

2025-2026

# ANNUAL PARENT NOTIFICATIONS

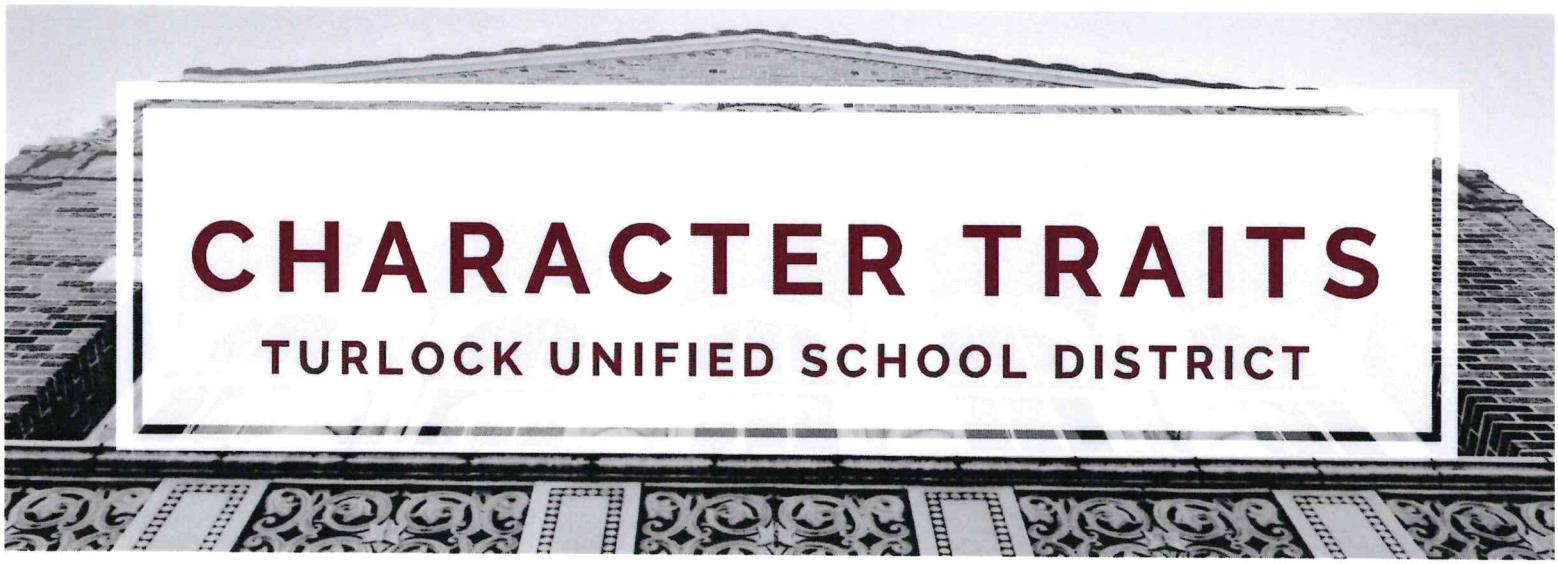







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# CHARACTER TRAITS

## TURLOCK UNIFIED SCHOOL DISTRICT

AUG

### INCLUDER

Accept others and show an awareness of those who feel left out and make an effort to include them.

SEP

### RESPONSIBILITY

Take ownership of what you say you will do. Committed to stable values such as honesty and loyalty.

OCT

### POSITIVITY

Demonstrate contagious enthusiasm and can get others excited about what they are going to do.

NOV

### EMPATHY

Sense other people's feelings by imagining themselves in others' lives or situations.

DEC

### FOCUS

Take a direction, follow through and make the corrections necessary to stay on track. Prioritize, then act.

JAN

### ACHIEVER

Work hard and possess a great deal of stamina.Take immense satisfaction in being busy and productive.

FEB

### RESILIENCY

Recover from or adjust easily to adversity or change.

MAR

### SELF-ASSURANCE

Confident in ability to take risks and manage own lives. Have an inner compass that gives certainty in decisions.

APR

### FUTURISTIC

Inspired by the future and what could be. Energize others with visions of the future.

MAY

### KINDNESS

Display a friendly, generous, or considerate nature.

Character is Our Strength

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# Turlock Unified School District

**David Lattig**
Superintendent

August 2025

Dear Parents and Students,

Welcome to the 2025-26 School Year!

This handbook of information is sent with best wishes from the Turlock Unified School District and contains general information about our District and school procedures to help you better understand your student's school day and expectations for achievement. Additionally, it contains information we are required by law to share with you. Please read through the booklet and discuss its contents with your student.

Please feel free to contact us at any time with questions or concerns you may have. When parents, students, and educators work together, a students' educational experiences are most positive and successful. We value consistent communication with our TUSD community.

Sincerely,

David Lattig
Superintendent

1574 E. Canal Drive, P.O. Box 819013 • Turlock, CA 95381 • Phone 209.667.0632 Fax 209.667.6520



## Turlock Unified School District

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July 1, 2025

# STRATEGIC PLAN

Adopted by the TUSD Board of Trustees: July 13 2021

# WHY?

## VISION

All students will become self-motivated, responsible citizens who graduate college and career ready.

## BELIEFS

1. Every person is unique and has inherent value.
2. Every person can be a successful learner.
3. People are accountable for their actions.
4. Family engagement is essential to the academic and social-emotional success of students.
5. Honesty, integrity, and respect build trust in all relationships.
6. Motivation, grit, and mindfulness are necessary to achieve full potential.
7. High expectations yield greater levels of performance.
8. A quality education enriches all lives by creating and expanding opportunities.
9. Positive role models inspire excellence.
10. A service mindset is vital to a thriving community.

# WHAT?

## MISSION

Turlock Unified School District will deliver effec v instruction in a safe, equitable supportive environment in partnership with our families and diverse community.

## OBJECTIVES

1. Students will demonstrate proficiency in all subjects.
2. Students will achieve personal goals tailored to their aspirations for college and career.
3. Students will develop and demonstrate positive character traits.
4. Students will earn a diploma or successfully complete their Individualized Education Program (IEP).

# HOW?

## LCAP GOALS

1. Academic Achievement & Social- tional Learning: Utilize a multi-tiered system of sup rts to increase academic achievement & social-emotional learning to enhance student success & well-being & promote college & career readi ess among all students.
2. Equity & Access: Create equitable practices & experiences for all students & staff to mitigate social inequalities & embrace human diversity.
3. Curriculum & Instruction: Provide guaranteed & viable learning from highly qu fied teachers who use adopted materials & effective instructional practices to implement standards.
4. Parent Engagement: Expand opportunities to increase parent & family involvement to support District initiatives.
5. Safety & Security: Uphold policies, procedures, & maintain facilities that reflect a safe, secure environment.

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Turlock Unified School District

# PARENT NOTICE OF RIGHTS AND RESPONSIBILITIES

1. **Free Public Education**
2. **Interpretation/Translation Services**
3. **Visitors to the School**
4. **Rights and Responsibilities**
5. **Unexcused Absences**
6. **Excessive Absences**
7. **School Attendance Review Board (SARB):**
8. **Truant Students**
9. **Parent Notification of Truancy**
10. **Absence for Religious Exercises and Instruction**
11. **Comprehensive Sexual Health Education and HIV/AIDS Prevention Education**
12. **Excuse from Instruction in Health**
13. **Administration of Medication**
14. **Students on Medication**
15. **Immunizations**
16. **Physical Exams and Testing**
17. **Confidential Medical Services**
18. **Medical Coverage for Injuries**
19. **Accidental Injury Insurance**
20. **Mental Health Services**
21. **Services for Students with Exceptional Needs or a Disability**
22. **No Academic Penalty for Excused Absence**
23. **Equal Opportunity**
24. **Complaints (Special Education):**
25. **Title IX and Student Equal Access**

26. **Sexual Harassment**
27. **AB 1266**
28. **Student Attire Guidelines**
29. **Release of Student Information**
30. **Inspection of Student Records**
31. **Family Educational Rights and Privacy Act**
32. **Student Discipline**
33. **Dissection of Animals**
34. **Temporary Disability**
35. **Student Residency**
36. **Attendance Options**
37. **Board Policy 5117: Inter-district Attendance**
38. **Board Policy 5116.1: Intra-district Attendance**
39. **"Allen Bill" Transfers**
40. **Transferring a Student Convicted of a Felony/Misdemeanor**
41. **Sexual Harassment Policy**
42. **Notice of Alternative Schools**
43. **Nutrition Program**
44. **Leaving School Grounds**
45. **U.S. Department of Education Programs**
46. **Uniform Complaint Procedures**
47. **Pupil-Free Staff Development Day and Minimum Day Schedule**
48. **Review of Curriculum**
49. **Transitional Kindergarten**
50. **Pupil Find System, Policies and Procedures**
51. **School Accountability Report**
52. **Asbestos Management Plan**

53. **Assistance to Cover Costs of Advanced Placement Examination Fees**

54. **Every Student Succeeds Act (ESSA)**

55. **Language Acquisition Program**

56. **Military Recruiter Information**

57. **Children in Homeless/Foster Care Situations, Former Juvenile Court School Students, Migrant Students, and Newcomers**

58. **Child Find**

59. **Student Discipline**

60. **District Liability**

61. **Notification of Release of Pupil to Peace Officer**

62. **Continued Education Options for Juvenile Court School Students**

63. **Communication Devices**

64. **Legal Immunity Before and After School**

65. **School Security Camera Protocol**

66. **No Bully**

67. **Suspension and Expulsion**

68. **Suspension and Expulsion Guidelines**

69. **Kirpan Guidelines**

70. **Health Screening and Evaluation Services**

71. **Sex Equity in Career Planning**

72. **Pesticide Products**

73. **Tobacco-Free Campus Policy**

74. **Concussions and Head Injuries**

75. **Type 2 Diabetes**

76. **Accident of Illness**

77. **Information for Use in Emergencies/Emergency Procedure Card**

78. **Parent/Guardian Liability**

79. **Liability When Pupil is Not on School Property**

80. **Sunscreen**
81. **Oral Health Assessment Requirement**
82. **Instructional Materials and Unlawful Discrimination**
83. **Reading Difficulty Screening**
84. **Qualified Drivers**
85. **Health Screening Reporting**
86. **Medical**
87. **Medical and Hospital Services Not Provided**
88. **Comprehensive Sexual Health Education and HIV/Aids Prevention Education**
89. **Physical Exams and Testing**
90. **Excuse from Instruction in Health**
91. **Student Insurance Program**
92. **Guidelines on Live Head Lice Prevention and Control Procedures**
93. **Free and Reduced-Price Meals**
94. **Child Nutrition**
95. **Wellness and Mental Health Services**
96. **California Assessment of Student Performance and Progress (CAASPP)**
97. **Pregnant and Parenting Pupils**
98. **Placement Waivers**
99. **Transitional Kindergarten and Kindergarten Toilet Training Requirements**
100. **University of California or California State University Attendance**
101. **Grade/Credit Cannot be Reduced**
102. **Notice of Non-Discrimination**
103. **Review of Curriculum**
104. **Student Accountability Report**
105. **Parents or guardians; choice of language acquisition program; implementation requirements**
106. **Continued Education Options for Juvenile Court School Students**
107. **Sex Equity in Career Planning**

108. **Student Parent Lactation Accommodations**

109. **Physical Fitness Test**

110. **PE Instructional Minutes**

111. **Limited English Proficient**

112. **Foster Care**

113. **Opportunities for Family Involvement**

114. **English Language Proficiency Assessments for California (ELPAC)**

115. **Primary Prevention Program**

116. **Promotion/Retention/Acceleration**

117. **Students in Danger of Failing a Course**

118. **Extra-Curricular and Co-Curricular Activities-Eligibility Requirements**

119. **Extra-Curricular Code of Conduct**

120. **Violation of Education Code Section(s) § 48900 and Extra Curricular Code of Conduct may result in the following enhanced consequences**

121. **Freedom of Expression Career Education**

122. **Career Education**

123. **Guidance Counseling**

124. **College Admission Requirements**

125. **District Homework Guidelines**

126. **Homework During Suspension**

127. **Guidelines for District Staff and Parents Regarding Student Fees, Donations and Fundraising**

128. **Pupil Fees**

129. **Safe Storage of Firearms**

130. **Synthetic Drugs**

131. **Instructional Minutes**

132. **Course Assignments**

133. **Technology**

134. **District Technology**

135. **District Issued Technology Devices**

136. **District-Issued Web-Based Accounts**

137. **Privacy**

138. **Work Experience Education**

139. **Personal Ownership of Devices**

140. **District Technology Rights and Responsibilities**

141. **Student Technology Obligations and Responsibilities**

142. **Cyberbullying**

143. **Consequences for Technology Agreement Violation**

144. **School Messenger**

145. **Title 1 Parent Involvement**

146. **Earned Income Tax Credit Information Act Communication**

147. **Volunteer Screening**

148. **Transportation for School Activities-Instruction to Drivers**

149. **Community-Wide Spread Disaster Response**

150. **Disaster Preparedness**

151. **Asbestos Management Plan**

152. **Megan's Law**

153. **Child Abuse Reporting Guidelines and Procedures**

154. **Course Assignments**

155. **Regional Occupational Centers and Programs/County Offices of Education programs**

156. **Immigrant Student Protections**

157. **Pupil Fees**

158. **School Bus Danger Zone**

159. **Passenger Safety for Bus Riders**

160. **Danger of Synthetic Drugs Memorandum**

161. **Firearms Safety Memorandum**

162. **Immunization Information Systems Record Sharing**

**Attachments**

**1. Notification of Rights Under FERPA for Elementary and Secondary Schools**

**2. TUSD BOARD POLICY 5145.7: SEXUAL HARASSMENT**

**3. "KNOW YOUR EDUCATIONAL RIGHTS" IMMIGRATION ENFORCEMENT FROM THE CALIFORNIA ATTORNEY GENERAL**

**4. HEALTHY SCHOOLS ACT OF 2000**

**5. Model Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)**

**6. College Admission Requirements and Higher Education Information**

**7. CHILD ABUSE REPORTING GUIDELINES AND PROCEDURES**

**8. How to File a Complaint of Child Abuse Committed at a School Site**

**9. Policy 5116.1: Intra-district Open Enrollment**

**10. Policy 5117: Inter-district Attendance**

**11. Immunization Information Systems Record Sharing**

**12. MULTI-TIER SYSTEMS OF SUPPORT (MTSS)**

**13. Contraband Dogs**

**14. Appropriate Use of Artificial Intelligence (AI)**

**15. PBIS and Restorative Practices**

## NOTICE TO PARENTS OF RIGHTS AND RESPONSIBILITIES

State law requires parents or guardians to be notified of their rights and responsibilities in certain matters related to their children's education.

1. **Public Education:** Section 5 of Article IX of the California State Constitution guarantees students a "free public education." Indeed, all educational activities conducted by public school districts, both extracurricular and curricular, must be free of charge to students participating in such activities. Therefore, no mandatory fees will be charged for participating, among others, in extracurricular activities such as theater, music, and athletic competitions. In addition, no fees will be charged for an activity, even if the district waived fees for students who cannot afford financially.

2. **Interpretation/translation services:**
    1. The District will provide interpretation (spoken) and/or translation (written) services upon request from each school site. Contact the school your child attends to request interpretation and/or translation services.
    2. A Spanish language translator is available at all District Board meetings and can be requested at the information desk located at the e-Cademy Professional Development Center.
    3. If you would like to request interpretation and/or translation services in a language other than Spanish, please contact the school your child attends or the Director of Special Assessments and Programs for English Learners.

3. **Visitors to the School:** Parents/guardians and other patrons of the district are welcome and encouraged to visit the schools. Visitors to the schools must respect the learning environment and maintain proper behavior and decorum. (EC § 51512)
    1. All visitors shall report to the office and "sign-in" to notify staff they are in the building or on school grounds.
    2. The principal or designee shall provide a visible means of identification for all individuals who are not students or staff members while on school premises.
    3. Visitors shall return to the office and "sign-out" before leaving the campus.

    Disruption of the orderly process of the school is prohibited. In accordance with Penal Code § 626.7, the principal or his/her designee is authorized to deny access, ban or bar future access, remove or request the removal of any visitor whose behavior is disruptive to the educational/ working environment of the school.

    Any visitor to the school who has been denied access or who has been asked to leave may appeal to the Director of Student Services.

4. **Rights and Responsibilities**: State and Federal laws require school districts to notify parents and guardians of minor pupils of parental rights. The following rights, responsibilities, and protections are provided. (When used in this notification, "parent" includes a parent, caregiver or legal guardian.) (EC § 48980.a) (EC § 48980.b)

    - Rights of Students: to attend school unless removed under due process as specified in the Education Code; to learn in a secure, inclusive academic and social environment, free from fear, violence, discrimination, and bullying; to engage in a school culture that promotes positive behavior through Positive Behavioral Interventions and Supports

(PBIS), fostering respect, responsibility, and proactive support; to participate in restorative practices that resolve conflicts through accountability, empathy, and community-building; to be free from discrimination based on race, ethnicity, gender, sexual orientation, religion, disability, or any other protected characteristic, ensuring equitable access to education; to receive the full benefit of their teachers' efforts, uninterrupted by disruptive behavior; to have ready access to a designated teacher, counselor, or advisor for guidance; to examine personal school records upon reaching age sixteen (16), as permitted by law; to be fully informed of school rules, regulations, and expectations to support a fair and transparent educational experience.

- Responsibilities of the Students: to attend school and classes regularly and on time; to be prepared for class with appropriate materials and work; to put forth their best effort in all academic, extracurricular, and personal endeavors; to demonstrate kindness, caring, and empathy toward school personnel, fellow students, and the public, fostering a supportive community; to actively participate in restorative practices to resolve conflicts, promote accountability, and build positive relationships; to contribute to a positive school climate by upholding respectful and inclusive behavior; to know and obey school rules and regulations; to respect the rights of school personnel, fellow students, and the public in general; to demonstrate pride in maintaining the appearance and condition of school buildings and grounds.
- Rights of Parents/Guardians (CF 5020; EC §§ 51100-51102): to expect that their child will spend time at school in a safe, wholesome, stimulating atmosphere engaged in productive activity under the care and direction of a dedicated staff; to have assurance that school personnel will at no time preempt parental prerogative; to be informed of District policies, school rules, and regulations; and to review their child's record with a certificated staff member providing assistance.
- Responsibilities of Parents/Guardians (C.F.R. 5020): to visit school periodically to participate in conferences with teachers, counselors, or administrators regarding the academic and behavioral status of their child; to provide supportive action by making sure that their child has enough sleep, adequate nutrition, and appropriate clothing before coming to school; to maintain consistent and adequate control over their child, and to approve of reasonable control measures as applied by school personnel; to cooperate with the school in bringing about improvements designed to enhance the educational program offered to students; to provide the school with current information regarding legal address, phone, medical data, and other facts which may help the school serve their child; and to become familiar with District policies and school rules and regulations.

- Rights of Teachers: to expect and receive the attention, effort, and active participation of students in their classes; to develop and implement classroom behavior expectations, a reward system to promote positive behavior, and document behaviors and referrals for support on the Student-Wide Information System (SWIS); to engage in restorative practices to proactively address conflicts, foster accountability, and build a supportive classroom community; to receive parental and administrative support in maintaining a proactive and preventative learning environment that promotes an optimal climate for academic and social growth; to teach with interruptions minimized through proactive strategies and systems that address the cause or source of disruptions; to enjoy the same level of respect and courteous treatment accorded to members of the class, both individually and collectively.

- Rights of Administrators: to initiate proactive and preventative control measures, including restorative practices, to establish and maintain an environment that promotes optimal learning and teaching conditions; to develop and implement school-wide positive behavior expectations that foster a supportive, inclusive, and respectful school climate; to make decisions on all issues confronting schools, prioritizing what is best for students' academic, social, and emotional growth; to hold students accountable for their conduct through restorative and equitable approaches, taking prompt and appropriate action toward those who violate expectations; to expect that all school employees recognize and fulfill their roles in supporting campus-wide positive behavior systems and restorative practices.

