

# ANNUAL NOTICE OF PARENT/GUARDIAN RIGHTS AND RESPONSIBILITIES

2020-2021

DEAR PARENT/GUARDIAN:

Section 48980 of the Education Code ("EC") of California requires the Lone Pine Unified School District ("District" or "LPUSD") to give notice at the beginning of the first semester or quarter of the regular school term to the parent or guardian of the minor pupils in the school district regarding the rights of the parent or guardian under sections 35291, 46014, 46015, 48205, 48207, 48208, 49403, 49423, 49451, 49472, and 51938 and Chapter 2.3 (commencing with section 32255) of Part 19 of Division 1 of Title 1; and notice of the availability of the program prescribed by Article 9 (commencing with section 49510) of Chapter 9 and of the availability of individualized instruction under section 48206.3. Section 48982 requires that acknowledgement of receipt and review of this Notice be signed and returned by the parent or guardian to the school. Accordingly, please sign and return the attached form to acknowledge that you have been informed of your rights. Please be advised that said acknowledgement does not mean that you consent to participate, or have your student participate, in any particular program.

Some legislation requires additional notification to the parents or guardians during the school term or at least 15 days prior to a specific activity. (A separate letter will be sent to parents or guardians prior to any of these specified activities or classes, and the student will be excused whenever the parents or guardians file with the principal of the school a statement in writing requesting that their child not participate.) Other legislation grants certain rights that are spelled out in this form.

Accordingly, you are hereby notified as follows (when used in this notification "parent" includes a parent or legal guardian):

## **STUDENT DISCIPLINE**

**RULES AND PROCEDURES ON SCHOOL DISCIPLINE (EC §§51101(a)(12), 35291, 35291.5, 48900, 48900.6):** School rules establish a standard of conduct that promotes a safe, orderly and positive school environment. School rules and procedures have been developed by representative school committees. This information is communicated to students and parents/guardians annually. Rules pertaining to student discipline, including those that govern suspension or expulsion, are set forth in Education Code section 48900, et seq., the student handbook, Board Policy and Administrative Regulation 5144.1 and 5144.2, which are available online and upon request from the school. In addition, the following disciplinary information is provided to parents:

**DUTY CONCERNING CONDUCT OF PUPILS (EC §44807):** Students must obey all school and classroom rules while at school, during school activities, and on their way to and from school and school activities. Every teacher shall hold pupils accountable for their conduct on the way to and from school, on the playground, or during recess.

**DUTIES OF PUPILS (5 CCR §300):** Pupils must conform to school regulations, obey all directions, be diligent in study, be respectful of teachers/others in authority, and refrain from profane/vulgar language.

**HAZING PROHIBITION (EC §48900(q)):** Pupils and other persons in attendance are prohibited from conspiring to engage or participate in hazing.

**SCHOOL SAFETY: BULLYING (EC §§234.4, 32283.5):** The District is committed to the prohibition of discrimination, harassment, intimidation, and bullying. Annual training will be provided to all staff members who work with students to prevent bullying and cyberbullying. You may find a list of education web pages describing staff training at <https://www.cde.ca.gov/lr/ss/se/bullyres.asp>. If you or your child experiences any bullying on campus, at school events, or on the way to or from school, please contact our District Counseling Liaison available to assist you in identifying and stopping this behavior at (760) 876-5579

**DRESS CODE/GANG APPAREL (EC §35183):** "Gang-related apparel" is hazardous to the health and safety of the school environment and is not allowed on any school site. The District is authorized to adopt and enforce a reasonable dress code policy which prohibits the wearing of "gang-related apparel" or clothing that is unsafe either for the student or those around the student.

**GENERAL DRESS CODE RULES:** In an effort to provide a safe and orderly school environment for our students, and in response to a desire to keep district schools free from the threats or harmful influence of any groups or gangs which advocate substance abuse, violence, or disruptive behavior, the following list of prohibited items will be implemented at your child's school. Parents have the primary responsibility to see that students are properly attired for school. School District personnel have the responsibility of maintaining proper and appropriate conditions conducive to learning. We ask for your cooperation regarding conformity to the following dress guidelines:

1. Board Policy 5132 requires that students, while attending classes and participating in school-approved and sponsored activities, shall be clean, neatly groomed, and dressed appropriately for an academic learning environment.
2. Clothing, hairstyles, and/or general appearance that is distracting or disruptive to the normal conduct of classes or activities, endangers the physical safety of students, or reflects gang behavior, is not acceptable.
3. Clothing or items NOT PERMITTED at LPUSD include:
  - Any clothing that exposes too much skin or fits so tightly as to be unseemly.
  - Any clothing that exposes underwear, including bra straps, or private body parts (navels, cleavage, the top of the thighs).
  - Skirts and shorts must be mid-thigh in length.
  - Clothing, writing, symbols, symbols interpreted as sexual in nature, jewelry, or tattoos that denote or promote

violence, prejudice, hatred, gangs, sex, drugs, alcohol, or tobacco.

- Hanging chains.
- Steel-toed boots (except for shop class)

4. For safety reasons shoes or sandals must be worn at all times; clothing and hair must meet teacher-designated safety and health standards for classes such as labs, home economics, auto shop, etc. Students may place their names in an inconspicuous area of their clothing for identification purposes. Teachers may set rules for their classrooms regarding the wearing of sunglasses and caps.

Students will be required to change their clothing as a consequence for dress code violations. Appropriate clothing will be furnished to the student and the inappropriate clothing will be kept until the loaner items are returned.

*\*NOTE: These dress code regulations may be modified throughout the year as fads change and issues arise.*

**SEXUAL HARASSMENT POLICY (EC §§231.5, 212.5, 48980(f), 5 CCR §4917):** The Governing Board prohibits sexual harassment of or by any student in the District. Sexual harassment is a violation of Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964 and California Education Code.

As used here, "sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term of a condition of an individual's employment, academic status or progress.
2. Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile or offensive work or educational environment.
4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs or activities available at or through the educational institution.

Examples of sexual harassment include but are not limited to:

- (a) Physical abuse (unnecessary touching, pinching, etc.)
- (b) Verbal abuse (lewd comments, sexual insults, etc.)
- (c) Subtle or overt pressure for sexual favors accompanied by implied or overt threat.
- (d) Visual abuse (display of pornographic material designed to embarrass or intimidate)

Information on the District's administration of sexual harassment complaints is found in Board Policy and Administrative Regulation 5145.7.

Any student who engages in the sexual harassment of anyone in or from the District may be subject to disciplinary action up to and including expulsion.

The Board expects students and staff to immediately report alleged incidents of sexual harassment to the principal or designee.

Each district is required to have adopted a written policy on sexual harassment and to display such policies in a prominent location and include it in orientation for employees and students. (*See attached.*)

**SUSPENSION OR EXPULSION OF PUPILS (EC §§48900, 48900.2, 48900.3, 48900.4, 48900.7, 48910, 48911, 48915):** A teacher may suspend a pupil from class for the day and the day following, or a principal or his/her designee may suspend a pupil from school for not more than five (5) consecutive days for a "good cause." A teacher shall ask the parent or guardian of the pupil to attend a conference, and if the teacher, or the parent or guardian requests, a school administrator shall attend such conference. The principal who suspends a pupil shall make a reasonable effort to contact the pupil's parent or guardian by telephone and notify in writing the parent or guardian of such suspension. Suspension shall be preceded by an informal conference conducted by the principal between the pupil and, whenever practicable, the teacher, supervisor, or school employee who referred the pupil to the principal, unless the principal or designee determines that an emergency situation exists. If a pupil is suspended without a conference prior to suspension, both the parent and the pupil shall be notified of the pupil's right to a conference. At the conference, the pupil shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his or her version and evidence in his or her defense. Incidents for suspension under Education Code section 48900 include:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.  
(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold or otherwise furnished any firearm, knife, explosive or other dangerous object, unless, in the case of possession of an object of this type, the pupil has obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, alcoholic beverage or intoxicant of any kind.
- (d) Unlawfully offered or arranged or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, alcoholic beverage or intoxicant of any kind and either sold, delivered or otherwise furnished to any person another liquid, substance or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.

- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. However, this section does not prohibit the use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawful possession of or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Disrupted school activities or willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 8, inclusive, shall not be suspended for any of the acts enumerated in this subdivision and this subdivision shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault or sexual battery (as defined in Section 261, 266c, 286, 287, 288, 289, 243.4, or former Section 288a of the Penal Code).
- (o) Harassed, threatened or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" is any method of initiation or pre-initiation into a pupil organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  1. "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts

committed by a pupil or group of pupils as defined in Sections 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
  - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
  - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
  - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
2. (A) "Electronic Act" means the creation or transmission originated on or off the school site by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager, of a communication, including but not limited to, any of the following:
    - i. A message, text, sound, video or image.
    - ii. A post on a social network Internet Web site, including but not limited to:
      - (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1);
      - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purposes of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated;
      - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
    - iii. (I) An act of cyber sexual bullying.
      - (II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual

recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(III) For the purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1), and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

3. "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to a school activity or school attendance occurring within a school under the jurisdiction of the Superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

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

(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(v) For a pupil subject to discipline under this section, a superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil's misbehaviors as specified in Section 48900.5.

(w) (1) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

(2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavioral interventions and support, may be

used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

A student can also be suspended or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has committed one of the following offenses:

1. 48900.2 – Committed sexual harassment as defined in Section 212.5.
2. 48900.3 – Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in subdivision (e) of Section 233. (This section does not apply to K-3 students).
3. 48900.4 – Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile environment. (This section does not apply to K-3 students).
4. 48900.7 – Made terroristic threats against school officials, school property, or both.

**EXPULSION:** A student may be recommended for expulsion for any of the reasons enumerated in Education Code section 48915 and pursuant to the expulsion procedures identified in Education Code sections 48918 and 48918.5.

**MANDATORY RECOMMENDATION FOR EXPULSION (EC § 48915(c)):** A mandatory recommendation for expulsion will be made for:

1. Possession/selling/furnishing of a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault or committing a sexual battery.
5. Possession of an explosive.

**REQUIRED PARENTAL ATTENDANCE (EC §48900.1):** If a teacher suspends a student pursuant to Education Code section 48910 for reasons specified in section 48900(i) or (k), the teacher may require the child's parent to attend a portion of the school day in his or her child's classes. In this case, the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is required pursuant to law.

**CLOSED SESSION (EC §48912):** The Governing Board must review discipline action in closed session, unless a request is made to the contrary. Parents will be given written notice of such action.

**SPECIAL EDUCATION STUDENTS (EC §48915, 34 CFR §§300.530-300.532):** Within 10 school days of any decision to change the placement of a child with a disability because of a violation of a code of

student conduct, the LEA, parent, and relevant members of the child's IEP Team must review all relevant information to determine:

1. If the conduct in question was caused by, or had a direct and substantial relationship to the student's disability, or
2. If the conduct in question was the direct result of the LEA's failure to implement the IEP.

If the behavior that gave rise to the violation of the school code is determined not to be a manifestation of the child's disability, school personnel may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to children without disabilities except that the child with a disability must continue to receive educational services enabling them to continue to participate in the general education curriculum and to progress toward meeting the goals set out in the child's IEP and to receive, as appropriate, a functional behavioral assessment.

If the LEA, the parent, and relevant members of the IEP Team make the determination that the conduct was a manifestation of the child's disability, the IEP Team must:

1. Either:
  - i. Conduct a functional behavioral assessment, unless the LEA had conducted a functional behavioral assessment before the behavior that resulted in the change of placement occurred, and implement a behavioral intervention plan for the child; or
  - ii. If a behavioral intervention plan already has been developed, review the behavioral intervention plan and modify it, as necessary, to address the behavior; and
2. Except in limited circumstances, return the child to the placement from which the child was removed, unless the parent and the LEA agree to a change of placement as part of the modification of the behavioral intervention plan.

The parent of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, may appeal such decision by requesting a due process hearing.

