

Annual Notification of Rights and Responsibilities of Parents/Guardians and Students

2024-2025



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DISTRICT MISSION AND VISION STATEMENT

The Buena Park School District ignites and inspires all students to pursue high achievement; empowering them to follow their passions.

BPSD VISION

Ignite the Passion for Learning!

We ignite the passion for learning by:

- Ensuring we have highly-trained, talented and dedicated educators/staff;
- Providing ambitious and innovative curriculum and instruction;
- Establishing cutting-edge technology and facilities;
- Cultivating nurturing and safe environments;
- Valuing the strength of our cultural diversity;
- Partnering with our families and community; and
- Guiding students to lead and impact the world.

DISTRICT CORE ETHICAL VALUES

Respect	Integrity	Responsibility	Perseverance
Cooperation	Civic Duty	Compassion	Honesty

District Directory

Board of Education

Tharwa Ahmad, Trustee Area #3
Brenda Estrada, Trustee Area #4
Jason Chong, Trustee Area #2
Jerry Frutos, Trustee Area #5
Rhodia Shead, Trustee Area #1

Superintendent

Dr. Julianne Lee

School Sites

Arthur F. Corey Elementary (Preschool-5th Grade)

7351 Holder Street, Buena Park, CA 90620
714-522-8389

Charles G. Emery Elementary School (Preschool-5th Grade)

8600 Somerset Street, Buena Park, CA 90621
714-521-5134

Carl E. Gilber Elementary School (Preschool-5th Grade)

7255 Eighth Street, Buena Park, CA 90621
714-522-7281

Mabel L. Pendleton Elementary School (Preschool-5th Grade)

7101 Stanton Avenue, Buena Park, CA 90621
714-521-8568

James A. Whitaker Elementary School (Preschool-5th Grade)

8401 Montana Street, Buena Park, CA 90621
714-521-9770

Gordon H. Beatty Middle School (Grades 6-8)

8201 Country Club Drive, Buena Park, CA 90621
714-523-1160

Buena Park Middle School

6931 Orangethorpe Avenue, Buena Park, CA 90620
714-522-8461

Buena Park Learning Center (Preschool)

8201 Country Club Drive, Buena Park, CA 90621
714-994-9381

Table of Contents

3	Curriculum & Instruction / Student Programs
9	Student Discipline
13	School Safety
17	Attendance
21	Health Services
27	Pupil Records
30	Federal and State Regulations/Miscellaneous
33	Non-Discrimination / Students with Disabilities
34	Attachments
	1. 2024-2025 Instructional Calendar
	2. Firearms Safety Memo
	3. Civility Policy – Board Policy 1313
	4. Model Notification of Rights for Elementary and Secondary Schools
	5. Opioid Factsheet
	6. Type 1 and Type 2 Diabetes
	7. Pesticide Use Listing
	8. Statutory Attendance Options
	9. Excused Absences – California Education Code § 48205
	10. Know your Educational Rights
	11. Notice of Alternative Schools
	12. Responsible Use Policy for Technology
	13. Sexual Harassment – Board Policy 4119.11
	14. HPV Information
	15. Mental Health Support
	16. Dress and Grooming – Board Policy 5132
	17. Uniform Complaint Procedures – Governing Board Policy 1312.3

ANNUAL NOTIFICATION TO
PARENTS/GUARDIANS AND STUDENTS
2024-2025

INTRODUCTION

California Education Code section 48980 requires that, at the beginning of the first semester or quarter of the regular school term, the governing board of each school district must notify parents/guardians of a minor of their rights or responsibilities under certain provisions of the Education Code. Other provisions of California and United States law also require notification of parents/guardians.

Education Code section 48982 requires that acknowledgment of this notice be signed by the parent/guardian and returned to your child's school. **Please make sure that you acknowledge receipt of this notices via the parent portal during the data confirmation process at the beginning of the school year.** Your signature on this notice is an acknowledgment that you have received the notice and have been informed of your rights, but the signature does not indicate that consent to participate in any particular program has been either given or withheld.

California and federal law requires certain other notices in the event that specific circumstances should arise, affecting your child's education and attendance at school. If any such circumstances should arise, the District will provide notice as required by law.

KEY TO LEGAL REFERENCES

<u>Abbreviation</u>	<u>Complete Title</u>
AR	Administrative Regulation
BP	Board Policy
B&PC	Business and Professions Code
CCR	California Code of Regulations
EC	Education Code
ESSA	Every Student Succeeds Act
FERPA	Family Educational Rights and Privacy Act
H&SC	Health & Safety Code
IDEA	Individuals with Disabilities Education Act
PC	Penal Code
§ 504	Section 504 of the Rehabilitation Act of 1973
USC	United States Code
W&IC	Welfare and Institutions Code

Note: The term "parent" as used in the following notifications, means the natural or adoptive parent, legal guardian, the person having legal custody, or other educational rights holder; the term also includes a student 18 years of age or older. Additionally, the pronouns used in the notifications are meant to be gender-free.

Curriculum and Instruction / Student Programs

Academic Progress and Retention EC 48070, 48070.5, 48071, 5110; (BP 5123, AR 5123)

The Governing Board expects students to progress through each grade level within a school year. To accomplish this, instruction should accommodate the varying interests and growth patterns of individual students and include strategies for addressing academic deficiencies when needed. In addition, the Governing Board considers parental involvement and student responsibility to be critical elements of student success. Part of that responsibility is a student's daily attendance.

Students who fail to satisfy grade level standards as establish in Board Policy may be considered for retention. Notice of retention will be sent to identified students as early in the school year as practicable, but no later prior to the start of the second semester report card. When any student in grades 2-8 is retained or recommended for retention, an appropriate program of remedial instruction to assist the student in meeting grade-level expectations shall be provided. The district may offer supplemental instruction to a student in grades 2-6 who is identified as being at risk for retention.

Homework (EC 48205, 48913, 48913.5; (BP 6154)

Meaningful homework assignments can be a valuable extension of student learning time. Homework can also assist students in developing good study habits over time. Homework will be assigned when necessary to support classroom lessons and learning objectives. Homework will also enable students to complete unfinished assignments, or review and apply academic content for better understanding.

Homework assignments will be reasonable in length and appropriate to the grade level and course. The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension. Students who miss schoolwork because of an excused absence will be given an opportunity to complete all assignments and tests that can be reasonably provided.

Honor Roll

Fourth through sixth grade students will be eligible for the Honor Roll if the average of their grades at each trimester equals 4.0; they receive no Minimal Progress (-) or Area of Concern (*) marks on their report card, no Ns or Us, or 1s or 2s. Fourth and fifth grade students will be eligible for High Honor Roll if the average of their grades at each trimester equals 4.5; they receive no Minimal Progress (-) or Area of Concern (*) marks on their report card, no Ns or Us, or 1s, 2s, or 3s. Sixth, seventh, and eighth grade students will be eligible for the Honor Roll if the average of their grades at each quarter equals 3.5 or above.

Course Selection and Career Counseling (EC 221.5 (d))

A school counselor, teacher, instructor, administrator, or aide will not offer vocational or school program guidance to a student or, in counseling session a student, differentiate career, vocational, or higher education opportunities, on the basis of the student's sex. Parents of students in grades 6-8 are encouraged to participate in such counseling sessions and decisions.

Safe Place to Learn Act (EC 234, 234.1 (BP 5131.2))

The Buena Park School District prohibits discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics set forth in PC 422.55, including immigration status, and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a District school may be subject to disciplinary action up to and including expulsion. The policy addressing discrimination, harassment, violence, intimidation, or bullying are

posted in all schools and offices.

Course Prospectus (EC 49063, 49991.14; (BP 5020))

The curriculum, including titles, descriptions, and instructional aims of every course offered by the District are compiled in a prospectus and reviewed at least once annually. Please contact the Principal for a copy of the prospectus. The District may charge an amount not to exceed the cost of duplication.

Gifted and Talented Education (BP 6172)

The Gifted and Talented Education (GATE) program exists to meet the unique needs of identified students in academic and social areas. These needs are addressed in a differentiated program administered by classroom teachers and other school personnel.

English Language Programs and Language Acquisition Programs

Buena Park School District offers the following language and language acquisition programs for student enrollment. Parents/Guardians may choose a language acquisition program that best suits their child (EC Section 310[a]).

- **Structured English Immersion (SEI) Program:** A language acquisition program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for pupils who are learning English. At minimum, students are offered English Language Development instruction and access to grade level academic content. *Education Code (EC) Sections 305(a)(2) and 306(c)(3).*

The California Code of Regulations section 11309 requires that any language acquisition program provided by a school, district, or county shall:

- Be designed using evidence-based research and include both Designated and Integrated English Language Development;
- Be allocated sufficient resources by the local educational agency (LEA) to be effectively implemented, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development for the proposed program, and opportunities for parent and community engagement to support the proposed program goals; and
- Within a reasonable period of time, lead to:
 - Grade-level proficiency in English, and, when the program model includes instruction in another language, proficiency in that other language; and
 - Achievement of the state-adopted academic content standards in English, and, when the program model includes instruction in another language, achievement of the state-adopted academic content standards in that other language.

Parents Rights

Parents or guardians may choose a language acquisition program that best suits their child. Schools in which the parents or guardians of 30 students or more per school or the parents or guardians of 20 students or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible (20 U.S.C. Section 6312[e][3][A][viii][III]); EC Section 310[a]).

Parents may provide input regarding language acquisition programs during the development of the Local Control Accountability Plan (LCAP) (EC Section 52062). If interested in a different program from those listed above, please contact the Director of Curriculum and Instruction, to ask about the process.

- Although schools have an obligation to serve all EL students, parents or guardians of English learners have a right to decline or opt their children out of a school's EL program or out of particular EL services within an EL program. If parents or guardians opt their children out of a school's EL program or specific EL services, the children retain their status as English learners. The school remains obligated to take the affirmative steps required by Title VI of the Civil Rights Act of 1964 and the appropriate actions required by the Equal Education Opportunity Act of 1974 to provide EL students access to its educational programs (20 U.S.C. sections 1703[f], 6312[e][3][A][viii]).
- Parents of English Learners will be notified of their child's program placement no later than 30 days after the beginning of the school year.
- If your child has an IEP and has been identified as an English language learner, please contact the Director of Curriculum and Instruction for the above information that is specific to your child.

California Healthy Youth Act (Grades 7-8 only) (EC §§ 51934, 51937-51939; (BP 6142.1)

The California Healthy Youth Act requires schools to offer integrated, comprehensive, accurate and unbiased sexual health and immunodeficiency virus (HIV) prevention education at least once in 7th or 8th grade. It is intended to ensure that students in grade K-12 are provided with the knowledge and skills necessary to protect them from risks presented by sexually transmitted infections, unintended pregnancy, sexual harassment, sexual assault, sexual abuse and human trafficking and to have healthy, positive, and safe relationships and behaviors. It also promotes students' understanding of sexuality as a normal part of human development and their development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, gender identity, gender expression, sexual orientation, relationships, marriage and family.

Parents have the right to:

1. Inspect the written and audiovisual educational material used in the comprehensive sexual health and HIV prevention education
2. Request, in writing that their child not receive comprehensive sexual health or HIV preventions education, or participate in research on student health behaviors and risks. When a parent does not permit their child to receive such education, the child may not be subject to disciplinary action, academic penalty or other sanction.
3. Request a copy of EC 51930-51939, the California Healthy Youth Act
4. Be informed whether the comprehensive sexual health or HIV prevention education will be taught by district personnel or outside consultants. When the district chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV prevention education, be informed of:
 - a. The date of the instruction
 - b. The name of the organization or affiliation of each guest speaker
 - c. The right to receive a copy of EC 51933, 51934, and 51938
5. Receive notice by mail or another commonly used method of notification no fewer than 14 days before the instruction is delivered if arrangements for the instruction are made after the beginning of the school year.

Health Instructions/Conflicts with Religious Training and Beliefs (EC § 51240)

If any part of the school's instruction in health conflicts with your religious training and beliefs, you may submit a written request that your child be excused from the part of the instruction that conflicts with your religious training and beliefs.

Dissection or Otherwise Harming or Destroying Animals (EC § 32255 et seq.)

If your child has a moral objection to dissecting or otherwise harming or destroying animals, he/she has a right to notify the teacher regarding this objection and refrain from participation in an education project involving the harmful or destructive use of animals which must be sustained with a note from a

parent/guardian.

Statewide Testing (5 CCR 852; EC 60615)

Student Score Reports can be accessed electronically through the parent portal. This report shows scores for ELA and Mathematics. The English Language Proficiency Assessment in California (ELPAC) summative reports are also available electronically. Students in grades 4 through 8 who took the test in previous years can view past scores and their progress over time. For information on how to access your child's student score reports, please contact your school office staff. To learn more about your child's scores, visit Starting Smarter, available at <https://ca.startingsmarter.org>. This site includes:

- Resources to help understand results on the student score reports
- Access to sample test questions and practice tests
- No-cost resources to support learning
- A guide for parent-teacher conferences

In the Buena Park School District, the State testing results are one way to evaluate student progress. BPSD uses multiple measures to determine student needs and progress over time.

Helpful links:

- California Assessment of Student Performance and Progress (online practice and training tests portal)- <http://www.caaspp.org/practice-and-training/index.html>
- California Department of Education, CAASPP Information – <https://www.cde.ca.gov/ta/tg/ca/>
- Buena Park School District – Annual List of Student [Assessment Matrix](#)

English Language Proficiency Assessments for California

English language proficiency testing is now done through the ELPAC, which is a computer-based assessment. Student's score reports will be made available through the Aeries Parent Portal.

Physical Fitness Test

The physical fitness test (PFT) for students in California schools is administered annually. The main goal of the test is to help students in starting lifelong habits of regular physical activity. Students in grades five, seven, and nine take the fitness test.

Advanced Placement Exams (EC §§ 52242, 48980)

The District may be able to help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged pupils.

Education for Foster Youth (EC §§ 4824, 48853, 48853.5; BP 6173.1)

A foster youth means a child who has been removed from his or her home pursuant to WIC 309, is the subject of a petition filed under WIC 300 or 602, or has been removed from their home and is the subject of a petition filed under WIC 300 or 602, or is a nonminor who is under the transition jurisdiction of a juvenile court, as described in WIC 450, who satisfies the criteria specified in EC 42238.01. The District's educational liaison for foster youth is the Director of Student and Community Services and can be reached by calling 714-736-4253.

The role of the Foster Youth Educational Liaison is to:

- 1) Ensure and facilitate the proper educational placement, enrollment in school, and checkout from school of foster youth;
- 2) Assist foster youth when transferring from one school or school district to another school or school district in ensuring proper transfer of records and grades;
- 3) Notify a foster youth's attorney and county welfare agency representative(s) when the foster youth is undergoing any expulsion or other disciplinary proceeding, including manifestation determination review, when they are a student with a disability; and
- 4) Address any disputed over school selection or enrollment. The California Department of Education

has posted on its website a standardized notice of the rights afforded to foster youth. The notice can be obtained by visiting the following link:

<https://www.cde.ca.gov/ls/pf/fy/documents/fosteryouthedrights.pdf>

Education for Homeless Youth (42 US 11432, EC §§ 48853, 49069, 51225.1, 51325.2; BP 6173)

The McKinney Vento Homeless Assistance Act for Homeless Children entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. A homeless youth is defined as a child who lacks a fixed, regular, and adequate nighttime residence and include children and youth who: are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; may be living in motels, hotels, trailer parkers, or shelters; have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; or are migratory children who qualify as homeless because of similar living circumstances.