- Responsibilities of Administrators: to provide leadership that establishes, encourages, and promotes good teaching and effective learning through a culture of caring, empathy, and inclusivity; to establish, publicize, and enforce positive behavior expectations and restorative practices that facilitate effective learning, promote positive attitudes and habits of good citizenship, and ensure nondiscriminatory enforcement; to implement restorative practices and allow student voice to foster accountability, conflict resolution, and a supportive school climate; to develop and implement Tier I, Tier II, and Tier III interventions and supports to increase attendance, address problematic behaviors, and provide alternatives to suspension; to ensure counselors are trained in restorative practices and conflict resolution to support student well-being; to ensure the Student Study Team identifies and supports students needing academic, behavioral, or social-emotional assistance; to provide a myriad of interventions and supports tailored to all students, with specific resources for foster youth, homeless youth, new arrivals, and socioeconomically disadvantaged; to promote parental engagement and maintain open communication to address student, staff, parent/guardian, and community concerns with sensitivity; to request assistance from the District's support services and community agencies to meet student needs; to ensure a safe, supportive, and nondiscriminatory school environment that upholds equity and access for all students.

**5.** **Unexcused Absences**: An absence is recorded as unexcused if a student is absent for 30 minutes or more for a single period in one school day and the parent and/or guardian does not contact the school to clear the absence with an approved excuse within 3 days or 72 hours.
- Truancy Letter – 3 Unexcused Absences
- School Attendance Review Team (SART) – 5 Unexcused Absences
- District Attendance Review Conference (DARC) – 10-15 Unexcused Absences
- School Attendance Review Board (SARB) – 20 or More Unexcused Absences

**6.** **Excessive Absences**: Ten (10) or more excused absences by a student in any one school year will require the students' parents to contact school administration and provide verification in order for further absences to be allowed as excused. Eighteen (18) or more excused absences accumulated during the school year will require the student's parents to provide a script from a licensed medical practitioner and/or verification from the school health office. Otherwise, no further absences will be allowed as excused. (EC §48205) (Parent may request a Chronic Illness Verification Form from the school office.)

**7.** **School Attendance Review Board (SARB):** Excellent attendance is important to your child's academic success. The Education Code requires that children between the ages of 6-18 attend school full-time. The District is committed to working with students and their

families to ensure that poor attendance does not impact your child. (EC § 48263)

8. **Truant Students:** Any student subject to compulsory full-time education or to compulsory continuation education who is absent from school without valid excuse three (3) full days in one (1) school year, or tardy or absent for more than any thirty (30) minute period during the school day without a valid excuse on three (3) occasions in one (1) school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or to the Director of Student Services. (EC §48260(a)) If a student has a doctor or dental appointment during the school day, parents are asked to have their child attend before and after the appointment.

9. **Parent Notification of Truancy:** Upon a student's initial classification as a truant, the school district shall notify the student's parent/guardian, by first-class mail or other reasonable means, of the following: (EC §48260.5)

    1. That the student is truant;
    2. That the parent/guardian is obligated to compel the attendance of the student at school;
    3. That parents/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 Chap. 2 of Part 27;
    4. That Alternative Educational programs are available in the District;
    5. That the parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy;
    6. That the student may be subject to prosecution under Section § 48264;
    7. That the student may be subject to suspension, restriction, or delay of the student's driving privilege pursuant to Section § 13202.7 of the Vehicle Code; and
    8. That it is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.

10. **Absence for Religious Exercises and Instruction:** Pupils may be excused, with written permission from a parent or guardian, in order to participate in religious exercises or receive moral and religious instruction away from school property. Every pupil so excused must attend at least the minimum school day. No pupil shall be excused from school for such purpose on more than four days per school month. (EC § 46014)

11. **Comprehensive Sexual Health Education and HIV/AIDS Prevention Education:** A parent or guardian has the right to excuse their child from comprehensive sexual health education, human immunodeficiency virus "HIV" prevention education, and assessments related to that education. A parent or guardian who wishes to exercise this right must state their request in writing. (EC § 51938) A parent or guardian may inspect the written and audiovisual educational materials used in comprehensive sexual health education and HIV/AIDS and acquired immunodeficiency syndrome ("AIDS") prevention education. Parents have a right to request that the District provide them with a copy of the California Healthy Youth Act. (EC § 51930 et. seq.)

    Parents or guardians shall be notified in writing if the district plans to administer an

anonymous, voluntary and confidential test, questionnaire, or survey containing age-appropriate questions about the pupils' attitudes concerning or practices related to sex in grades 7 to 12 and given the opportunity to review the test, questionnaire, or survey. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey by stating their request in writing. (EC § 51938)

Every child's parent will be notified prior to the commencement of any comprehensive sexual health education and HIV/AIDS prevention education instruction whether the instruction will be taught by District personnel or by outside consultants. If outside consultants or guest speakers are used, the notice shall include the date of the instruction, and the name of the organization or affiliation of each guest speaker will be identified. Parents have a right to request that the District provide them with a copy of Education Code sections 51933, 51934, and 51938. (EC § 51938) If arrangements for instruction by outside consultants or guest speakers are made after the beginning of the school year, the Superintendent or designee shall notify parents/guardians no less than 14 days before instruction is given. (EC § 51938)

12. **Excuse from Instruction in Health:** Upon written request of a parent or guardian, a pupil may be excused from any part of instruction in health which conflicts with the parent(s)' or guardian(s)' religious training or beliefs (including personal moral convictions). (EC § 51240)

13. **Administration of Medication:** Medication prescribed by a physician or ordered by a physician assistant for a child may be administered during the school day by the school nurse or other designated school personnel, or self-administered by the child if the medication is prescription auto-injectable epinephrine or prescription inhaled asthma medication, but only if the parent consents in writing and provides detailed written instructions from a physician, or a physician assistant as specified by law. In order for a child to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the physician or physician assistant must also provide a written statement detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer auto-injectable epinephrine or prescription inhaled asthma medication. Parents must also provide a release for the school nurse or designated school personnel to consult with the pupil's health care provider regarding questions that may arise with regard to the medication, and releasing the district and its personnel from civil liability if the self-administering pupil suffers an adverse reaction as a result of self-administering auto-injectable epinephrine or prescription inhaled asthma medication. The written statements specified in this section shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for administration changes. Forms for administering medication may be obtained from the school secretary. (EC §§ 49423, 49423.1, 49423.5, 49480)

14. **Students on Medication:** Parents are to notify the school nurse or other designated certificated school employee if their child is on a continuing medication regimen. This notification shall include the name of the medication being taken, the dosage, and the name of the supervising physician. With parental consent, the school nurse may confer with the physician regarding possible effects of the drug, including symptoms of adverse side effects, omission or overdose and counsel with school personnel as deemed appropriate.

(EC § 49480)

**15.** **Immunizations:** The District shall exclude from school any pupil who has not been immunized properly, unless the pupil is exempted from the immunization requirement pursuant to Chapter 1 (commencing with section 120325) of part 2 of division 105 of the Health and Safety Code. The immunization exemption based on personal beliefs has been eliminated. (Health & Saf. Code, § 120325) 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 in that institution 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 their age as required by law. (Health & Saf. Code, § 120335) A student may still be exempted from the immunization requirement based on medical condition or circumstances. A licensed physician or surgeon must transmit a completed medical exemption certification form from the California Department of Public Health directly to the local educational agency and the California Immunization Registry. The standardized medical exemption form shall be the only documentation of a medical exemption that shall be accepted by the District. (Health & Saf. Code, §§ 120370, 120372)

A parent or guardian may consent in writing for a physician, surgeon, or health care practitioner acting under the direction of a supervising physician and surgeon to administer an immunizing agent to a pupil at school. The health care practitioner may administer immunizations for the prevention and control of diseases that present a current or potential outbreak as declared by a federal, state, or local public health officer. (EC §§ 48216, 48980(a), 49403; Health & Saf. Code, §§ 120325, 120335)

Students are advised to adhere to current immunization guidelines regarding full human papillomavirus ("HPV") immunization before admission or advancement to the eighth-grade level. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. A fact sheet has been attached describing the benefits of an HPV vaccination. (Ed. Code, § 48980.4, Health & Safety Code, § 120336.

**16.** **Physical Exams and Testing:** The District is required to conduct certain physical examinations and vision and hearing testing of students, unless the parent has a current written objection on file. However, the child may be sent home if they are believed to be suffering from a recognized contagious or infectious disease and shall not be permitted to return until the school authorities are satisfied that any contagious or infectious disease does not exist. (EC §§ 49451, 49452, 49452.5, 49455; Health & Saf. Code, § 124085) The District shall provide for scoliosis screening of every female student in grade 7 and every male student in grade 8. (EC § 49452.5)

**17.** **Confidential Medical Services:** For students in grades 7 through 12, the District may release a student for the purpose of obtaining confidential medical services without obtaining the consent of the student's parent or guardian. (EC § 46010.1)

**18.** **Medical Coverage for Injuries:** Medical and hospital services for pupils injured at school

or school-sponsored events, or while being transported, may be insured at parent's expense. No pupil shall be compelled to accept such services without their consent or, if the pupil is a minor, without the consent of a parent or guardian. (EC § 49472)

19. **Accidental Injury Insurance:** The District does not provide medical and hospital services for students injured while participating in athletic activities. Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling Healthy Families at 1-866-294-4347. (EC §§ 32221.5, 49471)

20. **Mental Health Services:** The District shall notify pupils and parents or guardians no less than twice each school year of the steps to initiate access to available pupil mental health services on campus and/or in the community. (EC § 49428) The mental health services available include Mental Health Clinicians, Counselors, and School Psychologists at every school in Turlock USD. To initiate services, a parent or student may contact school administration, nurse, or counselor.

21. **Services for Students with Exceptional Needs or Disability:** State and federal law require that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. Students classified as individuals with exceptional needs for whom a special education placement is unavailable or inappropriate may receive services in a private nonsectarian school. Please contact the local director of special education for specific information. (EC § 56040 et seq.) In addition, services are available for students who have a disability which interferes with their equal access to educational opportunities. (Section 504 of the Rehabilitation Act of 1973, 34 C.F.R. § 104.32) The District official listed below is responsible for handling requests for services under Section 504 and may be reached at the following address and telephone:

Gil Ogden
1574 Canal Drive, Turlock
studentservices@turlock.k12.ca.us

22. **No Academic Penalty for Excused Absence:** No pupil may have their grade reduced or lose academic credit for any absence or absences which are excused for the reasons specified below when missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. (EC §§ 48205, 48980(i))

A pupil shall be excused from school when the absence is:

(a) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.

(b) Due to quarantine under the direction of a county or city health officer.

(c) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.

(d) 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.

(e) For the purpose of jury duty in the manner provided for by law.

(f) 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 doctor's note.

(g) 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.

(h) For the purpose of serving as a member of a precinct board for an election pursuant to section 12302 of the Elections Code.

(i) 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 of the Education Code, 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.

(j) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.

(k) For the purpose of participating in a cultural ceremony or event.

(l) For the purpose of a middle or high school pupil engaging in a civic or political event, provided the pupil notifies the school in advance. A pupil absent pursuant to this section is required to be excused for only one day-long absence per year. A school administrator may permit additional absences pursuant to section 48260(c) of the Education Code.

(m) For any of the following purposes, inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family member, has died, so long as the absence is not more than three (3) days per incident.

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

(ii) To access grief support services.

(iii) To participate in safety planning or to take other actions to increase the

safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family member, including, but not limited to, temporary or permanent relocation.

(iv) Any absence beyond three days for the reasons described above shall be subject to the discretion of a school administrator, or their designee, pursuant to section 48260.

(n) Authorized at the discretion of a school administrator based on the facts of the pupil's circumstances, which are deemed to constitute a valid excuse, including, but not limited to, working for a period of not more than five consecutive days in the entertainment or allied industries if the pupil holds a work permit, or participating with a not-for-profit performing arts organization in a performance for a public school pupil audience for a maximum of up to five days per school year provided the pupil's parent or guardian provides a written note to the school authorities explaining the reason for the pupil's absence. (EC §§ 48260, 48205, 48225.5)

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, therefore. 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 refers to the parent or guardian, brother or sister, grandparent, or any relative living in the household of the pupil. (EC § 48205)

"Victim services organization or agency" means an agency or organization that has a documented record of providing services to victims. (Ed. Code, § 48205; Labor Code § 230.1)

**23.** **Equal Opportunity:** Equal opportunities for both sexes in all educational programs and activities run by the District is a commitment made by the District to all students. (Title IX of the Education Amendments of 1972) (34 C.F.R. § 106.8) The District does not discriminate, including admission and employment, on the basis of sex in any education programs or activities operated by the District, as is required by Title IX. Inquiries on all matters, including complaints, regarding the implementation of Title IX in the District may be referred to the District official listed below at the following address and telephone:

Gil Ogden
1574 Canal Drive, Turlock

studentservices@turlock.k12.ca.us

**24.** **Complaints (Special Education):** Parents may file a complaint concerning violations of federal or state law or regulations governing special education-related services. Parents may submit a description of the manner in which the parent believes special education programs do not comply with state or federal law or regulations to:

Ericka Tschantz
601 Colorado Ave., Turlock
etschantz@turlock.k12.ca.us

**25.** **Title IX and Student Equal Access:** TUSD is committed to equal access for all students in extra-curricular activities and interscholastic athletics. Federal law, Title IX, State law, and District policy prohibit anyone from discriminating against any student on the basis of actual or perceived sex, sexual orientation, and gender including but not limited to gender identify, gender expression, marital status, pregnancy, childbirth or related medical condition. (C.F.R., Title 34, Sec. 106.9; U.S.C., Title 20, Chap 38, Sec. 1681-1688) Equal opportunities for both sexes in all educational programs and activities run by the District is a commitment made by the District to all students.

Male and female students have the right to equal learning opportunities in their schools and must be treated the same in all activities and programs, including:

- Athletics
- The classes they can take
- The way they are treated in the classroom
- The kind of counseling they are given
- The extracurricular activities in which they can participate
- The honors, special awards, scholarships and graduation activities in which they can participate.

Students who feel that their rights are being violated have the right to action and should not be afraid of trying to correct a situation by speaking to a school administrator, trusted adult at the school or filing a complaint (see Uniform Complaint Procedures). Students are encouraged whenever possible to try to resolve their complaints directly at the school site. Any student who believes he or she is being discriminated against in violation of Title IX has the right to file a complaint.

Inquiries on all matters, including complaints, regarding the implementation of Title IX in the District may be referred to the District official listed below at the following address and telephone:

Gil Ogden
1574 Canal Drive, Turlock
studentservices@turlock.k12.ca.us

**26.** **Sexual Harassment:** BP 5145.7(a)

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

**Disciplinary Actions**

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken-into account.

**Examples of Sexual Harassment**

Examples of types of conduct which are prohibited in the District and which may constitute sexual harassment under state and/or federal law, in accordance with the definitions above, include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

**Title IX Coordinator/Compliance Officer**

The district designates the following individual(s) as the responsible employee(s) to coordinate

its efforts to comply with Title IX of the Education Amendments of 1972 in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures, as well as to oversee investigate, and/or resolve sexual harassment complaints processed under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Title IX Coordinator
Director of Student Services
1574 E. Canal Drive, Turlock
(209) 667-0632 (Option 3)
studentservices@turlock.k12.ca.us

**Reporting Complaints**

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the principal or other school employee shall forward the report to the district's Title IX Coordinator. Any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report the observation to the principal or Title IX Coordinator. The report shall be made regardless of whether the alleged victim files a formal complaint or requests confidentiality.

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable district complaint procedures.

**Supportive Measures**

Upon receipt of a report of Title IX sexual harassment, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures and shall consider the complainant's wishes with respect to the supportive measures implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be non-disciplinary, non-punitive, and designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment or to deter sexual harassment. Supportive measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. (34 CFR 106.30, 106.44)

The district shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the district's

ability to provide supportive measures. (34 CFR 106.30)

**Emergency Removal from School**

A student shall not be disciplined for alleged sexual harassment under Title IX until the investigation has been completed. However, on an emergency basis, the district may remove a student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

27. **AB 1266:** Under AB 1266, transgender and gender non-conforming youth must be permitted to participate in school extracurricular, sex-segregated school programs and activities, including athletic teams and competitions.

28. **Student Attire Guidelines:** In partnership with students and parents, the Turlock Unified School District administration and staff requests review of students' attire to ensure it meets the following dress code guidelines before arriving at school:

**Students MUST Wear:**

- Top with straps
- Bottom: pants, skirts, shorts, etc. covering buttocks (no micro minis or short shorts with entire thigh exposed)
- Shoes (no backless footwear for elementary students)
- **Secured** clothing that protects and covers personal body parts

**Students MAY Choose to Wear:**

- Hats, including religious headwear
    - Hats/visors must be worn with bills/brims facing forward to shade the face (not backwards)
- Hooded shirts/jackets (over the head is allowed)
- Teachers/staff may direct students to remove/adjust the position of hats/hoods over the head on campus in situations that include, but are not limited to, classroom activities, headphone/earbud use issues, or visual identification of a student's face. This does NOT apply to any headwear worn for religious reasons.

**Students CANNOT Wear:**

- Clothing that depicts violent language or images
- Clothing that includes, but is not limited to hats, shoes, headgear, belts, shirts, pants, piercings, key chain holders that are deemed a potential threat to student and/or staff safety
- Clothing accessories that can create a danger to other students on campus or at school events (spiked neck or wrist bands, pointed rings, large medallions, heavy or long chains, and other hazardous objects).

- Clothing that illustrates images or language depicting drugs or alcohol (or any illegal item or activity) or the use of same
- Clothing that displays hate speech, profanity, pornography
- Clothing that includes images or language that create a hostile or intimidating environment based on any protected class
- Clothing that is sheer or see-through, (clothing must be opaque)
- Visible underwear, bralettes, bandeau tops, sports bras, or backless shirts including "tube tops"
- Unsecured clothing that allows personal body parts to be visible with movement or contact
- Helmets, hoods, or other headgear that obscures a student's identity (except as a religious observance)
- For identification purposes, a student's face must be clearly visible, including when taking school photos; this may require removal of a hood and/or hat

**Examples of clothing deemed a potential threat to student and/or staff safety:**

- Pants oversized at the waist such as folded in at the waist or belt line (e.g. student with a 32" waist should wear pants no larger than 32" waist)
- Wearing pants below the waistline (sagging)
- Steel-toe combat style boots
- Jewelry, insignia, colors, paraphernalia, materials, apparel, clothing or attire worn or carried on campus, or at school activities, that may be intimidating to students/staff
- Solid red or blue items including, but not limited to, scrunchies, belts, shoelaces, and beanies
- Predominately red or blue shirts or sweatshirts (two or more articles of clothing)
- Red or blue items hanging over the shoulder or out of pockets
- Red or blue apparel exposed under any shirt or collar
- Non-team color or intimidating hats, knit caps, baseball-type caps, or head gear
- Bandanas, red or blue belts, red or blue shoelaces, or red or blue rags

**29. Release of Student Information:** The District does not release information or records concerning a child to noneducational organizations or individuals without parent consent except by court order, receipt of a lawfully issued subpoena, or when otherwise allowed by law. The following categories of directory information may be made available to various people, agencies or institutions unless the parent or guardian notifies the District in writing not to release such information:

> Name, address, telephone, date of birth, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received, and most recent previous educational institution attended. (EC §§ 49060 et seq., 49073; 20 U.S.C. § 1232g; 34 C.F.R. § 99.7) In accordance with state and federal law, the District may also make available photographs, videos, and class rosters.

Directory information will not be released regarding a pupil identified as a homeless child or youth unless a parent, or pupil accorded parental rights, has provided written consent that directory information may be released. (EC § 49073(c); 20 U.S.C. § 1232g; 42 U.S.C. § 11434a(2))

**30. Inspection of Student Records:** State law requires that the District notify parents of the following rights which pertain to student records. (EC §§ 49063, 49069.7; 34 C.F.R. § 99.7)

(a) A parent or guardian has the right to inspect and review student records relating directly to their child during school hours or obtain a copy of such records within five (5) business days of their request.