**ADMINISTRATIVE HEARING (EC §48918):** Any student recommended for expulsion is entitled to a hearing to determine whether the student should be expelled. The hearing shall be held within 30 school days after the date the principal, superintendent, or designee determines that the pupil has committed any of the acts enumerated under Section 48900, unless the pupil requests in writing that the hearing be postponed. Written notice of the hearing shall be forwarded to the student and student's parents/guardian at least 10 calendar days before the date of the hearing.

**DUE PROCESS RIGHTS:** When recommended for expulsion, a student has the right to appear in person, be represented by counsel, to inspect and obtain copies of all documents to be used at the hearing, to confront and question all witnesses testifying, to question evidence presented and present oral and documentary evidence on the pupil's behalf. Parents may contact the Director of Student Services and/or review Board Policy

and Administrative Regulation 5144.1 for more information regarding the expulsion process.

**PERSONAL APPEARANCE OF WITNESSES (EC §48918):** At the request of the Superintendent or pupil, the Board may issue a subpoena for the personal appearance of a key witness at the hearing.

**BOARD DECISION:** The Governing Board will act upon the Administrative Hearing Panel's recommendation for final disposition of the case. Parents/guardian will be provided written results of this decision. Parents can appeal the Governing Board's decision to the County Board of Education.

**READMISSION (EC §48916):** Following Board action, pupil and parent/guardian will be given a written rehabilitation plan that is to be followed for readmission.

**IN-SCHOOL SUSPENSION (EC §48911.1):** A pupil suspended from a school for any of the reasons enumerated in Sections 48900 and 48900.2 may be assigned, by the principal or the principal's designee, to a supervised suspension classroom for the entire period of suspension if the pupil poses no imminent danger or threat to the campus, pupils, or staff or if an action to expel the pupil has not been initiated.

**PROVIDING EDUCATION FOR EXPELLED STUDENTS (EC §§48916, 48926):** If a student is recommended for expulsion and approved by the School Board, the student will be offered an educational program through the County Community School Program.

**DISTRICT NON-RESPONSIBILITY FOR STUDENT BEHAVIOR (EC §44808):** Notwithstanding any other provision of this code, no school district, city, or county board of education, county superintendent of schools, or any officer or employee of such district or board shall be held responsible or in any way liable for the conduct or safety of any pupil of the public schools at any time when such pupil is not on school property, unless, such district, board, or person has undertaken to provide transportation for such pupil to and from the school premises, has undertaken a school-sponsored activity off the premises of such school, has otherwise specifically assumed such responsibility or liability or has failed to exercise reasonable care under the circumstances. In the event of such a specific undertaking, the district, board, or person shall be liable or responsible for the conduct or safety of any pupil only while such pupil is or should be under the immediate and direct supervision of an employee of such district or board.

**DANGEROUS OBJECTS, LASER POINTERS, AND IMITATION FIREARMS (PC §§417.27, 20170):** It is a crime for any student to possess a laser pointer on any elementary or secondary school premise, unless the possession is for a valid instructional or other school related purpose. It is also a criminal offense to openly display or expose any imitation firearm in a public place, including a public school.

**NOTIFICATION TO TEACHERS (EC §49079):** The District will notify your child's teacher(s), in confidence, if your child has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7. The information provided to the teacher(s) will be based on any written records that the District maintains or receives from a law enforcement agency regarding your child.

## **SCHOOL RECORDS AND ACHIEVEMENT**

**PUPIL RECORDS/NOTICE OF PRIVACY RIGHTS OF PARENTS AND STUDENTS (EC §§49060-49065, 49068, 49078, 56504 34 CFR §99.7, 20 USC §1232g):** Maintaining educational records pertaining to each student is a necessary function of the school district. A file is maintained for each student who has enrolled in this District and it contains records regarding the history of a pupil's development and educational progress. These records may include information pertaining to students' grades, academic performance, health, discipline, attendance, special education services, and state test scores. The District protects the privacy of such records. These files are located at the pupil's school and at District administrative offices. All active pupil records are under the supervision of the school principal; all inactive records are under the supervision of the District Custodian of Records and/or designated school site of last attendance.

The release of all student information, including educational records, is done in accordance with the safeguards and procedures established by the California Education Code and the Family Educational Rights and Privacy Act (FERPA): FERPA affords parents, students over 18 years of age, pupils 14 years of age and older that are identified as both homeless and an unaccompanied youth ("eligible students"), and individuals who have completed and signed a Caregiver's Authorization Affidavit (pursuant to Family Code section 6552) with certain rights with respect to the student's pupil records. They are:

1. **Right to Access.** The right to inspect and review the pupil's education records within 5 business days of receipt of request. 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 principal or custodian of records will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Certificated personnel can be made available to interpret records, if requested. The District reserves the right to charge up to 10 cents per page if copies of these records are requested. If the cost of obtaining student records prevents the parent from exercising the right to receive such copy or copies, the copy or copies shall be reproduced at no cost. (EC §§49065, 49069.7, 56504).
2. **Right to Challenge.** The right to request the amendment of the pupil's education records that the parent or eligible student believes is inaccurate or misleading. Any challenge to school records must be submitted in writing to the Superintendent. A parent challenging school records must clearly identify the part of the record they want changed, and show it is (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 student. If you wish to challenge the content of these records, procedures for doing so may be obtained by consulting District Administrative Regulation 5125.3, or from the school principal or the District's Custodian of Records, at 301 South Hay Street, Lone Pine, CA 93545. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision

and advise him or her of the right to appeal the decision to the Governing Board. Additional information regarding the hearing procedures will be provided to the parent or eligible student upon notification of the right to a hearing. (EC §49070).

3. **Right to Consent.** The right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA or state law authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate education interests. A school official is a person employed by the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Governing Board; a person or company acting on the District's behalf (such as an attorney, auditor, medical consultant, or therapist); a person or company performing an institutional function or service under a contract with the District, including technology and software support services, or services or functions for which the District would otherwise use its own employee; a parent, student, foster family agency, short-term residential treatment staff, or caregiver whose access to student records is legally authorized; or a parent or student serving on an official committee, such as attendance, disciplinary or grievance committee, or assisting another school official performing his or her tasks. A school official has a legitimate education interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, the District shall disclose education records without parental consent. There are other exceptions which permit the disclosure of personally identifiable information without parental consent, including the release of directory information as specified herein. (EC §49076).
4. **Right to File Complaint.** The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-4605.

**EDUCATION RECORDS (34 CFR §99.3):** "Education records" do not include:

- (a) Instructional, supervisory, or administrative notes by District staff that are made only for that staff member's use or the use of his/her substitute.
- (b) Records of a law enforcement unit that were created for use by the law enforcement unit.
- (c) Employee records made for personnel use.
- (d) Records of doctor, psychologist, psychiatrist, or other treatment provider and/or assistant regarding the treatment of a student who is 18 years or older or who is attending a postsecondary educational institution. Said records may only be disclosed to individuals providing treatment. In this case, "treatment" does not include remedial educational activities or activities that are part of the program of instruction at the agency or institution.

- (e) Records created or received by an educational agency or institution after an individual is no longer a student in attendance and that are not directly related to the individual's attendance as a student.
- (f) Grades on peer-graded papers before they are collected and corded by a teacher.

**ACCESS LOG:** A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the records and the legitimate educational interest of the requester. The log shall be open to inspection only by the parent or the student if 18 years of age or older, and the school official or designee responsible for maintenance of printed student records.

All grade 12 students will be deemed Cal Grant applicants, unless the students opt out. For seniors who have not opted out, school districts are required to submit their grade point averages (GPAs) to the California Student Aid commission (CSAC) for the purpose of determining Cal Grant eligibility and making appropriate financial aid awards for college by the October 1 deadline. Without the GPA information verified by the school district, CSAC will not be able to determine the Cal Grant eligibility. Seniors who are 18 years of age or parents/guardians of seniors under 18 years of age may opt out of being automatically deemed a Cal Grant applicant. To opt out, parents or adult seniors must complete the Information Release Form and return it to the school by the specified deadline. Notification regarding CSAC and the opportunity to opt out of being automatically deemed a Cal Grant applicant will be provided to all students and their parents/guardians by January 1 of the students' grade 11 year. (EC § 69432.9)

**PUPIL RECORDS – DIRECTORY INFORMATION (EC §§49061, 49073, 49073.5 and 49074):** Information other than directory information is not provided to individuals or groups, other than school personnel, without written parent consent or as authorized by law. Directory information may be released on pupils except when a parent or eligible pupil has notified the school that such information shall not be released. Directory information may include the student's name, address, telephone number, date of birth, email address, dates of attendance, participation in school activities, weight and height for members of athletic teams, degrees and awards received, and the school most recently attended by the student. Directory information does not include students' social security numbers or student IDs, citizenship status, birthplace, or any other information indicating national origin. Certain groups are permitted directory information about your child without your consent. The groups to which school officials may provide directory information include school personnel with legitimate educational interests, schools of intended enrollment, federal and state educational administrators, those who provide financial or student aid, employers, prospective employers, representatives of organized parent groups, and military recruiters. If you do not wish to have your directory information released about your child, please complete the section on the attached form, or write a brief note to your school principal requesting that this information not be shared. Directory information related to a pupil identified as homeless or unaccompanied youth will not be release without the express written consent for its release by the eligible pupil or his/her parent or guardian.

**RELEASE OF INFORMATION PURSUANT TO SUBPOENA OR COURT ORDER (EC §49077):** School officials may be required by a lawfully issued subpoena or court order to provide information

concerning a pupil. A reasonable effort must be made by school officials to notify the parent and the pupil in advance.

**RELEASE OF A PUPIL TO A PEACE OFFICER (EC §48906):** School officials are required to take immediate steps to notify parents when a child is taken into custody by a peace officer except when the child is taken into custody as a victim of child abuse. In such cases, law enforcement would assume all notification responsibilities. Personnel responsible for releasing a student from school custody shall exercise extreme diligence to prevent such release to any unauthorized or unidentified person.

**SCHOOL ACCOUNTABILITY REPORT CARD (SARC) (EC §§35256, 35258):** Copies of the previous year School Accountability Report Card are available upon request once they have been published. Parents will be notified of the publication in the school newsletter and it will be on the District's internet website when available.

**RECIPROCAL WITHHOLDING OF GRADES (EC §§48904, 48904.3):** Any school district whose property has been cut, defaced, or otherwise injured, or whose loaned property has not yet been returned, may withhold grades, diplomas, and transcripts from the pupil or parent. The district must notify the parent in writing of the student's alleged misconduct. (EC §48904.) Any school district to which a pupil subject to the preceding statute has transferred to shall also withhold grades, diplomas, or transcripts upon receiving notice from the former district. (EC §48904.3.)

**DISCLOSURE (34 CFR §99.34):** When the district discloses personally identifiable information to officials of another school, school system, or post-secondary institution where the student seeks or intends to enroll, the Superintendent or designee shall make a reasonable attempt to notify the parent/guardian or adult student at his/her last known address, provide a copy of the record that is disclosed on request, and give the parent/guardian or adult student an opportunity for a hearing to challenge the record.

**INTERNET SAFETY:** Use of the Internet poses risks, and those risks can be potentially dangerous for minors. Social networking and other interactive websites may be used by child predators and cyber bullies to locate and attack victims, and others use the Internet to solicit personal information for their financial gain. Some companies also gather information users upload and/or store on e-mail and other user accounts for purposes of marketing and other profit making activities, a practice known as "data-mining." The District makes every effort to provide a safe learning environment for its pupils, including by way of blocking social networking sites and other potentially harmful sites on the District's computer system. The District encourages you to talk with your child about appropriate uses and the potential dangers of the Internet, and inquire into whether they have a social media account, and whether they are otherwise releasing information about themselves on the Internet. If your child has any online accounts or profiles, you may want to review them to ensure that no personal and identifiable information has been posted or otherwise uploaded. You should also be familiar with any terms and conditions agreed to by your child when establishing profiles or user accounts through the Internet; these can include permission to search for, gather, and store data about them. We also encourage you to establish rules and guidelines to ensure the safety of your child while on the Internet, and ensure your child does not publish personal and

confidential information about themselves without your knowledge and permission. Some web sites offer parental or family guidance for Internet safety: for example, SafeKids.com, located online at <http://www.safekids.com> and Web Wise Kids, located online at <http://www.webwisekids.org> by telephone at 866-WEB-WISE, or by e-mail at [inforwebwisekids2.org](mailto:inforwebwisekids2.org). While the District will continue to provide Internet security within our schools, it is important that parents also monitor Internet use at home.

