



COMPREHENSIVE SCHOOL SAFETY PLAN

Part I – Public Components

2023-2024

District: Live Oak Elementary School District
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Purpose of the Comprehensive School Safety Plan (CSSP)

Sections 32280-32288 of the California Education Code outline the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a Comprehensive School Safety Plan relevant to the needs and resources of that particular school.

It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated Comprehensive School Safety Plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses. Comprehensive School Safety Plans are required under SB 719 & AB 115 and must contain the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In January every year, the school will report on the status of its school safety plan including a description of its key elements in the annual School Accountability Report Card (SARC).

A copy of the Comprehensive School Safety Plan Public Version – Part I is available for review at the Live Oak Elementary School District office, and online at www.losd.ca.

<http://www.losd.ca/>

Plan Development and Approval

The *Prefilled training titles below are obsolete and now align w/SCRS terms* LOSD Comprehensive School Safety Plan has been developed by:

- School Site Council
- X School Safety Planning Committee

Which includes the following members:

Name	Membership Role
Dr. Daisy Morales 	Superintendent
Marilyn Rockey 	Director of Curriculum & Instruction/Principal
Anisa Muniz 	Parent whose child attends the School
Chip Odom, Senior Director of Maintenance, Operations, and Transportation 	Classified Employee
Lt. Nicholas Baldrige 	Law Enforcement Agency Representative
Sharlene Ames, Chief Academic Officer 	Other

Key Dates of Plan Development and Approval	Date(s)
Meeting with representative of law enforcement agency to develop the Plan	02/2024
Meeting at the school site to allow members of the public the opportunity to review and express opinions about the Plan	This was done prior to the School Site Council approval as noted below:
School Site Council approval of the Plan	NA
School District Board approval of the Plan	2/21/24
Submission to Santa Cruz County Office of Education for audit review	2/21/24

Current Status of School Crime

This section presents data that will be analyzed to assess the current status of school crime committed on the Live Oak Elementary School District campuses and at school-related functions. Data presented include:

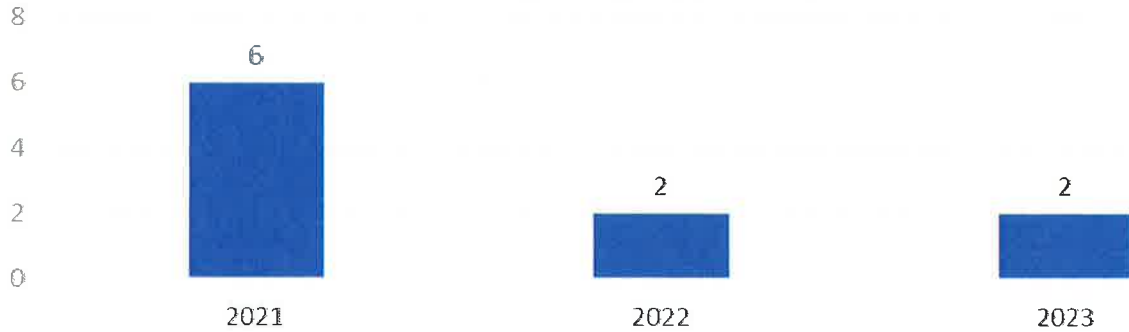


Santa Cruz County Sheriff's Office

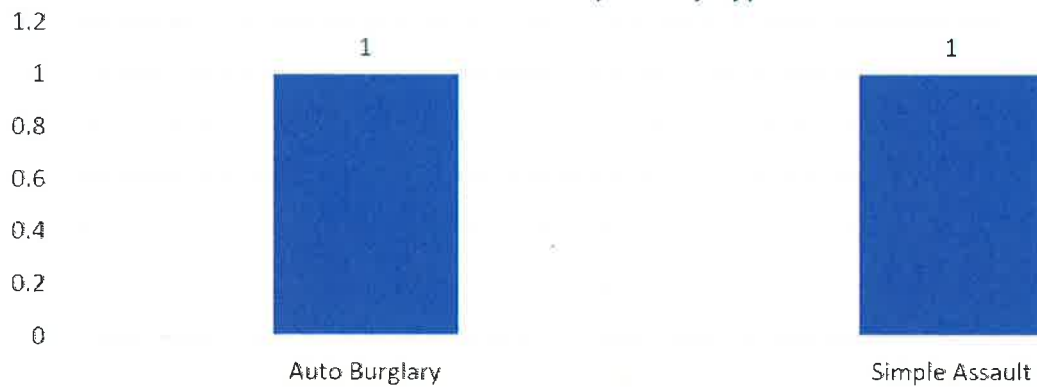
Del Mar Elementary

1959 Merrill Street

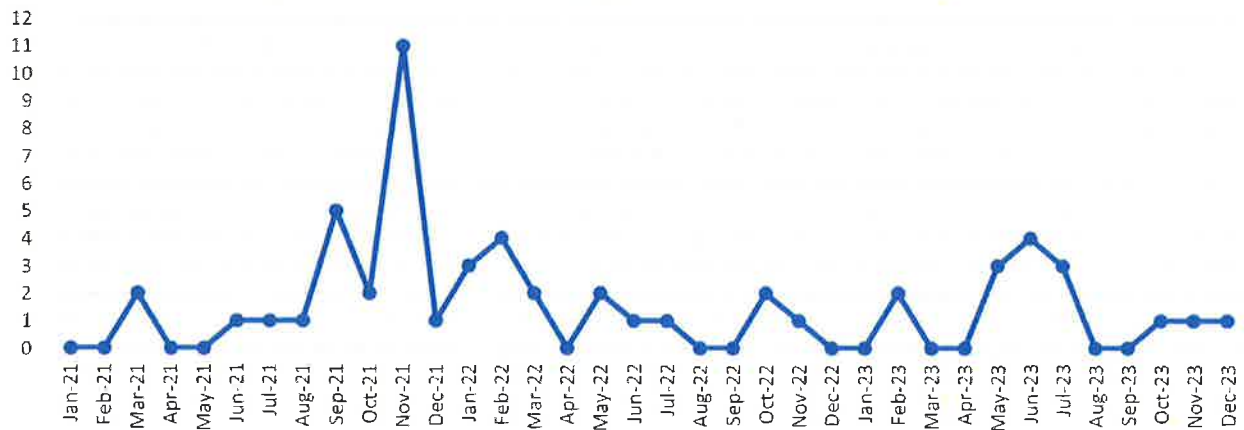
Total Reports by Year 2021-2023



2023 Reports by Type



Civilian Calls for Service 2021-2023



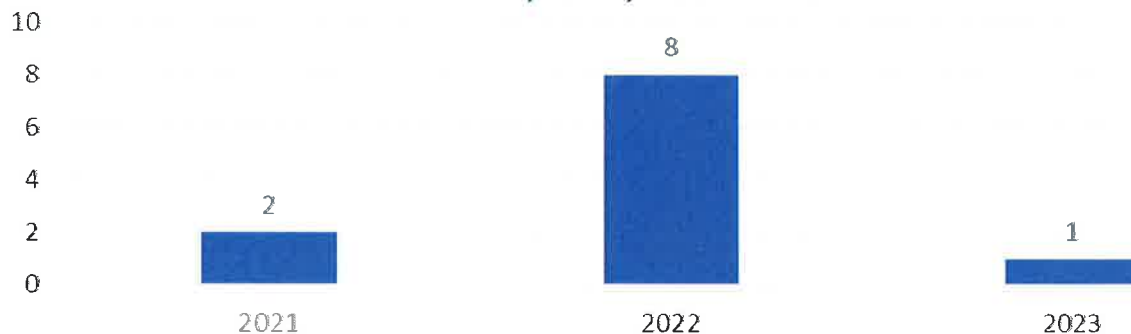


Santa Cruz County Sheriff's Office

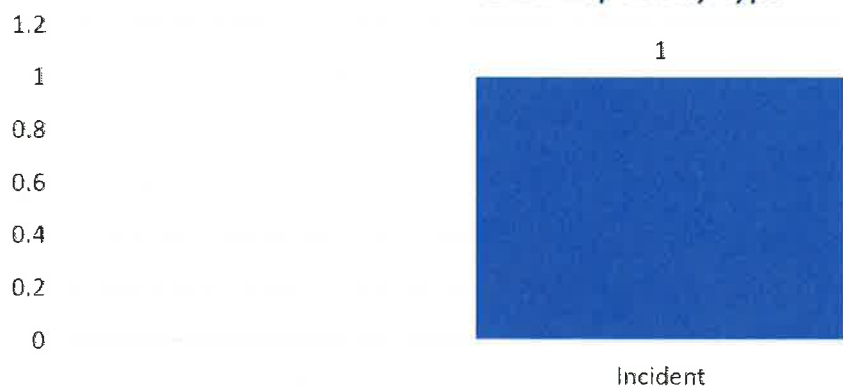
Green Acres Elementary

966 Bostwick Lane

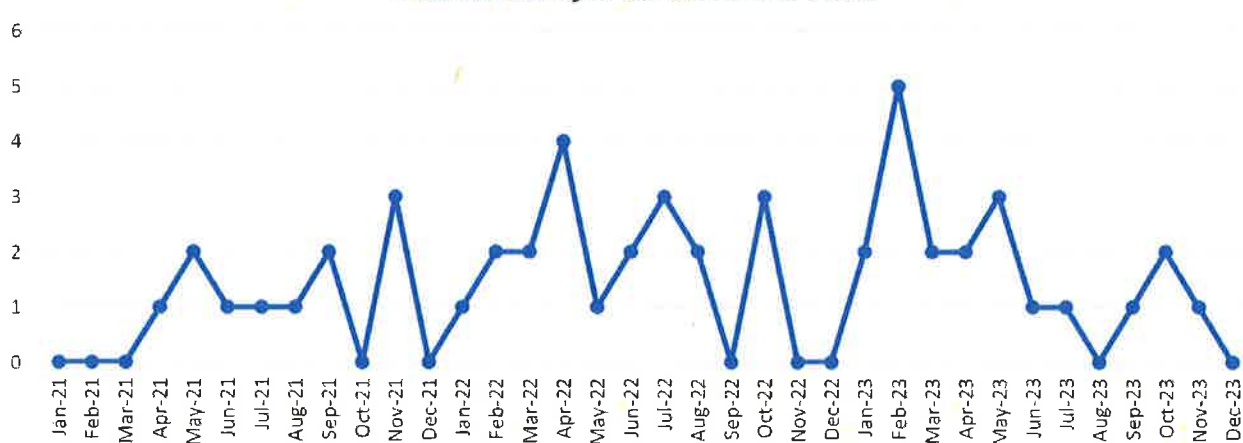
Total Reports by Year 2021-2023



2023 Reports by Type



Civilian Calls for Service 2021-2023



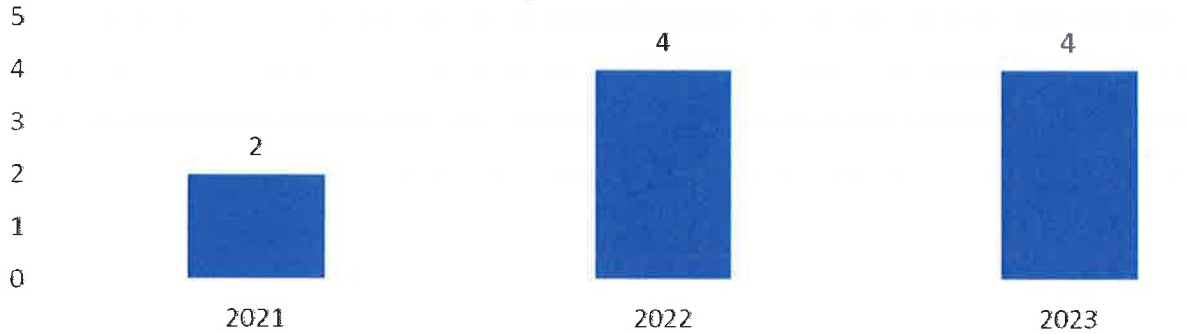


Santa Cruz County Sheriff's Office

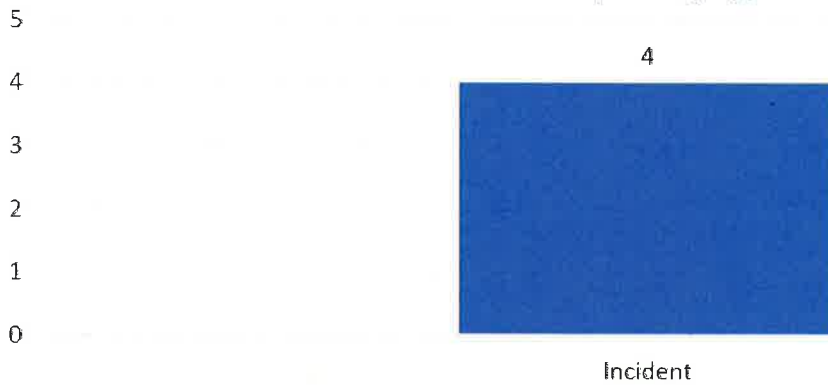
Live Oak Elementary

1916 Capitola Road

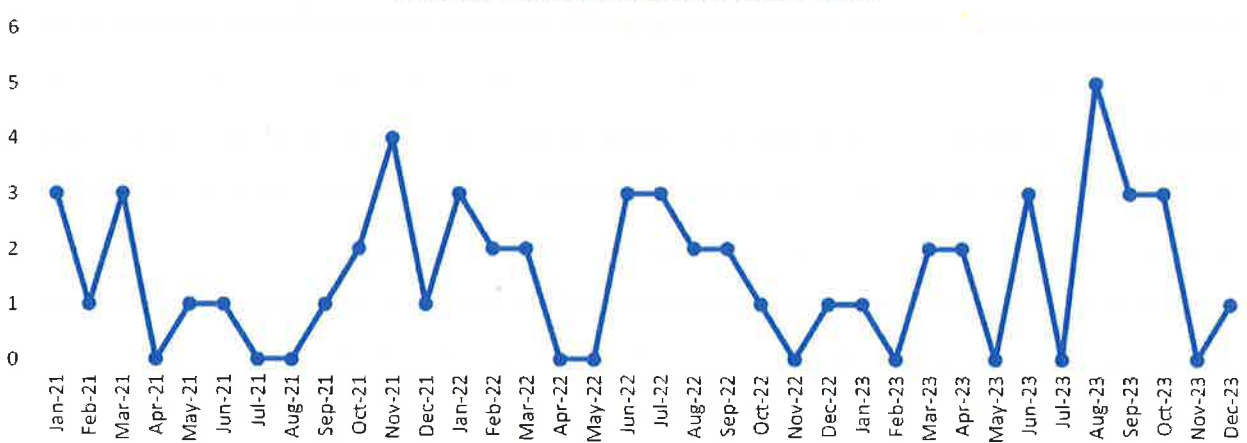
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Civilian Calls for Service 2021-2023



