

## **CATEGORY #1: FILES TO RETITLE**

The titles of some policies in your manual do not match the titles that CSBA assigned to that policy number in the codification system that underpins GAMUT Policy Plus. As a result, the system did not recognize your policies when they transferred from our old platform. These policies were imported as drafts and show up in the WIP folder with the title that CSBA uses.

In the WIP folder, these files have the number and title used in the CSBA sample manual. To fix this, simply change the title and you can then move these policies out of WIP and into your district's live manual.

### **A) Policies (BP) and Bylaws (BB) to Retitle**

#### **ACTION NEEDED: Board approves renaming these policies**

Formally changing the title of a policy is not a substantive change, but it does require formal board approval. **Please bring the following policies to your board for renaming. Enter the date when the board approved renaming in the final column.**

<b>POLICY CODE</b>	<b>CURRENT DISTRICT TITLE</b>	<b>NEW TITLE</b>	<b>DATE OF BOARD APPROVAL</b>
BP 4311	Recruitment And Selection Administrative, Supervisory, Confidential And Licensed Personnel	Title mismatch. CSBA Policy title is "Recruitment and Selection".	
BP 4314	Transfers Of Administrative, Supervisory, Confidential And Licensed Personnel	Title mismatch. CSBA Policy title is "Transfers".	
BP 4354	Health And Welfare Benefits For Administrative, Supervisory, Confidential, Licensed And Unrepresented Classified Personnel	Title mismatch. CSBA Policy title is "Health and Welfare Benefits".	
BP 5131.5	Vandalism, Theft, and Graffiti	Title mismatch. CSBA Policy title is "Vandalism and Graffiti".	
BP 6142.4	Learning Through Community Services	Title mismatch. CSBA Policy title is "Service Learning/Community Service Classes	
BP 6164.5	Student Study Teams	Title mismatch. CSBA Policy title is "Student Success Teams".	
BP 6178.1	Work Experience Education	Title mismatch. CSBA Policy title is "Work-Based Learning".	
BB 9240	Board Development	Title mismatch. CSBA Policy is "Board Training".	
BB 9321	Closed Session Purposes and Agendas	Title mismatch. CSBA Policy title is "Closed Session".	