The District may require pupils to use online educational programs for educational purposes. In order for students to access these programs, limited student information must be shared with the program providers, including the pupil's name, school name, and school identification number. The District abides by FERPA and exercises caution in selecting the online educational programs it will utilize and in protecting the pupil information that is shared with the service providers. In contracting for online educational services, the District requires the service providers to agree to protect pupil information in accordance with state and federal laws. Additionally, the District ensures only the necessary pupil information is shared with the service providers and safeguards against any impermissible use of pupil information such as prohibiting its re-disclosure to unauthorized third parties. The District does not contract with online educational service providers that will not agree to be bound by relevant state and federal laws pertaining to the dissemination of pupil information. Note, however, some of these providers require e-mail or other online user names and accounts in order to access them. These are often not within the District's control, and should be set up with your knowledge.

**ACCEPTABLE USE OF TECHNOLOGY:** One of the adopted goals of the District is to advance the use of technology to enhance student learning while maintaining a safe learning environment for its students. District students are encouraged not to enter any personally identifiable information on Internet websites. Access to District technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. All District students and their parents/guardians shall sign the District's Acceptable Use Agreement prior to using District technological resources. The District shall make a diligent effort to filter inappropriate or harmful matter accessible through the Internet, and students shall also take responsibility not to initiate access to inappropriate or harmful matter while using District technology. Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability.

### **HEALTH SERVICES**

**ENTRANCE HEALTH SCREENING/PHYSICAL EDUCATION – GRADES K & 1 (HSC §§124040, 124085, 124100, 124105):** Parents are required to arrange for a health screening and evaluation services for their child and to provide a certificate to their child's school within 90 days after entrance into the first grade. The certificate must document that the child received the health screening and evaluation services within the previous 18 months. Alternatively, parents can submit a waiver, indicating that they do not want or are unable to obtain the health screening and evaluation services for their child. The failure to provide a certificate or waiver on or before the 90<sup>th</sup> day after the child's entrance into first grade may result in the child's exclusion from school. Health

screenings are available through the local health department at low or no cost. Low-income children may obtain free health screenings for up to 18 months prior to entry into first grade through the Child Health Disabilities Prevention Program.

**PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT (EC §49451):** A parent may file annually with the principal of the school a statement in writing, signed by the parent, stating that he/she does not consent to a physical examination of his/her child. However, when there is 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 a contagious or infectious disease does not exist.

**VISION, HEARING AND SCOLIOSIS SCREENING (EC §§49451, 49452, 49455, 49452.5):** California State legislation requires that vision, hearing and scoliosis screening be conducted on students in specifically designated grades, unless the parent refuses to consent and has a current written objection on file.

**MENTAL HEALTH (EC §49428):** In order to initiate access to available pupil mental health services, you may contact the following mental health provider, Diana Thompson-Sorric at (760) 876-5579. Our school district will notify parents at least twice per year. This is one time through our Annual Notification; we will also notify you again a second time each school year, by the following means: school website.

**HEAD LICE:** People of all ages are subject to exposure to a variety of communicable diseases. Some pose a threat to health; others are a nuisance to care for. Once such "nuisance" is Pediculosis, or head lice. Head lice is a communicable disease which is currently at an epidemic level in the United States. Anyone can be affected, regardless of their standard of hygiene. Whenever it is determined that a student has head lice, the student is sent home for treatment. A call to the school office is requested if the parents determine that a student has head lice and treatment has begun at home. Cooperation of parents in this way will assist the district in its attempt to keep head lice from epidemic proportions.

**PUPIL NUTRITION/NOTICE OF FREE AND REDUCED PRICE MEALS (EC §§49510-49520):** Free or reduced-priced meals are available for pupils in receipt of public assistance. Meal program details are provided at the pupil's school site. All parents and guardians receive a letter with the application form upon enrollment. To apply for free or reduced-price meals, households must fill out the application and return it to the school or apply online at [www.lpusd.k12.ca.us](http://www.lpusd.k12.ca.us). A direct link to the application can also be found at [www.ezmealapp.com](http://www.ezmealapp.com).

**COMMUNICABLE DISEASES (EC §49403):** The District must cooperate with the local health officer in measures necessary for the prevention and control of communicable diseases. Therefore, the District is authorized to administer immunizing agents to pupils, whose parents have consented in writing, to the administration of such immunizing agent.

**PUPIL MEDICATION (EC §49480):** The parent or legal guardian of any public school pupil on a continuing medication regimen for a non-episodic condition shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage and the name of the supervising physician. (This shall be done

by providing the medication to the school in the pharmacy's original container.) With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission or overdose.

Please be advised that, should you have a child attending one of the District's schools who is on a continuing medication regimen, you should contact your child's school to obtain the proper form which will enable you to give the necessary information regarding your child's medication. Please return the completed form to the principal's office of your child's school.

**ADMINISTRATION OF MEDICATION AT SCHOOL (EC §49423, 49423.1):** Any pupil who is required to take prescribed or over the counter medications during the school day may be assisted by the school nurse or other designated school personnel if the school receives:

- (a) A written statement from the pupil's physician and/or surgeon or physician assistant detailing the name of the medication, method, amount and time schedules by which such medication is to be taken; and
- (b) A written statement from the parent, foster parent, or guardian of the pupil indicating the desire that the district assist the pupil in the matters set forth in the statement of the physician and/or surgeon or physician assistant.

In order for a pupil to carry and self-administer auto-injectable epinephrine or inhaled asthma medication, the school district must receive:

- (a) A written statement from the pupil's physician and/or surgeon or physician assistant detailing the name of the medication, method, amount and time schedules by which such medication is to be taken, and confirming that the pupil is able to self-administer the medication; and
- (b) A written statement from the parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the school nurse 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 as a result of self-administering medication.

These written statements must be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for the administration changes.

Inappropriate use of inhaled asthma medication, or auto-injectable epinephrine while under self-management may result in withdrawal of the privilege and possible disciplinary action.

**EMERGENCY TREATMENT FOR ANAPHYLAXIS (EC §49414):** Trained personnel of the District may utilize District provided epinephrine auto-injectors to provide emergency medical aid to persons suffering from an anaphylactic reaction.

**IMMUNIZATIONS (EC §§48216, 49403, HSC §120335):** School districts are required to exclude pupils who have not been properly immunized pursuant to Health and Safety Code ("HSC") section 120325 et seq. Students in a home-based private school and students enrolled in an independent study program who do not receive classroom-based instruction may still participate in those programs without specified immunizations.

Pursuant to Health and Safety Code section 120370, prior to January 1, 2021, if the parent or guardian files with the District a written statement by a licensed physician and surgeon to the effect that the physical condition of the child is such, or medical circumstances relating to the child are such, that immunization is not considered safe, indicating the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization, that child shall be exempt from the immunization requirements.

A child who has a medical exemption issued before January 1, 2020, shall be allowed continued enrollment until the child enrolls in the next grade span, unless the child will be advancing to seventh grade on or after July 1, 2021, in which case the medical exemption will only remain valid until June 30, 2021.

If a medical exemption is issued before January 1, 2021, but after December 31, 2019, then the medical exemption remains valid until June 30, 2021.

On and after July 1, 2021, the District shall not unconditionally admit or readmit, or admit or advance any child to 7th grade level, unless the child has been immunized pursuant to Health and Safety Code section 120335 or the parent or guardian files a medical exemption form that complies with Health and Safety Code section 120372.

Note: SB 277-Effective January 1, 2016: The California Legislature eliminated the exemption from specified immunization requirements based upon personal beliefs. A student who, prior to January 1, 2016, submitted a letter or affidavit on file at the District, stating beliefs opposed to immunization, is permitted to enroll until the student enrolls in the next grade span. Grade span means: (1) birth to preschool; (2) kindergarten and grades 1 through 6, inclusive, including transitional kindergarten; and (3) grades 7 through 12, inclusive. On or after July 1, 2016, the District shall exclude from school for the first time or deny admittance or deny advancement to any student to the 7th grade unless the student has been immunized for his or her age as required by law. (HSC §120335.)

**MEDICAL ASSISTANCE AT SCHOOL (EC §49407):** The emergency card will be used to contact parents in the event of a medical emergency. It is important to note on the emergency card any specific directions regarding medical treatment and/or emergency care. The school will act in the absence of parent contact to ensure appropriate medical treatment is provided even if the parent cannot be reached. This means the school may make available medical or hospital services for students while at or on the way to or from any school activity.

It is important to know that the school district, school district employee, officer of the school district, school principal, physician, or hospital treating the pupil cannot be held liable for the reasonable treatment of a child when the child is ill or injured during regular school hours and

requires reasonable medical treatment and the parent or guardian cannot be reached, unless the parent or guardian has previously filed with the school district a written objection to any medical treatment other than first aid.

**MEDICAL AND HOSPITAL SERVICES FOR PUPILS (EC §§49471 and 49472):** The District is required to notify parents in writing if it does not provide or make available medical and hospital services for students injured while participating in athletic activities. The District is also authorized to provide medical or hospital services through non-profit membership corporations or insurance policies for student injuries arising out of school-related activities. Medical costs incurred due to pupil accidents are the responsibility of the parent or guardian. The District does not offer/provide medical and hospital services for pupils injured while participating in athletic activities or regular school activities. Parents may purchase student accident insurance which is available for students while they are at school, school-sponsored activities or while they are being transported to or from school. Application forms and additional information are available in school offices.

**AVAILABILITY OF INDIVIDUALIZED INSTRUCTION/PRESENCE OF PUPIL WITH TEMPORARY DISABILITY IN HOSPITAL; AND HOME AND HOSPITAL INSTRUCTION (EC §§48206.3, 48207-48208, 48980(b)):** Students with a temporary disability that makes attendance at school impossible or inadvisable shall receive individual instruction at home or in a hospital. A temporary disability means a physical, mental, or emotional disability incurred while a pupil is enrolled in regular day classes or an alternative education program, and after which the pupil can reasonably be expected to return to regular day classes or the alternative education program. Individual instruction may be given from one to five hours a week. Temporarily disabled students who are receiving care in an out-of-district hospital or other residential health facility (excluding state hospitals) are deemed residents of the district in which the hospital is located. It is the primary responsibility of the parent to notify the school district in which the hospital or other residential health facility is located of the presence of a pupil with a temporary disability. Upon receipt of the notification, the district will have five working days to determine whether the pupil will be able to receive individualized instruction pursuant to EC §48206.3 and, if so, provide the instruction within five working days or less of said determination. The same timeline applies to instruction being provided in the home setting.

A pupil with a temporary disability who is receiving individual instruction in a hospital or other residential health facility may remain enrolled in the school district of residence in order to facilitate timely reentry of the pupil in the district after the hospitalization or to provide partial instruction. The total instruction provided by the school district of residence and the school district in which the hospital or other residential health facility is located may not exceed the maximum of five days per week, as outlined in EC §48206.3, and attendance may not be duplicated. If necessary, the district of residence may provide instruction in the home for the days on which the pupil is not receiving instruction in the hospital setting, depending on the temporary doctor orders. The Supervisor of attendance shall ensure that absences from the regular school program are excused until the pupil is able to return to the regular school program.

An honorary high school diploma which is clearly distinguishable from the regular diploma of graduation may be awarded to a pupil who is terminally ill, from the resident governing school board, a county office of education, or a charter school.

**SUN PROTECTIVE CLOTHING/USE OF SUNSCREEN (EC §35183.5):** Each school site shall allow for outdoor use during the school day, articles of sun protective clothing, including but not limited to hats. Each school may develop its own policy. Students may use sunscreen during the school day, without a physician's note or prescription. (EC §35183)

**ASBESTOS (40 CFR §763.93):** The District has a plan for eliminating health risks that are created by the presence of asbestos in school buildings. It may be reviewed at the District office.