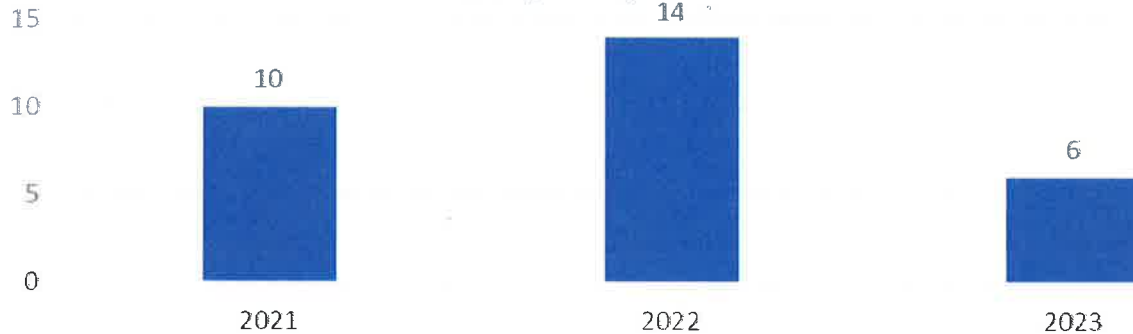


Santa Cruz County Sheriff's Office

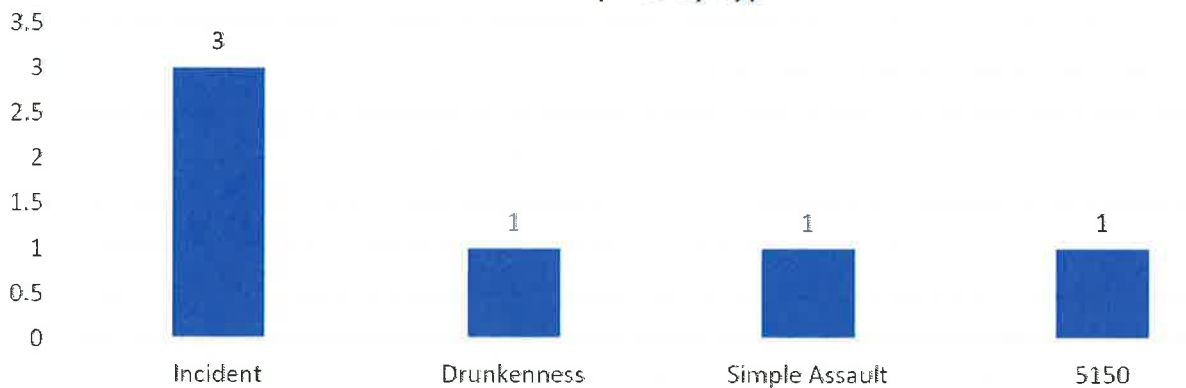
Shoreline Middle School

855 17th Avenue

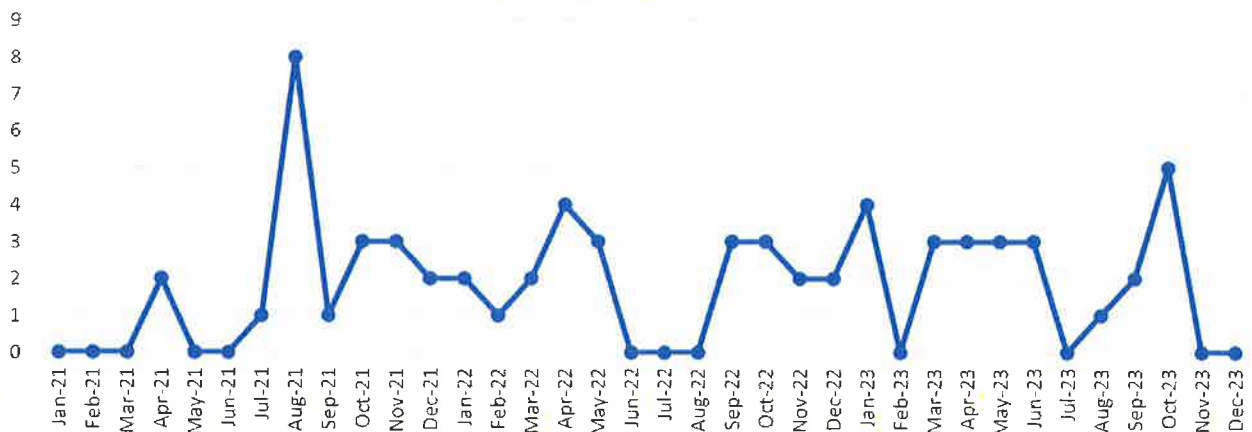
Total Reports by Year 2021-2023



2023 Reports by Type



Civilian Calls for Service 2021-2023



School Code		School Name	Count of Incidents	Count of Students Affected	Students Requiring Additional Support	Student Absence or Tardy After All Bell Rings	Incidents Involving Suspension (SIS) and Exclusion (Suspension (SIS))	Incidents Involving Expulsion (SIS)	Incidents Resulting in Other Means of Correction (SIS) or the Justice Dept	Incidents Involving Students on LEPs or ELLs in Schools (SIS)	Incidents Involving Law Enforcement (SIS) or School Patrol (SIS) or 911
001000	001000	Del Mar	25	35	1	0	2	1	0	0	0
001000	001000	Green Acres	12	15	0	0	1	0	0	0	0
001000	001000	Live Oak	10	12	0	0	1	0	0	0	0
001000	001000	Ocean	15	18	0	0	2	1	0	0	0
001000	001000	Shoreline	10	12	0	0	1	0	0	0	0
001000	001000	Del Mar	25	35	1	0	2	1	0	0	0
001000	001000	Green Acres	12	15	0	0	1	0	0	0	0
001000	001000	Live Oak	10	12	0	0	1	0	0	0	0
001000	001000	Ocean	15	18	0	0	2	1	0	0	0
001000	001000	Shoreline	10	12	0	0	1	0	0	0	0

Findings from the analysis of the data presented above include:

With some slight increases at certain sites from last year, attendance has declined across all school sites since COVID-related school closures. This continues to be an area of focus.

- 2019-2020%: Del Mar-95%, Green Acres-96%, Live Oak-94%, Ocean-100%, Shoreline-97%
- 2020-2021%: Del Mar-94%, Green Acres-97%, Live Oak-93%, Ocean-100%, Shoreline-92%
- 2021-2022%: Del Mar-91%, Green Acres-93%, Live Oak-92%, Ocean-99%, Shoreline-94%
- 2022-2023%: Del Mar-92%, Green Acres-92%, Live Oak-91%, Ocean-100%, Shoreline-92%

LOSD's number of expulsions continues to decline.