The District's education liaison for homeless youth can be reached by calling the department of Student and Community Services at 714-736-4253. The role of the McKinney-Vento Educational Liaison is to:

- 1) Ensure that homeless students are identified so that they have access to and receive educational services for which they are eligible;
- 2) Assist homeless students when transferring from one school or school district to another school or school district in ensuring proper transfer of records and grades;
- 3) Ensure that homeless families and students receive referrals for services, such as health care, dental, mental health, and housing;
- 4) Assist, facilitate, or represent a homeless student who is undergoing a disciplinary proceeding that could result in their expulsion;
- 5) Participate in an individualized education program or Section 504 team meeting to make a manifestation determination regarding the behavior of a student with a disability; and
- 6) Address any disputes over school selection or enrollment.

The following is a brief summary of a homeless youth's rights:

1. Right to attend either "the school of origin" or the current school of residence. The school of origin can be the school attended when the student had permanent housing, the school most recently attended, or any school the homeless youth attended in the last 15 months. Transportation may be provided.
2. Right to immediate enrollment even if the homeless youth is unable to produce records normally required for enrollment (e.g., proof of residency, birth certificate, transcript, immunization), does not have clothing normally required by the school (e.g. school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to automatically qualify for child nutrition programs
4. Right to not be stigmatized by school personnel.
5. Right to file a complaint through the Uniforms Complaint Procedures if there is allegation that the District has not complied with requirements regarding the education of homes youth.

Unaccompanied youth who meet the definition of homeless youth are also eligible for rights and services under the McKinney-Vento Act. An unaccompanied youth is defined as a minor who is not in the physical custody of a parent.

Section 504 29 USC 794; 34 CFR 104.32 (BP 6164.6)

Section 504 of the Rehabilitation Act of 1973 is a federal law which prohibits discrimination against persons with a disability. The Buena Park School District provides a free and appropriate public education (FAPE) to all students regardless of the nature or severity of their disability. In addition, qualified students with disabilities are provided an equal opportunity to participate in programs and activities that are integral components of the District's basic education program, including but not limited to, extracurricular

athletics, interscholastic sports, and/or other nonacademic activities.

To qualify for Section 504 protections, the student must have a mental or physical impairment which substantially limits one or more major life activity. For the purpose of implementing Section 504, the following terms and phrases shall have the meanings specified below:

1. Physical impairment means any physiological disorder or condition, cosmetics disfigurement, or anatomical loss affecting one or more body systems, such as neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, hemic, lymphatic, skin, and endocrine.
2. Mental impairment means any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disability.
3. Substantially limits major life activities means limiting a person's ability to perform functions, as compared to most people in the general population, such as caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, writing, communicating, and working. Major life activities also include major bodily functions, such as functions of the immune system, special sense organs and skin, normal cell growth, digestive bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions, as well as the operation of individual organ within a body system.

The District has a responsibility to identify, evaluate, and if eligible, provide students with disabilities the same opportunity to benefit from education programs, services, or activities as provided to their non-disabled peers. Additionally, a parent, teacher, other school employees, or community agency may refer a student to the principal or Section 504 Coordinator for identification as a student with a disability under Section 504. Upon receipt of a referral, the principal, 504 Coordinator, or other qualified individual with expertise in the area of the student's suspected disability will consider the referral and determine whether an evaluation is appropriate. This determination will be based on a review of the student's school records, including those in academic and nonacademic areas of the school program consultation with the student's teacher(s), other professionals, and the parent, as appropriate; and analysis of the student's needs. If, upon evaluation, a student is determined to be eligible for services under Section 504, the team will develop a written 504 services plan specifying the types of regular or special education services, accommodations, and supplementary aids and services necessary to ensure that the students received FAPE.

For additional information about the rights of parents of eligible students or questions regarding the identification, evaluation, and eligibility of Section 504 protections, please contact the Educational Services division at 714-522-8412.

Military Families

Students of military families have certain rights under California EC § 49701. For information concerning these rights, please contact the Student and Community Services Office at 714-736-4253.

Expanded Learning Opportunities Program (EC 46120)

The District's Expanded Learning Opportunities Program (ELOP) provides comprehensive expanded learning opportunities for transitional kindergarten through sixth-grade students. The program provides before-school and/or after-school and intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through engaging learning experiences. The District's ELOP is student-centered, results-driven, includes community partners, and complements, but does not replicate, learning activities during the regular school day and school year.

The District's Expanded Learning Opportunities Program Plan can be found on the District's website www.bpsd.us. To obtain enrollment and additional information, contact the District Office at 714-522-8412.

Student Discipline

Positive Behavior Intervention Support

Positive Behavior Intervention Support (PBIS) is a school-wide approach to addressing school discipline matters that may arise at school. Our goal is to promote a safe, inviting, inclusive and positive school environment. It is based upon over 30 years of applied research conducted within schools and communities. The model is based on the premise that when appropriate behaviors are systematically taught, practiced, expected, and recognized consistently at school, they will be regularly demonstrated by the vast majority of students, avoiding punitive disciplinary consequences. These expectations improve the climate of the campus and promote better social and academic outcomes for students.

Rules Pertaining To Pupil Discipline (EC §§ 35291, 48980)

The District Governing Board has prescribed rules for the government and discipline of the schools under the Board's jurisdiction. Rules pertaining to pupil discipline are available at each school site.

[Please refer to Board Policy 5144: Discipline.](#)

Duty Concerning Conduct Of Pupils (EC § 44807)

Every District teacher has a responsibility to hold pupils accountable for their conduct on the way to and from school, on the playgrounds, or during recess.

Duties Of Pupils (EC § 48908; 5 CCR § 300)

Every pupil must attend punctually and regularly, conform to the regulations of the school, obey promptly all the directions of his/her teacher and others in authority, observe good order and propriety of deportment, be diligent in study, be respectful to his/her teacher and others in authority, be kind and courteous to schoolmates, and refrain entirely from the use of profane and vulgar language.

Search and Seizure (BP 5145.12)

In promoting a safe learning environment, school officials will take appropriate action to eliminate, to the greatest extent possible, the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school-related activities. As necessary to protect the health and welfare of all students and staff, school officials may search students, their property, and/or District property, under their control and may seize illegal, unsafe, or otherwise prohibited. Searches may include the use of vape detectors and hand-held wands.

School officials may conduct a search when there is a reasonable suspicion that the search will uncover evidence that a student is violating the law, Board policy, administrative regulation, or other rules of the District or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, or backpacks.

A student's personal electronic signaling device (e.g., cellular or digital telephone) may not be searched, including but not limited to, the accessing and reading of text messages and digital photos, unless the school official:

1. Has obtained the specific, written consent of the student or parent.
2. Believes there is an emergency involving danger of death or serious physical injury to any person.
3. Is attempting to identify or contact the owner or authorized possessor of the device that, in good faith, is believed to be lost, stolen, or abandoned.
4. Is a sworn peace officer who has orders to search the device pursuant to a search warrant.

Suspension from School (EC § 48911; BP 5144.1)

A student may not be suspended from school for more than five consecutive school days unless the suspension is extended pending expulsion proceedings. A suspension by the principal or designee must

be preceded by an informal conference where the student is informed of the reason for the disciplinary action, including the other means of correction that were attempted, and the evidence against the student, and will be given the opportunity to present their version and evidence in their defense. The student may present their case in a sworn declaration statement and when writing cannot be accommodated, other means of gathering a student statement will be provided. This conference may be omitted if the principal or designee determines that an emergency exists involving a clear and present danger to the lives, safety or health of students or school personnel. If a student is suspended without this conference, both the parent and student will be notified of the student's right to return to school for the purpose of a conference. The conference must be held within two school days unless the student waives their right to it or is physically unable to attend for any reason. In such case, the conference will be held as soon as the student is physically able to return to school. At the time of suspension, a school employee will make a reasonable effort to contact the parent by telephone or in person. The parent will also be notified in writing of the suspension. The notice will state the specific offense committed by the student and may include the date and time when the student may return to school. School officials may request a meeting with the parent to discuss the causes and duration of the suspension, the school policy involved and any other pertinent matter. A parent of a student suspended must respond without delay to the request for a meeting; however, the student may not be denied readmission solely because the parent failed to attend the meeting. If a student is also being recommended for expulsion, the Superintendent or designee may extend the period of suspension beyond five consecutive days if the Superintendent or designee determines, the following a meeting in which the student's parents were invited to participate, that the student's presence at the school or at an alternative school would endanger person or property or threaten to disrupt the instruction process.

Assignments and Tests during Suspension (EC §§ 48913, 48913.5; BP 6154)

The teacher of any class from which a student is suspended may require the suspended student to complete any assignments and tests missed during the suspension. However, a teacher must provide a student that has been suspended from school for two or more days the homework that the student would otherwise have been assigned if the student or the student's parent or other person holding educational rights makes a request to the teacher. Whenever a homework assignment that is requested and turned into the teacher either upon the student's return to school from suspension or by the deadline prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment cannot be included in the calculation of the student's overall grade in class.

Expulsion Recommendations and Decisions (EC §§48915, 48918; BP 5144.1)

A student who is found to have committed any of the following acts shall immediately be suspended from school and recommended for expulsion:

1. Possessed, sold, or otherwise furnished a firearm.
2. Brandished a knife at another person.
3. Unlawfully sold a controlled substance.
4. Committed or attempted to commit a sexual assault or committed a sexual battery.
5. Possession of explosive.

For all other acts, a decision to recommend a student for expulsion must be based upon a finding of either or both of the following:

1. Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
2. Due to the nature of the act, the presence of the student caused a continuing danger to the physical safety of the student or others.

Involvement of Law Enforcement (EC § 48902)

The principal or designee must notify the appropriate law enforcement authorities, within specified timelines, of any acts committed by students occurring on school grounds that involved:

1. Assault with a deadly weapon or instrument
2. Sexual battery or sexual assault

3. Controlled substances alcoholic beverages, or intoxicants
4. Firearms or explosives
5. Any dirk, dagger, ice pick, knife having a blade longer than 2 ½ inches, folding knife with a blade that locks into place, razor with unguarded blade, taser, or stung gun (as defined in PC 244.5(a)), any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, CO2 pressure, or spring action, or any spot marker gun.

Whenever the principal or designee reports a criminal act committed by a student with exceptional needs, the principal or designee will ensure that copies of the student's special education and disciplinary records are provided to law enforcement authorities for consideration.

Important Notice

Students who are expelled by the Governing Board are prohibited from attending ANY school or school activity in the Buena Park School District for a period of up to one full school year. Records of expulsion become a part of a pupils' mandatory interim records.

Dress Code (EC §§ 35183, 35183.5, 51101): The District Governing Board has approved a dress code policy adopted by your child's school ([Governing Board Policy 5132: Dress and Grooming](#)). The principal of each school will establish guidelines and regulations consistent with BP 5132 through cooperative planning with the staff, students, and parents.

Attendance of Suspended Child's Parent/Guardian (EC § 48900.1, LC § 230.7)

The District Governing Board has adopted a policy authorizing teachers to require the parent/guardian of a pupil who has been suspended by a teacher, to attend a portion of school day in the child's classroom. No employer may dismiss or in any manner discriminate against an employee for taking time off from work to comply with this requirement.

Civility Policy (EC § 44050)

A written copy of the District's section on employee interactions with pupils in its code of conduct is attached to this notice. Please refer [Board Policy 1313: Civility](#), Attachment #3.

Cell Phones and Electronic Signaling Devices (EC § 48901.5)

The Governing Board may regulate the possession or use of an electronic signaling device. No pupil shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician to be essential for the health of the pupil. Students are not to use cell phones or other electronic devices during the instructional day. Board Policy 5131 restricts the use of electronic signaling devices to before and/or after school hours only. Cell phones, pagers and other electronic devices shall remain off during school hours.

Invasion of Privacy

Penal Code Sections 647 (j) (1-3) and 647.7 make it a misdemeanor to have a concealed camcorder, motion picture camera or photo camera of any type to secretly record individuals for the purpose of viewing their body parts or undergarments in a bathroom, changing area, or any other area where the person has a reasonable expectation of privacy.

Bullying/Hazing (EC § 48900)

The Governing Board believes strongly that schools should be safe places for children and that the school district must make every effort to make schools physically and psychologically safe for all students. Just as the Board expects professional behavior of its staff, similar behavior is expected of the students. The Governing Board also believes that students should not be disruptive or create a climate of fear by bullying other students. No child should be threatened, teased, taunted, or tormented for any reason.

Bullying means any severe or pervasive physical or verbal act or conduct, including communications

made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. Bullying shall include any act of sexual harassment, hate violence or harassment, threat, or intimidation as defined in EC 48900.2, 48900.3 or 48900.4, that has any of the effects described above on a reasonable student.

Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, image, or post on a social network internet website, by means of an electronic device, including but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network internet website shall include, but is not limited to, the posting or creation of a burn page for the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above.

“Cyber sexual bullying” is defined as the dissemination of, or the solicitation or incitement to disseminate; a photograph or other visual recording [which shall include the depiction of a nude, semi-nude or sexually explicit photograph or other visual recording or a minor where the minor is identifiable from the same or other electronic act]; by a pupil to another pupil or to school personnel; by means of an electronic act [as defined in this section]; that has or can be reasonably predicted to have; one or more of the effects [of bullying as defined in 48900].

In order to create a positive climate for education, all reports of bullying will be investigated and resolved promptly to avoid an atmosphere of harassment. Additionally, no student shall engage in hazing, participate in hazing, or commit any act that causes, or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student.

Disciplinary Measures (EC § 48900.2)

Any pupil who engages in sexual harassment of anyone at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4 through 8, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) shall be taken into account.

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the District to monitor, address and prevent repetitive harassing behavior in its schools.

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

Safe Storage of Firearms (EC §§48980,48986,49392)

Please refer to Attachment #2 for information regarding child firearm access prevention laws and laws relating to the safe storage of firearms.

School Safety

School Safety Plan (EC §32280; BP 0450)

The school site council of each school in the Buena Park School District has developed, in consultation with local law enforcement, a comprehensive school safety plan, which takes into account the school's staffing, available resources, and building design, as well as other factors unique to the site. The plan includes an assessment of the current status of any crime committed on campus and at school-related functions. It also, at minimum, identifies appropriate strategies and programs that will provide or maintain a high level of school safety and addresses the procedures for complying with existing laws relate to school safety, including but not limited to, all of the following:

1. Child abuse reporting procedures
2. Routine and emergency disaster procedures, including adaptations for students with disabilities, an earthquake emergency procedure system, and a procedure to allow public agencies (e.g., American Red Cross) to use school buildings, grounds, and equipment for mass care and welfare during disasters or other emergencies affecting the public health and welfare
3. Policies for students who commit acts which would lead to suspension or expulsion recommendations
4. Procedures to notify teachers of dangerous students
5. Policies prohibiting discrimination, harassment, intimidation, and bullying
6. Provision of a school wide dress code, which defines and prohibits "gang-related apparel"
7. Procedures for safe ingress and egress of students, parents, and employees to and from school
8. Policies enacted to maintain a safe and orderly environment conducive to learning
9. Rules and procedures on school discipline
10. Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions

The school safety plans are reviewed and updated annually and forwarded to the Governing Board for review and approval at a regularly scheduled meeting. Each school's most current safety plan, except for the section on tactical responses to criminal incidents, is readily available for inspection by the public upon request at the school office. A description of key elements and the status of the school safety plan is also included in the School Accountability Report Card.

Campus Surveillance Systems (EC §§ 32280, 49061; BP 3515)

In its commitment to providing a school environment that promotes the safety of students, employees, and visitors to school grounds, the Governing Board believes that reasonable use of Public Safety Cameras will help the District achieve its goals for campus security. Schools where cameras are installed have signs posted at conspicuous locations and inform students, staff, and visitors that the system may not be actively monitored by school personnel. The cameras are not placed in areas where students, staff, or community members have a reasonable expectation of privacy (such as bathrooms, locker rooms, or private offices). Rather, cameras are placed in common areas such as hallways, stairwells playgrounds, parking lots, and entry ways. Any audio capability on the District's surveillance equipment are disable so that sounds are not recorded. To the extent that any images from the District's surveillance system create a student or personnel record, the Superintendent or designee will ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements. Recordings may be used in disciplinary proceedings, and matters captured by cameras may be referred to local law enforcement as appropriate.