**USE OF PESTICIDES (EC §§17612 and 48980.3):** School districts are required to annually provide all staff and parents or guardians of pupils enrolled at a school site with written notification of the name of all pesticide products expected to be applied at the school facility during the upcoming year. The notice shall identify the name of the pesticide products, the active ingredient(s) in each product, and contain the Internet address to access information about pesticides pursuant to section 13184 of the Food and Agricultural Code. Please see the notification attached. Persons wishing to be notified in advance of individual pesticide applications may register with the District for that purpose. If a pesticide product not included in the annual notification is subsequently intended for use at the school site, the school district designee shall, at least 72 hours prior to application, provide written notification of its intended use. A copy of the integrated pest management plan for the school site or District may be provided on the school website or viewed at the school office. (EC §17611.5)

**CALIFORNIA HEALTHY KIDS SURVEY (CHKS) GRADES 5 & 7:** The District may participate in the CHKS, the largest statewide survey of resiliency, protective factors and risk behaviors in the nation. The survey has led to a better understanding of the relationship between students' health behaviors and academic performance. Parents have the right and will be afforded the opportunity to view the survey prior to providing consent. While student participation is voluntary and requires parent written consent, we encourage parents to allow their child to participate when this survey is given.

**STUDENT WELLNESS POLICY:** The Student Wellness Policy will be posted on the District Web Site when available.

**TOBACCO FREE CAMPUS (HSC §§104420, 104495):** The District is a smoke free school district. The District prohibits the use and possession of products containing tobacco or nicotine, including but not limited to cigarettes, snuff, smokeless tobacco, chew packets, betel, electronic nicotine delivery systems such as electronic cigarettes, vape pens, or any other vapor emitting devices, with or without nicotine content, such as electronic hookah or hookah pens, or any other type of device that serves as a nicotine delivery system or that mimics the use of tobacco products and paraphernalia.

**MEDICAL RECORD SHARING (HSC §120440):** Medical information may be shared with local health departments and the State Department of Public Health. Any information shared shall be treated as confidential medical information. The student or parent or guardian has the right to examine any immunization-related information shared in this manner and

to correct any errors in it; and the student or parent or guardian may refuse to allow this information to be shared in the manner described, or to receive immunization reminder notifications at any time, or both. The parent or guardian may submit his or her refusal to the District in writing.

**PUPIL HEALTH, ORAL ASSESSMENT (EC §49452.8):** A student, while enrolled in kindergarten in a public school, or while enrolled in first grade in a public school if the pupil was not previously enrolled in kindergarten in a public school, no later than May 31st of the school year, shall present proof of having received an oral health assessment by a licensed dentist or other licensed or registered dental health professional or provide written notice as to why an oral health assessment by a licensed dentist or other registered dental health professional cannot be completed. Dental assessments must be performed no earlier than 12 months before the date of the student's initial enrollment.

**CONCUSSION AND HEAD INJURIES (EC §49475):** The District will immediately remove an athlete who is suspected of sustaining a concussion or head injury during an athletic activity from the school-sponsored athletic activity for the remainder of the day. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider. On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent or guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course.

**SUDDEN CARDIAC ARREST (EC §33479 et seq.):** Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. SCA is not a heart attack; it is a malfunction in the heart's electrical system, causing the victim to collapse. The malfunction is caused by a congenital or genetic defect in the heart's structure. SCA is more likely to occur during exercise or sports activity, so athletes are at greater risk. These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. If not properly treated within minutes, SCA is fatal in 92% of cases. In a school district that elects to conduct athletic activities, the athletic director, coach, athletic trainer or authorized person must remove from participation a pupil who passes out or faints, or who is known to have passed out or fainted, while participating in or immediately following an athletic activity. A pupil who exhibits any of the other symptoms of SCA during an athletic activity may be removed from participation if the athletic trainer or authorized person reasonably believes that the symptoms are cardiac related. A pupil who is removed from play may not return to that activity until he/she is evaluated by, and receives written clearance from, a physician or surgeon. On a yearly basis, an acknowledgement of receipt and review of information regarding SCA must be signed and returned by the pupil and the pupil's parent or guardian before a pupil participates in specific types of athletic activities which generally does not apply to those conducted during the regular school day or as part of a physical education course.

**CONTROLLED SUBSTANCES: OPIOIDS (EC §49476):** School authorities must provide facts regarding the risks and side effects of opioid use each school year to athletes. Parents and student athletes must sign acknowledgement of receipt of the document annually.

**COMPREHENSIVE SCHOOL SAFETY PLAN (EC §32280 et seq.):** Each District school site has a School Safety Plan, which includes a comprehensive disaster preparedness plan. Copies are available to read at each school office. District schools also have periodic fire drills and emergency drills.

**ELECTRONIC SIGNALING DEVICES (EC §48901.5):** The District and its school sites regulate the right of pupils to possess or use electronic signaling devices, including cell phones and pagers, during the school day or at school functions. District policies and procedures about this are available on the District's website.

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to health related purposes.

**ELECTRONIC LISTENING OR RECORDING DEVICE (EC §51512):** The use by any person, including a student, of any electronic listening or recording device in any classroom without prior consent of the teacher and the principal is prohibited. Any person, other than the student, willfully in violation shall be guilty of a misdemeanor. Any pupil in violation is subject to the District's disciplinary procedures.

**REPORT OF MISSING CHILDREN (EC §49370):** Specified persons, including school teachers, administrators, aides, playground workers and bus drivers, are required to report missing children to a law enforcement agency in a timely manner, and to provide those children a necessary level of protection when they are at serious risk.

**UNSAFE SCHOOL CHOICE OPTION (5 CCR §11993(k), 20 USC §7912):** Students shall be allowed to attend a safe school. The District shall notify parents or guardians of pupils in elementary and/or secondary schools considered to be "persistently dangerous" pursuant to California Department of Education guidelines and of available options for attendance at a safe school. "Any firearms violation" is an event which must be considered in determining whether a school site is at risk of being classified as persistently dangerous.

**CHILD ABUSE AND NEGLECT REPORTING (PC §11164 et seq.):** District staff are required by law to report cases of child abuse and neglect to the appropriate law enforcement agency whenever staff have a reasonable suspicion that a child is being abused or neglected. Reasonable suspicion does not require certainty that the child abuse and/or neglect has occurred. The reporting staff member's name and report are confidential. The fact that a child is homeless or an unaccompanied minor is not, in and of itself, a sufficient basis for reporting child abuse or neglect. Local agencies to report Child Abuse are: Child Protective Services--Inyo County: 760-872-1727 (24 hours per day, 7 days per week).

**NOTICE OF COMPLIANCE (EC §32288(c)):** The District is required to annually notify the State Department of Education by October 15 of schools that are not in compliance with school safety plan laws.

**SCHOOL VISITORS (PC §§627.2, 627.3, 627.4, & 627.5; EC §§32211, 44810, 44811):** No one, other than those designated on the emergency card, will be permitted to take your child from school. All school visitors are required to check in at the school office as soon as they arrive. Parents must report to the office before going to the classroom. Parents

who have a complaint are to request an appointment with the staff member and/or principal. No disruption of school activities or verbal/physical assaults will be tolerated by visitors on campus. Administration has the authority to direct non-students to leave campus. Administration may also direct persons to leave campus whose presence interferes with school activities. A person denied entrance to a school may appeal by making a written request to the site principal or superintendent for a hearing within five days after the denial.

**INTERFERENCE WITH SCHOOL ACTIVITIES (EC §44810):** Every minor over 16 years of age or adult who is not a pupil of the school, including but not limited to any such minor or adult who is the parent or guardian of a pupil of the school, who comes upon any school ground or into any schoolhouse and there willfully interferes with the discipline, good order, lawful conduct, or administration of any school class, or activity of the school, with the intent to disrupt, obstruct, or to inflict damage to property or bodily injury upon any person, is guilty of a misdemeanor.

**SAFETY CONCERNS:** Each school site examines safety issues and ensures a safe campus. If you have concerns about safety items at your school, contact your principal who can advise you of the proper way to address your safety concerns.

**SMOG PROCEDURE/AIR QUALITY:** The District is advised of predicted and attained smog episodes by a fax machine from the Great Basin Unified Air Pollution Control District. Information is relayed to school sites as needed. For the health and safety of the staff and students, the Lone Pine Unified School District curtails physical activities which increase the respiratory rate when smog episodes are attained.

**DISASTER PREPAREDNESS PLAN:** Each school has a disaster preparedness plan and conducts regular fire, earthquake and disaster drills. For a copy of your school's plan, contact your principal. The California Department of Education electronically distributes disaster preparedness educational materials to school districts and county offices of education. Documents are posted on the CDE website at: <http://www.cde.ca.gov/ls/ss/cp/pupilsafetyeducmat.asp>. (EC §32282.5.)

**BICYCLE HELMETS (VC §21212):** No person under 18 years of age may operate a bicycle, non-motorized scooter, skateboard, or wear in-line or roller skates, nor ride as a passenger upon a bicycle, non-motorized scooter, or skateboard upon a street, bikeway, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets specified standards.

### **INSTRUCTION AND STUDENT SERVICES**

**FINGERPRINTING PROGRAM (EC §32390):** Districts may offer fingerprinting programs for children enrolled in kindergarten or newly enrolled in the district. If the District has adopted such a program, you will be notified of procedures, applicable fee, and your right to decline your child's participation upon your child's initial enrollment.

**CALIFORNIA ASSESSMENT OF STUDENT PERFORMANCE AND PROGRESS (CAASPP) (EC §§52052, 60640, & 60615):** The results of the CAASPP program provide valuable information about the academic achievement of all students. As defined in Education Code section 60615, a parent or guardian may annually submit to the school a written request to excuse his or her child from any or all parts of any test

provided pursuant to Education Code section 60640 for the school year. This request shall be granted by the school principal. If a parent or guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent or guardian and included in the pupil's records.

**DAMAGED OR LOST INSTRUCTIONAL MATERIALS (EC §48904):** Instructional materials (including, but not limited to textbooks and library materials) are an expensive resource and each student is entitled to sufficient instructional materials in accordance with law. Instructional materials provided for use by students remain the property of the District. The parent or guardian of any minor who willfully cuts, defaces, or otherwise injures in any way any property, real or personal, belonging to the District or district employees, is liable for all damages so caused by the minor. The parent or guardian of a minor shall also be liable for all property loaned to the minor and not returned on demand of a district employee authorized to make such demand. Any school district whose real or personal property has been willfully cut, defaced or otherwise injured, or whose property is loaned to a pupil and is willfully not returned upon demand of an employee of the District authorized to make the demand may, after affording the pupil his or her due process rights, withhold grades, diploma and transcripts of the pupil responsible for the damages until the pupil or the pupil's parents or guardian has paid for the damages. A voluntary work program for the minor is available upon a reasonable showing by the parent or guardian that he or she is unable to pay for the damages.

**ACADEMIC FAILURE (EC §49067):** Teachers will provide written notice or schedule a conference with the parent when the student is in jeopardy of failing a course.

**GRADE REDUCTION/LOSS OF ACADEMIC CREDIT (EC §§48205, 48980(i)):** Pursuant to EC section 48205: (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

- (1) Due to the pupil's illness.
- (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 of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- (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 appearance in court, attendance at a funeral service, observance of a

holiday or ceremony of the pupil's religion, attendance at religious retreats, 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.

(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) 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 four hours 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) "Immediate family," as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

**PROMOTION/RETENTION OF PUPILS (EC §§51101(a)(16), 48070.5(e)):** The District has Board Policy 5123 regarding student promotion/retention. Parents will be notified as early in the school year as practical when their child is identified as being at risk of retention.

**OPEN ENROLLMENT ACT (EC §48350 et seq.):** The Open Enrollment Act is limited to parents of students enrolled in a low-achieving school, as defined in EC section 48352(a). When the Act applies, parents have the option to transfer their student to a higher achieving school in their district of residence or in another district.

