

**TO: All Board and Cabinet Members**

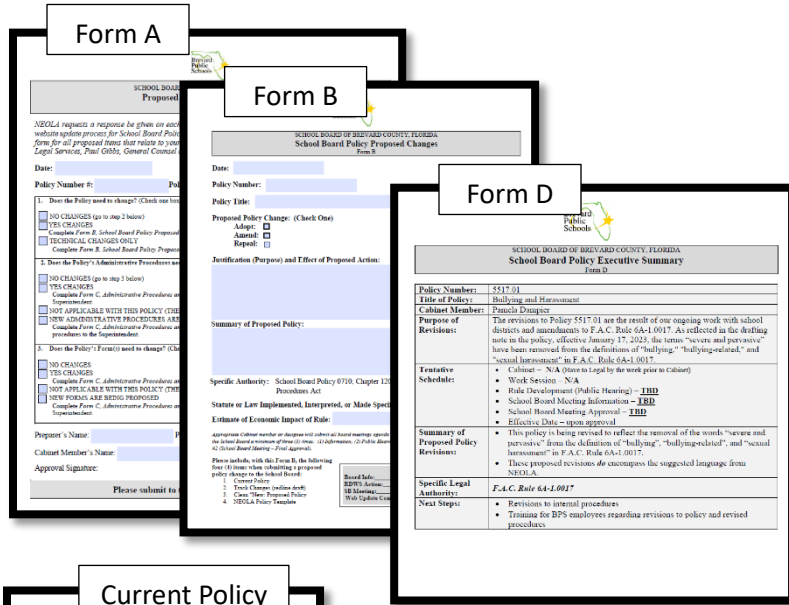
**The following is a sample of the Policy Revisions Summary Sheet that Ms. Dampier and Ms. Kastensmidt have proposed (they are using this process in Indian River County).**

**The recommendation is for quarterly updates to the policies (with exception of special circumstances). The below Summary Point Chart would replace the Forms A, B, & D (Executive Summary) currently in place.**

**Please see the Policy Revision Process Proposal on the next page and the process itself on the pages thereafter.**

# Policy Revision Process Proposal

## Current Process

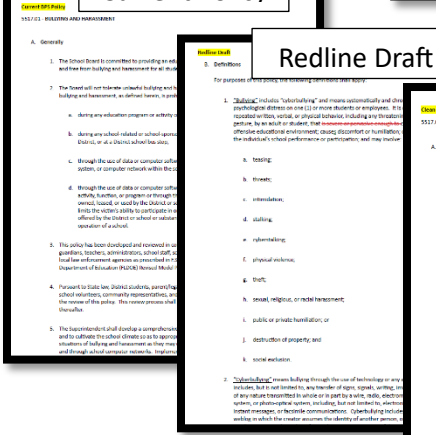


## Proposed Process

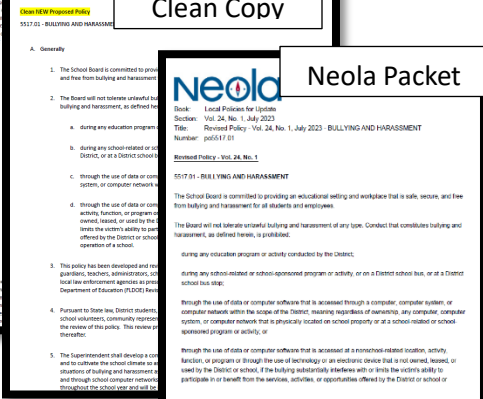
**Draft Policy Revisions Chart:** One comprehensive chart outlining the summary of proposed changes for each policy coming before the board.