(b) Any parent who wishes to review the types of student records and information contained therein may do so by contacting the principal at their child's school. The principal of each school is ultimately responsible for maintenance of student records.

(c) A parent with legal custody has a right to challenge information contained in their child's records. Any determination to expunge a student's record is made after a review of said record(s) by site administrators and certificated staff. Following an inspection and review of student records, the parent may challenge the content of the student's record. The right to challenge becomes the sole right of the student when the student becomes eighteen (18) years of age.

(d) A parent or guardian has the right to consent to disclosure of personally identifiable information contained in the student's educational records, except to the extent disclosure is authorized without consent.

A parent may file a written request with the Superintendent of the District to remove any information recorded in the written records concerning the child which is alleged to be:

(i) Inaccurate.

(ii) An unsubstantiated personal conclusion or inference.

(iii) A conclusion or inference outside of the observer's area of competence.

(iv) Not based on the personal observation of a named person with the time and place of the observation noted.

(v) Misleading.

(vi) In violation of the privacy or other rights of the pupil.

Within thirty (30) days, the Superintendent or designee shall meet with the parent/guardian and the certificated employee who recorded the information, if any, and if the person is still employed with the District and sustain or deny the allegations. If the allegations are sustained, the Superintendent shall order the correction, removal or destruction of the information. If the Superintendent denies the allegations, the parent may appeal the

decision to the Governing Board within thirty (30) days. The Board shall determine whether or not to sustain or deny the allegations. If the Board sustains the allegations, it shall order the Superintendent to immediately correct, remove or destroy the information from the written records of the student. (EC § 49070)

If the final decision of the Board is unfavorable to the parents, or if the parent accepts an unfavorable decision by the District Superintendent, the parent shall have the right to submit a written statement of objections to the information. This statement shall become a part of the student's school record until such time as the information objected to is removed.

Both the Superintendent and the Board have the option of appointing a hearing panel in accordance with Education Code sections 49070-49071 to assist in the decision making. The decision as to whether a hearing panel is to be used shall be made at the discretion of the Superintendent or the Board and not of the challenging party.

(e) A Student Records Log is maintained for each student. The Student Records Log lists persons, agencies or organizations requesting and/or receiving information from the records and the legitimate interests therefore to the extent required by law. Student Records Logs are located at each school and are open to inspection by parents or guardians. (EC § 49064)

(f) School officials and employees having a legitimate educational interest, as well as persons identified in Education Code sections 49076 and 49076.5 and in the Family Educational Rights and Privacy Act, may access student records without first obtaining parental consent. "School officials and employees" are persons employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and District-employed law enforcement personnel), a Board member, a person or company with whom the District has contracted to perform a special service (such as an attorney, auditor, medical consultant, or therapist), or a parent, student, foster family agency, short-term residential treatment staff, or caregiver whose access to student records is legally authorized. A "legitimate educational interest" is one held by a school official or employee whose duties and responsibilities create a reasonable need for access. (EC §§ 49063(d), 49076, 49076.5; 20 U.S.C. § 1232g)

(g) Parents and guardians have the right to authorize the release of student records to themselves. Only parents and guardians with legal custody can authorize the release of student records to others.

(h) Parents and guardians will be charged (10) cents per page for the reproduction of student records.

(i) Parents have a right to file a complaint with the U.S. Department of Education for alleged violations of parent rights related to student records. (20 U.S.C. § 1232g(g))

(j) Parents may obtain a copy of the District's complete student records policy by contacting the Superintendent.

**31.** **Family Educational Rights and Privacy Act:** Parents have certain rights regarding student information and records which are guaranteed under federal law. A handout notifying parents of these rights is attached.

**32.** **Student Discipline:** District and school rules pertaining to student discipline are available to parents or guardians of district students in the school office. (EC § 35291) Students may be subject to discipline for off-campus misconduct if the misconduct is related to school activity or attendance and causes or is reasonably likely to cause a substantial disruption to school activity. For example, a student using technology such as a home computer, cellular phone, or other electronic device may be disciplined for bullying, engaging in unlawful harassment, or making threats against students, staff, or district property even if such misconduct occurred off-campus and during non-school hours. (EC § 48900(r))

**33.** **Dissection of Animals:** If a student has a moral objection to dissecting (or otherwise harming or destroying) animals, or any part of an animal, the pupil must notify the teacher regarding such objection, and the objection must be substantiated with a note from the pupil's parent or guardian. If the pupil chooses to refrain from participating in such a project or test, and if the teacher believes that an adequate alternative education project or test is possible, then the teacher may work with the pupil to develop and agree upon an alternate education project or test for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information or experience required by the course of study. No student shall be discriminated against based upon their decision to exercise their rights under this section. (EC §§ 32255-32255.6)

**34.** **Temporary Disability:** A temporary disability which makes it impossible or inadvisable for a student to attend class may entitle the student to receive individualized instruction. It is the responsibility of the pupil's parent or guardian to notify the school district in which the pupil is deemed to reside of the pupil's need for individualized instruction.

Home Instruction: The district in which the student resides is to provide individual instruction if the student is receiving the instruction in their home. Individual instruction in a pupil's home pursuant to Education Code section 48206.3 shall commence no later than five working days after a school district has determined that the pupil shall receive this instruction.

Hospital or Health Facility Instruction: The school district in which the hospital or other residential health facility, excluding a state hospital, is located, must provide individual instruction to a student with a temporary disability. Within five working days of receipt of the notification, the district must determine whether the pupil will be able to receive individual instruction, and, if so, when the individual instruction will begin. Individual instruction will commence no later than five working days after a positive determination has been rendered. A student with a temporary disability who is in a hospital or other residential health facility, other than a state hospital, which is located outside the student's school district of residence shall be deemed to comply with the residency requirements of the school district in which the hospital is located. A school district may continue to enroll a pupil with a temporary disability who is receiving individual instruction in a hospital or residential health facility to facilitate the timely reentry of the pupil in their prior school

after the hospitalization has ended, or in order to provide a partial week of instruction. On days in which the student is not receiving individual instruction in a hospital or other residential health facility, they may attend school in their district of residence if well enough to do so. A pupil receiving individual instruction who is well enough to return to a school shall be allowed to return to the school, including a charter school, that they attended immediately before receiving individual instruction, if returning during the same school year. (EC §§ 48206.3, 48207, 48207.3, 48207.5, 48208, 48980(b))

Pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom shall be treated in the same manner and under the same policies as any other temporary disabling condition. (EC § 221.51)

**35.** **Student Residency:** A student may be enrolled in the District if (1) the student's parent, legal guardian or other person having control and charge of the student resides in the District (EC § 48200); (2) the District has approved Interdistrict attendance (Ed. Code, § 46600); (3) the student is placed in a regularly established children's institution, licensed foster home, or family home; (4) the student is a foster child who remains in their school of origin pursuant to Education Code section 48853.5(f) and (g); (5) the student is emancipated and lives within the District; (6) the student lives in the home of an adult who has submitted a caregiver affidavit; (7) the student resides in a state hospital within the District; or (8) the student's parent or legal guardian resides outside of the boundaries of the school district but is employed and lives with the student at the place of their employment within the school district boundaries for a minimum of three days during the school week. (EC § 48204) The law allows, but does not require, a district to accept a student for enrollment where at least one parent or legal guardian of the student is physically employed within the district's boundaries for a minimum of 10 hours during the school week. (EC § 48204) A student also complies with the residency requirements for school attendance in a school district if they are 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 (10) days after the published arrival date provided on official documentation. (EC § 48204.3) A student also complies with the residency requirement if the student's parent/guardians were residents of the state but departed California against their will if the student provides official documentation evidencing the departure of parent/guardians against their will; that the student moved outside of California as a result of their 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. (EC § 48204.4)

**36.** **Attendance Options:** Students who attend schools other than those assigned by the District are referred to as "transfer students" throughout this notification. There is one process for choosing a school within the District which the parent lives (Intra-district transfer), and three separate processes for selecting schools in other districts (Inter-district transfer). (EC § 48980(h))

Attached is a copy of the District's Policy on Inter-district and Intra-district Transfers.

## 37. Inter-district Attendance

The Board of Trustees recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district.

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the Inter-district attendance of students who are residents of the districts. (EC § 46600)

The agreement shall specify the terms and conditions under which Inter-district attendance shall be permitted or denied. It also may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit. (EC § 46600)

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the Inter-district attendance agreement.

Upon parent/guardian request, the district shall provide transportation assistance to a student receiving an Inter-district transfer who is eligible for free and reduced-price meals and is the child of an active-duty military parent/guardian or a victim of bullying, as defined in Education Code 46600. (EC § 46600)

## 38. Intra-district Attendance

The Board of Trustees desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also maximizing the efficient use of district facilities and resources. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of their residence within the district. (EC § 35160.5)

The Board shall annually review this policy. (EC §§ 35160.5, 48980)

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. (EC § 35160.5)

The Superintendent or designee shall grant priority for the enrollment of a student in a district school outside of the student's attendance area, if the student:

1. Is enrolled in a district school designated by the California Department of Education (CDE) as "persistently dangerous" (20 USC 7912; 5 CCR 11992)

2. Is a victim of a violent crime while on school grounds (20 USC 7912)

3. Is a victim of an act of bullying committed by another district student, as determined through an investigation following the parent/guardian's submission of a written complaint with the school, district, or local law enforcement agency pursuant to Education Code 234.1 (EC § 46600)

If the district school requested by the student is at maximum capacity, the Superintendent or designee shall accept an Intradistrict transfer request for another district school. (EC § 46600)

4. Is experiencing special circumstances that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances, the Superintendent or designee must have received either: (EC § 35160.5)

a. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official or a social worker, or a properly licensed or registered professional, including, but not necessarily limited to, a psychiatrist, psychologist, marriage and family therapist, clinical social worker, or professional clinical counselor

b. A court order, including a temporary restraining order and injunction

5. Is a sibling of another student already attending that school

6. Has a parent/guardian whose primary place of employment is that school

In order to ensure that priorities for enrollment in district schools are implemented in accordance with law and Board policy, applications for Intradistrict open enrollment shall be submitted between December 1 and February 1 (9-12) or March 1 (TK-6) of the school year preceding the school year for which the transfer is requested.

The Superintendent or designee shall calculate each school's capacity in a nonarbitrary manner using student enrollment and available space. (EC § 35160.5)

Except for the enrollment priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine which students shall be admitted whenever a district school receives admission requests that are in excess of the school's

capacity. (EC § 35160.5)

Enrollment decisions shall not be based on a student's academic or athletic performance. However, existing entrance criteria may be used for enrolling students in specialized schools or programs, provided that the criteria are uniformly applied to all applicants. In addition, academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (EC § 35160.5)

In general, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

However, upon parent/guardian request, the district shall provide transportation assistance to any student who is eligible for free or reduced-price meals and whose enrollment in a district school outside the student's attendance area is a result of being a victim of bullying. (EC § 46600)

Parents interested in Intra-district transfers should contact Student Services. The general requirements and limitations of each process are described as follows:

(a) Choosing a School Within the District in Which Parent Lives: Education Code section 35160.5(b) 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.

- 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, a district may consider special circumstances that might be harmful or dangerous to a particular pupil in the current attendance area of the pupil, including physical threats of bodily harm or threats to the emotional stability of the pupil documented by a state or local agency, licensed or registered professional, or court order.

- 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.

- A district is not required to provide transportation assistance to a student who transfers to another school in the district under these provisions.

- If a transfer is denied, a parent 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.

- Victims of Bullying: A school district of residence must approve an Intra-district transfer request for a victim of an act of bullying unless the requested school is at maximum capacity, in which case the district must accept an Intra-district transfer request for a different school within the district. A school district of residence may not prohibit the Inter-district transfer of a victim of an act of bullying if there is no available school for an Intra-district transfer and if the school district of proposed enrollment approves the transfer application. (EC § 46600)

- A school district of proposed enrollment shall ensure that pupils admitted under this law are selected through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether a pupil should be enrolled based on academic or athletic performance, physical condition, English proficiency, family income, or any of the individual characteristics set forth in Education Code section 220, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status.

(b) Choosing a School Outside the District in Which Parent Lives: Parents have two different options for choosing a school outside the district in which they live. The two options are:

**39. "Allen Bill" Transfers** (EC § 48204(b)): The law allows, but does not require, each school district to adopt a policy whereby the student may be considered a resident of the school district in which his/her parents (or legal guardian(s)) physically work for a minimum of 10 hours during the school week if that is different from the school district in which the student resides. This code section does not require that a school district accept a student requesting a transfer on this basis, but a student may not be rejected on the basis of race/ethnicity, sex, parental income, academic achievement, or any other "arbitrary" consideration. Other provisions of Education Code section 48204(b) include:

- Either the district in which the parent (or legal guardian) lives or the district in which the parent (or legal guardian) physically works may prohibit the student's transfer if it is determined that there would be a negative impact on the district's desegregation plan.

- The district in which the parent (or legal guardian) physically works may reject a transfer if it determines that the cost of educating the student would be more than the amount of state funds the district would receive for educating the student.
- There are set limits (based on total enrollment) on the net numbers of students that may transfer out of a district under this law, unless the district approves a greater number of transfers.

- There is no required appeal process for a transfer that is denied. However, the district that declines to admit a student is encouraged to provide in writing to the parent the specific reasons for denying the transfer.

**40. Transferring a Student Convicted of a Felony/Misdemeanor:** Education Code section 48929 authorizes the governing board of a school district to transfer a student enrolled in the district who has been convicted of a violent felony as defined in Penal Code section 667.5 or misdemeanor listed in Penal Code section 29805 to another school within the district when the student and victim of the crime are enrolled in the same school. The governing board has adopted a policy regarding such transfers at a regular meeting pursuant to Education Code section 48929. The policy requires: 1) notice to be provided to the student and student's parent or guardian of the right to request to meet with the principal or designee of the school or District; and 2) that the school first attempt to resolve the conflict before transfer by using restorative justice, counseling, or other services. The policy also includes information regarding whether the transfer decision is subject to periodic review and the procedure used to conduct the review, and the process the board will use to consider and approve or disapprove the recommendation of the school principal or other school or school district designee to transfer the student.

**41. Sexual Harassment Policy:** Each student will receive a written copy of the district policy on sexual harassment. The purpose of this policy is to provide notification of the **prohibition** against sexual harassment as a form of sexual discrimination and to provide notification of available remedies. A copy of the District's policy on sexual harassment is attached. (EC §§ 231.5, 48980(f))

**42. Notice of Alternative Schools:** 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 the student's desire to learn.

(c) Maintain a learning situation maximizing student self-motivation and encouraging the student in their own time to follow their own interests. These interests may be conceived by the student totally and independently or may result in whole or in part from a presentation by the student's 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. (EC § 58501)

**43.** **Nutrition Program:** The State Department of Education has established a statewide program to provide nutritious meals and milk at school for pupils, and to provide free meals to the neediest children. In some instances, nominal cash payments may be required. (EC § 49510 et seq.)

**44.** **Leaving School Grounds:** Pursuant to section 44808.5 of the Education Code, the Governing Board has decided to NOT permit TUSD pupils to leave the school grounds during the lunch period. Section 44808.5 of the Education Code further states: "Neither the school district nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this section." (EC § 44808.5)

**45.** **U.S. Department of Education Programs:** The following applies only to programs directly funded by the U.S. Department of Education:

All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation shall be available for inspection by the parents or guardians of the children.

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:

(a) political affiliations or beliefs of the student or student's parents;

(b) mental and psychological problems of the student or their family;

(c) sex behavior or attitudes;

(d) illegal, anti-social, self-incriminating or demeaning behavior;

(e) critical appraisals of other individuals with whom respondents have close family relationships;

(f) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;

(g) religious practices, affiliations, or beliefs of the student or student's parent; or

(h) income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)

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.

(20 U.S.C. § 1232h)

**46. Uniform Complaint Procedures:**

**Complaints Alleging Discrimination, Harassment, Intimidation, and Bullying:**

State and federal law prohibit discrimination in education programs and activities. The District is primarily responsible for compliance with federal and state laws and regulations. (Cal. Code Regs., tit. 5, § 4620.)

Under state law, all pupils have the right to attend classes on school campuses that are safe, secure, and peaceful. (EC § 32261) State law requires school districts to afford all pupils equal rights and opportunities in education, regardless of their actual or perceived characteristics, such as disability (mental and physical), gender (includes gender identity, gender expression, and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth), actual or potential parental, family, or marital status, pregnancy (including childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), nationality (includes citizenship, country of origin and national origin), immigration status, race or ethnicity (includes ancestry, color, ethnic group identification and ethnic background), religion (includes all aspects of religious belief, observance and practice, including agnosticism and atheism), sexual orientation (heterosexuality, homosexuality or bisexuality), or association with a person or group with one or more of these actual or perceived characteristics. (EC §§ 210-214, 220 et seq., 234 et seq.; Cal. Code Regs., tit. 5, § 4900 et seq.; 20 U.S.C. § 1681 et seq.; 29 U.S.C. § 794; 42 U.S.C. § 2000d et seq.; 42 U.S.C. § 12101 et seq.; 34 C.F.R. § 106.9) The District prohibits discrimination, harassment, intimidation, bullying, and retaliation in all acts related to school activity or attendance. In addition to being the subject of a complaint, a pupil engaging in an act of bullying as defined by Education Code section 48900(r) may be suspended from school or recommended for expulsion.

The District's Uniform Complaint Procedures may be used in cases where individuals or a group have suffered discrimination, harassment, intimidation, or bullying. (Cal. Code Regs., tit. 5, §§ 4610, 4630, 4650; EC §§ 234 et seq., 48900(r))

(a) Any individual, public agency or organization has the right to file a written complaint alleging that they have personally suffered unlawful discrimination or that an individual or specific class of individuals has been subjected to unlawful discrimination. (Cal. Code Regs., tit. 5, §§ 4610, 4630(b)(1))

(b) Copies of the District's complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622)

(c) Complaints must usually be filed with the superintendent/designee of the District.

(d) Discrimination complaints must be filed within six (6) months of the date the alleged discrimination occurred, or within six (6) months of the date the complainant first obtained knowledge of the facts of the alleged discrimination. Within that six (6) month period, complainant may file a written request with the district superintendent or designee for an extension of up to ninety (90) days following the six (6) month time period. Extensions will not be automatically

granted, but may be granted for good cause. (Cal. Code Regs., tit. 5, § 4630(b))

**Complaints Other Than Discrimination, Harassment, Intimidation, and Bullying:**

The District has a written complaint procedure which may be used in cases where any individual, public agency or organization alleges violations of state or federal law, other than those relating to discrimination, harassment, intimidation, and bullying.