Both a sending and receiving district may limit or refuse student transfers under the open enrollment provisions if the governing board of the district determines that the transfer would negatively impact: (1) A court-ordered or voluntary desegregation plan of the district; or (2) The racial and ethnic balance of the district, provided that any policy adopted pursuant to this paragraph is consistent with federal and state law. (EC §48355.) A school district of enrollment may adopt specific, written standards for acceptance and rejection of applications that may include consideration of the capacity of a program, class, grade level, school building, or adverse financial impact. Unless otherwise permitted by law, these standards shall not include consideration of a student's previous academic achievement, physical condition, proficiency in the English language, family income, or any of the individual characteristics set forth in Education Code section 200.

**HOMELESS STUDENTS (42 USC §§11302, 11431; EC §48852.5):** Students identified as homeless are entitled to full educational opportunity. Parents with children in a homeless situation are encouraged to contact Patrick Traynor, Superintendent, at (760) 876-5579 with any questions regarding their child's enrollment or education. Circumstances for eligibility for homeless student services include: living in a shelter, a motel, hotel, a house or apartment with more than one family because of economic hardship or loss, an abandoned building, a car, at a campground, or on the street; lacking a fixed, regular, and adequate nighttime residence; living in temporary foster care or with an adult who is not the parent or guardian, in substandard housing, or with friends or family as a runaway or unaccompanied youth. Homeless children have the right to immediate enrollment in their school of origin or the school where they are currently residing without proof of residency, immunization records or tuberculosis skin-test results, school records, or legal guardianship papers. They have a right to education and other services including to participate fully in all school activities and programs for which they are eligible, to qualify automatically for nutrition programs, to receive transportation services, and to contact the liaison to resolve disputes that arise during enrollment. No homeless youth shall be required to attend a separate school for homeless children or youth. Homeless youth shall not be stigmatized by school personnel.

**FOSTER YOUTH EDUCATIONAL LIAISON: (EC §48850 et seq.):** The school district is required to designate a staff person as an educational liaison for foster children. The educational liaison shall ensure and facilitate the proper educational placement, enrollment in school and checkout from school and assist foster children when transferring from one school district to another or from one school to another to ensure proper transfer of credits, records and grades. Additional information regarding the District's foster youth educational liaison may be obtained from the Educational Support Services Office.

**FOSTER CHILDREN BILL OF RIGHTS (EC §§48852.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2; 42 USC §11301 et seq.):**

"Foster child" means a child who has been removed from his or her home pursuant to Section 309 of the Welfare and Institutions Code ("WIC"), is the subject of a petition filed under Section 300 or 602 of the WIC, or has been removed from his or her home and is the subject of a petition filed under WIC section 300 or 602.

A foster child who is placed in a licensed children's institution or foster family home shall attend programs operated by the local educational

agency in which that licensed children's institution or foster family home is located, unless one of the following applies:

1. The pupil is entitled to remain in his or her school of origin;
2. The pupil has an individualized education program requiring placement in a nonpublic, nonsectarian school or agency, or in another local educational agency.
3. The parent or guardian, or other person holding the right to make educational decisions for the pupil pursuant to Section 361 or 726 of the WIC or Section 56055 ("educational rights holder"), determines that it is in the best interests of the pupil to be placed in another educational program and has submitted a written statement to the local educational agency that he or she has made that determination. This statement shall include a declaration that the parent, guardian, or educational rights holder is aware of all of the following:
  - (a) The pupil has a right to attend a regular public school in the least restrictive environment.
  - (b) The alternate education program is a special education program, if applicable.
  - (c) The decision to unilaterally remove the pupil from the regular public school and to place the pupil in an alternate education program may not be financed by the local educational agency.
  - (d) Any attempt to seek reimbursement for the alternate education program may be at the expense of the parent, guardian, or educational rights holder.

The parent or guardian, or educational rights holder shall first consider placement in the regular public school before deciding to place the foster child in a juvenile court school, a community school, or another alternative educational setting.

A foster child may still be subject to expulsion under applicable law and board policy.

Foster youth are subject to other laws governing the educational placement in a juvenile court school, of a pupil detained in a county juvenile hall, or committed to a county juvenile ranch, camp, forestry camp, or regional facility, notwithstanding the rights contained in this notice.

Foster children living in emergency shelters (as referenced in the federal McKinney-Vento Homeless Assistance Act (42 USC §11301 et seq.)) may receive educational services at the emergency shelter as necessary for short periods of time for either of the following reasons:

1. For health and safety emergencies.
2. To provide temporary, special, and supplementary services to meet the child's unique needs if a decision regarding whether it is in the child's best interests to attend the school of origin cannot be made promptly, it is not practical to transport the child to the school of origin, and the child would otherwise not receive educational services.

The educational services may be provided at the shelter pending a determination by the educational rights holder regarding the educational placement of the child.

All educational and school placement decisions shall be made to ensure that the child is placed in the least restrictive educational programs and has access to academic resources, services, and extracurricular and enrichment activities that are available to all pupils. In all instances, educational and school placement decisions shall be based on the best interests of the child.

The District has designated the Director of Child Welfare and Attendance as the educational liaison for foster children. The role of educational liaison is advisory with respect to placement decisions and determination of school of origin and does not supersede the role of the parent or guardian retaining educational rights, a responsible adult appointed by the court, a surrogate parent or a foster parent exercising their legal rights with respect to the foster child's education. The educational liaison serves the following roles:

1. Ensures and facilitates proper educational placement, enrollment in school, and checkout from school for foster children;
2. Assists foster children when transferring from one school to another school or from one school district to another school district in ensuring proper transfer of credits, records and grades.
3. When designated by the Superintendent, notifies a foster child's attorney and child welfare agency representative(s) of pending disciplinary proceedings and pending manifestation determination proceedings if the foster child is also eligible to receive special education and related services under the IDEA.

At the initial detention or placement by the Juvenile Court, or any subsequent change in placement of a foster child by the Court, the local educational agency serving the child shall allow the foster child to continue his or her education in the school of origin for the duration of the jurisdiction of the court. If the jurisdiction of the court is terminated prior to the end of the academic year:

1. Former foster children in grades kindergarten, or 1 to 8, inclusive, shall be allowed to continue his or her education in the school of origin through the duration of the academic year;
2. Former foster children in high school shall be allowed to continue his or her education in the school of origin through graduation;
3. Transportation is not required unless the former foster child has an IEP and the IEP team determines transportation is a necessary related service, required by the unique educational needs of the pupil in order to benefit from their special education program. Transportation may be provided at the local educational agency's discretion. The rights of foster youth do not supersede any other law governing special education for eligible foster children.

4. To ensure that the foster child has the benefit of matriculating with his or her peers in accordance with the established feeder patterns of school districts, if the foster child is transitioning between school grade levels, the foster child shall be allowed to continue in the school district of origin in the same attendance area, or, if the foster child is transitioning to a middle school or high school, and the school designated for matriculation is in another school district, to the school designated for matriculation in that school district.

In consultation with the foster child and educational rights holder, the educational liaison may recommend that the foster child waive his or her right to attend the school of origin and enroll in a public school within his or her attendance area. The educational liaison's recommendation must be accompanied by a written explanation for the basis of the recommendation and how it serves the foster child's best interests.

1. If the educational liaison, foster child and educational rights holder agree it is in the best interest of the foster child to waive his or her right to attend the school of origin and attend the recommended school, the foster child shall immediately be enrolled within the recommended school.
2. The recommended school shall immediately enroll the foster child regardless of any outstanding fees, fines, textbooks or moneys due to any previous schools of attendance or if the foster child is unable to produce clothing or records normally required for enrollment, such as previous academic records, medical records, including proof of immunization, proof of residency or other documentation.
3. Within two business days of the foster child's request for enrollment, the educational liaison for the new school shall contact the school last attended by the foster child to obtain all academic and other records. The last school attended by the foster child shall provide all required records to the new school regardless of any outstanding fees, fines, textbooks, or other items or moneys owed to the school last attended. The educational liaison for the school last attended shall provide a complete copy of the foster child's education record to the new school within two business days of receiving the request.

If any dispute arises as to the school placement of a pupil under this section, the pupil has the right to remain in his or her school of origin, pending resolution of the dispute.

"School of origin" means the school that the foster child attended when permanently housed or the school in which the foster child was last enrolled. If the school the foster child attended when permanently housed is different from the school in which the foster child was last enrolled, or if there is some other school that the foster child attended with which the foster child is connected and that the foster child attended within the immediately preceding 15 months, the educational liaison, in consultation with, and with the agreement of, the foster child and the educational rights holder, shall determine, in the best interests of the foster child, the school that shall be deemed the school of origin.

If the foster child is absent from school due to a decision to change the placement of the foster child made by a court or placing agency, the grades and credits of the foster child will be calculated as of the date the

foster child left school and no lowering of grades will occur as a result of the absence of the foster child under these circumstances. If the foster child is absent from school due to a verified court appearance or related court ordered activity, no lowering of his or her grades will occur as a result of the absence of the pupil under these circumstances.

A foster child or homeless youth, a child of a military family, or a former juvenile court school student, who transfers between schools any time after the completion of the pupil's second year of high school shall be exempt from all coursework and other graduation requirements adopted by the governing board of the local educational agency that are in addition to the statewide coursework requirements, unless the local educational agency makes a finding that the foster child or homeless youth, a child of a military family, or a former juvenile court school student is reasonably able to complete the local educational agency's graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school. A district shall accept coursework done by a student who is in foster care, a homeless child or youth, a child of a military family, or a former juvenile court school student while attending another school. The district is prohibited from requiring those students to retake courses or partial courses they have satisfactorily completed elsewhere.

Within 30 calendar days of the date that a pupil in foster care who may qualify for the exemption from local graduation requirements transfers into a school, the District shall notify the pupil, the person holding the right to make educational decisions for the pupil, and the pupil's social worker or probation officer of the availability of the exemption and whether the pupil qualifies for an exemption.

If the District determines that the pupil in foster care is reasonably able to complete the District's graduation requirements within the pupil's fifth year of high school, then the District shall do all of the following:

1. Inform the pupil of his or her option to remain in school for a fifth year to complete the local educational agency's graduation requirements.
2. Inform the pupil, and the educational rights holder, about how remaining in school for a fifth year to complete the local educational agency's graduation requirements will affect the pupil's ability to gain admission to a postsecondary educational institution.
3. Provide information to the pupil about transfer opportunities available through California Community Colleges.
4. Permit the pupil to stay in school for a fifth year to complete the local educational agency's graduation requirements upon agreement with the pupil, if the pupil is 18 years of age or older, or, if the pupil is under 18 years of age, upon agreement with the educational rights holder.

A complaint of noncompliance alleging violations of these sections, except for Education Code section 48852.7, may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

**CONTINUED EDUCATION OPTIONS FOR JUVENILE COURT SCHOOL STUDENTS (EC §§48645.3(a), 48645.7):** A juvenile court school student, or the person holding the right to make educational

decisions for the student, may voluntarily defer or decline issuance of their diploma until after the student is released from the juvenile detention facility, thereby allowing the student to take additional coursework at a local education agency. The county office of education will notify the student, the person holding the right to make educational decisions for the student, and the student's social worker or probation officer all of the following:

1. The student's right to a diploma;
2. How taking coursework and meeting other educational requirements will affect the student's ability to gain admission to a post-secondary educational institution;
3. Information about transfer opportunities available through the California Community College; and
4. The option to defer or decline the diploma and take additional coursework.

**RETROACTIVE GRANT OF HIGH SCHOOL DIPLOMAS – DEPARTED AND DEPORTED PUPILS (EC §51430):** The District may retroactively grant a high school diploma to a person who has not received a high school diploma if he or she has departed California against his or her will, as defined in subdivision (d) of Section 48204.4, and, at the time of his or her departure, was enrolled in grade 12, did not receive a high school diploma because his or her education was interrupted due to his or her departure, and was in good academic standing at the time of his or her departure. In making an evaluation as to whether to award a high school diploma the District shall consider any coursework that may have been completed by the pupil outside of the United States or that may have been completed by the pupil through online or virtual courses.

**SPECIAL EDUCATION (EC §56301, 34 CFR §104.32):** Special education services are available to meet the needs of students who have been identified as having one or more disabilities from the ages of 0-22. Any parent suspecting a child has exceptional needs due to a disability may request an assessment for eligibility for special education services through their child's school site or by contacting the Director of Student Services. Students identified as requiring special education services are provided a free and appropriate public education in the least restrictive environment. Parents may request a copy of their procedural safeguards from the District office. Contact Patrick Traynor, Superintendent, at (760) 876-5579 to request more specific information on Special Education Assessment and Services.

