (ELL) rather than limited English Proficient (LEP). This revision is found in the title of both documents as well as throughout the text of the policy. Additional changes have been made to the explanatory notes to explain that the Every Student Succeeds Act has continued most provisions for English language learner instruction under Title III of the Elementary and Secondary Education Act. The legal reference section has also been updated. Changes to the policy do not reflect substantive amendments and will not require formal Board adoption</p>
BP/AR 6174.1	No	<p><u>EDUCATION OF NATIVE/INDIAN CHILDREN</u></p> <p>References in the notes and legal reference section to No Child Left Behind have been updated to reflect the Every Student Succeeds Act. Minor formatting and grammatical changes have also been made.</p>
<u>ARTICLE 8, Series 8000 – Advisory School Boards</u>		
<u>ARTICLE 9, Series 9000 – Bylaws of the School Board</u>		