(e) Written complaints may be made regarding:

(i) Adult Education

(ii) After School Education and Safety

(iii) Agricultural Career Technical and/or Vocational Education

(iv) American Indian Education Centers and American Indian Early Childhood Education

(v) Bilingual Education

(vi) California Peer Assistance and Review Programs for Teachers

(vii) Consolidated Categorical Aid Programs

(viii) Migrant Child Education Programs

(ix) Every Student Succeeds Act (formerly No Child Left Behind)

(x) Career Technical and Technical Education and Technical Training Programs

(xi) Child Care and Development

(xii) Child Nutrition

(xiii) Compensatory Education

(xiv) Consolidated Categorical Aid

(xv) Economic Impact Aid

(xvi) Special Education

(xvii) "Williams Complaints"

(xviii) Pupil Fees

(xix) Instructional Minutes for Physical Education

(xx) Local Control Funding Formula (LCFF) and Local Control and

Accountability Plan (LCAP)

(xxi) Pregnant and Parenting Pupils, including parental leave

(xxii) Student Parent Lactation Accommodations

(xxiii) Course Assignments already Completed or without Educational Content

(xxiv) Physical Education Instructional Minutes

(xxv) Foster Youth, Homeless Youth, former Juvenile Court School Student Services, Migrant Youth, and Pupils of Military Families

(xxvi) Regional Occupational Centers and Programs

(xxvii) Continued Education Options for Former Juvenile Court School Students

(xxviii) School Safety Plans

(xxix) School Plans for Student Achievement (SPSA)

(xxx) Tobacco-Use Prevention Education

(xxxi) School site Councils

(xxxii) State Preschool

(xxxiii) State Preschool Health and Safety Issues in Local Education Agencies Exempt From Licensing

(xxxiv) Any other district-implemented state categorical program that is not funded through the local control funding formula pursuant to Education Code section 64000

(xxxv) Any other educational programs the Superintendent deems appropriate

(Cal. Code Regs., tit. 5, §§ 4610(b), 4622, 4630; Ed. Code, §§ 222, 8200-8498, 8500-8538, 32289, 33315, 33380-33384, 35186, 6015, 47606.5, 47607.3, 48853.5, 49013, 49069.5, 49490-49590, 49701, 51210, 51223, 51225.1, 51225.2, 51226-51226.1, 51228.1, 51228.2, 51228.3, 52060-52075, 52160-52178, 52300-52490, 52334.7, 52500-52616.24, 54000-54029, 54400-54425, 54440-54445, 54460-54529, 56000-56867, 59000-59300, 64001; 20 U.S.C. §§ 1400, 6601, 6801, 7101, 7201, 6301 et. seq.; Health & Saf. Code, §§ 1596.792, 1596.7925, 104420)

Any individual, public agency or organization has the right to file a written complaint alleging that the District has violated a federal or state law or regulation governing any program listed above. (Cal. Code Regs., tit. 5, § 4630(b)(1))

Copies of the District's complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622)

Complaints must usually be filed with the superintendent or designee of the District under the timelines established by District policy. (Cal. Code Regs., tit. 5, § 4630(b))

Within 60 days from the date of receipt of the complaint, the District's responsible officer or their designee shall conduct and complete an investigation of the complaint in accordance with local procedures adopted pursuant to California Code of Regulations, title 5, section 4621 and prepare a written decision. The time period may be extended by mutual written agreement of the parties.

(f) Williams Complaints: Complaints, including anonymous complaints, may be made and addressed on a shortened timeline for the following areas: (EC §§ 8235.5, 35186)

(i) Insufficient textbooks and instructional materials;

(ii) Emergency or urgent school facilities conditions that pose a threat to the health and safety of pupils;

(iii) Noncompliance with the requirement of Education Code section 35292.6 to stock, at all times, at least half of the restrooms in the school with feminine hygiene products and to not charge students for the use of such products;

(iv) Teacher vacancy or misassignment; or

(v) Noncompliance of a license-exempt California State Preschool Program (CSPP) with health and safety standards specified in Health and Safety Code section 1596.7925 and related state regulations.

In order to identify appropriate subjects of complaint, a notice shall be posted in each classroom in each school in the school district notifying parents, guardians, and pupils of the following:

- There should be sufficient textbooks and instructional materials. For there to be sufficient textbooks and instructional materials each pupil, including English learners, must have a textbook or instructional materials, or both, to use in class and take home.

- School facilities must be clean, safe, and maintained in good repair.

- There should be no teacher vacancies or misassignments.

- In case of a shortage of complaint forms, a form may be obtained from the Office of Student Services.

A complaint of noncompliance with Education Code section 35186 may be filed with the school principal or designee under the Uniform Complaint Procedures. A complainant not satisfied with the resolution of a Williams Complaint has the right to bring the complaint to the district governing board at a regularly scheduled hearing. In the case of a complaint regarding emergency or urgent school facilities conditions, a complainant has the right of appeal to the State Superintendent of Public Instruction.

(g) Pupil Fees Complaints: A pupil enrolled in the District shall not be required to pay a pupil fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (EC § 49010 et seq.)

A pupil fee includes, but is not limited to, all of the following: a fee charged to a pupil as a condition for registering for school or classes, as a condition for participation in a class or an extracurricular activity, as a security deposit to obtain materials or equipment, or a purchase that a pupil is required to make to obtain materials or equipment for an educational activity.

A complaint of noncompliance with Education Code section 49010 et seq. may be filed with the school principal under the Uniform Complaint Procedures. A complaint shall be filed not later than one calendar year from the date the alleged violation occurred. A complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance. A complainant not satisfied with the decision of the school may appeal the decision to the California Department of Education.

(h) Foster, homeless, former juvenile court pupils and pupils in military families: the District will post a standardized notice of the educational rights of pupils in foster care, pupils who are homeless, former juvenile court pupils now enrolled in a school district, and pupils in military families as specified in Education Code sections 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information, as applicable.

Responsible Official: The District official responsible for processing complaints is listed below at the following address:

Gil Ogden
1574 Canal Drive, Turlock
studentservices@turlock.k12.ca.us

**Complaints Made Directly to the State Superintendent:**

Complaints may be filed directly with the State Superintendent of Public Instruction in the following cases:

(i) Complaints alleging that the District failed to comply with the complaint procedures described herein, including failure or refusal to cooperate with the investigation.

(j) Complaints regarding Child Development and Child Nutrition programs not administered by the District.

(k) Complaints requesting anonymity, but only where complainant also provides clear and convincing evidence that complainant would be in danger of retaliation if filing complaint at District level.

(l) Complaints alleging that the District failed or refused to implement a final decision regarding a complaint originally filed with the District.

(m) Complaints alleging that the District took no action within sixty (60) days regarding a complaint originally filed with the District.

(n) Complaints alleging immediate and irreparable harm as a result of applying a district-wide policy in conflict with state or federal law and that complaining at the local level would be futile.

(o) Complaints relating to Special Education, but only if:

(i) The District unlawfully refuses to provide a free appropriate public education to handicapped students;

(ii) The District refuses to comply with due process procedures or fails to implement due process hearing order;Children may be in immediate physical danger, or their health, safety or welfare is threatened;

(iii) A handicapped pupil is not receiving the services specified in his/her Individual Educational Program (IEP); or

(iv) The complaint involves a violation of federal law.

(p) The District refuses to respond to the State Superintendent's request for information regarding a complaint originally filed with the District.

(Cal. Code Regs., tit. 5, §§ 4630, 4650)

**Appeals:**

(q) Except for Williams Complaints, a complainant may appeal the District's decision to the California Department of Education. (EC § 262.3(a); Cal. Code Regs., tit. 5, §§ 4622, 4632)

(i) Appeals must be filed within thirty (30) days of receiving the District decision.

(ii) Appeals must be in writing.

(iii) Appeals must specify the reason(s) for appealing the District decision, including whether the facts are incorrect and/or the law has been misapplied.

(iv) Appeals must include a copy of the original complaint and a copy of the District decision.

(v) Pupil fee complaints appealed to the California Department of Education will receive a written appeal decision within 60 days of the department's receipt of the appeal.

(vi) If the school/District finds merit in a complaint, or the California Department of Education finds merit in an appeal, the school/District will provide a remedy to all affected pupils, parents, and guardians. For pupil fee complaints, this includes reasonable efforts by the school to ensure full

reimbursement to all affected pupils, parents, and guardians, subject to procedures established through regulations adopted by the state board.

(r) If a complaint is denied, in full or in part, by the Department of Education, the complainant may request reconsideration by the State Superintendent of Public Instruction. (Cal. Code Regs., tit. 5, § 4665)

(i) Reconsideration must be requested within thirty (30) days of receiving the Department of Education report.

(ii) The original decision denying the complaint will remain in effect and enforceable unless and until the State Superintendent of Public Instruction modifies that decision.

**Civil Law Remedies:**

In addition to the above-described complaint procedure, or upon completion of that procedure, complainants may have civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws. These civil law remedies can include, but are not limited to, injunctions and restraining orders. These civil law remedies are granted by a court of law and may be used, in part, to prevent the District from acting in an unlawful manner. Delay in pursuing civil law remedies before a court of law may result in loss of rights to those remedies. Any questions regarding civil law remedies should be directed to an attorney. (EC § 262.3(b); Cal. Code Regs., tit. 5, § 4622)

**47. Pupil-Free Staff Development Day and Minimum Day Schedule:** A copy of the District's pupil-free staff development day and minimum day schedules is available on the school website. A pupil's parent or guardian will be notified during the school year of any additional minimum days and pupil-free staff development days no later than one month before the actual date. (EC § 48980(c))

**48. Review of Curriculum:** A prospectus of curriculum, including titles, descriptions, and instructional aims of every course offered by each public school, is available at the school site for review upon request. Copies are available upon request for a reasonable fee not to exceed the actual copying cost. (EC § 49091.14)

**49. Transitional Kindergarten:** The District may admit a child, who will have their fifth birthday between September 2 and June 2, to a transitional kindergarten 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. (EC § 48000)

**50. Pupil Find System; Policies and Procedures:** Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the Director of Student Services and/or Special Education, or their designee. Policy and procedures shall include written notification to all parents of their rights pursuant to

Education Code section 56300 et seq. (EC § 56301; 34 C.F.R. § 104.32(b))

**51.** **School Accountability Report:** Parents/guardians may request a hard copy of the School Accountability Report Card which is issued annually for each school of the District. (EC § 35256)

**52.** **Asbestos Management Plan:** The current management plan for asbestos-containing material in school buildings is available at the District Office. (40 C.F.R. § 763.93)

**53.** **Assistance to Cover Costs of Advanced Placement Examination Fees:** The District may help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged students. (EC §§ 48980(j), 52242)

**54.** **Every Student Succeeds Act (ESSA):** The Every Student Succeeds Act (ESSA) took full effect in 2018 to replace the No Child Left Behind Act in modifying the Elementary and Secondary Education Act of 1965 (ESEA). If updates are provided by the California Department of Education, the following notice may change and new information may be added.

- **Information Regarding Professional Qualifications of Teachers, Paraprofessionals, and Aides:** 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 they teach whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the major or field of discipline for any degrees or certifications held by the teacher, and whether any instructional aides or paraprofessionals provide services to the parents' child and, if so, their qualifications. In addition, parents have a right to notice when the parent's child has been taught for four or more weeks by a teacher who is not highly qualified. (ESEA § 1111(h)(6) (as amended by ESSA))

- **Information Regarding Individual Student Reports on Statewide Assessments:** 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. (ESEA § 1111(h)(6) (as amended by ESSA))

- **School Identified for School Improvement:** A local educational agency shall promptly provide notice to a parent or parents of each student enrolled in an elementary school or a secondary school identified for school improvement (school that fails for two consecutive years to make adequate yearly progress as defined in the State's plan) for corrective action or for restructuring. The notice will be in an understandable and uniform format, and to the extent practicable, in a language the parents can understand. The notice will include an explanation of what the identification means; how the school compares in terms of academic achievement to other elementary schools or secondary schools served by the local educational agency and the State educational agency; the reasons for the identification; an explanation of what the school identified for school improvement is doing to address the problem of low achievement; an explanation of what the local educational agency or State educational agency is doing to help the school address

the achievement problem; an explanation of how parents can become involved in addressing the academic issues that caused the school to be identified for school improvement; and an explanation of the parents' option to transfer their child to another public school (with transportation provided by the agency when required or to obtain supplemental educational services for the child). (ESEA § 1116(b)(6) (as amended by ESSA))

- **Limited English Proficient Students:** ESSA requires notice be given to parents of limited English proficient students regarding limited English proficiency 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 the identification of the student as limited English proficient; 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 (including content, instructional goals, and the use of English and native language); the exit requirements for the program; how the program meets the objectives of the student's IEP, if applicable; and, parent options for removing a student from a program, declining initial enrollment and/or choosing another program. (ESEA § 1112(g)(1)(A) (as amended by ESSA)) In addition, the notice shall include the following: (1) whether the student is a long-term English learner or at risk of becoming a long-term English learner; (2) the manner in which the program will meet the needs of long-term English learners or those at risk of becoming long-term English learners; and (3) the manner in which the program will help long-term English learners or those at risk of becoming long-term English learners develop English proficiency and meet age-appropriate academic standards. (EC §§ 313.2, 440; 20 U.S.C. § 6312)

The information provided above is available upon request from each student's school or the district office. Additional notices that may be required shall be sent separately. (20 U.S.C. § 6301 et seq.)

**55.** **Language Acquisition Program:** If the District implements a language acquisition program pursuant to Education Code section 310, it will: 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 District, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (EC § 310; Cal. Code Regs., tit. 5, §§ 11309, 11310)

**56.** **Military Recruiter Information:** 20 U.S.C. section 7908 requires that school districts disclose the names, addresses and telephone numbers of high school students to military recruiters upon request, unless parents request that this information not be released without prior written consent. Parents have the option of making such a request. If parents do not wish this information to be provided to military recruiters, they must notify the District office of this fact in writing. The writing should be directed to the District official listed

below at the following address:

Gil Ogden
1574 Canal Drive, Turlock
studentservices@turlock.k12.ca.us

57. **Children in Homeless/Foster Care Situations, Former Juvenile Court School Students, Migrant Students, and Newcomers:** Each local district shall designate a staff person as a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations. (EC § 48852.5; 42 U.S.C. § 11432(g)(1)(J)(ii)) The District's liaison is Gil Ogden and can be contacted at studentservices@turlock.k12.ca.us.

A homeless child will be allowed to continue their education in their school of origin through the duration of homelessness at the point of any change or any subsequent change in residence once a child becomes a homeless child. If the child's status changes before the end of the academic year so that they are is not homeless, the District will allow a child in high school to continue their education in the school of origin through graduation. For a child in grades K through 8, the District will allow the formerly homeless child to continue their education in the school of origin until the end of the academic school year. A homeless child transitioning between school grade levels will be allowed to continue in the school district of origin in the same attendance area. If a homeless child is transitioning to a middle or high school where the school designated for matriculation is in another school district, the homeless child must be allowed to continue to the school designated for matriculation in that school district. The new school will be required to enroll the child immediately regardless of any outstanding fees, fines, textbooks or other items or moneys due to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including academic records, medical records, proof of immunization history, proof of residency, other documentation, or school uniforms. (EC § 48852.7)

The District has designated Gil Ogden as the educational liaison for foster children and can be contacted at studentservices@turlock.k12.ca.us. The educational liaison will disseminate a standardized notice to foster children that has been developed by the State Department of Education and includes complaint process information. (EC § 48853.5)

A foster child shall be allowed to continue their education in the school of origin under specified circumstances. If it is determined that it is in the best interests of the foster child to transfer to a school other than the school of origin, the foster child shall immediately be enrolled in the new school, regardless of any outstanding fees, fines, textbooks, or other items or moneys owed to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including academic records, medical records, immunization history, proof of residency, other documentation, or school uniforms. The last school attended must provide all records to the new school within two business days of receiving the request. (EC §§ 48853, 48853.5)

Upon receiving a transfer request or notification of a student in foster care, the District shall, within two business days, transfer the student out of school and deliver the educational information and records to the next educational placement. Grades and credits will be calculated as of the day the student left school and no lowering of grades will occur as a result of the student's absence due to the decision to change placement or for a verified

court appearance or related court activity. (EC § 49069.5)

The District shall exempt from local graduation requirements or consult with the student and their educational rights holder about the option to remain in school for a fifth year to complete the local school graduation requirements, a student who is in foster care, a homeless child or youth, a child of a military family, a former juvenile court school student, a migratory child, or newcomer student for recently arrived immigrant pupils and who transfers between schools under certain circumstances. (EC §§ 51225.1, 51225.2)

The District shall accept coursework done by a student who is in foster care, a homeless child or youth, a child of a military family, a former juvenile court school student, a migratory child, or newcomer student while attending another school. The District will not require those students to retake courses or partial courses they have satisfactorily completed elsewhere. (EC § 51225.2)

"Newcomer student" means a student who is between the ages 3-12, was not born in any of the 50 States, the District of Columbia, or the Commonwealth of Puerto Rico, and has not been attending one or more schools in any of the referenced locations for more than three (3) full academic years. (Ed. Code, § 51225.2; 20 U.S.C. § 7011)

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 pursuant to Title 5 of the California Code of Regulations.

**58.** **Child Find:** Any parent suspecting that a child has exceptional needs (handicapped) may request an assessment for eligibility for special education services through the school principal. Policy and procedures shall include written notification to all parents of their rights pursuant to EC **§** 56300. (EC **§** 56301, 34 CFR 104.32(b)) It is the policy of the Special Education Local Plan Areas to identify, locate, and evaluate all individuals with disabilities who may be in need of special education and related services consistent with federal and state laws. Any parent who believes that their child has a suspected area of disability should contact the local school site regarding the procedures for the identification, location, and evaluation of students. The SELPA policy is located in the Local Plan and outlines the implementations of the legal requirements of the Individuals with Disabilities Education Act, its regulations, and corresponding state law. (EC 56300) (34 CFR 104.32) (b)

**59.** **Student Discipline**: District and school rules pertaining to student discipline are available to parents or guardians of district students in the school office. (EC § 35291) Students may be subject to discipline for off-campus misconduct if the misconduct is related to school activity or attendance and causes or is reasonably likely to cause a substantial disruption to school activity. For example, a student using technology such as a home computer, cellular phone, or other electronic device may be disciplined for bullying, engaging in unlawful harassment, or making threats against students, staff, or district property even if such misconduct occurred off-campus and during non-school hours. (EC § 48900(r))

**60.** **District Liability**: The District assumes no responsibility or liability for loss or damage to personal property or for the unauthorized use of any personal property on school grounds; including, but not limited to personal property (e.g., cell phones, laptops computers, iPads,

jewelry, backpacks, watches, etc.) and/or items left in storage facilities such as lockers, shelves, bike racks, classrooms, and automobiles. The District does not maintain constant surveillance of these facilities and students use storage facilities and bring personal property onto the campus at their own risk. Therefore, students are advised not to bring expensive clothing, electronics, cell phones, computers, bicycles, equipment, and other valuables to school unless absolutely necessary.

**61. Notification of Release of Pupil to Peace Officer**: When an administrator releases a minor pupil to a peace officer from the school, the school makes a reasonable effort to immediately inform the parent/guardian regarding the release.

**62. Continued Education Options for Juvenile Court School Students:** 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 to right to make educational decisions for the student, and the student's social worker or probation officer of all of the following:

(a) The student's right to a diploma;

(b) How taking coursework and meeting other educational requirements will affect the student's ability to gain admission to a post-secondary educational institution;

(c) Information about transfer opportunities available through the California Community Colleges; and

(d) The option to defer or decline the diploma and take additional coursework. (EC §§ 48645.3(a), 48645.7)

**63. Communication Devices**: (BP 5131)

The use of cellular phones, smart watches and other mobile communication devices are only allowed during non-instructional time. All students TK-12th grade may use such devices in the classroom with prior authorization from the classroom teacher when being used for a valid instructional or other school-related purpose.

Cellular phones, smart watches and other mobile communication devices shall be turned off and stored away from view at all times inside restrooms, locker-rooms and other venues deemed inappropriate by site administration. Usage of such devices in identified inappropriate locations shall result in a suspension of privileges for a duration determined by site administration. (Other mobile communication devices include, but are not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers.)

If a student uses a cellular phone, smart watch or any other mobile communication device without authorization from the classroom teacher during instructional time, a

school employee may direct the student to turn off the device and/or may confiscate it. If the school employee finds it necessary to confiscate the device, he/she may return it at the end of the class period or school day, or per established school rules published in the student handbook.

No student shall use a cellular phone, smart watch, or any other mobile communication device with a video, electronic listening, voice recording function or camera in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school and/or which infringes on the privacy rights of other students or individuals. Any student violating this section shall be subject to appropriate disciplinary action and any person, other than a student, who willfully violates this section shall be guilty of a misdemeanor. (EC § 51512)

Students are responsible for their personal electronic devices. The District shall not be responsible for the loss, theft, or destruction of any device brought on to school property.