**SPECIAL EDUCATION COMPLAINTS (5 CCR §3080):** If you believe that the District is in violation of federal or state law governing the identification or placement of a special education student, or similar issues, you may file a written complaint with the District, the California Department of Education or the Office of Administrative Hearings. Contact Patrick Traynor, Superintendent, at (760) 876-5579 to request more specific information on special education complaints.

**SECTION 504 OF THE REHABILITATION ACT (42 USC §12101, et seq.):** Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act prohibit discrimination on the basis of disability. Under Section 504, the District is required to identify and evaluate children with disabilities in order to provide them a free, appropriate public education. Individuals with a physical or mental impairment that

substantially limits one or more major life activities, including seeing, hearing, walking, breathing, working, performing manual tasks, learning, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and speaking, are eligible to receive special education and related services and aids designed to meet their needs as adequately as the needs of nondisabled students are met. A student has the right to be educated with nondisabled students to the maximum extent appropriate to the student's individual needs. Notice of the procedural safeguards guaranteed by law can be obtained under Board Policy and Administrative Regulation 6159.1, or by contacting Patrick Traynor, Superintendent, at (760) 876-5579.

**CAREER COUNSELING (EC §221.5(d)):** Commencing in Grade 7, school personnel shall assist pupils with course selection or career counseling, affirmatively exploring the possibility of careers, or courses leading to careers, based on the interest and ability of the pupil and not on the pupil's sex. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions.

**CALIFORNIA HEALTHY YOUTH ACT (EC §§51934, 51938(b)):** State law requires the District to provide comprehensive sexual health education and HIV prevention education to all students in grades 7-12. Each student shall receive this instruction at least once in junior high or middle school and at least once in high school. This instruction shall include all of the following:

1. Information on the nature of HIV, as well as other sexually transmitted infections, and their effects on the human body.
2. Information on the manner in which HIV and other sexually transmitted infections are and are not transmitted, including information on the relative risk of infection according to specific behaviors, including sexual activities and injection drug use.
3. Information that abstinence from sexual activity and injection drug use is the only certain way to prevent HIV and other sexually transmitted infections and abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy. This instruction shall provide information about the value of delaying sexual activity while also providing medically accurate information on other methods of preventing HIV and other sexually transmitted infections and pregnancy.
4. Information about the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods that prevent or reduce the risk of contracting HIV and other sexually transmitted infections, including the use of antiretroviral medication, consistent with the federal Centers for Disease Control and Prevention.
5. Information about the effectiveness and safety of reducing the risk of HIV transmission as a result of injection drug use by decreasing needle use and needling sharing.
6. Information about the treatment of HIV and other sexually transmitted infections, including how antiretroviral therapy can dramatically prolong the lives of many people living with HIV and reduce the likelihood of transmitting HIV to others.
7. Discussion about social views on HIV and AIDS, including addressing unfounded stereotypes and myths regarding HIV and AIDS and people living with HIV. This instruction shall emphasize

that successfully treated HIV-positive individuals have a normal life expectancy, all people are at some risk of contracting HIV, and the only way to know if one is HIV-positive is to get tested.

8. Information about local resources, how to access local resources, and pupils' legal rights to access local resources for sexual and reproductive health care such as testing and medical care for HIV and other sexually transmitted infections and pregnancy prevention and care, as well as local resources for assistance with sexual assault and intimate partner violence.
9. Information about the effectiveness and safety of all FDA-approved contraceptive methods in preventing pregnancy, including, but not limited to, emergency contraception. Instruction on pregnancy shall include an objective discussion of all legally available pregnancy outcomes, including, but not limited to all of the following:
  - A. Parenting, adoption, and abortion.
  - B. Information on the law on surrendering physical custody of a minor child 72 hours of age or younger, pursuant to Section 1255.7 of the Health and Safety Code and Section 271.5 of the Penal Code.
  - C. The importance of prenatal care.
10. Information about sexual harassment, sexual assault, sexual abuse, and human trafficking. Information on human trafficking shall include both of the following:
  - A. Information on the prevalence, nature, and strategies to reduce the risk of human trafficking, techniques to set health boundaries, and how to safely seek assistance.
  - B. Information on how social media and mobile device applications are used for human trafficking.
11. Information about adolescent relationship abuse and intimate partner violence, including the early warning signs thereof.

A school district may provide optional instruction, as part of comprehensive sexual health education and HIV prevention education, regarding the potential risks and consequences of creating and sharing sexually suggestive or sexually explicit materials through cellphones, social networking, internet websites, computer networks, or other digital media.

The District plans to provide comprehensive sexual health education and/or HIV prevention education during the 2020-2021 school year. The District may provide a comprehensive sexual health education or HIV prevention education consisting of age-appropriate instruction earlier than grade 7 using instructors trained in the appropriate courses. A school district that elects to offer comprehensive sexual health education or HIV prevention education earlier than grade 7 may provide age appropriate and medically accurate information on any of the general topics contained above in paragraphs 1-11. Students will be taught by District personnel or an outside agency. If the District decides to arrange for an outside consultant to provide comprehensive sexual health education and/or HIV prevention education, the District will provide notice to parents about the organization or affiliation of the speaker no fewer than 14 days before the instruction is delivered by mail or another form of communication.

A pupil's parent or guardian has the right to request from the District, a copy of the California Healthy Youth Act, Education Code section 51930 et seq. A pupil's parent or guardian also has the right to inspect and review the written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education.

A pupil's parent or guardian may submit a written request to excuse the pupil from participation in all or part of any class involving comprehensive sexual health education or HIV prevention education. Parents or guardians should submit their request in writing to the District.

The District may administer for pupils in grades 7 to 12 inclusive, anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the pupils' attitudes concerning or practices relating to sex. A parent or guardian may excuse their child from the test, questionnaire, or survey by opting out of their student's participation in the tests, questionnaires or surveys. Parents or guardians have a right to review the test, questionnaire, or survey if they wish.

**EXCUSE FROM HEALTH, FAMILY LIFE AND SEX EDUCATION (EC §51240):** Whenever any part of the instruction of health conflicts with the religious training and beliefs of a parent or guardian of a pupil, the pupil, upon written request of the parent or guardian, shall be excused from the part of the instruction that conflicts with the religious training and beliefs.

**BILINGUAL PROGRAM (EC §52173):** School districts are required to provide parents or guardians the opportunity to consult with school staff prior to a student being placed in a bilingual program.

**LANGUAGE ACQUISITION PROGRAM (EC §310):** Parents or legal guardians of pupils enrolled in the District may choose a language acquisition program that best suits their child pursuant to this section. Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils 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, based upon the requirements of Section 305.

If a school district implements a language acquisition program pursuant to Education Code section 310, it must do the following: (1) comply with the kindergarten and grades 1-3, inclusive, class size requirements specified in Education Code section 42238.02 and (2) provide the parent or legal guardian of a minor pupil annually, or upon the pupil's enrollment, with information on the types of language programs available to pupils enrolled in the school district, including, but not limited to, a description of each program.

**RIGHT TO REFRAIN FROM HARMFUL OR DESTRUCTIVE USE OF ANIMALS (EC §§32255-32255.6):** Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals, based on moral objections, and complete an alternative educational project acceptable to the teacher. The pupil must notify his teacher regarding such objection.

1. If the pupil chooses to refrain from participation in an education project involving the harmful or destructive use of animals, and if the teacher believes that an adequate alternative education project is possible, then the teacher may

work with the pupil to develop and agree upon an alternative education project for the purpose of providing the pupil an alternative avenue for obtaining the knowledge, information, or experience required by the course of study in question.

2. The alternative education project shall require a comparable time and effort investment by the pupil. It shall not, as a means of penalizing the pupil, be more arduous than the original education project.
3. The pupil shall not be discriminated against based upon his or her decision to exercise his or her rights pursuant to the Education Code sections referenced.
4. Pupils choosing an alternative educational project shall pass all examinations of the respective course of study in order to receive credit for that course of study. However, if tests require the harmful or destructive use of animals, a pupil may, similarly, seek alternative tests pursuant to the Education Code sections referenced.
5. A pupil's objection to participating in an educational project pursuant to this section shall be substantiated by a note from his or her parents or guardian.

**PHYSICAL PERFORMANCE TEST (EC §60800):** The District is required to report results of its physical performance testing in annual school accountability report card.

**COMPLAINTS CONCERNING DEFICIENCIES RELATED TO INSTRUCTIONAL MATERIALS – WILLIAMS COMPLAINT (EC §35186; 5 CCR §§4680-4687)** The District has adopted the Williams Uniform Complaint Procedures to help identify and resolve deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff, teacher vacancy or misassignment. Notice of the complaint process and the location at which to obtain a complaint form is located under District Board Policy 1312.3, [www.lpsud.k12.ca.us](http://www.lpsud.k12.ca.us). A "Williams Complaint" shall be remedied within a reasonable time not to exceed 30 working days from the date the complaint was received. The principal, district superintendent or his or her designee shall report to the complainant the resolution of the complaint within 45 working days of the initial filing, if the complainant identifies himself or herself and requested a response.

**COURSE PROSPECTUS (EC §49091.14):** Each school must annually compile a prospectus of the curriculum to include titles, descriptions and instructional goals for every course offered by the school. Parents have the right to review a course prospectus upon request.

**MATERIALS CONTAINING QUESTIONS ABOUT PERSONAL BELIEFS OR PRACTICES (EC §51513):** No text, questionnaire, survey or examination containing any questions about the pupil's or pupil's parents personal beliefs or practices in sex, family life, morality or religion, shall be administered to any pupil in the schools of this district, unless the parent or guardian is notified in writing that such test, survey, questionnaire or examination is to be administered and the parent or guardian of the pupil gives written permission for the pupil to take such test, questionnaire, survey and examination.

Notification will include specific or approximate dates of when any survey containing sensitive, personal information is to be administered and

provide an opportunity for parents to opt pupils out of participating in the survey. Upon request, parents or guardians will be given the opportunity to inspect any third party survey.

**PROTECTION OF PUPIL RIGHTS (20 USC §1232h):** Without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, no student shall be required, as part of any applicable U.S. Department of Education funded program, to submit to a survey, analysis, or evaluation that reveals information concerning:

1. Political affiliations of the student or student's parents;
2. Mental or psychological problems potentially embarrassing to the student or his/her family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating or demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent; or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)

#### **SCHOOL ATTENDANCE/ATTENDANCE ALTERNATIVES**

**COMPULSORY EDUCATION AND RESIDENCY (EC §§48200, 48204, 48204.3, 48204.4):** Children between the ages of 6 and 18, not otherwise exempted, are subject to compulsory full-time education. Each person subject to compulsory full-time education and not exempted shall attend the public full-time day school or continuation school or classes and for the full time designated as the length of the school day by the governing board of the school district in which residency of either the parent or legal guardian is located. Alternatives to the residency requirement for school attendance include if a pupil is any of the following:

- (a) Placed in a foster home or licensed children's institution within the boundaries of the school district pursuant to a commitment of placement under the Welfare and Institutions Code.
- (b) A pupil who is a foster child who remains in his or her school of origin pursuant to subdivisions (d) and (e) of Section 46853.5.
- (c) A pupil for whom inter-district transfer has been approved.
- (d) An emancipated pupil who resides within the boundaries of the school district.
- (e) A pupil who lives in the home of a caregiving adult that is located within the boundaries of the school district.
- (f) A pupil residing in a state hospital located within the boundaries of the school district.