CHKS was administered this 2023-24 school year.

LOSD and the Santa Cruz County Sheriff's Office are engaged in collaborative safety efforts.

School Safety Strategies and Programs

Live Oak Elementary School District is committed to school safety for all students, staff, and visitors. Many strategies and programs provide and maintain a high level of school safety.

School Vision/Mission Statement

Vision

All students will have the confidence, knowledge and ability to pursue their dreams and realize their full potential. Students will have the courage, compassion and character to make a meaningful impact in the world.

Mission

Our mission is to empower, inspire and ensure equitable opportunities for every student to thrive. We teach and nurture the whole child in an academically rigorous, collaborative and innovative learning environment.

Providing a safe learning environment is a priority for staff, parents, students, and school community members. Live Oak Elementary School District prepares students to be self-disciplined and responsible citizens who can meet the challenge of living in an ethnically and socio-economically diverse community. Live Oak Elementary School District promotes caring and nurturing relationships and work cooperatively with parents, students, law enforcement representatives, and other community agencies. Live Oak Elementary School District stresses prevention of violence on campus and prepares students to handle conflict, anger, and other threats to safety.

Programs are implemented to prevent drug, alcohol, and tobacco use. The Live Oak Elementary School District discipline policy provides students with behavior guidelines that are aligned to the California Education Code and district policies. School-wide rules, classroom rules, the dress code, and consequences for rule infractions provide students with clear expectations for behavior. The focus is to reduce barriers to learning as well as to build protective factors leading to student success, both academically and socially.

Intervention and prevention programs focus on positive youth development. Live Oak Elementary School District implements programs to create a positive school climate and promote social-emotional learning using research-based strategies. Live Oak Elementary School District implements multi-tiered systems of support/response to intervention for students that promote high expectations, maintain student engagement in school, and provide systems for student success.

Strategies and programs unique to Live Oak Elementary School District that provide a safe learning environment for all students, including LGBTQ students.

Strategies and programs include PBIS, Designated Safe Places, and the following Policy:

Gender based discrimination is illegal and gender is a protected class.

STATE Law: Prohibits discrimination based on gender identity and expression, especially in enrollment and must be permitted to participate in activities and use facilities according to gender identity irrespective of what is listed.

FEDERAL Law: Prevents discrimination based on sex, in workplace and in schools.

Prohibits gender discrimination. Students should be allowed to:

1. Use a private bathroom
2. Use gender segregated bathrooms that align with gender identity
3. Use name/pronoun preferred
4. Participate in athletics based on preferred gender identity

5. We will keep information secure and confidential
6. We will Prepare data system to reflect preferred name/gender

Live Oak School District Policy:

Student Records:

Names/Pronouns: students should be addressed by their preferred names and pronouns based on gender exclusively asserted at school. Slips do happen, but intentional persistent refusal to respect gender identity should not be tolerated.

Official Records:

We will make changes for students with legal name and/or gender marker changes and we will keep information secure and private with parent's request. If requested, students without legal name and/or gender changes will have their preferred name and gender on all materials. One copy of the students' legal name and gender will be kept locked in the main office.

Confidentiality:

School personnel should not discuss a student's transgender status with anyone other than the student, parents and designated team (unless necessary for safety or with written consent).

Privacy

1. All students have a right to privacy including sexual orientation, gender identity, gender expression.
2. School personnel should not disclose a student's sexual orientation, gender identity or gender expression unless there is a "need to know."
3. Be mindful of student's privacy when revealing info to parents.
4. When discussing issues and conduct at school refrain from adding students gender identity, or sexual orientation, and focus on the issues to retain confidentiality.

Supporting a safe learning environment for all students, including LGBTQ students, are site efforts associated with climate and culture as set forth below:

Del Mar

PBIS, Trimesterly PBIS presentations at each school station, monthly Student Voice Group, Black Student Lunch Bunch, Social Skills groups with our counselor, Del Mar Bug Club, Salud y Cariño SEL Group, Inclusionary practices, participation in CAPTAIN Cadre (California Autism Professional Training and Information Network).

Green Acres

PBIS schoolwide, quarterly Culture Climate Assemblies with students, Student Council Bathroom Use Presentations, Harmony SEL Lessons schoolwide, Monthly Book Club to promote safety, diversity, and inclusion of ALL students regardless of gender identity, learning style, race, language. Social skills groups with school counselor.

Live Oak

PBIS, thematic social skills groups (counseling), assemblies (e.g. PBIS and AR Awards), restorative justice practices, Salud and Carino group, 5th-grade Human Health, SST, etc.

Ocean

PBIS and SEL lessons, team building activities with students to promote connection, acceptance and a sense of belonging, after school clubs to promote student engagement

Shoreline

PBIS, Weekly Advisory including school-wide SEL lessons, weekly Second Step lessons in PE, SAGA club, student groups with the school counselor, Salud y Carino, restorative justice, morning announcements to enforce school climate & expectations. Various lunch-time and after clubs to promote student engagement and increase connectivity.

Child Abuse Reporting Procedures

(EC 35294.2 [a] [2]; PC 11166)

All school staff members actively monitor the safety and welfare of all students. Staff members understand their responsibility as child-care custodians and will immediately report all cases of known and suspected child abuse pursuant to Penal Code Section 11166. District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

Penal Code 11166. (a) Except as provided in subdivision (d), and in Section 11166.05, a mandated reporter shall make a report to an agency specified in Section 11165.9 whenever the mandated reporter, in his or her professional capacity or within the scope of his or her employment, has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. The mandated reporter shall make an initial report by telephone to the agency immediately or as soon as is practicably possible, and shall prepare and send, fax, or electronically transmit a written follow up report within 36 hours of receiving the information concerning the incident. The mandated reporter may include with the report any non-privileged documentary evidence the mandated reporter possesses relating to the incident.

Plans are also completed to assure ongoing monitoring of the student. School staff work closely with police and Child Protective Services with follow up actions as needed. Considerable effort is made to maintain the confidentiality of the student and employee in all cases of child abuse reporting. Copies of all written reports are maintained in a confidential file in the principal's office. Board Policy 5141.4 addresses Child Abuse Prevention and Reporting and is included in the Appendix of the Comprehensive School Safety Plan.

Emergency/Disaster Preparedness Training Schedule

Live Oak Elementary School District will provide all students and staff with emergency/disaster preparedness training in a variety of procedures according to the following schedule:

Training	Date(s)
Fire Procedures	DM: 9/29/23, 10/18/23, 11/14/23, 12/19/23, 1/31/24, 2/3/24, 3/22/24, 4/26/24, 5/8/24; GA & OA: 8/24/23, 9/20/23, 10/26/23, 11/13/23, 12/13/23, 1/11/24, 2/13/24, 3/26/24, 4/9/24, 5/15/24; LO: 8/28/23, 9/11/23, 10/4/23, 11/13/23, 12/12/23, 1/11/24, 2/29/24, 3/29/24, 4/8/24, 5/6/24; SL: 9/1/23, 12/8/23, 3/22/24, 4/15/24.
Lock Down Procedures	DM: 10/23/23, 1/16/24; GA & OA: 12/5/23, 4/11/24; LO: 3/12/24, 4/25/24; SL: 11/3/23, 1/12/24.
Code Red Procedures	DM: 1/16/24, GA & OA: 4/11/24, LO: 4/25/24, SL: 1/12/24.
Shelter in Place Procedures	DM: 11/3/23, 3/7/24; GA & OA: 2/29/24; LO: 11/9/23, 3/20/24; SL: 9/29/23, 10/4/23.
Earthquake Emergency Procedures	DM: 10/18/23, 2/3/24, 4/26/24; GA & OA: 9/12/23, 10/27/23, 11/2/23, 1/31/24; LO: 10/19/23, 12/7/23, 2/7/24, 5/22/24; SL: 10/19/23, 2/23/24.