Secure Campus Policy

The Buena Park School District maintains a closed campus for the safety of students and staff and to avoid potential disruptions. Students must stay on the school grounds from the time they arrive until dismissal, unless they are signed out through the office by a parent or another adult listed on the emergency card. All visitors must report to the main office to register by signing in and receiving a visitor's pass. Visitors are not to interrupt instructional time by speaking with the classroom teacher or any student during the visit. The Governing Board strongly recommends that visits should be scheduled in advance.

Arrival and Dismissal Procedures

For the safety of students, parents must follow school arrival and dismissal procedures. Students should not be dropped off too early or picked up too late. This enables supervisory staff to receive children in the morning and prevent over-exposure to severe weather conditions as well as supervise the safe departure of every student at the end of the day. Many parents drop off or pick up their children along the curb in the fire lane zone, often double-parking in the loading/unloading or the red zone. This creates blind spots for other vehicles and for students trying to get to the curb. Please be advised that parking in the fire or bus lane may result in being ticketed by law enforcement. Students dismissed during school hours must be signed out in the office and will only be released to parent(s) or to persons indicated on the student's emergency card. Parents must ensure that the information on the emergency card is accurate and current so that their students are released to the appropriate individuals.

School Visiting Procedures (PC 627.3, BP 1250)

The District's highest priority is keeping all students and faculty safe, and part of that is quickly identifying those that may present a danger to all persons and knowing who is in District buildings at all times. All visitors who wish to gain access to a school, including parents, contractors, and volunteers, must report to the main office to register and receive a visitor's badge. The District has implemented the Raptor Visitor Management System in all its schools to facilitate the school visiting procedures. Anyone on school grounds without permission is in violation of the law and may be reported to law enforcement.

Child Abuse and Neglect Reporting (PC 11164 et seq.; BP 5141.4)

The Buena Park School District is committed to protecting all students in its care. Please refer to [Governing Board Policy 5141.4](#)

Sex Offender Notification/Megan's Law (PC 290 et seq.; BP 3515.5)

When law enforcement has determined that parents should be notified regarding the presence of a sex offender in the community, the Superintendent or District liaison will collaborate with law enforcement in order to determine an appropriate response. Information about registered sex offenders in California can be found on the California Department of Justice's website, <http://meganslaw.ca.gov/>. The website also provides information on how to protect yourself and your family, facts about sex offenders, frequently asked questions, and sex offender registration requirements in California.

Hate Crimes (Penal Code §§ 422.55, 422.56)

Hate crimes are defined as an act committed against a victim because of actual or perceived characteristics such as a disability, gender, nationality, race or ethnicity, religion or sexual orientation and are considered a criminal act.

Hate Violence (EC § 48900.3)

In addition to the reasons specified in Sections 48900 and 48900.2, a pupil in any of grades 4 to 8, inclusive, may be suspended from school or recommended for expulsion if the Superintendent or the Principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate violence, as defined in subdivision (e) of Section 233.

Gun-Free School Zone Act (PC 626.9, 30310; BP 5131.7)

California prohibits any person from possessing a firearm that include: pistols, shotguns, rifles, "zip guns", tasers, and any other device capable of propelling a projective by the force of an explosion or combustion on, or within 1,000 feet from, the grounds of a public or private school. Weapons and dangerous objects include: ammunitions, knives, razor blades, box cutters, any dirks, daggers, ice picks, or other weapons with a fixed, sharpened blade. Additionally, any explosive devices such as pipe bombs, time bombs, cap guns, containers of inflammable fluids and other hazardous devices. This does not apply to:

1. Law enforcement officers, any active or honorably retired peace officers, members of the military forces of California or the United States, or armored vehicle guards engaged in the performance of, or acting the scope of, their duties.
2. Activities of a program involving shooting sports or activities, including, but not limited to, trap shooting, skeet shooting, sporting class, and pistol shooting, that are sanctioned by a school, school district, college, university, or other governing body of the institution, that occur on the grounds of a public or private school or university or college campus.
3. Activities of a state-certified hunter education program pursuant to Section 3051 of the Fish and Game Code if all firearms are unloaded and participants do not possess live ammunition in a school building. A violation of this law is punishable by imprisonment in a county jail for up to six months, a fine of up to \$1,000, or both imprisonment and fine.

Lock Down Procedures

Lock down procedures will be implemented when the threat of danger, violence or gunfire is identified and/or site administration is directed by law enforcement that is necessary to prevent perpetrator(s) from entering occupied areas. During a lock down, students are to remain in the classrooms or designated locations at all times. If inside, teachers or staff will lock the doors and close any shades or blinds if it appears safe to do so. Students and staff will implement duck-and-cover procedures when necessary. If standing outside, students will proceed to their classrooms if no danger is present. If not, teachers or staff will direct students into the closest classrooms of school buildings (e.g., library, cafeteria, or gymnasium). Teacher and students will remain in the classroom or secured area until further instructions are given by the principal or law enforcement. The front entrance will be locked and no visitors, other than appropriate law enforcement or emergency personnel with proper identification, will be allowed on campus during lock down. The lock down procedures will be implemented in full during a drill or an actual even.

Healthy Kids Survey

As a part of the Buena Park School District's on-going efforts to provide safe and drug-free, positive learning environments for students, the California Healthy Kids Survey is administered to students in grade 5 and up every two years. The California Healthy Kids Survey assesses health-risk behaviors and resilience/assets among our youth and helps us focus resources and develop programs for our students. Data for the most recent Healthy Kids Survey is available upon request from the Office of Student and Community Services at 714-736-4253.

Parent Involvement (BP 6020)

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in District and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed of and participate in their children's education and opportunities available to them to do so.

The Superintendent shall regularly evaluate and report to the Governing Board on the effectiveness of the District's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

Attendance

Compulsory Education and the Importance of Good Attendance EC §§ 48200, 48293, 48400 et seq.

California law requires full-time attendance and punctuality of every student between 6 and 18 years of age. Schools are required to enforce the law and parents are responsible to compel the attendance of their children at school. Any parent who fails to meet this obligation may be guilty of an infraction and subject to prosecution. Regular attendance plays an important role in student achievement and is an important life skill that will help students graduate from college and keep a job. When students do not attend school regularly, they miss out on fundamental reading and math skills and the chance to build a habit of good attendance. Preliminary data from a California study found that children who missed at least 10% or more of school days in kindergarten or first grade were far less likely to read proficiently at the end of third grade and more likely to be held back in later grades. By sixth grade, absenteeism is one of the three signs that a student may drop out of high school. By ninth grade, regular attendance is a better predictor of graduation rates than eighth grade test scores. Absences can be minimized by scheduling medical, dental, and other appointments after school or when school is not in session. Vacations should be planned around holidays. Parents must make school attendance a priority.

Meeting Residency Requirements for School Attendance (EC §§ 48200 et seq., 48980(g); BP 5111.1)

A student complies with the residency requirements for school attendance in the Buena Park School District if the student meets any of the following criteria:

1. The student's parent resides within the District's boundaries.
2. The student is placed within the District's boundaries in a regularly established licensed children's institution, licensed foster home, or a family home pursuant to a court-ordered commitment or placement.
3. The student lives with a caregiving adult within the District's boundaries and the caregiving adult submits an affidavit to that effect.
4. The student is confined to a hospital or other residential health facility within the District's boundaries for treatment of a temporary disability.
5. The student's parent resided outside of the District's boundaries but is employed within the District's boundaries and lives with the student at the place of employment for a minimum of three days during the school week.
6. The student's parent resided outside of the District's boundaries but is physically employed within the boundaries of the District for a minimum of 10 hours during the school week.
7. The student's parent was a resident of California who departed the state against their will due to a transfer by a government agency that had custody of the parent, a lawful order from a court or government agency authorizing their removal, or removal or departure pursuant to the federal Immigration and Nationality Act, and the student was enrolled in a California public school immediately before moving out of the state as a result of their parent's departure.
8. The student is a homeless or foster child who remains in their school of origin.
9. The student is a migratory child or a child of a military family who continues to attend their school of origin.

A student also complies with residency requirements if their parent, while on active military duty pursuant to an official military order, is transferred or is pending transfer to a military installation within California. The school must accept enrollment applications by electronic means, and the parent must provide proof of residence within 10 days after the published arrival date provided on official documentation.

Unless otherwise provided for in this code, a pupil shall not be enrolled for less than the minimum school day established by law. (Amended by Stats. 1987, Ch. 1452, Sec. 411.)

Proof of Residency 5 CCR 432; EC §§ 234.7, 48204.1; BP 5111.1

Reasonable evidence that the student meets residency requirements for school attendance must be provided by the parent upon request by a District employee. Verification of residency is required at the time of school enrollment and annually, thereafter, to comply with California laws related to the maintenance of specified information in a student's mandatory permanent records. Evidence of residency may be established by presenting one of the following documents in their original form (no copies):

1. A current utility bill (e.g., gas, electric, or water) showing the parent's name and home address
2. Final escrow papers
3. Property tax payment receipt
4. Voter registration
5. Current pay stub with employer's name and address and parent's name and address

The District will not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members for the purpose of determining residency within the District.

The District will investigate any cases where there may be a reason to believe that student does not comply with residency requirements for school attendance, that the parent has provided false information with respect to residency, or that the information provided at the time of enrollment is no longer current or accurate. The investigation may be conducted by a trained District employee or a private investigator employed by the District, and may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency. The investigation will not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view.

A parent seeking residency status on the basis of their employment within District boundaries must submit proof of employment, which may include, but not be limited to, a paycheck stub or letter from their employer listing a physical address within District boundaries. The evidence must also indicate the number of hours or days per school week that the parent is employed in that location.

Unless otherwise provided for in this code, a pupil shall not be enrolled for less than the minimum school day established by law. (Amended by Stats. 1987, Ch. 1452, Sec. 411.)

Excused Absences (EC §§48205, 48980)

Your child may be excused from school when the absence is for medical or justifiable personal reasons. Your child will be allowed to complete all assignments and tests missed during such an excused absence. Please refer to Attachment #9 for the full text of section 48205.

Confidential Medical Services (EC § 46010.1; BP 5113)

Students in grades 7-12 may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent/guardian.

Pregnant and Parenting Pupils (EC §§ 222.5, 46015, 48025, 48980)

A pregnant pupil is entitled to eight weeks of parental leave from school, as specified, but is not required to take all or part of the leave. Absences taken for parental leave shall be excused absences until the pupil is able to return to school. A pupil will not be penalized academically for leave taken and is entitled to opportunities to make up work missed during his/her leave, including makeup work plans and reenrollment in courses. Please refer to attachment #9 for the full text of section 48205.

Attendance after Absence

A principal, teacher, or staff member may require satisfactory explanation from a parent/guardian of a pupil, either in person or by written note, whenever the pupil is absent for all or part of the school day. The explanation is not required until the day after the absence.

Grade Reduction/Loss of Academic Credit (EC §§ 48205, 48980)

Your child may not have his/her grade reduced or lose academic credit for any absence or absences excused under Education Code section 48205, when missed assignments and tests that can be reasonably be provided are satisfactorily completed within a reasonable period of time. Please refer to Attachment #9 for the full text of section 48205.

Parent or Guardian of Chronic Truant (EC § 48263.6, Penal Code § 270.1)

A parent/guardian of a chronic truant as defined in EC §48263.6 (absent from school without a valid excuse for more than 10% of the school days in one school year from the time of enrollment to the current date) may be found guilty, as specified, of a misdemeanor punishable by a \$2000 fine or one year in county jail, or both, if they fail to reasonably supervise and encourage school attendance.

Truancy EC §§ 48260-48273; BP 5113.1

A student is considered truant after three absences or three tardies of more than 30 minutes each time or any combination thereof and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year and the District has made a conscientious effort to meet with the family, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a chronic truant. Unexcused absences are all absences that do not fall within EC 48205, 46010.1 and 46015, as described previously. Parents of students who are identified as truant will receive truancy notifications that may result in a referral to the School Attendance Review Team and the School Attendance Review Board if attendance does not improve. Additionally, the school attendance supervisor, administrator or designee, a peace officer, truancy officer or probation officer may arrest or assume temporary custody during school hours, of any minor who is found away from their home and who is absent from school without a valid excuse within the county, city or school district.

Chronic Absenteeism (EC § 60901; BP 5113.1)

A student is considered a chronic absentee when they are absent on 10% or more of the school days in one school year, from the date of enrollment to the current date. Chronic absenteeism includes all absences – excused and unexcused – and is an important measure because excessive absences negatively impact academic achievement and student engagement. As part of the new State accountability system, a school's performance ranking will be penalized for high rates of chronic absenteeism.

Schedule of Minimum Days and Pupil-Free Staff Development Days (EC § 48980)

The District is required to advise all parents/guardians of the schedule of minimum days and pupil-free staff development days. Please refer to the District's Instructional Calendar. Please refer to the District's instructional calendar which is Attachment #1 to this notice. If any minimum or pupil-free staff development days are scheduled following the distribution of this notice, the District will notify you as early as possible, but not later than one month before the scheduled minimum or pupil-free day.

Request by Parent or Guardian to Establish Program (EC § 58402)

The parent or guardian of any pupil may request the Governing Board of a school district to establish an alternative school program or programs in the District pursuant to this chapter.

Statutory Attendance Options (EC §§ 35160.5, 46600, 48204, 48980)

The District is required to advise each parent/guardian of all existing statutory attendance options and

local attendance options available in the District. These are options for attending schools other than the school designated for the local attendance area in which the parent/guardian resides. The options include intradistrict transfer, interdistrict transfer, transfer based on parental employment, “district of choice” if established by Governing Board resolution, and district of enrollment pursuant to the Open Enrollment Act, as specified. You may access intradistrict transfer permit information and policy on the District’s website at www.bpsd.us. Please refer to Attachment #8 for a complete summary of these attendance options.

The Governing Board of the Buena Park School District retains the authority to maintain appropriate racial and ethnic balances among District schools.

Students who exercise their option to transfer to an alternate school must provide their own transportation. It is the intent of the Governing Board that the District will annually review the enrollment options available to the pupils within the District and notify parents of their attendance options.

Information regarding intradistrict and interdistrict transfers is available on the district website: <https://www.bpsd.us/divisions/educational-services/student-and-community-services/transfers>

Exclusion from School (EC § 48213; AR 5112.2)

The Superintendent or designee may exclude a student without prior notice to the parent if the student is excluded for any of the following reasons:

1. The student resides in an area subject to quarantine pursuant to HSC 120230
2. The student is exempt from a medical examination but suffers from a contagious or infectious disease pursuant to EC 49451
3. The Superintendent or designee determines that the presence of the student would constitute clear and present danger to the safety or health of other students or school personnel.

However, in such cases, the Superintendent or designee will send a notice as soon as reasonably possible after the exclusion. Upon exclusion of the student, a parent may meet with the Superintendent or designee to discuss the exclusion. If the parent disagrees with the decision of the Superintendent or designee, the parent may appear the decision to the Governing Board.

Migratory Children (EC § 48204.7)

Migratory students who change residences may continue at their School of Origin for the duration of their status and may be eligible for additional services and supports.

Juvenile Justice Students (EC § 48647)

Buena Park School District will work collaboratively with the county office of education and the Office of Probation to coordinate immediate school placement and enrollment.

Excuse To Obtain Confidential Medical Services (EC §46010.1)

Pupils in grades 7 to 12 may be excused from school for the purpose of obtaining confidential medical services, without the consent of the pupil’s parent/guardian.