- (g) A pupil whose parent or legal guardian resides outside of the boundaries of that school district but is employed and lives with the pupil at the place of his or her employment within the boundaries of the school district for a minimum of three days during the school week.
- (h) A school district may also deem a pupil as having complied with the residency requirements for school attendance in the school district if one or both the parents or legal guardians of the pupil are physically employed within the boundaries of the school district for a minimum of 10 hours during the school week. A school district is not required to admit the pupil; however, the school district shall not refuse to admit a pupil on the basis of race, ethnicity, sex, parental income, scholastic achievement, or any other arbitrary consideration, unless otherwise permitted by law.
- (i) A student whose parent is transferred or pending transfer to a military installation within the state while on active duty pursuant to an official military order. However, the parent must provide proof of residence in the school district within ten days after the published arrival date provided on official documentation.
- (j) A student whose parent/guardians were residents of the state but departed California against their will if the student provides official documentation evidencing the departure of his/her parent/guardians against their will; that the student moved outside of California as a result of her/his parent/guardians departing California against their will, and that the student lived and was enrolled in school in California immediately before moving outside of California.

**DEFINITION OF A TRUANT (EC §§48260, 48262, 48263.6):** A student is considered truant after three absences and/or three absences or tardies of more than 30 minutes each time and the absences and/or tardies are unexcused. After a student has been reported as a truant three or more times in a school year, the student is considered a habitual truant. A student who is absent from school without valid excuse for 10% or more of the school days in a school year, from the date of enrollment to the current date, is considered a chronic truant. A valid excuse for an excused absence includes, but is not limited to, the reasons for which a pupil shall be excused from school pursuant to Sections 48205 and 48225.5 and may include other reasons that are within the discretion of school administrators and, based on the facts of the pupil's circumstances, are deemed to constitute a valid excuse.

**NOTICE OF ALTERNATIVE EDUCATION PROGRAMS, PARENT NOTIFICATION OF TRUANCY (EC §48260.5):** Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by first-class mail or other reasonable means, of the following:

- (a) That the pupil is truant.
- (b) That the parent or guardian is obligated to compel the attendance of the pupil at school.
- (c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.
- (d) That alternative educational programs are available in the district.

- (e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- (f) That the pupil may be subject to prosecution under Section 48264.
- (g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the Vehicle Code.
- (h) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

**SCHOOL ATTENDANCE, REVIEW BOARD (SARB) (EC §§48263, 48291, 48293):** If any minor pupil is a habitual truant, is irregular in attendance at school, as defined by Education Code, or is habitually insubordinate or disorderly during attendance at school, then that pupil may be referred to a school attendance review board or to the probation department for services if the probation department has elected to receive these referrals. The supervisor of attendance, or any other persons designated to make the referral, shall notify the minor and parents/guardian of the minor, in writing, of the name and address of the board or probation department to which the matter has been referred and of the reason for the referral. Failure to have the child in school or not following the SARB directives could result in a fine or criminal complaint against the parent.

**ABSENCES/EXCUSED ABSENCES OTHER THAN ILLNESS (EC §48205):** If a child is absent from school, the parent is to call the school as soon as possible. If the school does not receive a call or note from the parent, the school will notify the parent when the student is not in school. The parents of students missing more than one (1) school day per month, for any reason, may be contacted to help reduce excessive absenteeism.

Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

1. Due to the pupil's illness.
2. Due to quarantine under the direction of a county or city health officer.
3. For the purpose of having medical, dental, optometric, or chiropractic services rendered.
4. For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
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.
7. For justifiable personal reasons, including, but not limited to: an appearance in court; attendance at a funeral service; observance of a holiday or ceremony of the pupil's religion; attendance at religious retreats; attendance at an employment conference; or attendance at an educational conference when the pupil's absence has been 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.

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 EC §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.

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.

For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

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

"Immediate family" as used in this section, means the parent or guardian, brother or sister, grandparents, or any other relative living in the household of the pupil.

**CONFIDENTIAL MEDICAL SERVICES (EC §46010.1):** School authorities may excuse any pupil in grades 7-12 from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian. The District may not require a pupil to obtain written parental consent prior to releasing that pupil from school to receive confidential medical services.

**RELIGIOUS PURPOSES (EC § 46014):** With written parental consent, a pupil may be excused from his/her regular classes to participate in religious exercises or receive moral and religious instruction away from school property. However, the pupil must attend school for the minimum day and may be excused on no more than four days per school month.

**NOTIFICATION OF MINIMUM DAYS AND PUPIL-FREE STAFF DAYS (EC §48980(c)):** Parents will be notified no later than one month prior to any scheduled minimum days or pupil-free staff development days.

**ALTERNATIVE EDUCATIONAL PROGRAMS**

**NOTICE OF ALTERNATIVE SCHOOLS (EC §§48980(h), 58501):** 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 in 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 parent information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district.

**INTRADISTRICT CHOICE/OPEN ENROLLMENT (EC §35160.5(b)):**

The District has a policy of open enrollment that allows parents/guardians who reside in the District to choose the schools their children will attend, regardless of where the parent/guardian lives in the District. The law limits choice within a school district as follows:

- Students who live in the attendance area of a school must be given priority to attend that school over students who do not live in the school's attendance area. No pupil who currently resides in the attendance area of a school shall be displaced by pupils transferring from outside the attendance area.
- Each district must decide the number of openings at each school which can be filled by transfer students. 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.
- 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 students must be selected through a lottery process rather than on a first-come, first-served basis. A district cannot use a student's academic or athletic performance as a reason to accept or reject a transfer. However, the District may employ existing entrance criteria for specialized schools or programs if the criteria are uniformly applied to all applicants. The District retains authority to grant priority to any district student to attend another district school outside of his or her attendance area if special circumstances exist related to the student's safety. The District also retains the authority to grant

admission priority to siblings of pupils already in attendance in that school and to pupils whose parent or legal guardian is assigned to that school as his or her primary place of employment.

- To the extent required and financed by federal law and at the request of the pupil's parent or guardian, the school district shall provide transportation assistance to the pupil.
- 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 to appeal a decision.

At the present time all schools have limited space available for open enrollment. Parents will be notified within a reasonable time whether their child has been accepted. After the application period future applications will be added to the waiting list or placed in the school based on space availability. Application forms may be obtained at your child's resident school.

**INTERDISTRICT ATTENDANCE AGREEMENTS (EC §§46600, 46600.1, 46600.2, 46601, 46603):** Lone Pine School District has entered into an agreement covering interdistrict transfers of students with a number of school districts. Transfers into or out of the Lone Pine School District may be approved for a number of reasons. The general conditions for interdistrict attendance include the following:

1. Space availability.
2. No excess costs.
3. Proper student department, citizenship, grades, punctuality and attendance.
4. Parental support of the existing educational program.
5. Parental ability to provide transportation.
6. School site placement of students attending Lone Pine School District on an interdistrict transfer agreement is at the discretion of the District.
7. Students can have their interdistrict transfer permit revoked for behavior, poor attendance or other issues that suggest the placement is not appropriate.

Parents will be notified if their child has been accepted or denied within a reasonable time. Due to crowded conditions at sites, parents may not be notified for acceptance until a reasonable period after school has started for any given school year. Unless otherwise specified in the agreement between the district of residence and the district of proposed enrollment, once a pupil is accepted on an interdistrict transfer, the pupil will not have to reapply for an interdistrict transfer. A school district of residence or school district of enrollment shall not rescind existing transfer permits for pupils after June 30 following the completion of grade 10, or for pupils in grade 11 or 12.

Notwithstanding any other law, and regardless of whether an agreement exists or a permit is issued pursuant to this section, a school district of residence shall not prohibit the transfer of a pupil who is a child of an active military duty parent to a school district of proposed enrollment if the school district of proposed enrollment approves the application for transfer.

A school district of residence shall approve an intradistrict transfer request for a victim of an act of bullying unless the requested school is at maximum capacity, in which case the school district shall accept an intradistrict transfer request for a different school in the school district. Notwithstanding any other law, and regardless of whether an agreement exists or a permit is issued pursuant to this section, if the school district of residence has only one school offering the grade level of the victim of an act of bullying and therefore there is no option for an intradistrict transfer, the victim of an act of bullying may apply for an interdistrict transfer and the school district of residence shall not prohibit the transfer if the school district of proposed enrollment approves the application for transfer.

A parent or guardian may appeal a school district's decision regarding a request for interdistrict transfer, within 30 calendar days of the date of the school district's final denial, to the County Office of Education. The County Office of Education shall, within 30 calendar days (or 60 calendar days if the county board of education is in a class 1 county) after the appeal is filed, determine whether the pupil should be permitted to attend the school district of proposed enrollment and the applicable period of attendance.

A student who is appealing a decision for an interdistrict permit approval through the County Office of Education may be eligible for provisional admission to the desired district in grades TK through 12, while continuing through the process of appeal, if space is made available by the desired district, not to exceed two months.

Each school district shall post on its Internet Web site the procedures and timelines, including a link to the policy of the governing board of the school district, regarding a request for an interdistrict transfer permit. Questions concerning interdistrict transfers, the process, and all other attendance options should be referred to: Patrick Traynor, Superintendent, at (760) 876-5579. Any appeals for interdistrict transfers are to be directed to the San Bernardino County Office of Education.

**TRANSITIONAL KINDERGARTEN (EC §48000):** A school district may admit a child who will have his/her fifth birthday after December 2 to a transitional kindergarten program at the beginning of or at any time during the school year with parental/guardian approval if:

- (a) The governing board or body determines that the admittance is in the best interests of the child, and
- (b) The parent/guardian is given information on the advantages and disadvantages and any other explanatory information on the effects of early admittance.

**HIGH SCHOOL STUDENTS**

**ADVANCED PLACEMENT & INTERNATIONAL BACCALAUREATE EXAM FEES (EC §§48980(j); 52242):** A school district may help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged pupils.

**MISCELLANEOUS**

**NON-MANDATORY PROGRAMS FOR PARENTAL/PUPIL PARTICIPATION (EC §49091.18):** Schools may not require a student or student's family to submit to or participate in any assessment, analysis,

evaluation, or monitoring of the quality or character of student's home life, parental screening or testing, nonacademic home-based counseling program, parent training, or prescribed family educational service plan.

**DRUG FREE CAMPUS (Alcohol and Other Drug Use Prevention Education):** Possession, use or sale of narcotics, alcohol, or other controlled substances is prohibited and strictly enforced at all school activities. Records will be forwarded to local law enforcement, and District sanctions will result from violations.

**ACCESS TO INTERNET AND ONLINE SITES:** The District's policy pertaining to Internet and online access is attached.

**INFORMATION REGARDING PROFESSIONAL QUALIFICATIONS OF TEACHERS, PARAPROFESSIONALS, AND AIDES (20 U.S.C. §6311):** Upon request, parents have a right to information regarding the professional qualifications of their student's classroom teachers, paraprofessionals, and aides. This includes whether the teacher meets the state qualifications and licensing criteria for the grades and subjects s/he teaches, whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the teacher's college major, whether s/he has any advanced degrees and the subject(s) of those degrees, and whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications.

**INFORMATION REGARDING INDIVIDUAL STUDENT REPORTS ON STATEWIDE ASSESSMENTS (20 U.S.C. §6311):** Upon request, parents have a right to information on the level of achievement of their student on every State academic assessment administered to the student.

**LIMITED ENGLISH PROFICIENT STUDENTS (20 U.S.C. §6312):** The District is required to notify parents of students identified as English learners regarding language instruction educational programs, not later than 30 days after the beginning of the school year (or, for students identified later in the school year, within two weeks). Notice includes: the reasons for identification of the student as an English learner; the need for placement in a language instruction educational program; the student's level of English proficiency and how such level was assessed; the status of the student's academic achievement; the methods of instruction used in the available programs; how the recommended program will meet the student's needs; the exit requirements for the program; how the program meets the objectives of the student's IEP, if applicable; and parent options for selecting a program, removing a student from a program and/or declining initial enrollment.

The information provided above is available upon request from each child's school or the District office, and at <http://www.ed.go/essa?src=m> or <http://www.cde.ca.gov/ta/ac/ti/schoolchoice.asp>.

**RIGHTS OF PARENTS AND GUARDIANS TO INFORMATION (EC § 51101):** Parents/guardians of pupils enrolled in public schools have the right to participate in the education of their children as set forth in Education Code section 51101(a). In addition, parents and guardians of pupils, including those whose primary language is not English, shall have the opportunity to work together in a mutually supportive and respectful partnership with schools, and to help their children succeed in school. The District has developed Board Policy and Administrative Regulation 5020 related to parental involvement and the manner in which parents

and school staff may share the responsibility for education of their students.