Current Policy	Policy Title	ACTION	SUMMARY POINTS	AREA
po0124	Standards of Ethical Conduct	REVISED	The revisions to these policies are based on F.A.C. Rule 6A-10.081 (Principles of Professional Conduct for the Education Profession in Florida). The rule expands the list of obligations to the student to include prohibitions related to classroom instruction on sexual orientation or gender identity, discouraging parental notification and involvement, violating F.S. 553.865 as it relates to entering restrooms and changing facilities designated for the opposite sex, and violating F.S. 1000.071 (use of personal titles and pronouns). (Group 0124, 1210, 3210, 4210)	HR
po0144	Terms of Board Members	REVISED	This bylaw is revised to reflect the statutory change to F.S. 1001.35 limiting the terms of Board members to eight (8) years. (HB 477)	
po1120	Employment of Administrators	REVISED	The revisions to these policies are based on F.A.C. Rule 6A-10.081 (Principles of Professional Conduct for the Education Profession in Florida). The rule expands the list of obligations to the student to include prohibitions related to classroom instruction on sexual orientation or gender identity, discouraging parental notification and involvement, violating F.S. 553.865 as it relates to entering restrooms and changing facilities designated for the opposite sex, and violating F.S. 1000.071 (use of personal titles and pronouns). (Group 0124, 1210, 3210, 4210)	HR
po1121.01	Background Screening and Employment History Checks	REVISED	The revisions to these policies are the result of SB 676 which revised language addressing when a person is ineligible for educator certification or employment in any position that requires direct contact with students. (Group 1121.01, 3121.01, 4121.01, 8475, 9200)	HR
po1210	Standards of Ethical Conduct	REVISED	The revisions to these policies are based on F.A.C. Rule 6A-10.081 (Principles of Professional Conduct for the Education Profession in Florida). The rule expands the list of obligations to the student to include prohibitions related to classroom instruction on sexual orientation or gender identity, discouraging parental notification and involvement, violating F.S. 553.865 as it relates to entering restrooms and changing facilities designated for the opposite sex, and violating F.S. 1000.071 (use of personal titles and pronouns). (Group 0124, 1210, 3210, 4210)	HR
po1217	Weapons	RESCIND	Policies 1217/3217/4217 are all recommended for deletion, because Policy 7217 is expanded to apply to employees. This allows for one policy as opposed to three duplicative policies. (Group 1217, 3217, 4217, 5772, 7217)	
po1242	Professional Learning	REVISED	Revised HB 1537 included changes in terminology from professional "development" to "learning," a definition of "professional learning," and a list of required professional learning activities linked to student learning and professional growth. Policies 1242 and 3242 are updated to reflect these changes. (Group 1242, 3242)	C&I

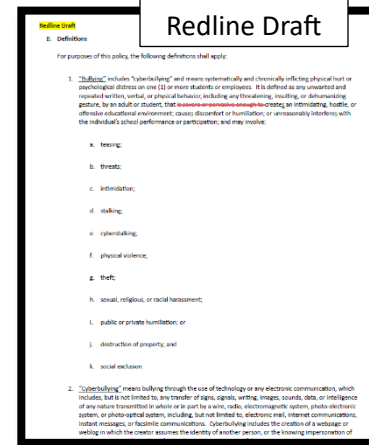
## Redline Draft



## Clean Copy



## Redline Draft



The new process would be as follows:

1. Legal creates the Draft Policy Revisions Update folder in BoardDocs when they receive a new NEOLA update with the current Volume Number and Update # (ex. *“Policy Revisions For Review Vol 24 No1”*)
2. All BPS Current templates will be downloaded by Legal to the corresponding draft folders already existing in the Draft Policy Manual and will look like the below example.

2700 JUDGE FRAN JAMIESON WAY, VIERA, FL 32940 \* MAIN PHON



Q Search Draft Policies

Book: Policy Manual

3000 Instructional Staff +

3000 Staff -

**po3120**  
Copy of EMPLOYMENT OF STAFF

**po3121.01**  
Copy of CRIMINAL BACKGROUND AND EMPLOYMENT HISTORY CHECKS

**po3122**  
Copy of NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

**po3140**  
Copy of SUSPENSION OR DISMISSAL OF STAFF

**po3210**  
Copy of STANDARDS OF ETHICAL CONDUCT

**po3215**  
Copy of TOBACCO-FREE ENVIRONMENT

**po3216**  
Copy of DRESS AND GROOMING

**po3362**  
Copy of ANTI-HARASSMENT

**po3590**  
Copy of PERSONNEL FILE

**po3590**  
Copy of PERSONNEL FILE

4000 Support Staff +

5000 Students +

6000 Finances +

3. The NEOLA templates indicating the current Volume and Number, with the suggested revisions will be in the update folder underneath the drafts sections in the Draft Policy Manual:



The screenshot shows a web browser window with the URL [go.boarddocs.com/fl/brevco/Board.nsf/Private?c](http://go.boarddocs.com/fl/brevco/Board.nsf/Private?c). Below the address bar is a search bar labeled "Search Draft Policies" and a dropdown menu for "Book:" set to "Policy Manual". The main content area displays a list of draft policy items, each with a plus sign to its right. A red box highlights the bottom portion of the list, and a red arrow points from the text above to this box.

4000 Support Staff	+
5000 Students	+
6000 Finances	+
7000 Property	+
7000 Property Templates	+
8000 Operations	+
9000 Community Relations	+
Board Recommended Policy Revisions Up To & Including Vol 24 No1	+
District Requests	+
Participation in Extra-Curricular Activities Templates	+
Phase IV	+
Policies Adopted by the Board	+
Policy Format For Review	+
Special Release - April 2023	+
Special Release - School Safety	+
Special Update - March 2018 - Social Media	+
Special Update - Phase IV	+
Special Update - Sept. 2023	+
Special Update - Title IX Regulations - July 2020	+
Special Update August 2021 - Parent/Student Rights and School Safety	+
Tech III	+
Vol. 19, No. 1	+
Vol. 21, No. 1	+
Vol. 21, No. 2 - Feb. 2021	+
Vol. 21, No. 2 - Nondiscrimination Policies - Feb. 2021	+
Vol. 22, No. 1, Sept. 2021	+
Vol. 22, No. 2, Mar. 2022	+
Vol. 23, No. 1, June 2022	+
Vol. 23, No. 2, Jan. 2023	+
Vol. 24, No. 1, July 2023	+