When a student uses any prohibited device, or uses a permitted device in any unethical or illegal activity, a district employee may confiscate the device. The employee shall store the item in a secure manner until an appropriate time.

No student shall be prohibited from possessing or using a cellular phone, smart watch, or any other mobile communication 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 purposes related to the student's health. (EC § 48901.5)

**64.** **Legal Immunity: Before and After School**: Education Code section § 44808 gives districts legal immunity from liability for the safety of students after school hours and off school property. The District is not liable for injuries off campus and after school unless they were the result of the District's negligence occurring on school grounds were the result of some specific undertaking by the District, which was the performed in a negligent manner. Parents or guardians who order ridesharing services to transport their children to or from school do so at their own risk. Ridesharing services are prohibited from picking up students from campus or entering a school's pick-up lane. The school pick- up lane is for use only by parents/guardians and authorized individuals (identified on the student's emergency card) who pick up students from school.

**65.** **School Security Camera Protocol**: The Turlock USD Board of Trustees authorized the use of video cameras throughout the Turlock USD for the purpose of enhancing school safety and security. Our goals are to promote and foster a safe and secure teaching and learning environment for students and staff, to ensure public safety for community

members who visit or use our school property, and to diminish the potential for personal and district loss or destruction of property.

Signage will be posted at school buildings that notify students, parents, staff and the general public of the District's use of security cameras. Students, parents and staff will receive annual notification at the beginning of the school year regarding the use of security cameras in the schools and on school grounds. Such notification will include, but not be limited to, staff handbooks and student handbooks.

The security cameras are installed in public areas only. These include, but are not limited to, grounds, exterior entrances or exits to school buildings and large gathering spaces such as corridors, cafeteria, front office, lobby and main entries.

Security cameras will not be used where there is a reasonable expectation of privacy, including but not limited to restrooms, changing rooms, private offices, nurse's offices, or locker rooms.

Viewing will not generally be monitored, except in the case of a suspected emergency or safety concern. Reviewing the recordings will occur only when a suspected incident is committed inside or outside the building (e.g. vandalism, graffiti, etc.)

Viewing the date is to be performed by authorized personnel that have been expressly designated by the principal or Superintendent of Schools.

**66.** **No Bully (Anti-Bullying)**: Turlock Unified School District holds that all students have a right to a safe and healthy school environment. The District will not allow bullying or any behavior that infringes on the safety or well-being of any student and will not tolerate retaliation in any form when bullying is reported. The District, schools, and community have an obligation to promote among students and staff mutual respect, tolerance, and acceptance. (EC §§§ 200; 220; 233). The Bully-Free policy applies to student bullying while on school grounds, during lunch period whether on or off the school campus, at school sponsored events, and traveling to and from school.

A. Definition of bullying. Bullying occurs when a student (or group of students) repeatedly and intentionally does things to hurt, humiliate or exclude another student. The mains ways in which bullying happens are:
    - Physical bullying, when a student uses physical force to hurt another student by hitting, punching, pushing, shoving, kicking, spitting, pinching, getting in their way or holding them down. It is also bullying to interfere with another student's belongings, to take or break their possessions, and to demand or steal money.

- Verbal bullying, when a student uses words to hurt another student. This includes threatening, taunting, intimidating, insulting, sarcasm, name-calling, teasing, put-downs and ridiculing. It is also verbal bullying when a student uses hostile gestures, such as making faces, staring, giving the evil eye, eye rolling and spitting.
- Relational, when a student tries to hurt another student's friendships and relationships through deliberately leaving them out, spreading gossip and rumors about them, giving them the silent treatment, ostracizing or scapegoating. This also includes writing words or creating cartoons, posters or drawings designed to hurt another student.
- Cyber-bullying, when students use cell-phones, text messaging, e-mails, instant messaging, web blogs and postings to bully another student in any of the ways described above. Examples of cyber-bullying are sending threatening or insulting messages by phone and e-mail, and spreading destructive rumors.

B. When bullying is also harassment: Bullying is part of a continuum of violence and may, at times, amount to harassment. It is harassment when a student bullies another student on the because of their sex, race, color, national origin, ethnicity, religion, age, physical or mental disability, blindness or severely impaired vision, [actual or perceived sexual orientation, or gender identity]. These behaviors are unlawful and will be dealt with under the District's policy on Unlawful Harassment of Students. (B. P. 5145.5)

**67. Suspension and Expulsion**: Teachers may suspend students from class for discipline violations. Teachers may require parents of suspended pupils to attend school with their children for a portion of the school day. (EC § 48900.1) Principals may suspend students for up to five (5) school days for serious offenses. Students may also be suspended and recommended for expulsion for certain offenses.

Students, who are recommended for expulsion, may have their suspension extended. Prior to extending the suspension, school officials will conduct a meeting which the parents/guardians are invited to participate. At the meeting, the District will offer the student the option to enter into a non-adversarial stipulated expulsion agreement which waives the hearing and allows for the immediate implementation of an individualized rehabilitation plan. If a student is recommended for expulsion, the student and the student's parents/guardians are entitled to a hearing. The hearing will be conducted by an Administrative Hearing Panel of three or more certificated persons, none of whom are members of the Board or employed on the staff at the school in which the student is enrolled.

**68. Suspension and Expulsion Guidelines:**
Physical Injury/Violence - Caused, attempted to cause, or threatened to cause physical injury to another person (EC § 48900(a) (1); Willfully used force or violence upon the person of another, except in self-defense (EC § 48900(a)(2)).

Weapons/Dangerous/Objects - Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object of this type, the student has obtained written permission to possess the item from a certified school employee, which is concurred by the principal or the designee of the principal (EC § 48900(b)). (Penal Code § 417.27 prohibits possession of laser pointers on campus or pointing lasers at another person's eyes, at moving vehicles, or into the eyes of guide dogs.)

Drugs/Alcohol - Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of a controlled substance, listed in Chapter 2 (commencing with Section 1153) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind (EC § 48900(c)). (Note: Students are considered to be in violation of this provision if they provide prescription and/or nonprescription medication, vitamins, and/or potentially harmful substances to others; or whenever they possess or use such substances without having obtained appropriate clearance from school administration.)

*Students are considered to be in violation of this provision if they deliberately or recklessly cause others to come into contact with potentially contaminated body fluids or blood-borne pathogens.*

Sunscreen is not considered to be an over-the-counter medication (EC § 35183.5). Nor is it considered to be an otherwise potentially harmful substance. Pupils may use sunscreen during a school day without a physician's note or prescription, and without permission from school authorities.

Fake Drugs/Alcohol - Unlawfully offered, arranged, or negotiated to sell a controlled substance, listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then 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 (EC § 48900(d)).

Robbery/Extortion - Committed or attempted to commit robbery or extortion. (EC § 48900(e)).

Property Damage - Caused or attempted to cause damage to school property or private property (EC § 48900(f)). "School property includes but is not limited to, electronic files and databases."

Theft - Stolen or attempted to steal school property or private property (EC § 48900(g)).

Tobacco- Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel and electronic nicotine delivery systems (ENDS), such as e-cigarettes, e-hookahs, and other vapor-emitting devices. However, this section does not prohibit use or possession of a student of his or her own prescription products (EC §§ 48900, 48901).

Profanity/Obscenity - Committed an obscene act or engaged in habitual profanity or vulgarity (EC § 48900(i)).

Drug Paraphernalia - Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, defined in Section 11014.5 of the Health and Safety Code (EC § 48900(j)).

Disruption/Defiance - Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties (EC § 48900(k)).

Examples include but are not limited to the following:

- Trespassing, loitering, tardiness, and/or cutting classes.
- Failure to attend class or school-related activities.
- Creating disruptive distractions.
- Defiance or disrespect toward or verbal abuse of school personnel.
- Violation of school rules, Board Policies (including the dress code and closed campus provisions) or laws, which govern student conduct.
- Doing or saying things which lead to or instigate fighting or physical aggression.
- Engaging in fighting (pushing, shoving, wrestling, etc.), which is not intended to cause and is unlikely to cause physical injury.
- Engaging in gang-related activities, which, taken one at a time, do not have the effect of creating a hostile or intimidating environment, or materially disrupting school activities.
- Doing or saying things, which border on "sexual harassment" as defined in Education Code § 48900.2.
- Doing or saying things, which border on "hate violence" as defined in Education Code § 48900.3.
- Doing or saying things, which otherwise demean or defame a person or cause the person emotional distress.
- Making false accusations against another-including the commission of perjury.

Receipt of Stolen Property- Knowingly received stolen school property or private property (EC § 48900(l)).

Imitation Firearm- Student possessed an imitation firearm (EC §48900(m)).

Sexual Acts- Committed of attempted to commit a sexual assault as defined in § 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as

defined in Section 243.4 of the Penal Code (EC § 48900(n)).

Intimidation of Witnesses - Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness or both (E.C. 48900(o)).

Soma- Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (EC § 48900(p)).

Hazing - Engaged in, or attempted to engage in, hazing, For purposes of this subdivision, "hazing" means a method of initiation or pre- initiation into a pupil organization or 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 (EC § 32051; 48900(q)).

Bullying- Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of EC § 32261, directed specifically toward a pupil or school personnel (EC § 48900(r))

Aiding and Abetting - 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 the provisions of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider or 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 subdivisions (a) (EC § 48900(t)).

Sexual Harassment - Student committed sexual harassment as defined in Section 212.5 (EC § 48900.2).

The conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in Kindergarten and grades 1 to 3, inclusive.

Section 212.5, defines "sexual harassment" as unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature.

**Hate Violence -** Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in subdivision (e) of Section 233 (EC § 48900.3).

- As used in this section, "hate violence," means any act punishable under §§§ 422.6, 422.7, or 422.75 of the Penal Code (§ 233).

- This section applies to pupils enrolled in grades 4 to 12 inclusive.
- Hate violence is the commission of any crime, which is accompanied by an expression of hostility against a person or property or institution because of the victim's real or perceived race, color, religion, ancestry, national origin, disability, gender, or sexual orientation. Specifically prohibited is the use of force or the threatened use of force to willfully injure, intimidate, interfere with, or oppress any person in the free exercise or enjoyment of any right or privilege secured to him or her by the Constitution or laws of this state and nation.

Intentional Harassment/Intimidation - Student 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 class work, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment (EC § 48900.4)).

This section applies to students enrolled in grades 4 to 12, inclusive.

Terrorist Threats - A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determined that the pupil has made terroristic threats against school officials or school property, or both (EC § 48900.7(a)).

> For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on the face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes the person to reasonably to be in sustained fear for his or her own safety, or for the protection of school District property, or the personal property of the person threatened or his or her immediate family (EC § 48900.7).

State Required Recommendations for Expulsion

1. Possessing, selling, or otherwise furnishing, a firearm.
2. Brandishing a knife.
3. Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
4. Committing or attempting to commit a sexual assault as defined in subdivision (n) of section §48900.
5. Possession of an explosive.

State-Mandated Consideration of Expulsion

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Sections §§ 240 and 242 of the Penal code, upon any school employee.

**69. Kirpan Guidelines:** The Kirpan is an article of faith that plays a role in the Sikh religion that is similar to that of a Christian cross, a Jewish Star of David, or a Muslim hijab, with one crucial exception: it is not optional and shall be worn. The following are TUSD guidelines for Kirpan use:

- There should be no objection to the practice of wearing the Kirpan.
- The Kirpan should not be more than 2.5 inches in length (including both blade and handle) and the blade should not exceed
  1.5 inches in length; the Kirpan should always be sewn into clothing or turban and worn out of sight.
- The Kirpan should never be unsheathed and should never be used as a weapon to threaten others. In either case the Kirpan would constitute an offensive weapon within the law. In the event of any such occurrences, the offender would be subject to the TUSD disciplinary procedures which may include police involvement.
- If anyone wearing any Kirpan is involved in a situation where it is felt they are compromising the safety and wellbeing of anyone else, or is very likely to do so, administration are to immediately request that they leave the classroom and accompany them to the administrative office where appropriate action will be decided and taken.
- During physical activities children will be expected to cover the Kirpan appropriately. The Kirpan, which should be under clothing, should be carried in a secure cushioned pocket/pouch so that it protects its wearer and others, is not visible, and other children have no access to it. (If a certain physical sport is being played the teacher can ask for the Kirpan to locked away so it is not dropped)
- Parents of Kirpan wearing children waive their right to make any claims against the school, its staff or pupils should anything happen as a result of them carrying a Kirpan.
- Children and staff should be allowed to wear the standard sized Kara; it should not be regarded as an item of jewelry. A thick Kara should not be allowed because of the danger of accidental harm to the wearer or others.
- Children with long hair should be allowed to wear a Dastar (Turban) and/or Patka (a square piece of material used to contain the hair) to match the settings uniform.

Children may remove the Dastar (Turban) during physical activities if they wish, but should not be expected to do so. Parents should ensure that the child wears a Patka underneath and

is able to re-tie the Turban independently

**70. Health Screening and Evaluation Services**: (H&SC §124085)

Within 90 days after your child's entrance into first grade, you must provide a certificate documenting that within the prior 18 months your child has received appropriate health screening and evaluation services, including a physical examination. These services are available from the Stanislaus County Public Health Department.

**71. Sex Equity in Career Planning:** Parents shall be notified in advance of career counseling and course selection commencing with course selection in Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions. (EC § 221.5(d))

**72. Pesticide Products:** All schools are required to provide parents or guardians with annual written notice of expected pesticide use at schools. The attached list provides the name of each pesticide product, the active ingredient(s) and the Internet address for further information. Parents or guardians may request prior notice of individual pesticide applications at the school. If a parent wishes to be notified every time a pesticide is going to be applied, they must complete the attached form and return it to their child's school. 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 §§ 48980.3, 17611.5, 17612)

**73. Tobacco-Free Campus Policy: (H&SC §104420)**

The District Governing Board has adopted and enforces a tobacco-free campus policy. All TUSD TK-12 schools are 100% tobacco- free. Smoking and other forms of tobacco use by anyone is prohibited everywhere and at all times on school grounds, in school vehicles, and all school-sponsored activities. Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of District employees. Prohibited products include, but are not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, betel, and electronic nicotine delivery systems (ENDS), such as e-cigarettes, e-hookahs, and other vapor emitting devices. (EC §§ 48900, 48901)

**74. Concussions and Head Injuries**: **(EC §49475)**
Requires districts who elect to offer athletic programs to immediately remove for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during the activity and prohibits the return of the athlete to that activity until he/she is evaluated by and receives written clearance from a specified health care provider, and requires district to provide annually a concussion and head injury information sheet to be signed and returned by the athlete and his/her parent before the athlete initiates practice or competition.

**75. Type 2 Diabetes: (EC § 49452.7)**

Pursuant to California Education Code Section 49452.7, this type 2 diabetes information is for local educational agencies to provide to parents and guardians of incoming seventh

grade students beginning July 1, 2010. The California Department of Education developed this type 2 diabetes information in collaboration with the California Department of Public Health, American Diabetes Association, and California School Nurses Organization. Type 2 diabetes is the most common form of diabetes in adults.

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

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

The body turns the carbohydrates in food into glucose, the basic fuel for the body's cells. The pancreas makes insulin, a hormone that moves glucose from the blood to the cells. In type 2 diabetes, the body's cells resist the effects of insulin, and blood glucose levels rise.

Over time, glucose reaches dangerously high levels in the blood, which is called hyperglycemia. Hyperglycemia can lead to health problems like heart disease, blindness, and kidney failure

Risk Factors Associated with Type 2 Diabetes

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

Risk Factors

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

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

Warning Signs and Symptoms Associated with Type 2 Diabetes

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

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

Type 2 Diabetes Prevention Methods and Treatments

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

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

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

Types of Diabetes Screening Tests That Are Available

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

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

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

**76.** **Accident of Illness**: First aid is administered in the event of minor injuries to pupils. Attempts will be made to locate a parent or guardian for a major illness or injury; therefore, it is critical that the emergency card information be kept as current as possible. If a parent, guardian, or emergency contact cannot be located, it may be necessary to call for emergency medical services for treatment or transportation at parent/guardian expense.

**77.** **Information for Use in Emergencies/Emergency Procedure Card:** For the protection of a pupil's health and welfare, the District requires that parents/guardians keep current information on file at the student's school of residence. Such information includes parents/guardian's home, work, and cell phone numbers and assumes responsibility for the child in the absence of the parent. As emergency information changes, parents/guardians should notify the school within 24 hours of the change and complete a new emergency form if necessary. (EC § 48908)

**78.** **Parent/Guardian Liability:** Parents or guardians are liable for any willful conduct of their minor children which results in injury to another pupil or to school District personnel, or for any willful cutting or defacing of any school property belonging to a school District or to a school District employee, or for any property belonging to their school District and loaned to the minor student and not returned. (EC § 48904)

**79.** **Liability When Pupil is Not on School Property:** No school District shall be responsible or in any way liable for the conduct or safety of any pupil when such pupil is not on school property unless the District has undertaken to provide transportation to and from school premises to a school-sponsored activity off the premise of such school and pupil is under immediate and direct supervision of an employee of the District. (EC § 44808)

**80.** **Sunscreen:** Each school site shall allow pupils the use of sunscreen during the school day without an authorized health care provider's note or prescription. Also, students shall be allowed to wear administrative approved sun protective clothing, including hats whenever they are outdoors during the school day. (EC § 35183.5)

**81.** **Oral Health Assessment Requirement:** Children entering public school for the first time (kindergarten or first grade) are required to have a dental check-up by May 31st of their first school year. The evaluation must be completed by a licensed dental professional. Oral health evaluations which occur within the 12 month period prior to school entry also meet this requirement. (EC § 49452.8)

**82.** **Instructional Materials and Unlawful Discrimination:** The District shall not adopt or approve the use of any textbook, instructional material, supplemental instructional material, or curriculum for classroom instruction if the use of the textbook, instructional material, supplemental instructional material, or curriculum would subject a student to unlawful discrimination. A complaint regarding an alleged violation of this provision may be filed under the Uniform Complaint Procedures by any member of the public, including anyone electing to file anonymously if they provide enough information to support an allegation of noncompliance. (Ed. Code, § 244.)

**83.** **Read Reading Difficulty Screening:** The District is required to screen students in kindergarten and grades 1 and 2 for risk of reading difficulties unless you opt out of such screening in writing. Please contact the principal of your school if you wish to opt out of this screening. Students who do not speak English as their primary language will be screened in their primary language. A student may be exempted from the requirements of this section with prior written consent of the parent/guardian if:

a) The student has a current identification or diagnosis of a reading difficulty.

b) The student is eligible for special education and related services.

c) The student is in the process of being assessed for special education and related services through diagnostic assessments that make reading difficulty screening redundant.

Results from assessments shall be made available to the parents/guardians no later than 45 calendar days from the date the assessment was administered. Results of these assessments shall not be used for any "high stakes" purpose, including but not limited to student promotion or retention, identification for gifted and talented education, reclassification of English Learners, or identification as a student with exceptional needs. (Ed. Code,
§ 53008.)

**84.** **Qualified Drivers:** The District utilizes qualified drivers for transportation of students. However, if the District makes a reasonable effort to secure a driver who is qualified to transport students, but is unable to do so, the District will retain a school employee to transport students for school activities. School employees who are not qualified to transport students will not exceed 40 hours of drive time per school year. (Ed. Code, § 39875(d).)

**85.** **Health Screening Reporting:** The District shall report by January 15 of each year to the County Child Health and Disability Prevention Program, the department, and the Department of Education the following information (H. & S.C. 124100):

1. The total number of children enrolled in first grade;
2. The number of children who have had a health screening examination, as evidenced by the certificate required by Section 124085; and
3. The number of children whose parents/guardians have given written waiver pursuant to Section 124085 that they do not want their child to receive a health screening examination.

<u>California School Immunization Requirements for School Entry (TK-12)</u>

- Polio: 4 doses, but 3 doses are enough if at least one was given after the 4th birthday.
- DTP/DTaP/DT/TD: 5 doses, but 4 doses if one was on or after the 4th birthday.
- Tdap Booster for 7th – 12th grade: 1 dose on or after 7th birthday.
- MMR: 2 doses after the 1st birthday.
- Hepatitis B: 3 doses.
- Varicella: 2 doses or documentation of disease for Kindergarten entry.