Absences For Religious Purposes (EC §§46014, 48980)

With your written consent, your child may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at your child’s place of worship or at other suitable place or places away from school property designated by the religious group. Your child may not be excused from school for this purpose on more than four days per school month.

Health Services

Immunizations (EC 48216, 49403; HSC 120325-120375; (BP 5141.31)

California law requires that students be immunized against certain diseases before they can be admitted to school. A student must obtain immunization against polio, diphtheria, tetanus, whooping cough (pertussis), German measles (rubella), red measles, mumps, Hepatitis B, and chickenpox. It is school Board Policy (5141.3) that all students under the age of 18 entering the schools of the Buena Park School District must present written certification from a county health care agency, a qualified physician, or from previous school records of having been completely immunized against these diseases. Students without immunization records will not be allowed to enroll in school. The District will cooperate with local health officials in meeting the needs to ensure it protects, prevents and controls any communicable diseases in school age children. The District may use any funds, property, or personnel and may permit any person licenses as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing.

Effective July 1, 2011, full immunization against Hepatitis B shall not be a condition of admission or advancing a pupil to 7th grade; instead H&S §120335 now requires pupils to be immunized against pertussis to admission or advancement to 7th grade.

Effective January 1, 2016, SB277 states that "Parents or guardians of students in any school or child care facility, whether public or private, will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine."

The District Governing Board may permit any person licensed as a physician and surgeon, any person licensed as a registered nurse, or other licensed healthcare practitioners acting under the direction of a supervising physician and surgeon, to administer an immunizing agent to a pupil. You have the right to consent in writing to the administration of an immunizing agent to your child. (EC §§ 49403, 48980)

Health Screening And Evaluation Services (H&Sc § 124085)

Within 90 days after your child's entrance into first grade, you must provide a certificate documenting that within the prior 18 months your child has received appropriate health screening and evaluation services, including a physical examination. These services are available from the Orange County Public Health Department. In lieu of the certificate, you may submit a signed waiver indicating that you do not want or are unable to obtain the health screening and evaluation services for your child. If the waiver indicates that you were unable to obtain the services, then the reasons why should be included in the waiver.

Proof Of Oral Health Assessment (EC § 49452.8)

Your child must have an oral health assessment (dental check-up) by no later than May 31 of the first year entering kindergarten or first grade. Dental check-ups in the 12 months before starting school meet this requirement. Ask your dentist to fill out the Oral Health Assessment Form provided by the school. You may be excused from complying with the dental-check-up requirement by marking the box next to the appropriate reason on Section 3 of the Oral Health Assessment Form.

District Guidelines for Determination of Student Illness

Here are the guidelines school staff uses to determine if a child should be sent home from school. These guidelines may help you make a decision about sending your child to school with a possible illness or following an illness:

1. If your child has had a **temperature of 100 degrees or more**, by mouth, (99 degrees under the arm) in the last 24 hours, he/she should not be sent to school.
2. If your child has **vomited** or had **diarrhea** in the last 24 hours, he/she should not be sent to

school.

3. If your child has thick nasal drainage, he/she should not be in school until the drainage has cleared up or he/she comes to school with a note from the doctor indicating a non-infectious condition or treatment.
4. If your child has red eyes or any eye drainage, he/she should not be in school until the eyes are clear or there is a note from the doctor indicating a non-infectious condition or treatment.
5. If your child has a skin rash, he/she should not be in school unless there is a note from the doctor indicating a non-infectious condition or that treatment has been started.

Many children are still developing their personal hygiene habits. Please encourage them to use good hand washing. This is the most effective way to prevent the spread of disease. If you have any health questions, please feel free to call the school District Nurse at (714) 522-8412.

Mandated Screening Programs (EC § 49451-49452.5)

The District is required to test pupils at specific grade levels for sight or hearing problems and scoliosis. The screening will be done by qualified personnel. Children will be exempt only if the parent/guardian requests such exemption in writing to the school Principal, pursuant to Section 49451 of the Education Code.

Vision and hearing screenings are done each year between August and May. The following grade levels are screened: Grade 1: color vision - boys only.

Grades K, 2, 5, 8: vision and hearing screening

Scoliosis screening (an examination of the spine) is conducted throughout the year for 7th grade girls and 8th grade boys with parental permission. All screenings are conducted by credentialed school nurses.

Parents of any child who fails the hearing tests will be provided with written notification of the test results. When the test results fall within the levels specified in 17 CCR 2951, or there is evidence of pathology, such as an ear infection of the outer ear, chronic drainage, or a chronic earache, the notification will include a recommendation that further medical and audiological evaluation be obtained. The dates and results of all screening tests and copies and threshold tests will be included in the student's health record.

Community Resources

The Buena Park School District has compiled a list of Community Resources that are available to assist the families in Buena Park. These resources include mental Grief Support, Domestic Violence Resources, Shelters, Family Support and Childcare, Food Banks, Housing Resources, LGBTQ+ Resources, Medical Services, Learning Resources, School-Based Mental Health, Social-Emotional Health Support for Children and Adults, Psychiatric/Psychological Emergency Services, and others. Links, phone numbers and descriptions can be found at www.bpsd.us or you may contact the Office of Student and Community Services.

Trauma-Informed Practices

The Buena Park School District is Trauma-Informed Trained by the Orange County Department of Education. This training aides in supporting students and staff who have experienced trauma in their lifetime. By being trained in this approach, District employees are able to identify those who may benefit from the support of our District Crisis Response Team, while assisting those who regularly influence the student's ability to learn and achieve in school.

Emergency Medical Assistance at School (EC 49472; FC 6550; (BP5141)

Whenever a student requires emergency or urgent medical treatment while at school or at a school-sponsored activity, the principal or designee will contact the parent or other person identified on the

emergency card in order to obtain consent for medical treatment. If the student's parent or other contact person cannot be reached to provide consent, the principal may seek reasonable medical treatment for the student as needed, unless the parent has previously filed with the District a written objection to any medical treatment other than first aid. Parents are responsible for updating their child's emergency card as information changes during the school year. It is also important to include and update all information regarding the student's health needs (health conditions and/or medications). Any confidential health information provided to the school will only be disclosed at the discretion of the principal to staff who have legitimate educational interest in the health and safety of the student.

Medication Regimen (EC 49423.1, 49489; (BP 5141.21))

The school nurse or other designated school employee may assist students who need to take prescribed medication during school hours only upon written request of both physician/surgeon and the parent. The written request must include details as to the name of the medication, method, amount, and the time schedules by which the medication is to be taken and a written statement from the parent indicating the desire that the District assist the student in matters set forth in the statement of the physician/surgeon. All written requests must be provided on an annual basis or when the medication, dosage, frequency of administration, or reason for administration changes. For requests regarding inhaled asthma medication, the District will also accept written statement from a physician/surgeon. It is the responsibility of the parent to pick up all discontinued, outdated, and/or unused medicine before the end of the school year.

Refusal to Consent to Physical Examination (EC §§ 49451, 48980)

You may file an annual written statement with the Principal of your child's school, stating that you will not consent to a physical examination of your child. However, whenever there is a good reason to believe that the child is suffering from a recognized contagious or infectious disease, the child shall be sent home and shall not be permitted to return until school authorities are satisfied that any contagious or infectious disease does not exist.

Pupil Suicide Prevention Hotline and Domestic Violence Hotlines (EC §§ 215.5, 48980)

The telephone numbers to reach the National Suicide Prevention Lifeline (1-800-273-8255) and the Domestic Violence Hotline (1800-799-7233), and the Crisis Text Line, (text HOME to 741741) are printed on the back of student identification cards in grades 6-8.

Pupil Mental Health Services (EC §§49428, 48980)

Information on how to initiate access to available mental health services on campus or in the community, or both, is available on the school's website and the student handbook. See attachment #15.

Continued Medication Regimen for Nonepisodic Condition (EC § 49480)

If your child is on a continuing medication regimen for a nonepisodic condition, you are required to inform the school nurse or other designated certificated school employee of: (1) the medication that is being taken, (2) the current dosage, and (3) the name of the supervising physician. With your consent, the school nurse may communicate with your child's physician and may counsel with school personnel regarding the possible effects of the drugs on your child's physical, intellectual, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose. If your child is on a continuing medication regimen, please contact the school nurse.

Self-Administration of Prescription Inhaled Asthma Medication (EC § 49243.1)

In order for a pupil to carry and self-administer prescription inhaled asthma medication pursuant to subdivision (a), the school district shall obtain both a written statement from the physician or surgeon detailing the name of the medication, method, amount and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer inhaled asthma medication, and a written statement from parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the school or other designated school personnel to consult with the health care provider of the pupil regarding any questions that may arise with regard to the medication, and releasing

the school district and school personnel from civil liability if the self-administering pupil suffers an adverse reaction by taking medication pursuant to this section.

Administration Of Immunizing Agents (EC §§ 49403, 48980)

The District Governing Board is required to cooperate with the local health officer in measures necessary for the prevention and control of communicable diseases in school age children, and may permit any person licensed as a physician and surgeon, any person licensed as a registered nurse, or a licensed healthcare practitioner, as specified, who is acting under the direction of a supervising physician and surgeon, to administer an immunizing agent to a pupil whose parent has consented, in writing, to the administration of the immunizing agent.

Administration of Prescribed Medication (EC §§ 49423, 48980)

If your child is required to take prescription medication during the regular school day, you may request assistance for your child by the school nurse or other designated school personnel. If you wish such assistance, you must provide both a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time scheduled by which medication is to be taken, and your own written statement indicating your desire that the District assist your child in the matters set forth in the physician's statement. Your child may also carry and self-administer prescription auto-injectable epinephrine if the District receives written statements from you and the child's physician, in the form required by law.

Pledge Not to Use Anabolic Steroids or Prohibited Dietary Supplements (EC §§ 49030 et seq.)

A pupil is prohibited from participating in interscholastic high school sports, unless the pupil signs a pledge not to use anabolic steroids without a prescription from a licensed health care practitioner, or a dietary supplement listed in the United States Guide to Prohibited Substances and Prohibited Methods of Doping. As a condition of participation, both the pupil-athlete and his/her parent/guardian must sign a notification form regarding these restrictions.

Tobacco-Free Campus Policy (H&SC § 104420)

The District Governing Board has adopted and enforces a tobacco-free campus policy. The policy prohibits the use of tobacco products, at any time, in District-owned or leased buildings, on District property and in District vehicles.

Medical and Hospital Services for Pupils (EC §§ 49472, 48980)

The District Governing Board may provide or make available medical or hospital services through nonprofit membership corporations, defraying the cost of medical service or hospital service, or through group, blanket or individual policies of accident insurance or through policies of liability insurance, for injuries to District pupils arising out of accidents occurring on District property or while being transported to and from school-sponsored activities. No pupil is required to accept such service, without the consent of his/her parent/guardian.

Medical Release for School

A pupil who is diagnosed with a communicable illness, injury requiring an assistive device (i.e., crutches, wheelchair) or illness requiring modifications to physical activity will need a Medical Release for School Activity form completed by their physician before returning to school. Forms are available in the school office.

Concussion and Head Injuries (EC § 49475)

Requires districts who elect to offer athletic programs to immediately remove for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during the activity and prohibits the return of the athlete to that activity until he/she is evaluated by and receives written clearance from, completes a graduated return-to-play protocol or not less than seven days in duration under the

supervision of a licensed health care provider, and requires district to provide annually a concussion and head injury information sheet to be signed and returned by the athlete and his/her parent before the athlete initiates practice or competition.

Insurance Notice for Operation of Interscholastic Athletic Team(S) (EC § 32221.5).

Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling **1-800-541-5555**.

Student Accident and Health Insurance

The Buena Park School District does not provide accident/medical insurance or reimbursements for school-related injuries.

Opioid Factsheet (EC § 49476)

Requires districts who elect to offer athletic programs to annually provide the Opioid Factsheet for Patients to each athlete, to be signed and returned by the athlete and his/her parent. Please refer to Attachment #5 for Opioid Factsheet.

Instruction For Pupils With Temporary Disabilities (Home Hospital Instruction) (EC §§ 48206.3, 48207.3, 48207.5, 48208, 48980)

If your child should suffer a temporary disability which makes attendance in regular day classes or an alternative education program in which the child is enrolled impossible or inadvisable, your child shall receive individual instruction provided by the district in which he/she is deemed to reside. Individual instruction includes instruction provided in your home, in a hospital or other residential health facility, excluding state hospitals, or under other circumstances prescribed by state law. If your child is well enough to return to school during the school year in which individual instruction began, he/she must be allowed to return to the school that he/she attended prior to receiving individual instruction. Individual instruction in your home must commence no later than five working days after the district determines your child shall receive this instruction.

Pupils With Temporary Disabilities (EC §§ 48207, 48208, 48980)

In the event that your child has a temporary disability and is confined in a hospital or other residential health facility located outside this District, you shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. In such circumstances, it is your responsibility to notify the school district in which you are deemed to reside of your child's presence in a qualifying hospital.

Backpacks

Parents of pupils who carry backpacks should be aware that the American Chiropractic Association, The American Physical Therapy Association, and the American Academy of Orthopedic Surgeons recommend that a backpack weigh no more than 10% of the carrier's weight. For example, if a pupil weighs 90 pounds, the backpack should not weigh more than nine pounds. An alternative to the backpack is the drag bag—a bag on wheels. A drag bag with sturdy wheels and feet is recommended. If using a backpack, the above associations recommend one with wide straps and that the pack be carried on both shoulders.

Pediculosis (Head Lice)

There are occasions when children are sent home from school because they are found to have pediculosis (head lice). This is a treatable condition that is generally not associated with any serious medical complications.

Type 1 and Type 2 Diabetes (EC § 49452.6, EC § 49452.7)

Please refer to Attachment #6 for information required to be provided to parents regarding type 1 and type 2 diabetes.

Free And Reduced Price Meals (EC §§ 49510, et seq., 48980; 49501.5)

The District is required to provide two nutritionally adequate meals free of charge (breakfast and lunch) during each school day to students requesting a meal, regardless of their free or reduced-price meal eligibility. Information concerning this program is available at www.bpsd.us under "Nutrition".

Wellness Program (EC 49432; (BP 5030))

The wellness policy is a requirement established by the Child Nutrition and Women, Infants, and Children (WIC) Reauthorization Act of 2004, and was further strengthened by the Healthy, Hunger-Free Act of 2010. It is mandated that any school district participating in the National School Lunch Program is to adopt a wellness policy that promotes the health of students and addresses the growing problem childhood obesity. As a result, the District has adopted a Wellness Policy that includes goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the District determines is appropriate. Parents and staff are to follow the wellness policy and encouraged to set an example of healthy eating habits to our students. For more information about the District's Wellness Policy and other wellness initiatives of the District, please visit our [Child Nutrition Website](#). Any questions, comments or concerns regarding the wellness policy can be addressed by contacting the Child Nutrition Director at (714) 552-8412.

The Buena Park School District is committed to providing a school environment that promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity. The District's nutrition services policies and guidelines require the use of products that are high in fiber, low in added fats, sugar and sodium, and served in an appropriate portion size consistent with USDA standards.

Notification Of Pesticide Use (EC §§17611.5, 17612, 48980.3)

A copy of the school's integrated pest management plan is posted on the school's website. Please refer to Attachment #7 for a list of all pesticide products expected to be applied at your child's school during the upcoming year.

Asbestos Management Plan (40 CFR §763.93)

The District's updated asbestos management plan for each school is available for inspection at District Office in the Operations Office.