Procedures for Emergency Use by Public Agency – BP 3516

As documented in Board Policy 3516, public agencies, including the American Red Cross, have permission to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board will cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs. Board Policy 3516 is included in the Appendix.

Suspension/Expulsion Policies – BP 5144.1

As documented in Board Policy 5144.1, the school desires to provide students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. Rules and regulations set the standards of behavior expected of students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion. Board Policy 5144.1 is included in the Appendix.

Procedures to Notify Teachers of Dangerous Pupils – BP 4158

As documented in Board Policy 4158, the Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom. Board Policy 4158 is included in the Appendix.

Nondiscrimination/Harassment Policy – BP 5145.3

As documented in Board Policy 5145.3, the Board of Education desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and/or bullying of any student, based on actual or perceived characteristics of race or ethnicity, color, nationality, national origin, ethnic group identification, age, religion, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics. Board Policy 5145.3 is included in the Appendix.

Strategies and programs unique to Live Oak Elementary School District that provide a safe school environment for all students, including LGBTQ students.

These strategies include, but are not limited to Positive Interventions and Supports "PBIS", Safe spaces. In addition, and specifically:

Ocean Alternative:

Individualized learning plan for each student to increase motivation, PBIS lessons for all students including LGBTQ students about inclusivity, celebrating diversity, and choosing kindness for all, teambuilding & after school clubs to build connection and a welcoming environment

Shoreline Middle School:

PBIS, Weekly Advisory including school-wide SEL lessons, weekly Second Step lessons in PE, SAGA club, student groups with the school counselor, Salud y Carino, restorative justice, morning announcements to enforce school climate & expectations. Various lunch-time and after clubs to promote student engagement and increase connectivity.

Dress Code – BP 5132

As documented in Board Policy 5132, the Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. Students are prohibited from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Board Policy 5132 is included in the Appendix.

In addition to BP 5132, the following sites have created unique policies:

Del Mar Elementary:

DRESS CODE STANDARDS FOR DEL MAR ELEMENTARY SCHOOL

The following illustrations are examples of inappropriate clothing for Del Mar Scholars

Bare Midriff Tops

Visible underwear or sagging pants

Short skirts and shorts

Low cut tops and/or dresses

Backless shoes including flip flops

Gang related clothing and/or accessories

Clothing promoting drugs or alcohol

Hats

GREEN ACRES DRESS AND GROOMING STANDARDS

The Green Acres School staff and parent representatives have agreed that children are expected to wear comfortable clothing suitable for classroom and P.E. activities. Parents, please label jackets and sweatshirts with your child's name. For the purpose of preserving a serious learning environment at school and help ensure the safety of the children, the following restrictions apply:

1. Shirts and shoes are to be worn at all times. Flip-flops and open-backed sandals, shoes with heels higher than one inch are not allowed due to potential accidents on the school grounds.
2. Shoes with retractable or inset wheels are prohibited at school.
3. Hats, caps, and sunglasses shall not be worn indoors, unless approved to do so by teacher.
4. Clothing, jewelry and personal items (backpacks, fanny packs, water bottles etc.) shall be free of writing, pictures or designs which are crude, vulgar, profane or sexually suggestive which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
5. Clothing that exposes bare torsos, see through clothing, low-cut armholes, and strapless dresses or shirts are not permitted. Pants should be worn above the buttocks.

Teachers reserve the right to send a student to the principal if their dress interferes with the educational process, if attention is diverted from the appropriate function of a classroom, or if it is a potential security risk to the student.

LIVE OAK ELEMENTARY SCHOOL

The Live Oak School staff and parent representatives have agreed that children are expected to wear comfortable clothing suitable for classroom and P.E. activities. Parents, please label jackets and sweatshirts with your child's name. For the purpose of preserving a serious learning environment at school and help ensure the safety of the children, the following restrictions apply:

1. Shirts and shoes are to be worn at all times. Flip-flops and open-backed sandals, shoes with heels higher than one inch are not allowed due to potential accidents on the school grounds.
2. Shoes with retractable or inset wheels are prohibited at school.
3. Sunglasses shall not be worn indoors, unless approved to do so by teacher.
4. Clothing, jewelry and personal items (backpacks, fanny packs, water bottles etc.) shall be free of writing, pictures or designs which are crude, vulgar, profane or sexually suggestive which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
5. Clothing that exposes bare torsos, see through clothing, low-cut armholes, and strapless dresses or shirts are not permitted. Pants should be worn above the buttocks.

Teachers reserve the right to send a student to the principal if their dress interferes with the educational process, if attention is diverted from the appropriate function of a classroom, or if it is a potential security risk to the student.

OCEAN ALTERNATIVE SCHOOL

1. Shirts and shoes are to be worn at all times. Flip-flops and open-backed sandals,

shoes with heels higher than one inch are not allowed due to potential accidents on the school grounds.

2. Shoes with retractable or inset wheels are prohibited at school.

3. Sunglasses shall not be worn indoors, unless approved to do so by teacher.

4. Clothing, jewelry and personal items (backpacks, fanny packs, water bottles etc.) shall be free of writing, pictures or designs which are crude, vulgar, profane or sexually suggestive which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.

5. Clothing that exposes bare torsos, see through clothing, low-cut armholes, and strapless dresses or shirts are not permitted. Pants should be worn above the buttocks

SHORELINE MIDDLE SCHOOL

Clothing worn to school should be comfortable and appropriate for school activities.

- Clothing and jewelry with writing or designs that depict unlawful or inappropriate content such as (but not limited to) tobacco, drugs or alcohol, weapons, gang affiliation, profanity, explicit pictures or sexual messages are prohibited.
- Clothes shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited. Garments cut low in front, back or on the sides may not be worn. Pants may not be worn below the waistline, and may not be excessively baggy or touch the floor.
- Students may not wear hats or hoods in the building.
- Clothing and/or personal items that exhibit gang affiliation are strictly prohibited. This includes name brands and colors which have gang affiliations.
- Footwear must always be worn on campus or participating in a school activity (e.g. field trip).

Dress Code Violations: Students dressed inappropriately will be asked to wear their P.E. clothing for the remainder of the day or be sent home to change and return to school (see District Policy 5132).

Rules and Procedures for School Discipline – BP 5144

As documented in Board Policy 5144, the Board of Education is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

Consultation, Cooperation and Coordination with other School Site Councils or School Safety Plan Committees

Deleted.

Bullying Prevention – BP 5131.2

As documented in Board Policy 5131.2, the Board of Education is committed to creating a safe learning and working environment for all students and employees. The Board of Education recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or groups of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Board Policy 5131.2 is included in the Appendix.

Strategies and programs unique to Live Oak Elementary School District that prevent bullying for all students, including LGBTQ students.