**86.** **Medical:** Medical and hospital services for pupils injured at school or school-sponsored

events, or while being transported, may be insured at parent's expense. No pupil shall be compelled to accept such services without his or her consent or, if the pupil is a minor, without the consent of a parent or guardian. (EC § 49472)

**87. Medical and Hospital Services Not Provided:** The District does not provide medical and hospital services for students injured while participating in athletic activities. However, all members of school athletic teams must have accidental injury insurance that covers medical and hospital expenses. (EC §§ 32221.5, 49471)

**88. Comprehensive Sexual Health Education and HIV/Aids Prevention Education:** A parent or guardian has the right to excuse their child from comprehensive sexual health education and HIV prevention education. A parent or guardian who wishes to exercise this right must state their request in writing. (EC § 51938) A parent or guardian may inspect the written and audio visual and educational materials used in comprehensive sexual health education and HIV/AIDS prevention education. Parents have a right to request that the District provide them with a copy of the California Healthy Youth Act (EC section 51930 et. seq).

Parents or guardians shall be notified in writing if the District plans to administer an anonymous, voluntary and confidential test, questionnaire or survey containing age-appropriate questions about the pupils' attitudes concerning or practices related to sex in grades 7 to 12 and given the opportunity to review the test, questionnaire or survey. A Parent or guardian has the right to excuse their child from the test, questionnaire, or survey by stating their request in writing. (EC § 51938)

Every child's parent will be notified prior to the commencement of any comprehensive sexual health education and HIV/AIDS prevention education instruction as to the date of such instruction and whether the instruction will be taught by District personnel or by outside consultants. If outside consultants are used, the name of the organization of each guest speaker will be identified.

**89. Physical Exams and Testing:** The District is required to conduct certain physical examinations and vision and hearing testing of students unless the parent has a current written objection on file. However, the child may be sent home if he or she is believed to be suffering from a recognized contagious or infectious disease. (EC §§ 49451, 49452, 49452.5 and 49455; Health & Safety Code, § 124085)

**90. Excuse from Instruction in Health:** Upon written request of a parent, a pupil may be excused from any part of instruction in health which conflicts with the parent(s) religious training or beliefs (including personal moral convictions). (EC § 51240)

**91. Student Insurance Program:** The school district does not carry medical or dental insurance for your child should he/she be injured on school premises while under school jurisdiction or through school sponsored activities. (EC § 49471) For this reason, the District has made available a lowcost medical/dental plan for your consideration which is available at school offices. (EC §§ 49472; 48980)

**92. Guidelines on Live Head Lice Prevention and Control Procedures:**

- Students with potential active head lice will be sent to the school health office to have a "confidential" head check. Siblings may also be checked. Parents will be contacted and advised on how to remove the head lice. Student may remain in school for the remainder of the school day and take bus home, if necessary.

- The next school day, student and parent shall check in with the school health provider. The child will then be screened for active head lice. If no active lice are found, the student shall return immediately to the classroom. However, if active lice are found, then the parent is given further instructions for removal. The child is sent home and parent/student are required to meet with the school health provider the following morning.
- Both students and parent are shall meet with the health provider the following morning after being sent home for active lice. If the student/parent fail to show up for the meeting, then they will be given an unexcused absence.
- After removal, it is essential to comb the child's hair daily with a metal nit comb for at least 2 weeks and re- removal may be necessary in 7-10 days if lice or nits are still present. The school will provide the family with a metal nit comb upon request.

**93.** **Free and Reduced Price Meals:** The District shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (EC §§ 49550, 49552)

**94.** **Child Nutrition:** The State Department of Education has established a statewide program to provide nutritious meals and milk at school for pupils, and to provide free meals to the neediest children. In some instances, nominal cash payments may be required. (EC § 49510 et seq.)

Child Nutrition has a computerized system that allows students to prepay an unspecified amount into his or her account at school or online payment system called MyNutrikids.com. Once these monies are entered into the system, there is no refund to the student without parental consent. This allows the student to make a purchase at any of our food venues without the use of cash. This system also allows the parent to monitor the student's purchases.

Child Nutrition has adopted a Real Fresh program which brings new lunch choices and products to students. The Real Fresh brand captures the essence of student preferences and requests that have been gathered from students. Our students show a strong awareness on the importance of nutrition, but they often struggle to make the appropriate choices. The Real Fresh brand offers a greater range of fresh choices that balance great taste and good health, while also helping students build a healthy lifestyle. The Real Fresh menu offers a complete meal option at a very affordable price. Food courts are located in the main dining room at the high schools. Vending machines selling healthy snacks and other lunch options are also available.

Students participating in the (National School Lunch Program) NSLP will be able to receive a free or reduced lunch for 30 days into the new school year or until a new application is completed, whichever is first. Applications are available in the Child Nutrition Office, High School Activities Office, Administration Offices, and

Counseling Offices and on the Child Nutrition website. Families must submit a new application by September 15th to remain on the lunch program for the new school year. Applications are accepted throughout the school year.

TUSD is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating. TUSD adopted a "Wellness Policy" that supports healthy choices for all students. Food served to students apart from their lunch must be made and labeled by a certified retailer. Parents or food vendors must check into the office when delivering food during school hours; and sharing foods is prohibited during lunch times. All fundraisers during school hours must have prior administrative approval and meet the nutritional guidelines of the NSLP and the District Wellness Policy. TUSD encourages healthy choices for celebrations and class parties. For further information, please visit the Child Nutrition website at http://cnd.turlock.k12.ca.us.

**95. Wellness and Mental Health Services:**

**Suicide Prevention Lifeline: (800) 273-Talk (8255)** www.Suicidepreventionlifeline.org
National 24-hour hotline to prevent suicide.

**Community Emergency Response Team (CERT) and Warm Line: (209) 558-4600**
**CERT and Warm Line** is a 24-hour crisis emergency service, offers peer to peer support, and referrals to services. There is no FEE to call and culturally competent bilingual staff or translators are available. Location: 1904 Richland Drive, Ceres, CA 95307. Stanislaus County Residents only

**California Youth Crisis Line (CYCL): (800) 843-5200** www.youthcrisisline.org
CYCL is a statewide, toll free, 24-hour, confidential hotline available to teens and young adults ages 12-24 and/or any adults supporting youth. CYCL is also an immediate, reliable and free link between youth and local services. CYCL helps find homeless youth shelters, youth-serving medical clinics, and on-going counseling services throughout California.

**Child Protective Services**: (800) 558-3665

**National Runaway Safe Line (NRS): 1(800) RUNAWAY 800-786-**2929
www.1800runaway.org. The mission of NRS is to help keep America's runaway, homeless and at-risk-youth safe and off the streets. NRS provides education and solution-focused interventions, collaborates with volunteers and responds to at-risk youth and their families 24 hours a day

**Aspiranet: (209) 576-1750 (Modesto); (209) 669-2583 (Turlock)**

Individual, group and family counseling. Culturally sensitive staff available who speak English and Spanish. FEE: Medi-Cal and Private Pay for children from Birth to 18 years; Private Pay and Private Insurance for adults.

Turlock Location: 420 E. Canal Drive, Turlock, CA 95380 Birth to 18 years

**Children's Crisis Center: (209) 577-4413** Parenting classes, advocacy program, 24-hour crisis line, emergency child care. FEE: Free to qualifying families.

Location: 1244 Fiori Avenue, Modesto, CA 95350. Five Locations: Two in Modesto, Turlock, Ceres and Oakdale

**El Concilio: (209) 523-2860** Counseling, referrals and education. Free ESL/citizenship classes, immigration, first time home buying/ financial literacy, assistance, support groups, counseling/referrals, health and parent education.

Location: 1314 H Street Modesto, CA 95354 Business hours: Mon-Fri 8am-5pm

**Turlock Family Resource Center**: (209) 668-6118

**Health Net (MHN): Phone: (888) 426-0030**, Fax: (855) 703-3268: For Medi-Cal consumers who have been determined to meet criteria for mild to moderate mental health services. Contact the number for referrals and further information.

**Jessica's House: (209) 250-5395** http://jessicashouse.org: Grief support for children, teens, and families. Location: 741 East Main Street, Turlock, CA 95380 Business hours: Mon-Fri 7:30am – 4:00pm

**National Alliance on Mental Illness (NAMI) Stanislaus: (209) 558-**4555 A grassroots family and consumer self-help support and advocacy organization dedicated to improving the lives of people with severe mental illness (i.e. schizophrenia, bipolar disorder, clinical depression, panic disorder, OCD, PTSD). Family-to-Family and Peer-to-Peer classes. Location: 500 North 9th Street, Suite D Modesto, CA 95350 Business hours: Mon-Fri 10am-2pm

**Valley Mountain Regional Center (VMRC): (209) 529-2626** Service for children and adults with developmental disabilities in San Joaquin, Stanislaus, Amador, Calaveras and Tuolumne counties. Free diagnostic and assessment services are available to any person suspected of having a developmental disability, such as intellectual disability, cerebral palsy, epilepsy, or autism. To qualify for ongoing support and services, a person must be found to have a developmental disability which began before the age of 18 and is a substantial handicap.

Location: 1820 Blue Gum Avenue, Modesto, CA 95358 Business hours: Mon-Fri 8am – 5

**96. California Assessment of Student Performance and Progress (CAASPP)**: The California Assessment of Student Performance and Progress (CAASPP) Includes Smarter Balanced Summative assessments in English Language Arts and Math in grades 3-8 and 11 and California Alternative Assessments (CAA) in English Language Arts and Math in grades 3-8 and 11 for students with significant cognitive disabilities. The California Science Test (CAST) for science is required for all students grades 5, 8, and once in high school unless the student's IEP indicates administration of the CAA. Students in grades 3-

8 and in high school may choose to take the optional standards-based test in Spanish (CSA) for reading/language arts. The CAASPP includes and assessment for students whose primary language is a language other than English upon enrollment in a California public school. A parent or guardian may make a written request to excuse their child from any or all parts of the assessments. (Ed. Code, §§ 52052, 60604, 60615, 60640: 5 C.C.R. § 852)

**97. Pregnant and Parenting Pupils:** 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. "Pregnant or parenting pupil" means a pupil who gives or expects to give birth or a parenting pupil who has not given birth and who identifies as the parent of the infant.

A pregnant or parenting pupil is entitled to eight weeks of parental leave. This leave may be taken before the birth of the pupil's infant if there is a medical necessity and/or after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction. A pregnant or parenting pupil is entitled to additional leave if deemed medically necessary by the student's physician. (EC § 46015)

The person holding the student's educational rights (i.e. the pupil if over 18 or the parent if under 18) may notify the school of the student's intent to exercise this right. Leave may still be taken even if notice was not provided.

During the leave, the student's absences shall be deemed excused and the student shall not be required to complete academic work or other school requirements.

A pregnant or parenting pupil may return to the school and the course of study in which they were enrolled before taking parental leave. Upon return to school after taking parental leave, a pregnant or parenting pupil is entitled to opportunities to make up work missed during their leave, including, but not limited to, makeup work plans and reenrollment in courses.

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 its graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school.

A student who chooses not to return to the school in which they were enrolled before taking the leave is entitled to alternative education options offered by the local educational agency to include educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.

A student will not incur any academic penalties as a result of using the accommodations in this section. (EC § 46015)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures in accordance with Title 5 of the California Code of Regulations.

**98. Placement Waivers:**

- Caregiver affidavits are available at the Office of Student Services with valid proof of residency and photo identification. (Section 6550 Division 11 of the California Family Code)
- Homeless student waivers are available at the Office of Student Services.
- Residency verifications are available at the Office of Student Services for those families that are doubling up at another residence. The homeowner or renter of the residence is required to present valid proof of residency and photo identification.

**99. Transitional Kindergarten and Kindergarten Toilet Training Requirements**: Toilet training is a process. We consider a child fully toilet trained when they are able to articulate the need to go to the bathroom (i.e. stop playing and go to the bathroom) and sit on the toilet without help. The child needs to be in cloth underwear, not diapers, pull-ups, or training pants and should be able wipe after using the toilet. We know occasionally special circumstances arise that require additional assistance, and we will certainly be there to help your child.

The first few weeks at school can be overwhelming for any child. Even children who have been trained for a long time suffer occasional lapses when they are engrossed in activities, are overtired, excited, or in new surroundings. We realize an occasional accident may occur.

PLEASE BE SURE YOUR CHILD HAS A COMPLETE SET OF EXTRA CLOTHES IN A GALLON ZIPLOC BAG AT SCHOOL INCLUDING UNDERWEAR, PANTS, SHIRT, AND SOCKS.

**100. University of California or California State University Attendance**: The school shall notify in writing the parent/guardian of each high school pupil who attends a special program on a University of California or California State University campus building, prior to the pupil's attendance on that campus. The notification is to state the student is considered a pupil of that campus, and the campus buildings are not considered to be held to the same standard as elementary or secondary schools. (EC §17288)

**101. Grade/Credit Cannot be Reduced:** Grade/Credit cannot be reduced due to excused absence if work or test has been completed. (EC §§ 48205; 48980[j])

**102. Notice of Non-Discrimination**: Statement of Non-Discrimination (Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, § 504 of the Rehabilitation Act of 1973)

The Turlock Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation and bullying. The District prohibits discrimination, harassment, intimidation and bullying based on the actual or perceived characteristics set forth in Penal Code § 422.5, EC § 220 and actual or perceived sex, sexual orientation, gender, gender identity, gender expression race or ethnicity, immigration status, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity it conducts or to which it provides significant

assistance. Discrimination is different treatment on the basis of a protected category in the context of an educational program or activity without a legitimate nondiscriminatory reason and interferes with or limits the individual's ability to participate in or benefit from the services, activities, or privileges provided by the District.

Harassment occurs when: (1) the target is subjected to unwelcome conduct related to a protected category ; (2) the harassment is both subjectively offensive to the target and would be offensive to a reasonable person of the same age and characteristics under the same circumstances; and (3) the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit an individual's ability to participate in or benefit from the services, activities, or opportunities offered by the District.

Upon witnessing an act of discrimination, harassment, intimidation and/or bullying based on actual or perceived characteristics of a protected category (as enumerated above), school personnel are required to take immediate steps to intervene when it is safe to do so. Once a school or office has notice of discriminatory, harassing, intimidating or bullying conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective steps reasonably calculated to end the conduct, eliminate a hostile environment, if one has been created and prevent the conduct from occurring again. These steps should be taken whether or not an individual makes a complaint or asks the school or office to take-action.

This nondiscrimination policy applies to all acts related to school activity, employment or school attendance within any school or office under the jurisdiction of the Superintendent of the Turlock Unified School District.

**103.** **Review of Curriculum**: A prospectus of curriculum, including titles, descriptions, and instructional aims of every course offered by each public school, is available at the school site for parent review upon request. Copies are available upon request for a reasonable fee not to exceed the actual copying cost. (EC §§ 49063, 49091.14)

**104.** **Student Accountability Report**: Parents/guardians may request a hard copy of the School Accountability Report Card which is issued annually for each school of the District. (EC § 35256). School Accountability Report Card (SARC) (EC §§35256, 32286)

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

**105.** **Parents or guardians; choice of language acquisition program; implementation requirements**: Parents or legal guardians of pupils enrolled in the school 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 this section, it shall do both of the following:

(1) Comply with the kindergarten and grades 1 to 3, inclusive, class size requirements specified in Section 42238.02

(2) Provide, as part of the annual parent notice required pursuant to Section 48980 or upon enrollment, the parent or legal guardian of a minor pupil 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.

Under such parental waiver conditions, children may be transferred to classes where they are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Please see the school principal for additional information.

**106. Continued Education Options for Juvenile Court School Students**: 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 to right to make educational decisions for the student, and the student's social worker or probation officer of 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 Colleges; and
4. The option to defer or decline the diploma and take additional coursework. (EC §§ 48645.3(a), 48645.7

**107. Sex Equity in Career Planning**: Parents shall be notified in advance of career counseling and course selection commencing with course selection in Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions. (EC § 221.5(d))

**108. Student Parent Lactation Accommodations:** The District is required to provide reasonable accommodations to a lactating student on a school campus to address breastfeeding needs. (EC § 222)

A student may not be penalized academically because of the reasonable accommodations provided during the school day. A student must also be given the opportunity to make up missed work.

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations.

**109.** **Physical Fitness Test:** The physical fitness test (PFT) for students in California schools is the FITNESSGRAM. The main goal of the test is to help students in starting life-long habits of regular physical activity. District students in grades 5, 7, and 9 will take the fitness test. The District shall report aggregate results of its physical fitness testing in annual school accountability report card (SARC).

**110.** **PE Instructional Minutes:** The adopted course of study for grades 1 through 6 and instruction in grades 1 through 8 in an elementary school includes physical education for not less than 200 minutes each ten school days, exclusive of recesses and the lunch period. (EC §§ 51210, 51223)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations.

**111.** **Limited English Proficient**: Parents of Limited English Proficient students will receive a separate letter of notification within 30 days of the start of school about the student's English language proficiency and placement. (EC § 440) (20 USC 7012.a.8.a)

**112.** **Foster Care**: Turlock Unified School District grants foster parents the same educational rights and responsibilities as birth parents for the entire foster parent-foster child relationship. Foster parents may request assessment, enroll the student; request an IEP, review and sign an IEP, as if they were the birth parent. Upon exhibiting proper documentation to school staff, foster parents will be able to perform these duties. No surrogate parent is needed in these cases. (EC § 56055) (a1)

The deciding court can exclude the foster parent from performing these duties. It will be up to the foster parent to inform the District that the exclusion applies and prevents them from executing these responsibilities. Otherwise, the District staff shall assume that the foster parent is able to comply with this provision. A surrogate parent may be needed if the parental rights have been terminated and there is no one else to act in the student's educational behalf. (EC § 56055) (b)

**113.** **Opportunities for Family Involvement**: Parents/guardians may choose to participate in various parent/school advisory committees such as; School Site Council (SSC), English Learner Advisory Committee (ELAC), and District English Learner Advisory Committee (DELAC), and Parent Teacher Association (PTA). Contact your child's school for additional opportunities

**114.** **English Language Proficiency Assessments for California (ELPAC)**: State and Federal laws require all school Districts in California to give a state test to students in grades TK-12 whose home language is not English. Its purpose is to see how well each child is doing each year in learning to listen, speak, read, and write in English. The ELPAC is based on state adopted standards in English Language Development. Based upon the results, students are provided with an instructional program that develops proficiency in English and success

in the core curriculum.

**115.** **Primary Prevention Program**: Parents/Guardians shall be given notice of, and may refuse to have their children participate in, a primary prevention program. (W.I.C. § 18976.5)

**116.** **Promotion/Retention/Acceleration**: As early as possible in the school year, students will be identified for promotion, retention, or acceleration. If a student is considered for retention or acceleration, then a Student Study Team meeting will be held at the school site and objective multiple assessment measures will be used to support team decisions. (EC § 48070-48070.5; 49063; 49067; 37252.2-37252.8; B.P. 5123)

**117.** **Students in Danger of Failing a Course**: Parents or guardians shall be notified in advance of each marking whenever it becomes evident to the teacher that the student is in danger of failing a course. (EC § 49067)

**118.** **Extra-Curricular and Co-Curricular Activities-Eligibility Requirements**: The grade point average used to determine eligibility shall be based on grades of the last previous grading period during which the student attended class at least a majority of the time. (EC § 35160.5)

A student loses his/her eligibility or has it restored the 1st Friday after the end of each grading period. For fall eligibility, students who complete courses taken during the summer (grade replacement) may have his/her eligibility restored upon successful completion.

**119.** **Extra-Curricular Code of Conduct:** Students are not required to participate in extracurricular activities; the choice to participate in these activities is a privilege. Students are required to follow the Extra-Curricular Code of Conduct to remain eligible to participate. Extra-curricular activities include but are not limited to the following: student body officers, athletics, cheerleading, and other activities that re outside the regular school day and not a requirement of a course of instruction.