Cancer Prevention Act (EC § 48980.4; H&SC § 120336)

The parents and guardians of pupils admitted or advancing to the sixth grade level are hereby notified that the State of California advises that pupils adhere to current immunization guidelines, as recommended by the Advisory Committee on Immunization Practices (ACIP) of the Federal Centers for Disease Control and Prevention (CDC), the American Academy of Pediatrics, and the American Academy of Family Physicians, regarding full human papillomavirus (HPV) immunization before admission or advancement to the eighth grade level. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. Please refer to attachment #14 for a model notice providing information required to be provided to parents of students admitted or advancing to the 6th grade regarding HPV immunization.

Dangers Of Synthetic Drugs (EC § 48985.5)

The District is required to share information annually about the dangers associated with using synthetic drugs that are not prescribed by a physician (such as fentanyl), and the possibility that dangerous synthetic drugs can be found in counterfeit pills. Additional information regarding the dangers of synthetic drugs and counterfeit pills can be found on the District's website as well as each individual school's website. Information about the dangers posed to students from synthetic drugs is available at: <https://www.cde.ca.gov/nr/el/le/yr22ltr1027.asp>

Pupil Records

Pupil Records/Notice Of Privacy Rights Of Parents And Students (EC § 49063 et seq., § 49069.7, § 49073, 34 CFR 99.30, 34 CFR 99.34, and the federal Family Educational Rights and Privacy Act):

- Types of Pupil Records: A pupil record is any item of information directly related to an identifiable pupil, other than directory information, which is maintained by the District or required to be maintained by a District employee in the performance of his/her duties, whether recorded by handwriting, print, tapes, film, microfilm or other means. Pupil records include a pupil's health record.
- Responsible Officials: Your child's Principal is responsible for the maintenance of pupil records located at your child's school. For pupil records maintained at the District office, the responsible official is the Custodian of Records/Chief Financial Officer.
- Location of Log/Record: The law requires that a log or record be maintained for each pupil's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate interests therefor. For records maintained at your child's school, the log is in your child's file located in the school office. For records maintained at the District office, the log is located in office of the Custodian of Records/Chief Financial Officer.
- School Officials and Employees/Legitimate Educational Interests: School officials and employees who are authorized to review pupil records are school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, certificated employee, or support staff member (including, but not limited to, paraeducator, health or medical staff and school law enforcement personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, educational consultant or therapist); a vendor, contractor, or other party to whom the District has outsourced institutional services or functions; an agency caseworker of a state or local child welfare agency that has legal responsibility for the care and protection of a pupil, other public agencies providing services to pupils, as well as employees of other public schools or school systems where educational programs leading to high school graduation are provided or where a District pupil intends to or is directed to enroll; a minor's counsel of record. Access to pupil records is permitted only for records that are relevant to the legitimate educational interests of the requester. Upon request, the District discloses educational records without consent to officials of another school district in which the pupil seeks or intends to enroll. Legitimate educational interests are described in California Education Code section 49076 and in District Board Policy 5125.
- Right of Access and Review/Expungement: You have an absolute right to access to any and all pupil records related to your child, which are maintained by the District. A homeless child or youth or an unaccompanied youth who is 14 years of age or older may access his/her pupil records. If you wish to review records located at your child's school, please contact the Principal's office, or submit a written request that identifies the record(s) you wish to inspect. If you wish to review records located at the District office, please contact the Custodian of Records/Chief Financial Officer. The Principal or District office has five (5) business days from the day of the receipt of a request to provide access to the records. Upon satisfactory completion of the rehabilitation assignment of a pupil whose expulsion has been suspended by the District Governing Board, the Board may order the expungement of any or all records of the expulsion proceedings. If the Orange County Board of Education enters an order reversing the decision of the District Governing Board to expel a pupil, the County Board may direct the District Governing Board to expunge the record of the pupil and records of the District of any references

to the expulsion action. When you submit a written revocation of consent after the initial provision of special education and related services for your child, the District is not required to amend the education records of your child to remove any reference to your child's receipt of special education and services.

- *Challenging the Content of Records*: You have the right to challenge the content of any pupil record by filing a written request with the District Superintendent to correct or remove any information recorded in the written records concerning your child which you allege to be any of the following: (1) inaccurate, (2) an unsubstantiated personal conclusion or inference, (3) a conclusion or inference outside the observer's area of competence, (4) not based on the personal observation of a named person with the time and place of the observation noted, (5) misleading, or (6) in violation of the privacy or other rights of the pupil.
- *Copying Costs*: You may receive copies of your child's pupil records, at a cost of \$0.05 per page.
- *Transfer of Records*: The District is required to transfer a copy of your child's permanent pupil records within 10 schooldays to the school your child intends to enroll.
- *Complaints*: You have the right to file a complaint with the United States Department of Education, concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (20 USC §1232g).
- *Prospectus of School Curriculum*: The curriculum for your child's school is compiled at least once annually in a prospectus which is available at the Principal's office.
- *Statement or Response to Disciplinary Actions*: Whenever information is included in a pupil record concerning any disciplinary action taken in connection with your child, you have the right to include a written statement or response concerning the disciplinary action in your child's pupil record.
- *Destruction of Pupil Records*: The Governing Board of the District is required to retain indefinitely the original or an exact copy of mandatory permanent pupil records (Class 1 - Permanent Records) which schools have been directed to compile by California regulations; maintain for stipulated periods of time mandatory interim pupil records (Class 2 - Optional Records) until the information is no longer needed to provide educational services to a child and are retained until reclassified as Class 3 – Disposable Records, and then destroyed as per California regulations (5 CCR 432). Prior to destroying pupil records of a child who has received special education services, the IDEA requires parental notification when the District decides that personally identifiable information is no longer needed to provide educational services to a child. Once parents/guardians have been notified that personally identifiable information is no longer needed, they have the option of requesting access to and/or copies of pupil records prior to destruction, and to request that pupil records be destroyed, unless the District determines that the information could be needed to provide educational services in the future or is needed for auditing purposes (34 CFR 300.624, 5 CCR 16026). Unless classified as permanent records, all other pupil records are destroyed five years after the information is no longer needed to provide educational services (5 CCR 16027).

Release Of Directory Information (EC § 49073)

The District has designated the following items as "Directory Information": **pupil's name, address, telephone number, e-mail address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school**

attended by the pupil; not pictures. Directory information may be disclosed to outside organizations without your prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks; a playbill, showing your pupil's role in a drama production; Honor roll or other recognition lists; graduation programs and sports activity sheets. However, no information may be released to a private profit-making entity other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. No directory information regarding your child may be released if you notify the District that the information shall not be released. Please submit a written notice to the Principal of your child's school if you wish to deny access to directory information concerning your child. Release of directory information of a homeless child or youth is prohibited unless a parent or eligible pupil has given written consent that such information may be released.

Family Educational Rights And Privacy Act ("FERPA" 20 USC §1232g)

United States law set forth in FERPA grants parents certain rights with respect to their student's records. Please refer to Attachment #4 for Model FERPA Notice.

Release Of Information To Military Recruiters (20 USC §7908)

United States law requires school districts to provide, on a request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses and telephone listings. However, you have the right to request that your child's name, address, and telephone listing shall not be released without your prior written consent. Please submit a written notice to your child's school Principal if you wish to deny access to this information.

CALPADS Participation Disclosure Language

As required by the State of California, the Buena Park School District utilizes the California Longitudinal Pupil Achievement Data System (CALPADS) to electronically transfer student information for state reporting to the California Department of Education and to districts and/or public postsecondary institutions to which the student is transferring or applying for admission. All CALPADS data are maintained in compliance with state and federal privacy laws. Student information will be encoded so that no personally identifiable information will be maintained by CALPADS. Parents have the right to inspect student information maintained within CALPADS. Contact the CALPADS Office at (714) 736-4251 to initiate this procedure.

Federal and State Regulations/Miscellaneous

School Accountability Report Card (SARC) (EC §§ 35256, 33126, 32286)

The District Governing Board annually issues a School Accountability Report Card (SARC) for each school in the District. You may obtain a copy of the SARC from the Principal's office. The SARC includes, but is not limited to, assessment of school conditions specified in California Education Code section 33126. The SARC also includes an annual report on the status of the safety plan for your child's school, including a description of its key elements.

Uniform Complaint Procedures for Programs (5 CCR §4622)

The district has adopted policies and procedures for the filing, investigation and resolution of complaints regarding alleged violations of federal or state law or regulations governing educational programs, including allegations of unlawful discrimination. A copy of the District's Uniform Complaint Procedures is available from the District office. Refer to attachment #17 for a copy of [Board Policy 1312.3 Uniform Complaint Procedures](#).

Every Student Succeeds Act (ESSA ("ESSA", 20 USC §6301 *et seq.*; EC §§ 313.2, 440)

- *Limited English Proficient Children*: The ESSA requires the District to inform the parent or parents of a limited English proficient (LEP) child identified for participation or participating in a language instruction educational program, of the following:
 - (1) the reasons for the identification of the child as LEP and in need of placement in a language instruction educational program;
 - (2) the child's level of English proficiency, how such level was assessed and the status of the child's academic achievement;
 - (3) the methods of instruction used in the program in which the child is or will be participating, and the methods of instruction used in other available programs;
 - (4) how the program in which the child is or will be participating, will meet the educational strengths and needs of the child;
 - (5) how such program will specifically help the child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
 - (6) the specific exit requirements for the program;
 - (7) in the case of a child with a disability, how such program meets the objectives of the individualized education program (IEP) of the child; and
 - (8) information pertaining to parental rights that includes written guidance detailing the right that parents have to have their child immediately removed from such program upon their request, and the options that parents have to decline to enroll their child in such program or to choose another program or method of instruction, if available; and assisting parents in selecting among various programs and methods of instruction, if more than one program or method is offered by the District.

If your child is LEP and has been identified for participation or is participating in the language instruction educational program, please contact the Director of Curriculum & Instruction at 714-994-9222 for the above information that is specific to your child.

- Right to Information Regarding the Professional Qualifications of Teachers and Paraprofessionals: The ESSA grants parents the right to request information regarding the professional qualifications of the children's classroom teachers, including the following:
 - (1) whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - (2) whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
 - (3) the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
 - (4) whether the child is provided services by paraprofessionals and, if so, their qualifications.

This information is available from the Personnel Services Office. The District will provide timely notice if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

- Information on Child's Level of Achievement: The District will provide timely information on the level of achievement of your child in each of the state academic assessments.
- Homeless Liaison: Homeless pupils have certain rights under California and United States law. For information concerning these rights, please contact the District's liaison for homeless children and youths, the Director of Student and Community Services who may be contacted at 714-736-4253.
- Release of Pupil Information to Military Recruiters: Please see entry under Pupil Records.

Chemicals Used by District Personnel

Chemicals are used to assist in the cleaning of restrooms, classrooms, offices, kitchens, and cafeterias on a regular basis. The cleaning of restrooms, classrooms, offices, and kitchens are usually scheduled after school hours. Cafeterias are cleaned twice a day, once after breakfast has been served and once after lunch has been served. All District personnel responsible for using cleaning chemicals have been trained.

A complete chemical list is available for inspection at every school site. To review the chemicals used at school sites, please go to the school office and visit with the Principal.

Chemicals Used by Professional Exterminators

The District contracts with professional pest control specialists to provide service for the infestation of various types of insects. All treatment is done after school and on weekends. All chemicals are approved by the Department of Health and Department of Pesticide Regulations for use at school sites.

A complete chemical list is available for inspection at every school site. To review the chemicals used at school sites, please go to the school office and visit the Principal.

If you require further information, please call your school Principal.

Notice Of Alternative Schools (EC § 58501)

The law requires the District to provide parent/guardians with a notice of alternative schools. Please refer to Attachment #11 for a copy of the notice specified in Education Code section 58501.

Transportation Services

The Buena Park School District offers home-to-school transportation for students living beyond the minimum transportation distances to the school of their attendance area:

Elementary Schools (TK-5) 0.85 miles

Middle Schools (6-8) 1.50 miles

Please refer to the District website for more information about [Transportation Services](#).

Non-Discrimination

Statement Of Non-Discrimination (EC §§ 200, 220; Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, § 504 of the Rehabilitation Act of 1973)

The District does not discriminate on the basis of race, color, national origin, ethnic group identification, religion, sex/gender (gender identity, gender expression) physical/mental disability or immigration status. Your child has a right to a free public education, regardless of immigration status. Please refer to attachment #9 “Know Your Educational Rights” related to immigration. Additional resources for immigrant students and family members developed by the California Attorney General are accessible at <http://oag.ca.gov/immigrant/rights>. The District will take steps to assure that the lack of English will not be a barrier to admission and participation in District programs. Complaints alleging noncompliance with the District’s policy of nondiscrimination should be directed to the Chief Personnel Officer, at 714-522-8412. A copy of the District’s nondiscrimination policy is available from the District office.

Sexual Harassment Policy (EC §§231.5, 48980; 5 CCR §4917)

The District’s written sexual harassment policy, [Governing Board Policy 4119.11](#), is Attachment #13 to this notice.

Students with Disabilities

Special Education (EC §56000 et seq.; 20 USC §1401 et seq.)

Both California and United States law require that a free appropriate public education (FAPE) in the least restrictive environment (LRE) be offered to qualified pupils with disabilities. Information on pupil eligibility, procedural safeguards, and additional matters is available from the Special Education Department at 714-736-4257

Child Find (EC §§56300, 56301)

The District has a duty to identify, locate and assess children with disabilities who are in need of special education and related services. If you believe that your child is in need of special education and related services, you may initiate a referral for assessment by contacting the Special Education Department at 714-736-4257.

Special Education Advisory Committee

If your child is in special education, you are encouraged to participate in the North Orange County SELPA Special Education Community Advisory Committee by calling (714) 641-5400. For more information on the North Orange County SELPA, visit their website at: <https://ocde.us/SPED/North-OC-SELPA/Pages/default.aspx>

Buena Park School District – Instructional Calendar –

2024-2025

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
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						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

EARLY RELEASE every Thursday; review school site schedule for exact release time.

*Non-School Days		Thanksgiving Holiday	
Certificated Staff Development Days*	Aug. 8 & Nov. 1, 2024	Winter Recess	Nov. 25 – 29, 2024
Instructional Asst Professional Development Days*	Aug. 9 & Nov. 1, 2024	Martin Luther King, Jr. Day	Dec. 23, 2024 – Jan. 3, 2025
Certificated Professional Planning Day*	Aug. 9, 2024	Lincoln Day	Jan. 20, 2025
First Day of School (Early Release Day)	Aug. 12, 2024	Washington Day	Feb. 10, 2025
Labor Day	Sept. 2, 2024	Spring Recess	Feb. 17, 2025
Parent/Teacher Conferences*	Oct. 3 & 4, 2024	Memorial Day	Mar. 17 – 21, 2025
Veteran's Day	Nov. 11, 2024	Last Day of School (Early Release Day)	May 26, 2025
			May 29, 2025

Minimum Days

TK-8: September 10, 2024; February 4, 2024; April 15, 2024

TK-5 only: November 5, 2024; March 4, 2025; May 20, 2025

6-8 only: October 15, 2024; December 17, 2024; March 25, 2025; May 27, 2025

Elementary Trimester Dates

Trimester 1: August 12 – November 8, 2024

Trimester 2: November 12, 2024 – March 7, 2025

Trimester 3: March 10 – May 29, 2025

Middle School Quarter Dates

Quarter 1: August 12 - October 11, 2024

Quarter 2: October 14 – December 20, 2024

Quarter 3: January 6 – March 14, 2025

Quarter 4: March 24 – May 29, 2025

Firearms Safety Memorandum

To: Parents and Guardians of Students in the Buena Park School District

Subject: **California Law Regarding Safe Storage of Firearms**

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the **Buena Park School District** of their responsibilities for keeping firearms out of the hands of children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from his or her home. **These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.**

To help everyone understand their legal responsibilities, this memorandum spells out California law regarding the storage of firearms. Please take some time to review this memorandum and evaluate your own personal practices to assure that you and your family are in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; **or** (3) unlawfully brandishes the firearm to others.¹
 - **Note:** The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor **never** actually accesses the firearm.²
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.³
- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.⁴

Note: Your county or city may have additional restrictions regarding the safe storage of firearms. You can find additional information on the California Department of Justice website at <https://oag.ca.gov/firearms/tips>.