This includes, but is not limited to: PBIS, Assemblies, Restorative Practices, Solution Groups, Second Step Curriculum. Additionally and specifically:

LIVE OAK ELEMENTARY SCHOOL
Sanford Harmony

OCEAN ALTERNATIVE:
Leadership Lessons

Positive School Climate – BP 5137

As documented in Board Policy 5137, the Board of Education desires to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements. The school environment should be characterized by positive interpersonal relationships among students and between students and staff.

The district's curriculum shall include age-appropriate character education which includes, but is not limited to, the principles of equality, human dignity, mutual respect, fairness, honesty, and citizenship. The Superintendent or designee may develop other strategies to enhance students' feelings of connectedness with the schools, such as campus beautification projects, graffiti removal, development of extracurricular activities and after-school programs, pairing of adult mentors with individual students, recognition of student achievement, and encouragement of strong family and community involvement in the schools. Board Policy 5137 is included in the Appendix.

These strategies and programs include, but are not limited to:

Del Mar

PBIS, Trimesterly PBIS presentations at each school station, monthly Student Voice Group, Black Student Lunch Bunch, Social Skills groups with our counselor, Del Mar Bug Club, Salud y Cariño SEL Group, Inclusionary practices, participation in CAPTAIN Cadre (California Autism Professional Training and Information Network).

Green Acres

PBIS schoolwide, quarterly Culture Climate Assemblies with students, Student Council Bathroom Use Presentations, Harmony SEL Lessons schoolwide, Monthly Book Club to promote safety, diversity, and inclusion of ALL students regardless of gender identity, learning style, race, language. Social skills groups with school counselor.

Live Oak

Buddy Bench, Student-led Buddy Bench curriculum; Salud y Carino, Second Step, Sanford Harmony, inclusive and celebratory cultural events, Day of the Child,

Ocean

Student Council, Spirit Days, monthly community events and field trips, monthly student/parent/teacher conferences, Daily wellness check ins

Shoreline

PBIS, Advisory, weekly Second Step lessons in PE, SAGA club, student groups with the school counselor, Boys to Men, Salud y Carino, restorative justice, morning announcements to enforce school climate & expectations.

Mental Health Clinicians and the school counselor(s) are part of the site PBIS Teams and are highly involved in Tiers 1 and 2 programs and interventions. LOSD works closely with the Santa Cruz County Sheriff's Office for support with school district community activities, outreach and law enforcement.

Strategies and programs unique to Live Oak Elementary School District that create a positive school climate for all students, including LGBTQ students.

Strategies and programs include, but are not limited to: clubs, including GSA, Safe Spaces, and Positive Behavior Interventions and Supports (PBIS). Additionally and specifically:

LIVE OAK ELEMENTARY SCHOOL:

Live Oak

Salud y Carino, Second Step, Sanford Harmony, inclusive and celebratory cultural events, Day of the Child, 5th-grade Human Health

OCEAN ALTERNATIVE:

Acknowledging every child as they arrive to school, After school clubs, small group learning to provide safe learning environment, Student Council, Spirit Days, monthly community events and field trips, monthly student/parent/teacher conferences, Daily wellness check-ins

Uniform Complaint Procedure – BP 1312.3

As documented in Board Policy 5137, the Board of Education recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation. Board Policy 1312.3 is included in the Appendix.

Strategies and programs unique to Live Oak Elementary School District that encourage early resolution of complaints for all students, including LGBTQ students.

Complaint boxes, access to mental health clinicians and counselor(s), PBIS. Additionally and specifically:

LIVE OAK ELEMENTARY SCHOOL:

Drop-in counseling, principal-led collaborative team problem-solving

OCEAN ALTERNATIVE SCHOOL:

Community School Advisory Team, Weekly emails to parents through Parent Square, monthly parent/student/teacher conferences providing open communication, Student information discussions weekly with staff

Protocols to Address Mental Health Care of Pupils Who Have Witnessed a Violent Act

Pupils who have witnessed a violent act at school or at a school-sponsored activity, while going to or coming from school or a school sponsored activity, or during a lunch period on or off campus, will need attention to address their mental health. Witnessing violence and being a victim of violence at school have been found both positively and significantly associated with child psychological trauma symptoms and self-reported violent behavior, even after controlling for the effects of various demographic factors. Serious emotional and behavioral consequences can occur for students who are merely witnesses to violence (Flannery, D. J., Wester, K. L., & Singer, M. I., 2004).

LOSD's mental health/social-emotional health clinicians counselors have been trained to support students who have experienced trauma. When staff becomes knowledgeable about a potential student who may have witnessed a violent act, an immediate referral is made to the appropriate counselor. The counselor will provide follow-up as deemed appropriate by individual cases.

Procedures for Safe Ingress and Egress of Pupils, Parents, and School Employees to and from school

In an effort to assure the safety and welfare of students, parents, and visitors to Live Oak Elementary School District, the following procedures should be followed when traveling to and from the school site:

- Daily Bus Drop-off & Pick-up at School:
- Students Walking to School:
- Students and Adults visiting the school site after hours or on weekends:

LOSD does not transport to and from school sites, with the exception of field trips and certain students with identified special education needs.

Students walking to school are supported by site crossing guards and campus security. Additionally, staff are assigned at each site to guide the flow of vehicular and pedestrian traffic during drop-off and pick-up periods. Additionally, LOSD

supports and participates in the Santa Cruz County Complete Streets to Schools Planning Grant to lay the groundwork for increasing the frequency and safety of bicycling and walking amount our District's students.

Del Mar Elementary:

Safe Ingress and Egress

Students arrive/leave via:

Felt Street Park Gate

Paget Street Gate

Cypress High School Parking Lot

Del Mar Drive Aisle

Green Acres Elementary:

Safe Ingress and Egress

Students arrive/leave via Bostwick Lane or enter by bike/walking via Rodriguez Street. Students are dropped off either near the gate by the MUR or the school office.

Live Oak Elementary:

Safe Ingress and Egress

Students arrive/leave via Capitola Road and enter the campus through one of 4 gates located on the Chanticleer St. side of the campus. Students are dropped off either in the front of the school by the library or at the school office.

Ocean Alternative School

Safe Ingress and Egress

Students arrive/leave via Bostwick Lane or enter by bike/walking via Rodriguez Street. Students are dropped off either near the gate by the MUR or the school office.

Shoreline Middle School:

Students arrive/leave via front walkway or Simpkins access road. Students are dropped off or picked up in the school parking lot.

Appendix

Board Policy 5141.4 Child Abuse Prevention and Reporting

Board Policy 3516 Emergencies and Disaster Preparedness

Board Policy 5144.1 Suspension and Expulsion/Due Process

Board Policy 4158 Employee Security/Teacher Notification

Board Policy 5145.3 Nondiscrimination/Harassment

Board Policy 5132 Dress and Grooming

Board Policy 5144 Discipline

Board Policy 5131.2 Bullying Prevention

Board Policy 5137 Positive School Climate

Board Policy 1312.3 Uniform Complaint Procedure

Policy 5141.4: Child Abuse Prevention And Reporting

Status: ADOPTED

Original Adopted Date: 09/03/2013 | Last Revised Date: 03/15/2023 | Last Reviewed Date: 03/15/2023

The Governing Board is committed to supporting the safety and well-being of district students and desires to facilitate the prevention of and response to child abuse and neglect. The Superintendent or designee shall develop and implement strategies for preventing, recognizing, and promptly reporting known or suspected child abuse and neglect.