Parent and student are required to attend annual tobacco, alcohol and drug prevention training (Peak Performance or approved alternative TAD prevention training) prior to extra-curricular participation. Students who choose to participate in extracurricular activities are expected to conduct themselves in a civil manner that reflects fundamental character traits of respect, responsibility, fairness, caring and citizenship. In addition to the behavioral standards and disciplinary consequences applicable to all students in the District, each student desiring to participate in an extra-curricular activity must comply with the following Extra-Curricular Code of Conduct. (This includes all forms of bullying, harassment and discrimination that have a link to school students or school activities. Students shall never use, possess, or sell tobacco products or tobacco paraphernalia at any time; never use, possess, or sell alcohol or illegal drugs as defined in Education Code Section § 48900 and Safety Code Section § 11007 at any time and to disassociate from those who use, posses, or sell them; shall not use human growth hormone and/or anabolic steroids without the written prescription of a fully licensed physician (as recognized by the AMA) to treat a medical condition.

**120.** **Violation of Education Code Section(s) § 48900 and Extra Curricular Code of Conduct may result in the following enhanced consequences**: First Offense – Suspension from extra-curricular participation for no less than 5 days of school from the

first date of disciplinary action. (2) Second Offense – Suspension from extra-curricular participation for no less than 10 days of school from the first date of disciplinary action. (3) Third Offense – Suspension from extra-curricular participation for the remainder of the school year.

**121.** **Freedom of Expression**: Every student is entitled to his/her constitutional rights as a citizen of the United States which include, but are not limited to, the right to say what one wishes, distribute literature, or put up posters so long as they are not perceived as obscene, libelous, slanderous, or likely to cause a disturbance to the educational process. Students may put up posters or signs with prior administrative approval. All posters or signs shall bear the following disclaimer in type of readable size. "This activity is not sponsored by the Turlock Unified School District." In addition, during school hours, and within one hour before the time of opening and within one hour after the time of closing of school, pupils of the public school shall not be solicited on school premises by teachers or others to subscribe or contribute to the funds of, to become members of, or to work for, any organization not directly under the control of the school authorities. (EC **§** 51520)

**122.** **Career Education**: The District offers opportunities and services in career/technical education which allow students to gain employability skills while completing graduation requirements and/or college entrance requirements.

- High School Programs: (1) Agriculture; (2) Consumer Home Economics; (3) Business; (4) Industrial Technology.
- ROP: Through Yosemite Regional Occupational Programs, classes are available on a regional basis to high school students 16 years and older along with adults.
- Support Services: Support services include guidance and counseling, career planning assistance, work experience education, vocational assessment services and additional assistance for students with special needs (handicapped, limited English language skills, academic deficiencies, etc.).

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

**124.** **College Admission Requirements**: The State of California offers community colleges, California State Universities (CSU), and Universities of California (UC) for students who wish to continue their education after high school. In order to attend a community college you need only to be a high school graduate or 18 years of age. In order to attend a CSU you have to take specific high school courses, have the appropriate grades and test scores, and have graduated from high school. Test scores are not required if your GPA is 3.0 or above. In order to attend a UC you must meet requirements for coursework, GPA, and test scores, or rank in the top four percent at a participating high school, or qualify by examination alone. You may also transfer to a CSU or UC after attending a community college. (EC **§** 51229)

The following are the minimal requirements for California State Universities (CSU) and Universities of California (UC) students:

| "AG" | Subject | CSU/US Requirements |
|---|---|---|
| A | History/Social Science | 2 years required |

| | | |
|---|---|---|
| B | English | 4 years required |
| C | Mathematics | 3 Years Required (Algebra, Geometry, Inter.<br>4 years recommended |
| D | Laboratory Science | 2 years required (Biology & Chemistry)<br>3 years recommended |
| E | Language other than Eng. | 2 years required<br>3 years recommended |
| F | Visual & Performing Art | 1 year required |
| G | College Preparatory Elec. | 1 year required |

**125. District Homework Guidelines**: Homework will be assigned at the discretion of the teacher. The purposes of homework are:

- Practice: To reinforce and extend classroom assignments in a meaningful way.
- Preparation: To prepare for future assignments or testing.
- Extension: To apply skills learned in class to solve new problems.
- Exploration: To bring together all of the student's skills and create new ideas and projects.
- Responsibility: To learn to budget time and develop effective study habits. Make-up homework.
- Students who miss school work because of unexcused absence may be given the opportunity to make up missed work for full or reduced credit at the option of the teacher.
- Students who miss school work because of truancy or other deliberate actions should not expect to receive credit for the missed, nor should they expect to take any missed examinations for credit.
- The final decision should rest with the teacher, who may make allowances for mitigating circumstances.

**126. Homework During Suspension**: Upon request, a teacher shall provide homework to any student suspended from school for two or more schooldays. The request must be made by either the suspended student, their parent, legal guardian, or other person holding the right to make educational decisions for the suspended student. If the request for homework is made, the assignments then must be turned in to the teacher by the student either upon the student's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later. (EC **§** 48913.5)

The teacher is not required to correct classroom assignments or homework missed while the student is suspended. Thus, if a teacher is unable to grade the homework assignment before the end of the academic term, then the assignment shall not be included in the calculation of the student's overall grade in the class.

**127. Guidelines for District Staff and Parents Regarding Student Fees, Donations and Fundraising**: Recently the issue of fees, charges, deposits, donations and fundraising related to courses and activities has been at the forefront of public attention locally and nationally. There is a guide for District staff and parents, with the twin goals of school-community cooperation to support programs and legal compliance while providing that support on our District Website. Taken as a whole, the intent of the Guide is to emphasize that the question is not whether schools and their communities can raise money to support programs – they can – but *how* funds can be raised through lawful means.

**128.** **Pupil Fees**: A Pupil Enrolled in a Public School Must Not be Required to Pay a Pupil Fee for Participation in an Educational Activity (EC § 49011)

A. The following requirements apply to prohibited pupil fees:
   i. All supplies, materials, and equipment needed to participate in educational activities must be provided to pupils free of charge.
   ii. A fee waiver policy shall not make a pupil fee permissible.
   iii. School districts and schools shall not establish a two-tier educational system by requiring a minimal educational standard and also offering a second, higher educational standard that pupils may only obtain through payment of a fee or purchase of additional supplies that the school district or school does not provide.
   iv. A school district or school shall not offer course credit or privileges related to educational activities in exchange for money or donations of goods or services from a pupil or a pupil's parents or guardians, and a school district or school shall not remove course credit or privileges related to educational activities, or otherwise discriminate against a pupil, because the pupil or the pupil's parents or guardians did not or will not provide money or donations of goods or services to the school district or school.

B. Solicitation of voluntary donations of funds or property and voluntary participation in fundraising activities are not prohibited. School districts, schools, and other entities are not prohibited from providing pupils prizes or other recognition for voluntarily participating in fundraising activities. (EC § 49010 et seq.)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (EC § 49013)

**129.** **Safe Storage of Firearms**: The District is required to provide parents notice of California's child access prevention laws relating to the safe storage of firearms. The District has attached a memorandum describing such laws. (Ed. Code, §§ 48986, 49392)

**130.** **Synthetic Drugs:** The District is required to provide parents notice of the dangers associated with using synthetic drugs that are not prescribed by a physician, such as fentanyl, as well as the possibility that dangerous synthetic drugs can be found in counterfeit pills. The District has attached a memorandum describing such laws. (Ed. Code, § 48985.5)

**131.** **Instructional Minutes**: 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. (EC §§ 51210, 51223)

**132.** **Course Assignments**: The District is prohibited from assigning a student enrolled in any of grades 9 through 12 to any course period without educational content for more than one week in any semester, except under specified conditions. Under no circumstances will the District assign a student enrolled in any of grades 9 through 12 to a course period without educational content because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (EC § 51228.1)

The District is prohibited from assigning a student enrolled in grades 9 through 12 to a course that the student has previously completed and received a grade determined by the District to be sufficient to satisfy the requirements and prerequisites for admission to the California public post-secondary schools and the minimum high school graduation requirements, except under specified conditions. Under no circumstances will the District assign a student enrolled in any of grades 9 through 12 to a course the student has previously completed and received a sufficient grade, as specified, because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (EC § 51228.2)

These sections do not apply to students in alternative schools, community day schools, continuation high schools or an opportunity school. The District may continue to authorize dual enrollment in community college, to run evening high school programs, and to offer independent study, work experience education, and other specified courses.

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (EC § 51228.3)

**133. Technology**: Acceptable Use Agreement and Release of District from Liability (Students)

The Turlock Unified School District ("District") authorizes students to use technology owned or otherwise provided by the District as necessary for instructional purposes. This Student Acceptable Use Policy is intended to promote responsible use and protect students and the school from liability resulting from the misuse of District-issued devices or District provided web-based services.

The use of District Technology is a privilege permitted at the District's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement. A student's use of technology, whether on or off campus, must be used in manner consistent with the mission and philosophy of the District. District-issued devices, assigned to a particular student, shall remain the property of the District. Therefore, there shall be no assumption of privacy when using a District issued device. The District reserves the right to suspend access at any time, without notice, for any reason. The District also reserves the right to inspect, monitor, lock, erase, search, confiscate or track all District issued devices at any time without the prior authorization of a student or the student's parent, or legal guardian. In accordance with District and school policy, misuse of a District issued device may result in disciplinary action up to and including expulsion.

The District expects all students to use District Technology responsibly in order to avoid potential problems and liability. The District may place reasonable restrictions District Technology, as well as the sites, material, and/or information that students may access through District Technology.

Each student who is authorized to use District Technology and his/her parent/guardian shall sign this Acceptable Use Agreement as an indication that they have read and understand the agreement.

**134.** **District Technology**: District Technology includes, but is not limited to, the following items which are either owned or provided by the District:

1. computers;
2. computer network including servers and wireless computer networking technology (Wi-Fi);
3. email;
4. USB drives;
5. wireless access points (routers);
6. tablet computers;
7. smartphones and smart devices;
8. telephones;
9. cellular telephones;
10. personal digital assistants;
11. pagers;
12. MP3 players;
13. wearable technology;
14. any wireless communication device including emergency radios; and/or
15. future technological innovations, whether accessed on or off site or through District-owned or personally owned equipment or devices.

**135.** **District Issued Technology Devices**: Students may be provided a District-issued device(s) from time to time at the District's discretion. Students shall adhere to school's expectations when using the District-issued device, including complying with the following guidelines:

1. Students/parents are solely responsible for the care and security of the District-issued devices they receive.
2. Students may not remove or circumvent the management system installed on each District-issued device. This includes removing restrictions or "jail-breaking" the device.
3. Students may not change the pre-configured District-issued device's name, ip-address or other identifying information.
4. Unless notified by the District's Technology Department, the student is expected to keep the administrator's settings on the District- issued device's current operating system and apps as set by the District.
5. Students must follow all other guidelines regarding the use of District-provided technology, as those guidelines may be developed and amended.

**136.** **District-Issued Web-Based Accounts**: The District may create student accounts to access online web applications for educational purposes. Any account is for school/educational use only, and where possible, bound to the District's domain. By utilizing these accounts students are to abide by all of the District's applicable rules and use policies. Students may lose account privileges if they fail to comply. The District reserves the right to disable or modify account access if a student misuses the account or is caught in violation of District policy.

**137.** **Privacy**: Since the use of District Technology is intended for educational purposes, students shall not have any expectation of privacy in any use of any District Technology.

The District reserves the right to monitor and record all use of District Technology, including, but not limited to, access to the Internet or social media, communications sent or received from District Technology. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students acknowledge that, in most instances, their use of District Technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any District Technology are the sole property of the District. The creation or use of a password by a student on District Technology does not create a reasonable expectation of privacy

**138. Work Experience Education**: Work Experience Education is a program that combines related classroom instruction with paid employment, not necessarily related to the occupational goal of the student.

**139. Personal Ownership of Devices:** If a student uses a personally owned device to access District Technology, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Students may not use cellular phones or other mobile communication devices school-wide and in the classroom without authorization from the classroom teacher for instructional purposes, under the direction from site administration. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

**140. District Technology Rights and Responsibilities**:

1. The District reserves the right to monitor and block access by a District-issued device to any material or activity on the Internet.
2. The District reserves the right to deny access to District Technology to any individual.
3. The District reserves the right to revise and amend this policy at any time.
4. Security on the network is a high priority. The District shall establish procedures that will maximize system security.
5. No warranties are made or given with respect to any service, any information, or any software contained within the Internet.
6. Opinions, advice, services, and all other information expressed through District-issued devices by students, staff, information providers, service providers, or other third-party personnel on the Internet are those of the individual and do not represent the position of the District.
7. District-issued accounts which are inactive for more than 30 days may be removed by the District along with the user's files without prior notice.
8. School staff is responsible for supervising student use of District Technology on District sites. Parents are responsible for supervising student use of District-issued technology when the students are not on campus.
9. Illegal activities will be referred to the appropriate law enforcement agency.

**141. Student Technology Obligations and Responsibilities**: Students are expected to use District Technology safely, responsibly, and for educational purposes only. The student in whose name District Technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of District Technology, he/she shall immediately report such information to the teacher or other district personnel.

Students are prohibited from using District Technology for improper purposes, including, but not limited to, use of District Technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other students, staff, or other individuals ("cyberbullying")
3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Infringe on copyright, license, trademark, patent, or other intellectual property rights
5. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission from a teacher or other district personnel, changing settings on shared computers)
6. Install unauthorized software
7. "Hack" into the system to manipulate data of the district or other users
8. Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or district practice.

**142.** **Cyberbullying**: The District strictly prohibits cyberbullying at all school-sponsored or school-related functions, whether on or off school grounds and/or through the use of District Technology or personal devices. Students are to report all instances of school-related cyberbullying to the principal or teacher. Students found to be cyberbullying may be subject to discipline, up to and including suspension and expulsion, provided for in District Policy and the California Education Code. Moreover, the use of any social media (e.g., Instagram, Facebook, Twitter, etc.) that disrupts the learning process for any student and/or violates student agreement(s) for participation in any school related or extracurricular activities, shall be subject to District intervention and possible student disciplinary action.

**143.** **Consequences for Student Technology Agreement Violation**: Violations of the law, Board policy, or this Acceptable Use Agreement may result in revocation of a student's access to District Technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

Violations of the law, Board policy, or this Acceptable Use Agreement may result in revocation of a student's access to District Technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

**144.** **School Messenger**: A school district that considers a program to gather or maintain in its records any information obtained through social media of any enrolled student shall notify students and their parents or guardians about the proposed program and provide an opportunity for public comment at a regularly scheduled public meeting of the Governing board of the school district. The notification shall include, but is not limited to, an

explanation of the process by which a student or a student's parent or guardian may access the student's records to examine the information gathered or maintained, and an explanation of the process by which a student or student's parent or guardian may request the removal of information or make corrections to information gathered or maintained. (EC § 49073.6)

**145. Title 1 Parent Involvement**:

District Strategies for Title 1 Schools

To ensure that parents/guardians of students participating in Title I programs are provided with opportunities to be involved in their children's education, the Superintendent or designee shall:

1. Involve parents/guardians of participating students in the joint development of the Title I local educational agency (LEA) plan pursuant to 20 USC 6312 and the process of school review and improvement pursuant to 20 USC 6316 (20 USC 6318) (cf. 6171 - Title I Programs)

The Superintendent or designee may:

a. Establish a district-level committee including parent/guardian representatives from each school site to review and comment on the LEA plan in accordance with the review schedule established by the Board of Trustees.
b. Invite input on the LEA plan from other district committees and school site councils (cf. 0420 - School Plans/Site Councils) (cf. 1220 - Citizen Advisory Committees)
c. Communicate with parents/guardians through the district newsletter, web site, or other methods regarding the LEA plan and the opportunity to provide input
d. Provide copies of working drafts of the LEA plan to parents/guardians in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand
e. Ensure that there is an opportunity at a public Board meeting for public comment on the LEA plan prior to the Board's approval of the plan or revisions to the plan
f. Ensure that school-level policies on parent involvement address the role of school site councils and other parents/guardians as appropriate in the development and review of school plans

2. Provide coordination, technical assistance, and other support necessary to assist Title I schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance (20 USC 6318)

The Superintendent or designee may:

1. Assign person(s) in the district office to serve as a liaison to the schools regarding Title I parent involvement issues
2. Provide training for the principal or designee of each participating school regarding Title I requirements for parent involvement, leadership strategies,

and communication skills to assist him/her in facilitating the planning and implementation of parent involvement activities

3. Provide ongoing district-level workshops to assist school site staff and parents/guardians in planning and implementing improvement strategies, and seek input from parents/guardians in developing the workshops
4. Provide information to schools about the indicators and assessment tools that will be used to monitor progress

3. Build the capacity of school and parents/guardians for strong parent involvement (20 USC 6318) – The Superintendent or designee shall: (20 USC 6318)
   a. Assist parents/guardians in understanding such topics as the state's academic content standards and academic achievement standards, state and local academic assessments, the requirements of Title 1, and how to monitor a child's progress and work with educators to improve the achievement of their children (cf. 6011 - Academic Standards) (cf. 6162.5 - Student Assessment) (cf. 6162.51 - Standardized Testing and Reporting Program) (cf. 6162.52 - High School Exit Examination)
   b. Provide materials and training to help parents/guardians work with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parent involvement
   c. Educate teachers, student services personnel, principals, and other staff, with the assistance of parents/guardians, in the value and utility of parent/guardian contributions and in how to reach out to, communicate with, and work with parents/guardians as equal partners, implement and coordinate parent/guardian programs, and build ties between parents/guardians and the schools (cf. 4131 - Staff Development) (cf. 4231 - Staff Development) (cf. 4331 - Staff Development)
   d. To the extent feasible and appropriate, coordinate and integrate parent involvement programs and activities with Head Start, Home Instruction Programs for Preschool Youngsters, public preschool, and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents/guardians in more fully participating in their children's education
   e. Ensure that information related to school and parent/guardian programs, meetings, and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand
   f. Provide other such reasonable support for parent involvement activities as parents/guardians may request
   g. Inform parents/guardians and parent organizations of the existence and purpose of parent information and resource centers in the state that provide training, information, and support to parents/guardians of participating students.