**PARENT ENGAGEMENT-SCHOOL ACCOUNTABILITY (EC §11500, 11502, 11503):** To participate in the District's offerings of parent education and to provide parental input to the local training programs for parents, please contact Patrick Traynor, Superintendent, at (760)876-5579 for more information on how you may contribute.

**COMPLAINT PROCEDURES (5 CCR §4622):** If a complaint cannot be resolved at the informal level, then a written formal complaint may be made to the Superintendent or Designee. The Superintendent or Designee shall determine whether a complaint should be considered a complaint against the District and/or the individual District representative, and whether it should be resolved by the process for Complaints Concerning District Employees (BP/AR 1312.1) or the Uniform Complaint Procedure (BP/AR 1312.3), or other complaint procedure, or any combination thereof.

The District has designated the following compliance officer to receive and investigate complaints and ensure District compliance with law:

Patrick Traynor  
Superintendent  
301 S Hay St  
Lone Pine, CA 93545  
(760)876-5579

**UNIFORM COMPLAINT PROCEDURES (5 CCR §4600):** The District has established Uniform Complaint Procedures to resolve alleged acts of discrimination, harassment, intimidation and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Education Code section 220, and race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, immigration status, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education code section 200 or 220, Government Code section 11135, or Penal Code section 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics, which apply to all state and federally funded programs. Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, career technical education, child care and developmental programs, child nutrition programs, special education programs, pupil fees, bilingual education, English learner programs, federal education programs in Title I-VII, Regional Occupational Centers and Programs, school safety plans, State Preschool Programs, Tobacco-Use Prevention Education programs, any other district-implemented program which is listed in EC §64000(a), "Williams Complaints" as discussed above, Local Control Funding Formula and Local Control and Accountability Plan (EC §52075(a)), student parent lactation accommodations (EC §222), course assignments (EC §51228.3), physical education instructional minutes (EC §§51210, 51223), and matters pertaining to the rights of foster youth (EC §48853.5), juvenile court school students (EC §§51225.1, 51225.2), and children of military families (EC §§51225.1, 51225.2). Information about the District's Uniform Complaint Procedures may be found under

District Board Policy and Administrative Regulation §1312.3, on the District's website.

**NONDISCRIMINATION POLICY (5 CCR §§4610, 4630, 4650, EC §200 et seq., 234 et seq., 48900(r)):** Discrimination in education programs is prohibited by state and federal law. Education Code §200 et seq. requires school districts to afford all pupils regardless of gender, gender identity, gender expression, sex, race, color, religion, national origin, ethnic group identification, mental or physical disability, sexual orientation, immigration status, or the perception of one or more of such characteristics, equal rights and opportunities in accessing educational programs, activities and facilities. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Title IX prohibits discrimination on the basis of sex. The Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973 prohibit discrimination on the basis of disability.

The District assures that lack of English language skills will not be a barrier to admission or participation in district programs. Complaints of unlawful discrimination are investigated through the Uniform Complaint Procedures and must be filed no later than six months after knowledge of the alleged discrimination was first obtained. Questions or concerns regarding these rights or allegations of discrimination should be directed to the Human Resource Development Office.

Pupils have the right to a free public education, regardless of immigration status or religious beliefs. More information about these rights is available from the California Attorney General, <https://oag.ca.gov/immigrant/rights>. (EC §234.7)

**PUPIL FEE COMPLAINTS (EC §49013, 5 CCR §4622):** A complaint of noncompliance with Education Code section 49010 et seq., concerning free education for pupils, may be filed with the school principal under the Uniform Complaint Procedures at 5 CCR §4630. A complaint shall be filed not later than one calendar year from the date the alleged violation occurred.

**APPEAL OF UNIFORM COMPLAINT (5 CCR §4632):** Except for complaints regarding instructional materials and teacher vacancies or misassignments, a complainant may appeal the District's decision to the California Department of Education by filing a written appeal within 30 days of the date of the District's investigation report.

**CIVIL LAW REMEDIES (EC §262.3; 5 CCR §4622):** A complainant may pursue available civil law remedies outside of the District's Uniform Complaint Procedures as provided by law. Civil remedies may include mediation centers, public/private interest attorneys, injunctions, restraining orders, etc. There are numerous free and low cost assistance agencies available locally. Please contact your school site or District Office for a listing.

**PREGNANT AND PARENTING PUPILS (EC §§221.51, 222.5, 46015, 48205, 48980):** The District will treat both the pregnant teen mother and the teen father with the same accommodations, regardless of sex. The teen parents may not be excluded from any class or extracurricular activities, solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or post-partum recovery. Physical and emotional ability to continue may only be determined by a physician or nurse practitioner. Pregnant or parenting pupils may not be required to

participate in pregnant minor programs or alternative programs, with the exception of personal choice.

Pregnant and parenting pupils are entitled to accommodations that provide them with the opportunity to succeed academically while protecting their health and the health of their children. Those accommodations include:

(1) A pregnant or parenting pupil is entitled to eight weeks of parental leave, which the pupil may take before the birth of the pupil's infant if there is a medical necessity and after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction, in order to protect the health of the pupil who gives or expects to give birth and the infant, and to allow the pregnant or parenting pupil to care for and bond with the infant. It is the intent of the Legislature that the pupil, if the pupil is 18 years of age or older, or, if the pupil is under 18 years of age, the person holding the right to make educational decisions for the pupil, notify the school of the pupil's intent to exercise this right. Failure to notify the school shall not abridge the rights established by this paragraph or any other right established by this subdivision.

(2) A pregnant or parenting pupil who does not wish to take all or part of the parental leave to which they are entitled pursuant to paragraph (1) shall not be required to do so.

(3) A pregnant or parenting pupil is entitled to receive more than eight weeks of parental leave pursuant to paragraph (1) if deemed medically necessary by the pupil's physician.

(4) When a pupil takes parental leave pursuant to paragraph (1), the supervisor of attendance shall ensure that absences from the pupil's regular school program are excused until the pupil is able to return to the regular school program or an alternative education program.

(5) During parental leave taken pursuant to paragraph (1), a local educational agency shall not require a pregnant or parenting pupil to complete academic work or other school requirements.

(6) A pregnant or parenting pupil may return to the school and the course of study in which he or she was enrolled before taking parental leave pursuant to paragraph (1).

(7) Upon return to school after taking parental leave pursuant to paragraph (1), a pregnant or parenting pupil is entitled to opportunities to make up work missed during his or her leave, including, but not limited to, makeup work plans and reenrollment in courses.

(8) Notwithstanding any other law, a pregnant or parenting pupil may remain enrolled for a fifth year of instruction in the school in which the pupil was previously enrolled when it is necessary in order for the pupil to be able to complete state and any local graduation requirements, unless the local educational agency makes a finding that the pupil is reasonably able to complete the local educational agency's graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school.

(9) A pupil who chooses not to return to the school in which he or she was enrolled before taking parental leave pursuant to paragraph (1) is entitled to alternative education options offered by the local educational agency.

(10) In accordance with subdivision (d) of Section 221.51, a pregnant or parenting pupil who participates in an alternative education program shall be given educational programs, activities, and courses equal to those he or she would have been in if participating in the regular education program.

(11) A pupil shall not incur an academic penalty as a result of his or her use of the accommodations specified in this subdivision.

**STUDENT PARENT LACTATION ACCOMMODATION (EC §222):** The District is required to provide reasonable accommodations to a lactating student on a school campus to address breast-feeding needs. Noncompliance complaints may be processed under Uniform Complaint Procedures.

**PE INSTRUCTIONAL MINUTES (EC §§51210, 51223):** The adopted course of study for grades 1 through 6 and instruction in grades 1 through 8 in an elementary school must include physical education for not less than 200 minutes each ten school days, exclusive of recesses and the lunch period. Noncompliance may be processed under Uniform Complaint Procedures.

**SCHOOL BUSES/PASSENGER SAFETY (EC §39831.5):** Upon registration, all pupils in pre-kindergarten, kindergarten and grades 1 to 6 shall receive written information on school bus safety (i.e., a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all pupils riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit.

**MEGAN'S LAW NOTIFICATION (PENAL CODE §§290.45, 290.46):** Penal Code section 290.46 makes information about certain sex offenders including their home addresses, available to the public via the Internet. The following web address will direct you to Megan's Law information: <http://meganslaw.ca.gov/>

**SAFE PLACE TO LEARN ACT (EC §§234, 234.1, 234.7, 48900, 48900.4):** The District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, immigration status, 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 school of the school district may be subject to disciplinary action up to and including expulsion.

**COLLEGE ADMISSIONS REQUIREMENTS/CAREER TECHNICAL EDUCATION:** Parents of students enrolled in grades 9-12 have a right

to receive annual notice of the following college admissions requirement and career technical education information:

## A. COLLEGE ADMISSION REQUIREMENTS

### University of California:

There are three paths to eligibility for freshmen:

- Eligibility in the Statewide Context - Students must complete specific coursework and college admissions tests and earn the required GPA and test scores.
- Eligibility in the Local Context (ELC) - Students must rank in the top 4 percent of their graduating class at a participating California high school.
- Eligibility by Examination Alone - Students must achieve specified high scores on their college admissions tests.

The following website links provide more information regarding University of California admission requirements:

[http://www.universityofcalifornia.edu/admissions/undergrad\\_adm/paths\\_to\\_adm/freshman.html](http://www.universityofcalifornia.edu/admissions/undergrad_adm/paths_to_adm/freshman.html)

[http://www.universityofcalifornia.edu/admissions/undergrad\\_adm/paths\\_to\\_adm/freshman/subject\\_reqs.html](http://www.universityofcalifornia.edu/admissions/undergrad_adm/paths_to_adm/freshman/subject_reqs.html)

### California State University:

Most applicants who are admitted meet the standards in each of the following areas:

- Specific high school courses
- Grades in specified courses and test scores
- Graduation from high school

The following website link provides more information regarding the California State University admission requirements: [http://www.csumentor.edu/planning/high\\_school/](http://www.csumentor.edu/planning/high_school/)

## B. CAREER TECHNICAL EDUCATION

Career Technical Education is a program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers.

For more information, visit the CDE's website at: <http://www.cde.ca.gov/ci/ct/>

## C. Guidance Counseling

Students may meet with guidance counselors at their school to discuss college admission requirements and/or to enroll in career technical education courses. (EC §§51229, 48980(l).)

**FEDERAL STUDENT AID (EC §51225.8):** Under state law, school districts are to ensure that students, prior to entering 12<sup>th</sup> grade, receive information on how to properly complete and submit the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application or the California Dream Act Application at least once. This information should be available in a timely manner as financial aid is awarded in order of submission according to deadlines, on a first-come, first served

basis. All family and student personal information will be protected according to state and federal privacy laws and regulations. The school district shall provide this information to students in grade 11 by the means of in-class instruction, existing program counseling sessions, etc. The information may be shared on an individual or group basis.

PLEASE COMPLETE THE FOLLOWING IF APPLICABLE:

**CONSENT TO CONSULT THE PHYSICIAN OF STUDENT ON A CONTINUING MEDICATION REGIMEN (EC §49480)**

**Student's Name:** \_\_\_\_\_

Student is on a continuing medication program: (Please check one) YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, you have my permission to contact student's physician and to counsel school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose:

**Parent/Guardian Signature:** \_\_\_\_\_

Physician's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Medication: \_\_\_\_\_ Dosage: \_\_\_\_\_

Medication: \_\_\_\_\_ Dosage: \_\_\_\_\_

**WITHHOLDING OF PUPIL DIRECTORY INFORMATION (EC §49073)**

If you do not consent to the release of your child's directory information, please sign where indicated below and ensure receipt of this form by the school office **within the next 30 days**. Note that this will prohibit the District from providing the student's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

Do NOT release directory information regarding \_\_\_\_\_.  
(Pupil's Name)

Check if an exception may be made to include student information and photos in the yearbook.

Signature of Parent or Guardian: \_\_\_\_\_