Thank you for helping to keep our children and schools safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

**Board Policy Manual
Buena Park School District****Policy 1313: Civility****Status:** ADOPTED**Original Adopted Date:** 12/13/2021 | **Last Reviewed Date:** 12/13/2021

The Governing Board recognizes the impact that civility has on the effective operation of the district, including its role in creating a safe and positive school climate and enabling a focus on student well-being, learning, and achievement. The Board believes that each person should be treated with dignity and respect in their interactions within the school community.

The Board understands that the First Amendment provides strong protection for speech. However, the Board expects that all speech and expression will comport with norms of civil behavior on district grounds, in district facilities, during district activities or events, and in the use of district electronic/digital systems and platforms.

Civil behavior is polite, courteous, and reasonable behavior which is respectful to others and includes integrity, honesty, acceptance, timeliness, dependability, observance of laws and rules, and effective communication.

The Board and district staff shall model civil behavior as an example of behavior that is expected throughout the district. Practices that promote civil behavior include actively listening, giving full attention to the speaker, and refraining from interruptions; welcoming and encouraging participation, input, and feedback through stakeholder engagement; promptly responding to concerns; and embracing varying and diverse viewpoints. Such practices may be incorporated into governance standards adopted by the Board or Superintendent and/or professional standards or codes of conduct for employees as specified in district policies and regulations.

Students, staff, parents/guardians, and community members should be educated in the recognition, development, and demonstration of civil behavior. The Superintendent or designee may incorporate related concepts in the curriculum, provide staff development activities, and/or communicate this policy to the school community.

Students, staff, parents/guardians, and community members shall not communicate or behave in a manner that causes disruption; hinders the orderly conduct of district operations, the educational program, or any other district program or activity; or creates an unsafe learning or working environment. The Superintendent or designee may respond to disruptive, violent, or threatening behavior in accordance with law and as specified in BP/AR 3515.2 - Disruptions.

Behavior by students or staff that is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence, or behavior that is in any other way unlawful, is prohibited and is subject to discipline in accordance with law and as specified in district policy and regulations.

Model Notification of Rights for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records maintained by the school. These rights transfer to the eligible student when he/she reaches the age of 18 or attends a school beyond the high school level.

Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend their child's or their education record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education records. However, FERPA permits schools to disclose those records, without consent, to the following parties or under the following conditions:

- School officials with legitimate education interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

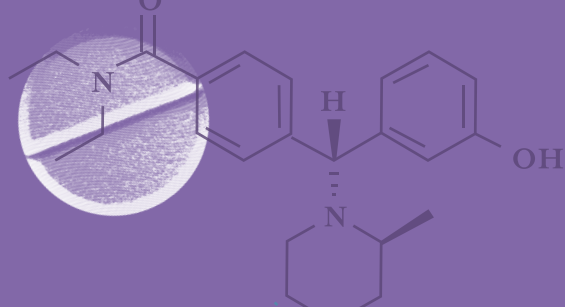
A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public private school attended by the student. However, schools must inform parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. School official must notify parents and eligible students annually of their rights under FERPA. The actual means of notification is left to the discretion of each school.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

PRESCRIPTION OPIOIDS: WHAT YOU NEED TO KNOW



Attachment #5

Prescription opioids can be used to help relieve moderate-to-severe pain and are often prescribed following a surgery or injury, or for certain health conditions. These medications can be an important part of treatment but also come with serious risks. It is important to work with your health care provider to make sure you are getting the safest, most effective care.

WHAT ARE THE RISKS AND SIDE EFFECTS OF OPIOID USE?

Prescription opioids carry serious risks of addiction and overdose, especially with prolonged use. An opioid overdose, often marked by slowed breathing, can cause sudden death. The use of prescription opioids can have a number of side effects as well, even when taken as directed:

- Tolerance—meaning you might need to take more of a medication for the same pain relief
- Physical dependence—meaning you have symptoms of withdrawal when a medication is stopped
- Increased sensitivity to pain
- Constipation
- Nausea, vomiting, and dry mouth
- Sleepiness and dizziness
- Confusion
- Depression
- Low levels of testosterone that can result in lower sex drive, energy, and strength
- Itching and sweating

As many as
1 in 4
PEOPLE*



receiving prescription opioids long term in a primary care setting struggles with addiction.

* Findings from one study

RISKS ARE GREATER WITH:

- History of drug misuse, substance use disorder, or overdose
- Mental health conditions (such as depression or anxiety)
- Sleep apnea
- Older age (65 years or older)
- Pregnancy

Avoid alcohol while taking prescription opioids. Also, unless specifically advised by your health care provider, medications to avoid include:

- Benzodiazepines (such as Xanax or Valium)
- Muscle relaxants (such as Soma or Flexeril)
- Hypnotics (such as Ambien or Lunesta)
- Other prescription opioids



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention



American Hospital
Association®

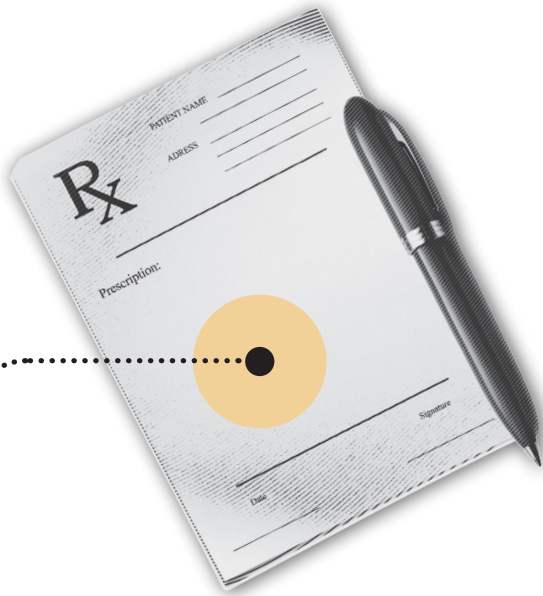
CS264107C

May 9, 2016

KNOW YOUR OPTIONS

Talk to your health care provider about ways to manage your pain that don't involve prescription opioids. Some of these options **may actually work better** and have fewer risks and side effects. Options may include:

- ⑦ Pain relievers such as acetaminophen, ibuprofen, and naproxen
- ⑦ Some medications that are also used for depression or seizures
- ⑦ Physical therapy and exercise
- ⑦ Cognitive behavioral therapy, a psychological, goal-directed approach, in which patients learn how to modify physical, behavioral, and emotional triggers of pain and stress.



Be Informed! ←

Make sure you know the name of your medication, how much and how often to take it, and its potential risks & side effects.



IF YOU ARE PRESCRIBED OPIOIDS FOR PAIN:

- ⑦ Never take opioids in greater amounts or more often than prescribed.
- ⑦ Follow up with your primary health care provider within ____ days.
 - Work together to create a plan on how to manage your pain.
 - Talk about ways to help manage your pain that don't involve prescription opioids.
 - Talk about any and all concerns and side effects.
- ⑦ Help prevent misuse and abuse.
 - Never sell or share prescription opioids.
 - Never use another person's prescription opioids.
- ⑦ Store prescription opioids in a secure place and out of reach of others (this may include visitors, children, friends, and family).
- ⑦ Safely dispose of unused prescription opioids: Find your community drug take-back program or your pharmacy mail-back program, or flush them down the toilet, following guidance from the Food and Drug Administration (www.fda.gov/Drugs/ResourcesForYou).
- ⑦ Visit www.cdc.gov/drugoverdose to learn about the risks of opioid abuse and overdose.
- ⑦ If you believe you may be struggling with addiction, tell your health care provider and ask for guidance or call SAMHSA's National Helpline at 1-800-662-HELP.

Type 1 Diabetes Information

Pursuant to California Education Code Section 49452.6, this type 1 diabetes information is for local educational agencies to provide to parents and guardians of incoming elementary school students beginning January 1, 2023.

Type 1 diabetes in children is an autoimmune disease that can be fatal if untreated, and the guidance provided in this information sheet is intended to raise awareness about this disease.

Description

Type 1 diabetes usually develops in children and young adults but can occur at any age

According to the U.S. Centers for Disease Control and Prevention (CDC), cases of type 1 diabetes in youth increased nationally from 187,000 in 2018 to 244,000 in 2019, representing an increase of 25 per 10,000 youths to 35 per 10,000 youths, respectively.

The peak age of diagnosis of type 1 diabetes is 13-14 years, but diagnosis can also occur much earlier or later in life.

Type 1 diabetes affects insulin production

As a normal function, the body turns the carbohydrates in food into glucose (blood sugar), the basic fuel for the body's cells.

The pancreas makes insulin, a hormone that moves glucose from the blood into the cells. In type 1 diabetes, the body's pancreas stops making insulin, and blood glucose levels rise. Over time, glucose can reach dangerously high levels in the blood, which is called hyperglycemia. Untreated hyperglycemia can result in diabetic ketoacidosis (DKA), which is a life-threatening complication of diabetes.

Risk Factors Associated with Type 1 Diabetes

It is recommended that students displaying warning signs associated with type 1 diabetes, which are described below, should be screened (tested) for the disease by their health care provider.

Researchers do not completely understand why some people develop type 1 diabetes and others do not; however, having a family history of type 1 diabetes can increase the likelihood of developing type 1 diabetes. Other factors may play a role in developing type 1 diabetes, including environmental triggers such as viruses. Type 1 diabetes is not caused by diet or lifestyle choices.

Warning Signs and Symptoms Associated with Type 1 Diabetes and Diabetic Ketoacidosis

Warning signs and symptoms of type 1 diabetes in children develop quickly, in a few weeks or months, and can be severe. If your child displays the warning signs below, contact your child's primary health care provider or pediatrician for a consultation to determine if screening your child for type 1 diabetes is appropriate:

Increased thirst

Increased urination, including bed-wetting after toilet training

Increased hunger, even after eating

Unexplained weight loss

Feeling very tired
Blurred vision
Very dry skin
Slow healing of sores or cuts
Moodiness, restlessness, irritability, or behavior changes

DKA is a complication of untreated type 1 diabetes. DKA is a medical emergency. Symptoms include:

Fruity breath
Dry/flushed skin
Nausea
Vomiting
Stomach pains
Trouble breathing
Confusion

Types of Diabetes Screening Tests That Are Available

Glycated hemoglobin (A1C) test. A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.

Random (non-fasting) blood sugar test. A blood sample is taken any time without fasting. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes.

Fasting blood sugar test. A blood sample is taken after an overnight fast. A level of 126mg/dL or higher on two separate tests indicates diabetes.

Oral glucose tolerance test. A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

Type 1 Diabetes Treatments

There are no known ways to prevent type 1 diabetes. Once type 1 diabetes develops, medication is the only treatment. If your child is diagnosed with type 1 diabetes, their health care provider will be able to help develop a treatment plan. Your child's health care provider may refer your child to an endocrinologist, a doctor specializing in the endocrine system and its disorders, such as diabetes.

Contact your student's school nurse, school administrator, or health care provider if you have questions.

References

Centers for Disease Control and Prevention
KidsHealth
Mayo Clinic
National Library of Medicine and National Institutes of Health's MedLine

Questions: Office of School-Based Health Programs | schoolnurse@cde.ca.gov

Last Reviewed: Monday, March 4, 2024

Type 2 Diabetes Information

Pursuant to California *Education Code* Section 49452.7, this type 2 diabetes information is for local educational agencies to provide to parents and guardians of incoming seventh grade students beginning July 1, 2010.

The California Department of Education developed this type 2 diabetes information in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County. Also see available translations of this information.

Description

Type 2 diabetes is the most common form of diabetes in adults.

- Until a few years ago, type 2 diabetes was rare in children, but it is becoming more common, especially for overweight teens.
- According to the U.S. Centers for Disease Control and Prevention (CDC), one in three American children born after 2000 will develop type 2 diabetes in his or her lifetime.

Type 2 diabetes affects the way the body is able to use sugar (glucose) for energy.

- The body turns the carbohydrates in food into glucose, the basic fuel for the body's cells.
- The pancreas makes insulin, a hormone that moves glucose from the blood to the cells.
- In type 2 diabetes, the body's cells resist the effects of insulin, and blood glucose levels rise.
- Over time, glucose reaches dangerously high levels in the blood, which is called hyperglycemia.
- Hyperglycemia can lead to health problems like heart disease, blindness, and kidney failure.

Risk Factors Associated with Type 2 Diabetes

It is recommended that students displaying or possibly experiencing the risk factors and warning signs associated with type 2 diabetes be screened (tested) for the disease.

Researchers do not completely understand why some people develop type 2 diabetes and others do not; however, the following risk factors are associated with an increased risk of type 2 diabetes in children:

- **Being overweight.** The single greatest risk factor for type 2 diabetes in children is excess weight. In the U.S., almost one out of every five children is overweight. The chances are more than double that an overweight child will develop diabetes.
- **Family history of diabetes.** Many affected children and youth have at least one parent with diabetes or have a significant family history of the disease.
- **Inactivity.** Being inactive further reduces the body's ability to respond to insulin.
- **Specific racial/ethnic groups.** Native Americans, African Americans, Hispanics/Latinos, or Asian/Pacific Islanders are more prone than other ethnic groups to develop type 2 diabetes.
- **Puberty.** Young people in puberty are more likely to develop type 2 diabetes than younger children, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

Warning Signs and Symptoms Associated with Type 2 Diabetes

Warning signs and symptoms of type 2 diabetes in children develop slowly, and initially there may be no symptoms. However, not everyone with insulin resistance or type 2 diabetes develops these warning signs, and not everyone who has these symptoms necessarily has type 2 diabetes.

- Increased hunger, even after eating
- Unexplained weight loss
- Increased thirst, dry mouth, and frequent urination
- Feeling very tired
- Blurred vision
- Slow healing of sores or cuts
- Dark velvety or ridged patches of skin, especially on the back of the neck or under the arms
- Irregular periods, no periods, and/or excess facial and body hair growth in girls
- High blood pressure or abnormal blood fats levels

Type 2 Diabetes Prevention Methods and Treatments

Healthy lifestyle choices can help prevent and treat type 2 diabetes. Even with a family history of diabetes, eating healthy foods in the correct amounts and exercising regularly can help children achieve or maintain a normal weight and normal blood glucose levels.

- **Eat healthy foods.** Make wise food choices. Eat foods low in fat and calories.
- **Get more physical activity.** Increase physical activity to at least 60 minutes every day.
- **Take medication.** If diet and exercise are not enough to control the disease, it may be necessary to treat type 2 diabetes with medication.

The first step in treating type 2 diabetes is to visit a doctor. A doctor can determine if a child is overweight based on the child's age, weight, and height. A doctor can also request tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (a condition which may lead to type 2 diabetes).

Types of Diabetes Screening Tests That Are Available

- **Glycated hemoglobin (A1C) test.** A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- **Random (non-fasting) blood sugar test.** A blood sample is taken at a random time. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes. This test must be confirmed with a fasting blood glucose test.
- **Fasting blood sugar test.** A blood sample is taken after an overnight fast. A fasting blood sugar level less than 100 mg/dL is normal. A level of 100 to 125 mg/dL is considered pre-diabetes. A level of 126 mg/dL or higher on two separate tests indicates diabetes.
- **Oral glucose tolerance test.** A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

Type 2 diabetes in children is a preventable/treatable disease and the guidance provided in this information sheet is intended to raise awareness about this disease. Contact your student's school nurse, school administrator, or health care provider if you have questions.