The Superintendent or designee may provide a student who is a victim of abuse with school-based mental health services or other support services and/or may refer the student to resources available within the community as needed.

Child Abuse Prevention

The district's instructional program may provide age-appropriate and culturally sensitive child abuse prevention curriculum which explains students' right to live free of abuse, includes instruction in the skills and techniques needed to identify unsafe situations and react appropriately and promptly, informs students of available support resources, and teaches students how to obtain help and disclose incidents of abuse.

The district's program also may include age-appropriate curriculum in sexual abuse and sexual assault awareness and prevention. Upon written request of a student's parent/guardian, the student shall be excused from taking such instruction. (Education Code 51900.6)

The Superintendent or designee may display posters, in areas on campus where students frequently congregate, notifying students of the appropriate telephone number to call to report child abuse or neglect. (Education Code 33133.5)

In addition, student identification cards for students in grades 7-12 shall include the National Domestic Violence Hotline telephone number. (Education Code 215.5)

The Superintendent or designee shall, to the extent feasible, seek to incorporate community resources into the district's child abuse prevention programs and may use these resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

Child Abuse Reporting

The Superintendent or designee shall establish procedures for the identification and reporting of known and suspected child abuse and neglect in accordance with law.

Procedures for reporting child abuse shall be included in the district and/or school comprehensive safety plan. (Education Code 32282)

District employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect.

The Superintendent or designee shall provide training regarding the duties of mandated reporters as required by law and as specified in the accompanying administrative regulation. (Education Code 44691; Penal Code 11165.7)

Policy 3516: Emergencies And Disaster Preparedness Plan

Status: ADOPTED

Original Adopted Date: 05/03/2011 | **Last Reviewed Date:** 05/03/2011

The Governing Board recognizes that all district staff and students must be prepared to respond quickly and responsibly to emergencies, disasters, and threats of disaster.

The Superintendent or designee shall develop and maintain a disaster preparedness plan which details provisions for handling emergencies and disasters and which shall be included in the district's comprehensive school safety plan. (Education Code 32282)

The Superintendent or designee shall also develop and maintain emergency plans for each school site.

In developing the district and school emergency plans, the Superintendent or designee shall collaborate with city and county emergency responders, including local public health administrators.

The Superintendent or designee shall use state-approved Standardized Emergency Management System guidelines and the National Incident Command System when updating district and site-level emergency and disaster preparedness plans.

The Board shall grant the use of school buildings, grounds, and equipment to public agencies, including the American Red Cross, for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The Board shall cooperate with such agencies in furnishing and maintaining whatever services they deem necessary to meet the community's needs. (Education Code 32282)

School employees are considered disaster service workers and are subject to disaster service activities assigned to them. (Government Code 3100)

Policy 5144.1: Suspension And Expulsion/Due Process

Status: ADOPTED

Original Adopted Date: 08/13/2018 | Last Revised Date: 05/04/2022 | Last Reviewed Date: 05/04/2022

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when the behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when the student's presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to on-campus or off-campus suspension.

No student in grades K-8 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee may establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school

or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation, the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken at an open session of a Board meeting.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48912)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

No child enrolled in a preschool program shall be expelled except under limited circumstances as specified in A 5148.3 - Preschool/Early Childhood Education.

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

Maintenance and Monitoring of Outcome Data

The Superintendent or designee maintain outcome data 48916.1, including, but not limited to, the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required.

In presenting the report to the Board, the Superintendent or designee should disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

Policy 4158: Employee Security

Status: ADOPTED

Original Adopted Date: 09/19/2018 | Last Reviewed Date: 09/19/2018

The Governing Board desires to provide a safe, orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for providing necessary assistance and support when emergency situations occur.

Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. As appropriate, the Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace.

The Superintendent or designee may pursue legal action on behalf of an employee against a student or his/her parent/guardian to recover damages to the employee or his/her property caused by the student's willful misconduct that occurred on district property, at a school or district activity, or in retaliation for lawful acts of the employee in the performance of his/her duties. (Education Code 48904, 48905)

The Superintendent or designee shall ensure that employees receive training in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques, procedures for responding to an active shooter situation, and crisis resolution.

The Superintendent or designee also shall inform teachers, in accordance with law, of crimes and offenses committed by students who may pose a danger in the classroom. (Education Code 48201, 49079; Welfare and Institutions Code 827)

The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, communication devices that would enable two-way communication with law enforcement and others when emergencies occur.

Use of Pepper Spray

Employees may not carry or possess pepper spray on school property or at school activities except when authorized by the Superintendent or designee for self-defense purposes. When allowed, an employee may only possess pepper spray in accordance with administrative regulations and Penal Code 22810. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

Reporting of Injurious Objects

The Board requires school employees to take immediate action upon being made aware that any person is in possession of a weapon or unauthorized injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately call 911 and the principal

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

Policy 5145.3: Nondiscrimination/Harassment

Status: ADOPTED

Original Adopted Date: 06/20/2018 | Last Revised Date: 11/15/2023 | Last Reaffirmed Date: 11/15/2023

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school, and to all acts of the Governing Board and the Superintendent in enacting policies and procedures that govern the district.

The Board desires to provide a welcoming, safe and supportive school environment that allows all students equal access to and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, includes physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when the prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

Because unlawful discrimination may occur when disciplining students, including suspension and expulsion, the Superintendent or designee shall ensure that staff enforce discipline rules fairly, consistently and in a non-discriminatory manner, as specified in Board Policy and Administrative Regulation 5144 - Discipline, Board Policy and Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

The Board also prohibits any form of retaliation against any individual otherwise participates in the filing or investigation of a complaint or report regarding an incident of discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's website in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation. (Education Code 234.1, 234.6)

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion for behavior that is severe or pervasive as defined in Education

Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

All allegations of unlawful discrimination in district programs and activities shall be brought, investigated, and resolved in accordance with Board Policy 1312.3 - Uniform Complaint Procedures.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

Policy 5132: Dress And Grooming

Status: ADOPTED

Original Adopted Date: 09/03/2013 | **Last Revised Date:** 02/08/2023 | **Last Reviewed Date:** 02/08/2023

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to wear clothing that is suitable for the school activities in which they participate. Students shall not wear clothing that presents a health or safety hazard or causes a substantial disruption to the educational program.

District and school rules pertaining to student attire shall be included in student handbooks, may be posted in school offices and classrooms, and may be periodically reviewed with all students as necessary.

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

In addition, the dress code shall not discriminate against students based on hair texture and protective hairstyles, including, but not limited to, braids, locks, and twists. (Education Code 212.1)

The principal or designee is authorized to enforce this policy and shall inform any student who does not reasonably conform to the dress code. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size.

School administrators, teachers, and other staff shall be notified of appropriate and equitable enforcement of the dress code.

When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

Gang-Related Apparel

The principal, staff, and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a proposed dress code shall be presented to the Board, which shall approve the plan upon determining that it is necessary to protect the health and safety of the school environment. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)

When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

Uniforms

The Board may approve a school-initiated dress code requiring students at the school to wear a school uniform whenever the Board determines that such a dress code will promote student achievement, a positive school climate, and/or student safety.