4. Responsible party will open the Current BPS Template they will be working on in one window screen, and open the NEOLA update in the other window screen and make the changes needed on the BPS template using the instructions given to you at the NEOLA training.
5. Each responsible party will make their changes, including adding additional comments when needed and will save their work by changing the name in the “Section” heading from the policy series number (ie: 5000 Students) to “Draft Policy Revisions Update Volume ...” created for that specific volume. You will also add the date, and your initials. Then the individual will add their policy to the Summary Points Chart (as seen on the last few pages), using the drop-down to indicate New/Revision/Repeal.
6. When it is ready for Legal review, place an \* before the policy number in the Code section of the edit page heading.

Book	Policy Manual
Section	5000 Students
Title	Copy of STUDENT CONDUCT
Code	* po5500 10/30/23 JK
Status	draft
Adopted	May 1, 2002
Last Revised	November 19, 2019

5500 - STUDENT CONDUCT  
A. Generally

1. Respect for law and for those persons in authority shall be expected of all student members of the school community.
2. Respect for real and personal property; pride in one's work; achievement within

- 7. After Legal review (and additional comments, if any) Legal will place a second \* before the policy number to show it is now ready for additional changes or AgendaPlus upload for Board presentation.**
- 8. The responsible party will finalize the Summary Points Chart for each policy, indicating the appropriate Legal Authority (statutes, etc.) for that policy as previously provided on the form D Executive Summary.**
- 9. Instead of a Form D Executive Summary for each policy, when all policies are ready to be uploaded to AgendaPlus, the Summary Points Chart will be added to the policy package in the same order as the policies. (we are still finalizing how this process will actually work).**

**The next page shows how the upcoming January WorkSession proposed Summary Points Chart will populate with the remaining 2000's and some of the 3000's listed. The remainder of the 3000's, through 9000's have not been included, as we have not determined how many policies the Board will want to review at that time.**

**DRAFT**

**SUMMARY OF DRAFT POLICY REVISIONS**

**Board Recommended Policy Revisions Up To & Including Vol. 24 NO.1**

Work Session – Topic	1/23/24
Rule Development/Information	2/6/24
Final Approval Hearing	2/27/24

POLICY NO	POLICY TITLE	ACTION	SUMMARY POINTS	DIVISION
2111	Parent and Family Involvement In The School Program	REVISED		
2125	School Advisory Councils For School Improvement and Accountability	REVISED		
2205	Instructional Planning	REVISED	Technical Changes Only – Removing 1001.11 and 1008.385 F.S.	
2215	Program of Instruction	REVISED		
2230	Course Guides	REVISED		
2240	Controversial Issues	REVISED		
2260.01	504/ADA Prohibition Against Discrimination Based on Disability	NEW		
2261	Title I Services	REVISED		
2261.03	Annual Report Requirements	REVISED		
2270	Religion in Curriculum	REVISED		
2271	Post Secondary Enrollment Programs	REVISED		
2280	Physical Education	NEW		
2340	Field Trips and Other Student Travel Programs	REVISED		
2370	Educational Options	REVISED		

POLICY NO	POLICY TITLE	ACTION	SUMMARY POINTS	DIVISION
2411.01	College/Career Readiness Assessment	REVISED		
2417	Comprehensive Health Education	REVISED		
2421	Career and Technical Education Program	REVISED		
2421.01	Students as Trainees	NEW		
2423	School To Work Program	NEW		
2430	District-Sponsored Clubs and Activities	REVISED		
2431.01	Participation by Transfer Students	NEW		
2440	Summer School	REVISED		
2450	Adult and Community Education	REVISED		
2451	Alternative Education Plans/Programs	REVISED		
2460	Exceptional Student Education	REVISED		
2522	Challenges to Adoption or Use of Instructional, Library, or Reading List Materials	NEW		
2575	Service Learning	NEW		
2613	Student Assessment	REVISED		
3120	Employment of Staff	REVISED		
3120.03	Athletic Coaches	REVISED		
3120.04	Employment of Substitutes, Short Term Contract, and Part-Time Staff	REVISED		



POLICY NO	POLICY TITLE	ACTION	SUMMARY POINTS	DIVISION
3120.08	Part-Time Extra-Curricular Personnel	REVISED	Technical Change Only – remove (See Policy 3120.03)	
3120.10	Job Sharing	NEW		
3122	Nondiscrimination and Equal Employment Opportunity	REVISED		
		Choose an item.		
		Choose an item.		
		Choose an item.		
		Choose an item.		
		Choose an item.		
		Choose an item.		