BPSD Pesticide/Herbicide Expected Use List for 2024 - 2025 School Year

<u>Product</u>	<u>Active Ingredient</u>	<u>Manufacture</u>	<u>Usage</u>
Taurus SC	trifluoromethylsulfenyl	Control Solutions	Ants
CB-80 Extra	Pyrethrins-Piperonyl Butoxide	Waterbury Co, Inc	Insects
Avion Roach Gel Bait	Difluoroethane	Dupont	Cockroaches
Avion Ant Gel Bait	Indoxacarb	Dupont	Ants
Weevil-Cide	Aluminum Phosphide	UPL	Gophers
Fastrac	Bromethalin	Bell	Rats & Mice
ZP Rodent bait	Zinc Phosphide	Bell laboratories, Inc	Gophers/Ground Squirrels
Suspend Polyzone	Sodium Metasilicate	MT. Hood Chemical	Spiders/Roaches
Bora Care	Oxytetraborate	Nisus Corp	Termites
Razor Pro	Glyphosate	Nufarm	Weeds
Intice Bait	Orthoboric Acid	Rockwell Labs	Insects
Envirox	Hydrogen Peroxide/Orange Oil	Envirox LLC	Multipurpose Cleaner
Chewing Gum Remover	Flammable Aerosols	Claire	Remove Old gum
Foam Clean Hand Sanitizer	Phenoxyethanal	Triple S	Hand Sanitizer
Foam Clean Hand Cleanser	Ammonium Laureth Sulfate	Triple S	Hand Cleanser
Dura Shine	Acrylate Copolymer	Gorm	Floor Finish
Eliminator Odor Removal	Oxirane	Gorm	Odor
Bayberry Air Freshener	Acetone	Triple S	Odor
Contrac California	Bromethalin	Bell	Rats/Mice
Doxem Precise	Indoxacarb	Control Solutions	Roaches
Tempo	Cyfluyhrin	Bayer	Crawling Insects
Alpine Flea	Aquatic	Basf	Fleas

BPSD Pesticide/Herbicide Expected Application Dates for the 2024 - 2025 School Year:

July: 5,6,12,13,19,20,26,27 **August:** 2,3,9,10,16,17,23,24,30,31 **September:** 6,7,13,14,20,21,27,28
October: 4,5,11,12,18,19,25,26 **November:** 1,2,8,9,15,16,22,23,29,30 **December:** 6,7,13,14,20,21,27,28
January: 3,4,10,11,17,18,24,25,31 **February:** 1,7,8,14,15,21,22,28 **March:** 1,7,8,14,15,21,22,28,29
April: 4,5,11,12,20,21,25,26 **May:** 2,3,9,10,16,17,23,24,30,31 **June:** 6,7,13,14,20,21,27,28

STATUTORY ATTENDANCE OPTIONS

Prepared by the California Department of Education

CHOOSING YOUR CHILD'S SCHOOL

A Summary of School Attendance Alternatives in California

California law (EC § 48980(h)) requires all school boards to inform each pupil's parents/guardians at the beginning of the school year of the various ways in which they may choose schools for their children to attend other than the ones assigned by school districts. Pupils that attend schools other than those assigned by the districts are referred to as "transfer pupils" throughout this notification. There is one process for choosing a school within the district which the parents/guardians live (intradistrict transfer), and three separate processes for selecting schools in other districts (interdistrict transfer). The general requirements and limitations of each process are described below.

Choosing a School Within the District in Which Parents/Guardians Live

The law (EC § 35160.5(b)(1)) requires the school board of each district to establish a policy that allows parents/guardians to choose the schools their children will attend, regardless of where the parents/guardians live in the district. The law limits choice within a school district as follows:

- Pupils who live in the attendance area of a school must be given priority to attend that school over pupils who do not live in the school's attendance area.
- In cases in which there are more requests to attend a school than there are openings, the selection process must be "random and unbiased," which generally means pupils must be selected through a lottery process rather than on a first-come, first-served basis. A district cannot use a pupil's academic or athletic performance as a reason to accept or reject a transfer.
- Each district must decide the number of openings at each school which can be filled by transfer pupils. Each district also has the authority to keep appropriate racial and ethnic balances among its schools, meaning that a district can deny a transfer request if it would upset this balance or would leave the district out of compliance with a court-ordered or voluntary desegregation program.
- A district is not required to provide transportation assistance to a pupil that transfers to another school in the district under these provisions.
- If a transfer is denied, a parent/guardian does not have an automatic right to appeal the decision. A district may, however, voluntarily decide to put in place a process for parents/guardians to appeal a decision.

Choosing a School Outside the District in Which Parents/Guardians Live

Parents/guardians have three different options for choosing a school outside the district in which they live. The three options are described below:

1. Interdistrict Transfers

The law (EC § 46600 et seq.) allows two or more school boards to enter into an agreement, for a term of up to five years, for the transfer of one or more pupils between districts. The agreement must specify the terms and conditions for granting or denying transfers. The district in which the parent/guardian lives may issue an individual permit under the terms of the agreement, or district policy, for transfer and for the applicable period of time. The permit is valid upon endorsement by the district of proposed attendance. The law on interdistrict transfers also provides for the following:

- If either district denies a transfer request, a parent/guardian may appeal that decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision.
- No district is required to provide transportation to a pupil who transfers into the district.

2. Parental Employment Transfers (Discretionary)

The law (EC § 48204(b)) provides that a school district may deem a pupil as having complied with the residency requirements for school attendance if one or both parents/guardians of a pupil are physically employed within the boundaries of the district for a minimum of 10 hours during a school week, or if a pupil lives at their parent/legal guardian's placement of employment outside of the boundaries of their school district of residence for a minimum of 3 days during the school week. A school district is not required to accept a pupil requesting a transfer on this basis, but a pupil may not be rejected on the basis of race, ethnicity, sex, parental income, academic achievement, or any other "arbitrary" consideration. Other provisions of the EC § 48204(b) includes:

- Either the district in which the parent/guardian lives or the district in which the parent/guardian works may prohibit the transfer if it is determined that there would be a negative impact on the district's court-ordered or voluntary desegregation plan.
- The district in which the parent/guardian works may reject a transfer if it determines that the additional cost of educating the pupil would be more than the amount of government funds the district would receive for educating the pupil.
- There are set limits (based on total enrollment) on the net number of pupils that may transfer out of a district in any school year, unless the sending district approves a greater number of transfers.
- There is no required appeal process for a transfer that is denied. However, the district that declines to admit a pupil is encouraged to identify, and communicate in writing to the parent/guardian the specific reasons for denying the transfer.
- Once a pupil is deemed to have complied with the residency requirements for school attendance based on one or both parents or guardians being employed within the boundaries of the district and the pupil is enrolled in a school in a school district whose boundaries include the location where one or both parents of the pupil is employed, the pupil does not have to reapply in the next school year to attend a school within that school district and the district shall allow the pupil to attend school through the 12th grade in that district if one or both of the pupil's parents or guardians continues to be employed within the attendance boundaries of the school district, subject to certain conditions.

3. Districts of Choice (Discretionary)

The law (EC §§ 48300 through 48315) allows each school district to become a "***district of choice***" --that is, a district that accepts transfer pupils from outside the district under the terms of a resolution. A school board that decides to become a "***district of choice***" must determine the number of pupils it is willing to accept in this category each year and make sure that the pupils are selected through a "random and unbiased" process, which generally means a lottery process. Pupils may request transfers into a "***district of choice***" by January 1 of the prior school year. Other provisions include:

- Either the district of choice or the district of residence may deny a transfer if it will negatively affect the racial and ethnic balance of the district, or a court-ordered or voluntary desegregation plan. The district of residency may also limit the total number of pupils transferring out of the district each year to a specified percentage of its total enrollment, depending on the size of the district.
- The district of choice may not prohibit a transfer based on the additional cost of educating the pupil but may prohibit a transfer if it would require the district to create a new program, except that a school district of choice shall not reject the transfer of a special needs pupil and an English learner.
- No pupil who currently attends a school or lives within the attendance area of a school can be forced out of that school to make room for a pupil transferring under these provisions.
- Siblings of pupils already attending school in the "***district of choice***" must be given transfer priority. Children of military personnel may also be given priority.
- A parent/guardian may request transportation assistance within the boundaries of the "***district of choice***." The district may provide transportation only to the extent it already does so.

The above summary of the attendance alternatives available to parents/guardians and their children is intended to provide them with an overview of the laws applying to each alternative. Any parents/guardians, who are interested in securing more information about these options, districts' policies or procedures, and timelines for applying for transfers, should contact their own school district, or the district they may be thinking about transferring into.

Education Code § 48205. Excused absences; average daily attendance computation

- (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:
- (1) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
 - (2) Due to quarantine under the direction of a county or city health officer.
 - (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
 - (4) For the purpose of attending the funeral services or grieving the death of either a member of the pupil's immediate family, or of a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, so long as the absence is not more than five days per incident.
 - (5) For the purpose of jury duty in the manner provided for by law.
 - (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note from a doctor.
 - (7) For justifiable personal reasons, including, but not limited to, an attendance or appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.
 - (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
 - (9) For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
 - (10) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
 - (11) For the purpose of participating in a cultural ceremony or event.
 - (12)(A) For the purpose of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.
 - (B)(i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one school day-long absence per school year.
 - (ii) A middle school or high school pupil who is absent pursuant to subparagraph (A) may be permitted additional excused absences in the discretion of a school administrator, as described in subdivision (c) of Section 48260.
 - (13)(A) For any of the purposes described in clauses (i) to (iii), inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such

close association with the pupil as to be considered the pupil's immediate family, has died, so long as the absence is not more than three days per incident.

(i) To access services from a victim services organization or agency.

(ii) To access grief support services.

(iii) To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation.

(B) Any absences beyond three days for the reasons described in subparagraph (A) shall be subject to the discretion of the school administrator, or their designee, pursuant to Section 48260.

(14) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

(b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefor. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

(c) For purposes of this section, attendance at religious retreats shall not exceed one school day per semester.

(d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

(e) For purposes of this section, the following definitions apply:

(1) A "civic or political event" includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls.

(2) "Cultural" means relating to the practices, habits, beliefs, and traditions of a certain group of people.

(3) "Immediate family" means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

(4) "Victim services organization or agency" has the same meaning as defined in paragraph (7) of subdivision (g) of Section 230.1 of the Labor Code.

Credits

Amended by Stats.2023, c. 601 (S.B.350), § 1, eff. Jan. 1, 2024; Stats.2023, c. 846 (A.B.1503), § 1.5, eff. Jan. 1, 2024.

Know Your Educational Rights

Your Child has the Right to a Free Public Education

- All children in the United States have a Constitutional right to equal access to free public education, regardless of immigration status and regardless of the immigration status of the students' parents or guardians.
- In California:
 - All children have the right to a free public education.
 - All children ages 6 to 18 years must be enrolled in school.
 - All students and staff have the right to attend safe, secure, and peaceful schools.
 - All students have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
 - All students have equal opportunity to participate in any program or activity offered by the school, and cannot be discriminated against based on their race, nationality, gender, religion, or immigration status, among other characteristics.

Information Required for School Enrollment

- When enrolling a child, schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency.
- You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

Confidentiality of Personal Information

- Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- Some schools collect and provide publicly basic student "directory information." If they do, then each year, your child's school district must provide parents/guardians with written notice of the school's directory information policy, and let you know of your option to refuse release of your child's information in the directory.

Family Safety Plans if You Are Detained or Deported

- You have the option to provide your child's school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported. You have the option to complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

Right to File a Complaint

- Your child has the right to report a hate crime or file a complaint to the school district if he or she is discriminated against, harassed, intimidated, or bullied on the basis of his or her actual or perceived nationality, ethnicity, or immigration status.

NOTICE OF ALTERNATIVE SCHOOLS

California Education Code Section 58501

The following notice must be sent along with the Notification to Parents and Guardians required by EC § 48980. Further, a copy shall be posted in at least two places normally visible to pupils, teachers, and visiting parents in each attendance unit for the entire month of March in each year.

California state law authorizes all school districts to provide for alternative schools. Section 58500 of the Education Code defines alternative school as a school or separate class group within a school which is operated in a manner designed to:

- (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- (b) Recognize that the best learning takes place when the student learns because of his/her desire to learn.
- (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently or may result in whole or part from a presentation by his/her teachers of choices of learning projects.
- (d) Maximize the opportunity for teachers, parents, and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.
- (e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to the community in which the school is located.

In the event any parent, pupil, or teacher is interested in further information concerning alternative schools, the county superintendent of schools, the administrative office of this district, and the principal's office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district.

Buena Park School District Responsible Use Policy - Student

The Buena Park School District (BPSD) recognizes the importance of providing students and staff with access to the vast array of electronic information resources available in our connected world and the potential for these resources to provide our students with a limitless learning environment.

BPSD further recognizes its responsibility to provide these resources in an environment that protects the safety and privacy of students and staff and to comply with applicable state and federal regulations. This Responsible Use Policy (RUP) outlines the guidelines and behaviors that all users are expected to follow when using school technologies or when using personally owned devices on the school campus, including:

- The Buena Park School District network is intended for educational purposes.
- Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's internet Protection Act (CIPA).
- Students are expected to follow the same rules for good behavior and respectful conduct online as they do offline.
- Use of BPSD-issued technology is a privilege, not a right. Misuse of school resources can result in disciplinary action.
- Using an internet filter and other technologies, BPSD makes a reasonable effort to ensure students' safety and security online but will not be held accountable for any harm or damages that result from use or misuse of school technologies.
- Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.
- All activity over the network or while using district technologies may be monitored, documented, or retained.
- All Internet and cloud-based activities on school provided devices will be monitored and reported to the District whether the student is at home or at school. This monitoring is through a third-party monitoring system called Gaggle.

This Responsible Use Policy applies to school-owned technology equipment utilizing the BPSD network, the BPSD internet connection, and/or private networks/internet connections accessed from school-owned devices at any time. This Responsible Use Policy also applies to privately-owned devices accessing the BPSD network, the BPSD internet connection, and/or private networks/internet connections while on school property. As relevant new technologies emerge, BPSD will seek to provide access to them as appropriate. **The policies outlined in this document cover *all* available technologies now and, in the future, not just those specifically listed or currently available.**

Mobile Devices Policy

BPSD may provide users with mobile devices (tablets/laptops/smartphones) to promote learning outside of the classroom. Users should abide by the same Responsible Use Policies when using school devices off the school network as on the school network.

Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to users' care. Students should immediately report any loss, damage, or malfunction to their teacher; staff members should report any loss, damage, or malfunction to their site administrator or immediate supervisor. Users may be financially accountable for any damage resulting from negligence or

misuse.

Use of school-issued mobile devices off the school network may be monitored and internet content subject to filtering by the District content filtering system.

BPSD-issued devices must be returned to the District upon request including all accessories such as charge/sync cables, power adapters, and cases/covers. Students are to return their BPSD-issued devices when transferring from BPSD schools or upon completion of the 8th grade.