The Superintendent or designee shall establish procedures whereby parents/guardians may choose to have their children exempted from the school uniform policy. Students shall not be penalized academically, otherwise discriminated against, or denied attendance to school if their parents/guardians so decide. (Education Code 35183)

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Education Code 35183)

Policy 5144: Discipline

Status: ADOPTED

Original Adopted Date: 08/13/2018 | Last Reviewed Date: 08/13/2018

The Governing Board is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and to preparing students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

The Superintendent or designee shall effective, age-appropriate strategies for maintaining a positive school climate and correcting student misbehavior at district schools. The strategies shall focus on providing students with needed supports; communicating clear, appropriate, and consistent expectations and consequences for student conduct; and ensuring equity and continuous improvement in the implementation of district discipline policies and practices.

In addition, the Superintendent or designee's strategies for correcting student misconduct shall reflect the Board's preference for the use of positive interventions and alternative disciplinary measures over exclusionary discipline measures.

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as suspension and expulsion, shall be imposed only when required or permitted by law or when other means of correction have been documented to have failed. (Education Code 48900.5)

School personnel and volunteers shall not allow any disciplinary action taken against a student to result in the denial or delay of a school meal. (Education Code 49557.5)

The Superintendent or designee shall create a model discipline matrix that lists violations and the consequences for each as allowed by law.

The administrative staff at each school may develop disciplinary rules to meet the school's particular needs consistent with law, Board policy, and district regulations. The Board, at an open meeting, shall review the approved school discipline rules for consistency with Board policy and state law. Site-level disciplinary rules shall be included in the district's comprehensive safety plan. (Education Code 32282, 35291.5)

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify the causes of the student's behavior and implement appropriate discipline. When choosing between different disciplinary strategies, staff shall consider the effect of each option on the student's health and opportunity to learn.

Staff shall enforce disciplinary rules fairly, consistently, and in accordance with the district's nondiscrimination policies.

The Superintendent or designee shall provide professional development as necessary to assist staff in developing the skills needed to effectively implement the disciplinary strategies adopted for district schools, including, but not limited to, consistent classroom management skills, effective accountability and positive intervention techniques, and development of strong, cooperative relationships with parents/guardians.

District goals for improving school climate, based on suspension and expulsion rates, surveys of students, staff, and parents/guardians regarding their sense of school safety, and other local measures, shall be included in the district's local control and accountability plan, as required by law.

At the beginning of every school year, the Superintendent or designee shall report to the Board regarding disciplinary strategies used in district school in the immediately preceding school year and their effect on student learning.

Policy 5131.2: Bullying

Status: ADOPTED

Original Adopted Date: 09/03/2013 | **Last Revised Date:** 03/15/2023 | **Last Reviewed Date:** 03/15/2023

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. No individual or group shall, through physical, written, verbal, visual, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, or retaliate against them for filing a complaint or participating in the complaint resolution process.

The Superintendent or designee shall develop strategies for addressing bullying in district schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community.

Such strategies shall be incorporated into the comprehensive safety plan and, to the extent possible, into the local control and accountability plan and other applicable district and school plans.

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

If the Superintendent or designee believes it is in the best interest of a student who has been the victim of an act of bullying, as defined in Education Code 48900, the Superintendent or designee shall advise the student's parents/guardians that the student may transfer to another school. If the parents/guardians of a student who has been the victim of an act of bullying requests a transfer for the student pursuant to Education Code 46600, the Superintendent or designee shall allow the transfer in accordance with law and district policy on intradistrict or interdistrict transfer, as applicable.

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

Policy 5137: Positive School Climate

Status: ADOPTED

Original Adopted Date: 09/03/2013 | **Last Reviewed Date:** 09/03/2013

The Governing Board desires to enhance student learning by providing an orderly, caring, and nurturing educational and social environment in which all students can feel safe and take pride in their school and their achievements. The school environment should be characterized by positive interpersonal relationships among students and between students and staff.

All staff are expected to serve as role models for students by demonstrating positive, professional attitudes and respect toward each student and other staff members. Teachers shall use effective classroom management techniques based on clear expectations for student behavior.

Staff shall consistently enforce Board policies and regulations which establish rules for appropriate student conduct, including prohibitions against bullying, cyberbullying, harassment of students, hazing, other violence or threats of violence against students and staff, and drug, alcohol, and tobacco use.

The district's curriculum shall include age-appropriate character education which includes, but is not limited to, the principles of equality, human dignity, mutual respect, fairness, honesty, and citizenship. Teachers are encouraged to employ cooperative learning strategies that foster positive interactions in the classroom among students from diverse backgrounds.

The Superintendent or designee may develop other strategies to enhance students' feelings of connectedness with the schools, such as campus beautification projects, graffiti removal, development of extracurricular activities and after-school programs, pairing of adult mentors with individual students, recognition of student achievement, and encouragement of strong family and community involvement in the schools.

Students shall have opportunities to voice their concerns about school policies and practices and to share responsibility for solving problems that affect their school.

The schools shall promote nonviolent conflict resolution techniques in order to encourage attitudes and behaviors that foster harmonious relations. As part of this effort, students shall be taught the skills necessary to reduce violence, including communication skills, anger management, bias reduction, and mediation skills.

Staff shall receive professional development designed to improve classroom management, conflict resolution techniques, and communications with students and parents/guardians including persons of diverse backgrounds.

Policy 1312.3: Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 09/30/2020 | Last Revised Date: 11/15/2023 | Last Reviewed Date: 11/15/2023

The Governing Board recognizes that the district is primarily responsible to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

Complaints Subject to UCP

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)
3. After School Education and Safety programs (Education Code 8482-8484.65)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)
6. Child care and development programs (Education Code 8200-8488)
7. Compensatory education (Education Code 54400)
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)
9. Course periods without educational content (Education Code 51228.1-51228.3)
10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

Discrimination includes, but is not limited to, the Board's refusal to approve the use or prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. A complaint alleging such unlawful discrimination may, in addition to or in lieu of being filed with the district, be directly filed with the Superintendent of Public Instruction (SP3). (Education Code 243)

11. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, students formerly in a juvenile court school, students who are migratory, and students participating in a newcomer program (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)
12. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)
13. Local control and accountability plan (Education Code 52075)
14. Migrant education (Education Code 54440-54445)
15. Physical education instructional minutes (Education Code 51210, 51222, 51223)
16. Student fees (Education Code 49010-49013)
17. Reasonable accommodations to a lactating student (Education Code 222)

18. Regional occupational centers and programs (Education Code 52300-52334.7)
19. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)
20. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)
21. State preschool programs (Education Code 8207-8225)
22. State preschool health and safety issues in license-exempt programs (Education Code 8212)
23. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy
24. Any other state or federal educational program the SP or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain records of each complaints and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging that a student, while in an education program or activity in which the district exercises substantial control over the context and respondent, was subjected to sexual harassment as defined in 34 CFR 106.30 shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.
2. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulation 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department.
3. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with Administrative Regulation 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)
4. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with Board Policy 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)

5. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance. (5 CCR 15582)
 6. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)
 7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance. (5 CCR 15582)
 8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)
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