

**CLOVIS UNIFIED
SCHOOL DISTRICT**

PERSONNEL

General

**STAFFING RATIO FOR PLANT OPERATIONS, INFORMATION TECHNOLOGY
SERVICES, AND CAMPUS CATERING**

PURPOSE: To establish a staffing ratio for Plant Operations, Information Technology Services, and Campus Catering.

A. Plant Operations

The Plant Operations Department has the mission of maintaining District facilities in an exemplary manner that will support the District educational programs.

The staffing formula for the Plant Operations Department should promote the best, overall care of the District facilities within budget constraints.

Applicable Allocated Personnel Unit (APU)–factors are listed in Exhibits No. 4000.1(2) and 4000.1(3). Applicable positions are listed in Exhibits No. 4251.10(1) and 4251.10(2).

The Superintendent or designee has the flexibility of shifting APUs within the staffing formulas, as long as the total APUs do not exceed the combined totals generated by the ratios outlined in Administrative Regulation No. 4000.1.

B. Information Technology Services

The mission of the Information Technology Services Department is to make the District a worldwide model of effective uses of instructional and administrative technology.

This staffing formula will promote the best overall end user and administrative systems support within District budget constraints.

Applicable APU factors are listed in Exhibit Nos. 4000.2(2) and 4000.2(3). Applicable positions are listed in Exhibit Nos. 4251.10(1) and 4251.10(2).

The Superintendent or designee has the flexibility of shifting APUs within the staffing ratios, as long as the total APUs do not exceed the combined totals generated by the ratios outlined in Administrative Regulation No. 4000.1.

C. Campus Catering

The Campus Catering Department has the mission of providing a nutritional meal to the students of the District.

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The staffing formula for this program should provide the best services and nutrition to the students within budget constraints.

An APU is established in this policy equal to the salary range for an Assistant Food Service Supervisor. A list of all applicable APUs is included in Administrative Regulation No. 4000.1. Applicable positions are listed in Exhibits No. 4251.10(1) and 4251.10(2).

The Superintendent or designee has the flexibility of shifting APUs within the staffing ratios, as long as the total APUs do not exceed the combined totals generated by the ratios outlined in Administrative Regulation No. 4000.1.

Adopted: 08/05/1981

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Amended: 02/10/1988, 08/15/1990, 05/1992, 06/08/1992, 01/1994, 03/1995, 03/1996,
09/09/1998, 10/2001, 02/13/2002, 08/20/2003, 07/20/2005, 08/23/2006, 10/21/2020
(BP 4401 renumbered as BP 4000.1)

EDUCATION CODE

17565 Furnishing, repairing, insuring and renting of school property

35160 Authority of governing boards

35160.1 Broad authority of school districts

35161 Powers and duties of school boards

38080 – 38086.1 Establishment of cafeteria

45103 Classified service

45109 Duties performed by classified service

Doc# 42301-8 (09/2020, None)