Responsible Use

- I. Digital Citizenship: Users are expected to model good digital citizenship by using District resources for educational purposes. Online interactions with others, whether students, teachers, or community members, should be civil and respectful. Harassment, bullying, threatening, “trolling” or “flaming” other users, or accessing/distributing abusive, obscene, vulgar, or sexually explicit materials is prohibited.
- II. Educational Purposes: District technology devices, network and Internet services, and electronic resources are provided for educational purposes and research consistent with BPSD’s educational mission, curriculum, and instructional goals.
- III. District Policies: Users must follow all school board policies, the student handbook, and school rules and expectations concerning conduct and communication when using District technology devices or school-issued electronic resources, whether on or off school property.
- IV. Illegal Activities: Users may not use the school district’s computers, electronic devices, networks, or Internet services for any illegal activity or in violation of any board policy/procedure or school rules. BPSD and its employees and agents assume no responsibility for illegal activities of students while using school computers or school-issued electronic resources.
- V. Copyrights/Software License: Users should exercise care when downloading, copying, duplicating, and distributing software, music, sound files, movies, images, or other copyrighted materials, and are expected to obtain the specific written permission of the copyright owner, except when the use falls within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately.
- VI. Academic Integrity: When using other sources, credit must be given to the copyright holder. Users should be sure to properly site sources of any information/content created by others.
- VII. Passwords: Users are expected to keep their passwords and other login information secure. Do not share passwords/accounts with other users, and do not attempt to access other users’ accounts.
- VIII. Malicious Use/Vandalism: Users may not engage in any malicious use, disruption, or harm to the school district’s computers, electronic devices, or network and Internet services, including but not limited to hacking activities and the creation/uploading of computer viruses.
- IX. Content Filter: The District utilizes a content filtering system in compliance with state and federal regulations. Users may not attempt to avoid or bypass this filter to access blocked sites or content.
- X. Camera Use: Prior to using the device camera to photograph or record video of any other individuals, users are expected to obtain the consent of those individuals to be photographed or recorded. Users should also be sure to obtain consent prior to posting, distributing, or otherwise sharing photographs or video recordings of other people.
- XI. Conserving System Resources: Users shall use the network in such a way that does not waste system resources or disrupt the use of the network by others. Wasteful use of system resources would include excessive printing, online gaming, streaming content unrelated to educational activities, and excessive file storage.
- XII. User Privacy: Users are expected to always respect the privacy of other users, and may not access mobile devices in areas where others have a reasonable expectation of privacy, including restrooms, locker rooms, changing areas, etc.
- XIII. Students should not expect privacy in the contents of their personal files on the District’s internet system or other District technology. All use of District technology will be supervised and monitored.

Maintenance and monitoring of the District's internet system or other technology may lead to the discovery that this policy has been violated. An individual search will be conducted if there is reasonable suspicion that a violation of this policy has occurred.

XIV. Parents have the right to request to see the contents of student computer files at any time.

Video Conferencing Policy

The Buena Park School District learning experience may utilize video conferencing as part of any lesson. The use of video conferencing requires all students, parents, guardians, and staff to adhere to the rules contained in our district Acceptable Use Policy. As video conferencing could and may take place in the student's home, parents and guardians accept that during the video conference all efforts shall be made to ensure that the student(s) is in a quiet and acceptable location in the home, for learning to happen. Parents and guardians also accept that any video conferencing captures the immediate surroundings of the student(s). Foremost of these policies is the expectation that all parties will participate in this learning experience in a respectful manner while ensuring that all parties will be respectful of the rights to privacy for all participants of this video activity. All parties need to respect the academic work and personal opinions of all students, staff and teachers involved in this session.

The unauthorized recording of another student or staff member's voice or image without their consent, is a violation of the Acceptable Use Policy and may also be subject to disciplinary action from school administration while possibly resulting in a formal report being filed with the Buena Park Police Department. The dissemination of any unauthorized recordings from this remote learning experience is also seen as a violation of the Acceptable Use Policy and subject to a possible disciplinary response and/or a formal report being filed with the Buena Park Police. Therefore, all student and parent participants in this remote learning experience and its use of video, agree that they will not save, record, share or post this video session or any photos or audio recording from this video session. Teachers and District staff may record any video conference for educational purposes. Lastly, the rules of the classroom and school building apply to all video conferencing learning experiences.

Violations of this policy may have disciplinary consequences, including:

- Suspension of network, technology, or computer privileges
- Notification of parents
- Detention or suspension from school and school-related activities
- Legal action and/or prosecution

Personally Owned Devices Policy

Students **may, under certain circumstances**, be permitted to bring a personal device to school and use for educational purposes. All students are expected to connect to the filtered BPSD Wi-Fi network, whether using a District-issued or personally owned device.

- BPSD assumes no responsibility for personal devices if they are lost, loaned, damaged, or stolen. Only limited time or resources will be spent trying to locate stolen or lost items.
- The technology devices users bring to school are their sole responsibility. BPSD assumes no responsibility for providing technical support for personally owned devices nor responsibility for any damage that may occur because of personally owned devices accessing the BPSD network.
- By connecting to the BPSD network, users accept the terms of this Responsible Use Agreement.
- Students are to keep their devices always secure and not loan them to others.
- Students must keep devices on silent or vibrate mode.

Financial Responsibility/Liability

As with any other BPSD property issued to students and staff, the expectation is that the user will exercise reasonable care to ensure that mobile devices remain in good, usable condition. Users who, through intentional or negligent action or inaction, damage or lose the device(s) issued to them may be responsible for compensating the District for the cost of repair or replacement.

Written Notice to Opt Out

The District recognizes that use of technology and digital curriculum is a normal part of the learning. To that extent, the District has adopted a technology and responsible use opt out option for parents and families. Parents that do not wish to use technology or abide by Board policy or District regulations, shall provide written notice to that extent to their school principal.

**Board Policy Manual
Buena Park School District****Policy 4119.11: Sexual Harassment****Status:** ADOPTED**Original Adopted Date:** 05/14/2001 | **Last Revised Date:** 01/09/2017 | **Last Reviewed Date:** 01/09/2017

The Governing Board desires to provide District employees with a working environment that is free from harassment. In order to achieve this end, the Governing Board prohibits sexual harassment of District employees by anyone, in any manner, and shall not tolerate retaliatory action or behavior against a District employee or other person who complains, testifies or otherwise participates in the complaint process pursuant to Governing Board policy and administrative regulations.

For the purposes of this policy, District employees shall include applicants for employment in the District.

Any District employee who permits, engages in or participates in sexual harassment of another District employee or student shall be in violation of this policy and is subject to disciplinary action, up to and including dismissal. An employee shall be deemed to have permitted sexual harassment where he/she has knowledge that a student or an employee has engaged in sexual harassment and fails to report such student or employee to the appropriate authorities, whether or not the victim makes a complaint.

An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

A supervisor, principal or District administrator other than the Superintendent who receives a harassment complaint shall promptly notify the Superintendent.

Any District employee who feels that he/she has been sexually harassed or who has knowledge of any instance of sexual harassment by another employee or a student, shall immediately contact his/her supervisor, principal, Superintendent, or other District administrator, to obtain procedures for reporting a complaint. However, an employee may bypass his/her supervisor in registering a complaint where the supervisor is the alleged perpetrator of the sexual harassment.

Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

The Superintendent shall take all actions necessary to ensure the prevention, investigation and correction of sexual harassment, including but not limited to:

1. Providing periodic training to all staff regarding the District's sexual harassment policy, particularly the procedures for registering complaints and employees' duty in availing themselves of the complaint procedure in order to avoid harm
 2. Publicizing and disseminating the District's sexual harassment policy to staff
 3. Ensuring prompt, thorough and fair investigation of complaints in a way that respects the privacy of all parties concerned, to the extent necessary
 4. Taking timely and appropriate corrective/remedial actions after completion of investigation. This may require subsequent monitoring of developments.
-

What is HPV?

HPV is a very common virus that 8 out of 10 people will get at some point in their lifetime. Some HPV infections can lead to cancer later in life.

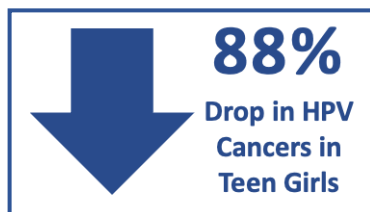


HPV is estimated to cause about 37,000 cases of cancer in men and women every year in the U.S. – that’s the same as the average attendance for a major league baseball game!

Only cervical cancer, one of the cancers caused by HPV, can be detected early with a Pap test. The other cancers caused by HPV (cancers of the throat, genitals, or anus) may not be detected until they are more serious. HPV vaccination prevents infections that cause these cancers.

How can I protect my child from HPV?

HPV vaccination can prevent over 90% of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. With more than 135 million doses given in the U.S. since 2006, HPV vaccine has a long safety record that’s backed by over 15 years of monitoring. Common side effects are mild and get better within a day or two. These include pain, redness, or swelling where the shot was given, similar to other vaccines.



HPV vaccination works extremely well. Since HPV vaccination was first recommended in 2006, infections with HPV types that cause most HPV cancers have dropped 88% among teen girls and 81% among young adult women.

Vaccination against HPV is recommended by the federal Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians. It’s also recommended by the American Cancer Society and California’s Cancer Prevention Act.

Who should get the vaccine and when should they get it?



Because the vaccine is more effective when given at younger ages, two doses of HPV vaccine are recommended for all kids between the ages of 9 to 12 years, and the second dose should be given before the start of 8th grade.

(Kids who wait until later to get their first dose of HPV vaccine may need three doses.) The HPV vaccine is often given at the same time as other adolescent vaccines, like Tdap to prevent whooping cough and meningococcal vaccine to prevent bacterial meningitis.

Where can I get the HPV vaccine for my child?

Ask your health care provider, pharmacist, or local health department to learn more about HPV vaccine and where you can get it. The vaccine is covered by most health insurance plans. If you don't have health insurance, your child can still get vaccinated. The Vaccines for Children (VFC) Program offers free vaccines to children up to age 18 years without insurance or whose insurance does not cover the cost of vaccines.

Ask your healthcare provider or [local health department](#) about VFC, or learn more [here](#). Find doctors participating in VFC [in your area](#).

For more information on HPV, the vaccine, and cancer prevention, visit the [Centers for Disease Control and Prevention](#).

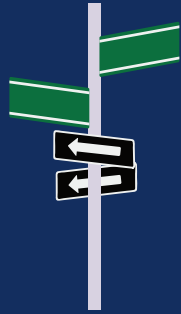


Student Mental Health Support



What is mental health?

Mental health includes our emotional, psychological, and social wellbeing. It can affect how we think, feel, and act.



What are some examples of things that can impact our mental health?

- Stress
- Our environment
- School/work
- Family and friends
- Sudden changes to our routines
- Biological factors
- Grief and loss
- Alcohol or drug abuse

How can I tell if I am struggling with my mental health?

If you start to notice any of the following behaviors, in yourself or your friends, you may be struggling with your mental health:

- Too much or too little sleeping
- Over/under eating
- Difficulty concentrating
- Lack of motivation
- Wishing to be alone for long periods of time
- Lack of interest in things that you used to enjoy
- Irritability
- Hearing voices or seeing things that are not there
- Thoughts of death or dying



Where can I go to get help?

At School:

- An administrator
- School Counselor
- School Psychologist
- Teacher
- Any trusted adult



At Home or in your Community:

- Care Solace 1-888-515-0595
 - www.caresolace.com/bpsd
- National Suicide Prevention Lifeline - 988
- Crisis Text Line - Text "Home" to 741741
- The Trevor Project Lifeline - 1-866-488-7386
- OC Links - 855-625-4657
- Local Police non-emergency number
 - Buena Park PD: 714-562-3901
- Substance Abuse and Mental Health Services Administration Hotline - 1-800-662-4357

What can I do to manage my mental health?

Here are positive coping skills you can practice when you notice your feelings, thoughts, or behaviors are becoming harder to manage:

- Practice Deep Breathing
- Meditate
- Go for a walk
- Journal
- Talk to a counselor/therapist
- Exercise

Be mindful of coping skills that may be more harmful in the long run

Some coping skills may mimic the feeling of relief and improved state, however, can have longer-lasting negative effects on your mental health. Be careful about engaging in certain activities such as:

- Drug and alcohol use
- Risky sexual behaviors
- Negative peer associations
- Isolating
- Self-harming behaviors

Board Policy Manual

Buena Park School District

Policy 5132: Dress And Grooming

Status: ADOPTED

Original Adopted Date: 09/19/2019 | Last Revised Date: 08/10/2020 | Last Reviewed Date: 08/10/2020

The purpose of student dress and grooming regulations is to encourage students to dress appropriately and to come to school properly prepared for participation in the educational process. The Buena Park School District believes that when students are neatly attired and when they take pride in their appearance, good behavior and better learning result. Appropriate dress not only promotes positive attitudes and behavior among students, it ensures a safe and orderly school environment for all students by helping keep the school free from threats or harmful influences of any group or gang.

The Buena Park School District will not allow apparel that:

1. Creates a safety hazard for students, or
2. Constitutes a serious distraction to the learning process, or
3. Conflicts with the district's philosophy and goals on the prevention of substance abuse and gang activity.

The principal of each school will establish guidelines and regulations consistent with this policy through cooperative planning with the staff, students, and parents. Parents have the primary responsibility to see that their children are properly attired for school. The following guidelines must be adhered to:

1. Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)
2. Clothing, jewelry, or accessories which pose a threat to the physical well-being and safety of the student or others or are disruptive to the educational process may not be worn.
3. Clothing (including jackets, jewelry, and shoes) with writing, logos, or insignias considered as being gang related may not be worn. This includes but is not limited to oversized clothing, hanging belts, suspenders, off-the-shoulders, gang or tagging-related initials on belt buckles, etc.
4. Attire which is sexually suggestive or extremely brief (such as lowcut garments, strapless or off-the-shoulder tops, tank tops or muscles shirts, undershirts, fishnet tops, short shorts or skirts exposing posteriors or that do not cover undergarments) is not allowed.
5. Attire that advocates or advertises any type of alcohol, drugs, or acts which are illegal, violent, obscene, or hazardous to one's health is not allowed.
6. Shoes must be worn at all times. "Flip-flop" sandals, socks, or sock-like footwear and slippers are not safe or appropriate for school and are not allowed.

These guidelines shall be in effect at all school-related activities except where modified by the site administrator for specific extra-curricular activities or for specific cases.

In case of questionable dress and/or grooming not covered by these and the school guidelines, the site administrator or his designee will determine the appropriateness and make the final decision.

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, religion, household income, or body type or size. 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)

Each year, parents and students will be made aware of the district and school dress code policies.

Repeated violations of the district and school dress policies will result in disciplinary action which may include but not be limited to a verbal warning, parent notification of incident, parent conference, and suspension of the student. When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

In order to promote student safety and discourage theft, peer rivalry and/or gang activity, the principal, staff and parents/guardians at a school may establish a reasonable dress code requiring students to wear uniforms. Such a dress code may be included as part of the school safety plan and must be presented to the Governing Board for approval. The Governing Board shall approve the plan upon determining that it is necessary to protect the health and safety of school's students.

If a school's plan to require uniforms is adopted, the Superintendent 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 shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms

Board Policy Manual Buena Park School District

Policy 1312.3: Uniform Complaint Procedures

Status: ADOPTED

Original Adopted Date: 11/25/2002 | Last Revised Date: 04/15/2024 | Last Reviewed Date: 04/15/2024

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

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

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. 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 (SPI). (Education Code 243)
10. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, and 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, 49065, 51225.1, 51225.2)
11. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)
12. Local control and accountability plan (Education Code 52075)
13. Migrant education (Education Code 54440-54445)
14. Physical education instructional minutes (Education Code 51210, 51222, 51223)
15. Student fees (Education Code 49010-49013)
16. Reasonable accommodations to a lactating student (Education Code 222)
17. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)
18. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)
19. State preschool programs (Education Code 8207-8225)

20. State preschool health and safety issues in license-exempt programs (Education Code 8212)
21. 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
22. Any other state or federal educational program the Superintendent of Public Instruction or designee deems appropriate

The Governing 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 agreeable to all parties. An ADR process 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 the 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 related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain records of each complaint and subsequent related action, 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 child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency. (5 CCR 4611)
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services. (5 CCR 4611)
3. 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 subjugated 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 Regulations 5145.7 – Sexual Harassment Complaint Procedures.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulations 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department.
5. 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 Regulations 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)
6. 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)
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 Regulations 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)
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