<u>In addition, the Superintendent or designee may:</u>

a. Make referrals to community agencies and organizations that offer literacy training, parent education programs, and/or other services that help to improve the conditions of parents/guardians and families (cf. 1020 - Youth Services)
b. Provide a master calendar of district activities and district meetings
c. Provide information about opportunities for parent involvement through the district newsletter, web site, or other written or electronic means
d. Engage parent-teacher organizations to actively seek out and involve parents/guardians through regular communication updates and information sessions (cf. 1230 - School-Connected Organizations)
e. To the extent practicable, provide translation services at school sites and at meetings involving parents/guardians as needed
f. Provide training and information to members of district and school site councils and advisory committees to help them fulfill their functions
g. Regularly evaluate the effectiveness of staff development activities related to parent involvement Include expectations for parent/guardian outreach and involvement in staff job descriptions and evaluations (cf. 4115 - Evaluation/Supervision) (cf. 4215 - Evaluation/Supervision) (cf. 4315 - Evaluation/Supervision)

4. Coordinate and integrate Title I parent involvement strategies with Head Start, Home Instruction Program for Preschool Youngsters, public preschool, and other programs (20 USC 6318) (cf. 5148.3 - Preschool/Early Childhood Education)
5. Conduct, with involvement of parents/guardians, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the schools served by Title I (20 USC 6318)

The Superintendent or designee shall:

a. Ensure that the evaluation include the identification of barriers to greater participation in parent involvement activities, with particular attention to parents / guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background (20 USC 6318)
b. Use the evaluation results to design strategies for more effective parent involvement and, if necessary, to recommend changes in the parent involvement policy (20 USC 6318)
c. Assess the district's progress in meeting annual objectives for the parent involvement program, notify parents/guardians of this review and assessment through regular school communications mechanisms, and provide a copy to parents/guardians upon their request (EC § 11503)

The Superintendent or designee may:

a. Use a variety of methods, such as focus groups, surveys, and workshops, to evaluate the satisfaction of parents/guardians and staff with the quality and frequency of district communications
b. Gather and monitor data regarding the number of parents/guardians participating in district activities and the types of activities in which they

are engaged

c. Recommend to the Board measures to evaluate the impact of the district's parent involvement efforts on student achievement

d. Involve parents/guardians in the activities of school served by Title 1 (20 USC 6318) The Superintendent or designee may:

- To the extent practicable, assist schools with translation services or other accommodations needed to encourage participation of parents/guardians with special needs
- Establish processes to encourage parent/guardian input regarding their expectations and concerns for their children

**146. Earned Income Tax Credit Information Act Communication**: Below is the specific language that LEAs must include when notifying households about the EITC. This language is in *RTC* Section 19854:

Based on your annual earnings, you may be eligible to receive the Earned Income Tax Credit from the Federal Government (Federal EITC). The Federal EITC is a refundable federal income tax credit for low-income working individuals and families. The Federal EITC has no effect on certain welfare benefits. In most cases, Federal EITC payments will not be used to determine eligibility for Medicaid, Supplemental Security Income, food stamps, low-income housing, or most Temporary Assistance For Needy Families payments. Even if you do not owe federal taxes, you must file a federal tax return to receive the Federal EITC. Be sure to fill out the Federal EITC form in the Federal Income Tax Return Booklet. For information regarding your eligibility to receive the Federal EITC, including information on how to obtain the Internal Revenue Service (IRS) Notice 797 or any other necessary forms and instructions, contact the IRS by calling 1-800-829-3676 or through its website at www.irs.gov.

You may also be eligible to receive the California Earned Income Tax Credit (California EITC) starting with the calendar year 2015 tax year. The California EITC is a refundable state income tax credit for low-income working individuals and families. The California EITC is treated in the same manner as the Federal EITC and generally will not be used to determine eligibility for welfare benefits under California law. To claim the California EITC, even if you do not owe California taxes, you must file a California income tax return and complete and attach the California EITC Form (FTB 3514). For information on the availability of the credit eligibility requirements and how to obtain the necessary California forms and get help filing, contact the Franchise Tax Board at 1-800-852-5711 or through its website at www.ftb.ca.gov.

There are many options for notifying households about the EITC which may include in–person, electronic, mail, flyers, or by phone.

For additional information, refer to the IRS EITC web page at https://www.irs.gov/credits-deductions/individuals/earned-income-tax- credit or the California EITC Web page at https://www.ftb.ca.gov/individuals/faq/net/900.shtml

**147. Volunteer Screening**: Procedures for Level 1, Level 2, and Level 3

Level 1 Volunteers

- Level 1 Volunteers are defined as volunteer who are supervised by a TUSD employee and have:
- Permission to observe only; or
- Direct student contact for one (1) hour or less per month; or
- Intermittent (no more than 4 times per year) student contact for classroom presentations, fund raising, and supporting special events.

Procedures for Level I volunteers are as follows:

- Sign in at the school office
- Tuberculosis testing or a background

**148. Transportation for School Activities - Instruction to Drivers:** The following is a list of instructions for volunteers who use their cars or other vehicles to transport other students on field trips, or to and from school events:

- You must have a valid driver's license and be
- 21 years of age or older.
- Check safety of the vehicle - tires, brakes, lights, horn, suspension, seat belts.
- Check the adequacy of your liability insurance. You are liable in the event of accident, injury, or death resulting from such use of your vehicle. State law states that "all persons making any field trip or excursion shall be deemed to have waived all claims against the district (or its employees) or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion." (Ed Code § 35330).
- Vehicles volunteered cannot be designed to carry more than ten (10) persons, including the driver (VC 545) (Ed Code 39830). The number of occupants in a sedan, passenger vehicle, station wagon, or van, including driver, may not exceed what the vehicle was designed to carry. Each passenger is required to use a safety restraint system or safety belt in accordance with law.
- Motor homes may not be used to transport students, unless specifically authorized by the administration. Open Jeep type vehicles may not be used. Students are expressly forbidden to rider in the cargo area of pickups or motor trucks, whether or not these areas are enclosed by camper shells or other protective covering.
- Do not smoke a pipe, cigar or cigarette while there are minors in the vehicle, as required by law (Health & Safety Code §§ 118947-118949).
- Obey all traffic laws.
- Follow the safest, most direct route, avoid unnecessary stops.
- Travel caravan style if more than one vehicle is used for the trip.
- In the event of an accident, notify the Turlock Police Department and request that the Principal be contacted by them, in addition to normal procedures.

- Check is not required.

Level II Volunteers

Level II volunteers are defined as volunteers who are supervised by a TUSD employee and have:

1. More than one (1) hour of direct student contact; or
2. Ongoing small group contact with students; or
3. Weekly student contact by assisting in classrooms or chaperoning a study trip; or
4. Completed driving requirements and are transporting our students.

Procedures for Level II volunteers are as follows:

1. Complete a volunteer application;
2. Provide a photo ID to be copied;
3. Obtain Tuberculosis (TB) clearance through screening;
4. Have the site administration conduct a background check through the Megan's Law website;
5. Obtain clearance through Department of Motor Vehicle (DMV) driving record check or request the site secretary to email the Director of Transportation their full name and driver's license number to obtain this record (applicable only for volunteers with driving responsibilities); and
6. Sign in at the school office.

Level III Volunteers

Level III volunteers are defined as volunteers who have:

- Unsupervised direct contact with students (i.e. youth ministers, interns-special education, counseling, CSU Mentors, Character Coaches and overnight school sponsored events).

Procedures for Level III volunteers are as follows:

a. Complete a volunteer application;
b. Provide a photo ID to be copied;
c. Obtain Tuberculosis (TB) clearance through screening;
d. Complete paperwork and pay fees for Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background check; and
e. Check in per site procedures.

TUSD employees who are volunteering do not need to go through the volunteer application process. The site only needs to verify their employment with the Human Resources office. However, if they are driving, they do need to complete the driving portion of the process.

a. TUSD students who are volunteering (i.e. ROP) do not need to go through the volunteer application process.
b. CSUS students need to follow the separate procedure which has been established for them.
c. Walk-on-Coaches need to follow the separate procedure which has been established for them.
d. Drivers cannot bring their own adult passengers (i.e. spouse, friend) when transporting students unless this passenger has been through the TUSD volunteer process. Minors are ok

**149. Community-Wide Spread Disaster Response:** In the case of a community-wide emergency during school hours declared by local, state, or federal officials, all students will be required to remain at school or another safe site under the supervision of District personnel.

- If students are on their way to school they should proceed to school.
- No student will be dismissed from school unless a parent or another person designated by the parent comes for the student. Your student will be at the school unless evacuation is required.
- No student will be allowed to leave with another person, even a relative or baby-sitter, unless that person is listed on the student's emergency card from the school office.
- Students on buses will remain in the custody of the bus driver and will, if possible, be delivered to the nearest school site if an earthquake or other emergency strikes while the student is being transported.
- All parents or designated persons who come for a student must sign in at the school office or at a designated Student Release Area before the student will be released.

**150. Disaster Preparedness**: Emergencies happen unexpectedly at any time during the day or night. Confusion that may exist at that time can be reduced by carefully planning what must be done before, during, and after the emergency.

In the case of an emergency during school hours declared by the superintendent, all students will be required to remain at school or another safe site under the supervision of District personnel.

- Students will remain at school until the regular dismissal time and released then only if it is considered safe.
- Students will remain at school until released to the parents or another person designated by the parent listed on the student's emergency card in our files.

Parents should prepare their children for an emergency:

- by being aware of the emergency procedure instructions given to their children at school;
- by keeping their child's emergency data card on file at the school and updated at all times;
- by establishing the safest and most direct route to and from school.by arranging for a neighbor or friend to care for their child if the parents leave home for the day.

**151. Asbestos Management Plan**: In compliance with the EPA's "Asbestos Hazard Emergency Response Act" the Turlock Unified School District has endeavored to identify the asbestos content of suspect building materials at each of its sits. Copies of the AHERA plans are on file with each school Principal as well as in the District Maintenance and Operations

office located at 2570 Acme Court. An updated management plan for asbestos-containing material in school buildings is available at the District Office. (40 C.F.R. § 763.93)

**152.** **Megan's Law**: Information about registered sex offenders in California can be found on the California Department of Justice's Internet website, http:/meganslaw.ca.ga.gov/. The website also provides information on how to protect yourself and your family, facts about sex offenders, frequently asked questions, and sex offender registration requirements in California. (P.C. **§** 290)

**153.** **Child Abuse Reporting Guidelines and Procedures**: The following information will assist parents and guardians in determining whether or not child abuse has occurred and, if so, how to file a complaint of child abuse with local law enforcement. This information has been taken from the California Child Abuse and Neglect Reporting Act in the California Penal Code and from sections of the California Education Code.

Child Abuse Can Be Any of the Following

- A physical injury which is inflicted on a child by another person other than by accidental means.
- The sexual abuse, assault, or exploitation of a child, such as:
- The negligent treatment or maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare, whether the harm or threatened harm is from acts or omissions on the part of the responsible person;
- The willful infliction upon a child of any cruel or inhumane corporal punishment or any injury resulting in a traumatic condition; or
- The willful harming or injuring of a child or endangering of the person or the health of a child where the person responsible for the child's welfare is a licensee, administrator, or employee of any facility licensed to care for children or an administrator or employee of a public or private school or other institution or agency.

Child Abuse Does *Not* Include:

- A mutual fight between minors;
- An injury that is caused by the actions of a peace officer using reasonable and necessary force within the scope of his or her employment; or
- An injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:
- To stop a disturbance threatening physical injury to people or damage to property;
- For purposes of self-defense;
- To obtain possession of weapons or other dangerous objects within control of a pupil; or
- To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning.

How to File a Complaint of Child Abuse Committed at a School Site

Parents and guardians of pupils have the right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. To file a complaint, the parent or guardian must file a formal report with an appropriate local law enforcement agency.

An appropriate law enforcement agency may be one of the following:

- A Police or Sheriff's Department(not including a school district police department school security department)
- A County Probation Department if designated by the county to receive child abuse reports, or
- A County Welfare Dept./County Child Protective Services.

The complaint may be filed over the telephone, in person, or in writing. A complaint may also be filed at the same time with your school district or county office of education. School districts and county offices of education, however, do not investigate child abuse allegations.

The local law enforcement agency is required to investigate all complaints.

In addition, if the child is disabled and enrolled in special education, a separate complaint may be filed by the parent or guardian with the California Department of Education (CDE) according to Title 5 of the California Code of Regulations Section § 4650(a)(vii)(c). The CDE does not, however, investigate allegations of child abuse but rather investigates the conditions that may involve immediate physical danger or threaten the health, safety, or welfare of the child or children or which may result in denial of a free and appropriate public education.

If the complaint of child abuse is "substantiated" or confirmed by the local law enforcement agency, meaning that the report of child abuse or neglect, as determined by the law enforcement investigator who conducted the investigation, is, based upon the evidence, more likely to have occurred than not, then a report of the investigation will be transmitted by the law enforcement agency to the governing board of the local school district or County Office of Education. A confirmed report of child abuse or neglect received by a governing board of a school district or County Office of Education will be subject to the provisions of California Education Code section § 44031, which gives school employees certain rights regarding personnel information and records.

In addition, a confirmed report shall be forwarded by the law enforcement agency that investigated the complaint to the California Department of Justice according to California Penal Code Section 11169 and notice will be provided to the alleged child abuser that he or she has been reported to the Child Abuse Central Index, as maintained by the Department of Justice.

**154. Course Assignments:** The District is prohibited from assigning a student enrolled in any of grades 9 through 12 to any course period without educational content for more than one week in any semester, except under specified conditions. Under no circumstances will the District assign a student enrolled in any of grades 9 through 12 to a course period without educational content because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (EC § 51228.1)

The District is prohibited from assigning a student enrolled in grades 9 through 12 to a course that the student has previously completed and received a grade determined by the District to be sufficient to satisfy the requirements and prerequisites for admission to the California public post-secondary schools and the minimum high school graduation requirements, except under specified conditions. Under no circumstances will the District assign a student enrolled in any of grades 9 through 12 to a course the student has previously completed and received a sufficient grade, as specified, because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (EC § 51228.2)

These sections do not apply to students in alternative schools, community day schools, continuation high schools or an opportunity school. The District may continue to authorize dual enrollment in community college, to run evening high school programs, and to offer independent study, work experience education, and other specified courses.

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (EC § 51228.3)

**155. Regional Occupational Centers and Programs/County Offices of Education Programs/Adult Education Programs:** A regional occupational center or program, county office of education program, or adult education program must meet specified requirements for certification by the Superintendent of Public Instruction in order to provide an employment training program for adults or to authorize an education program beyond secondary education that leads to a degree or certificate. (EC § 52334.7)

A complaint alleging that a local agency violated federal or state laws or regulations governing adult education programs under Education Code section 52501 or regional occupational centers and programs may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. A complaint alleging that a county office of education violated federal or state laws or regulations governing the county office's participation in any student financial assistance program authorized by Title IV may also be filed under the Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

**156. Immigrant Student Protections**: Education Code sections 200, 220 and 234.1 have been amended to include "immigration status" in the list of categories of persons that are guaranteed equal rights and opportunities in the educational institutions of the state and are protected against discrimination, harassment, intimidation, and bullying. Education Code section 234.7 was added in 2018 to protect immigrant pupils and pupils with immigrant family members. The new law requires that schools provide "know your rights" information to parents/guardians related to education rights for immigrant students and students with immigrant family members. Schools must advise parents of their children's rights to a free public education regardless of immigration status or religious beliefs.

**157. Pupil Fees:** A pupil enrolled in a public school will not be required to pay a pupil fee for participation in an educational activity. (EC § 49011)

(a) The following requirements apply to prohibited pupil fees:

(i) All supplies, materials, and equipment needed to participate in educational activities must be provided to pupils free of charge.

(ii) A fee waiver policy shall not make a pupil fee permissible.

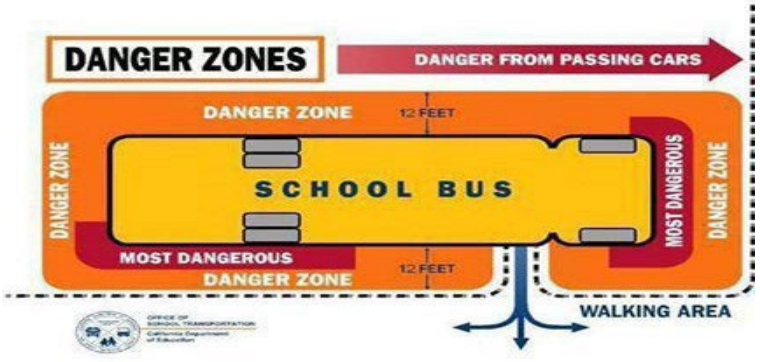
(iii) The District and its schools shall not establish a two-tier educational system by requiring a minimal educational standard and also offering a second, higher educational standard that pupils may only obtain through payment of a fee or purchase of additional supplies that the school district or school does not provide.

(iv) The District and its schools shall not offer course credit or privileges related to educational activities in exchange for money or donations of goods or services from a pupil or a pupil's parents or guardians, and the District and its schools shall not remove course credit or privileges related to educational activities, or otherwise discriminate against a pupil, because the pupil or the pupil's parents or guardians did not or will not provide money or donations of goods or services to the District or school.

(b) Solicitation of voluntary donations of funds or property and voluntary participation in fundraising activities are not prohibited. The District and its schools are not prohibited from providing pupils prizes or other recognition for voluntarily participating in fundraising activities. (EC § 49010 et seq.)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (EC § 49013)

**158.** **School Bus Danger Zone**: The Turlock Unified School District Transportation Department is highly concerned about the safety of our students. We encourage all parents to remind their students about safety and the dangers that can be encountered by entering the **Danger Zone**, which is the area around and within twelve feet of the bus. Students need to follow the directions of t of the bus driver and to stay away from the danger zone areas. Students exiting the bus should remain in the clear view of the bus driver after they exit.



**159. Passenger Safety for Bus Riders**: (EC § 39831.5)

**1. Proper Loading and Unloading**

- Be at your bus stop 5 prior to your bus stop time.
- Wait at your designated loading area which should be 12 feet from where the bus stops.
- Please do not trespass on private property.
- Do not approach the bus until the door opens.
- Seatbelts are required if the bus is equipped with them.
- Remain seated at all times while the bus is in motion and stay seated until the bus is stopped, and the door is open.
- When exiting, promptly move away from the bus.
- Stay out of the Danger Zone which is 12 feet around the bus.
- If you drop something near the bus, get my attention. Do not try to retrieve it.

**2. Escorting (**Pre-k through 8)

- You must be escorted across the street by the driver only.
- Wait on the curb until the driver says it is safe for you to cross.
- Always cross in front of the bus. Never in the rear. Non-escort (high school)
- Always cross in front of the bus, never in the rear.
- Walk down the sidewalk 12 feet before stepping off the curb.
- Check beyond the bus to see that all traffic has stopped before stepping out into the road.
- If the driver sees that you are in danger he/she will honk the horn at you.

**3. Walking to and from School Bus Stops:** Students are expected to conduct themselves appropriately when at the bus stop or while walking to or from the bus stop.

- Students walking to the bus stop should walk facing traffic and use caution
- Students should use the buddy system when walking to or from the bus stop whenever possible.
- Students should not talk to strangers or accept a ride from any stranger.
- Students should be at the bus stop at least 5 minutes before the scheduled bus time. If a student is late and must cross the road to board the bus they must wait for the driver to give instructions and/or escort the student across the road.
  Students may not:
  - Litter or damage any private property;
  - Cut across private property when walking to or from the stop;
  - Fight, scuffle or rough-house;
  - Throw any objects at anyone or anything.

**4. Rules of Riding** (these are not exhaustive)

- Listen to your driver the first time.
- Remain seated at all times when the bus is in motion. Facing forward, within the seating space provides the most protection in an accident.
- Keep all body parts inside the bus.
- Keep your hands to yourself.
- Keep aisles and emergency exits clear. Do not exit through an emergency exit

unless instructed to.
- No food or drink allowed with the exception of water.
- Do not throw objects inside the bus or out windows.
- Remain silent at railroad crossings.

**5. Bus Evacuation**
- Do not panic. Stay seated. Stay quiet.
- Follow instructions from the driver.
- Do Not evacuate until instructed by the driver.
- Students seated closest to the exits will be designated as “helpers” to help others exit.
- Leave coats, purses, backpacks in the bus. You are more important than your stuff.
- Move at least 100 feet away from the bus and stay together.
- Remain calm. We can all evacuate safely in one minute.

**Notification of Rights Under FERPA**
**for Elementary and Secondary Schools**

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

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

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

Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise the parent or eligible student of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing their tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

In addition, the Student Aid Commission may have access to the grade point average (GPA) of all district students in grade 12 and, when required, verification of high school graduation or its equivalent of all students who graduated in the prior academic year, for use in the Cal Grant postsecondary financial aid program. However, such information shall not be submitted when a student, or their parent or guardian if the student is under 18 years of age, "opts out" or is permitted by the rules of the Student Aid Commission to provide test scores in lieu of their GPA. (Ed. Code, §§ 69432.9, 69432.92) No later than January 1 each year, the Superintendent or designee shall notify each student in grade 11, and the student's parents/guardians if the student is under 18 years of age, that the student's GPA will be forwarded to the Student Aid Commission by October 1 unless the student opts out within a period of time specified in the notice, which shall not be less than 30 days. (Ed. Code, § 69432.9)

Upon request, the School discloses education records, without prior consent, to officials of another school

district in which a student seeks or intends to enroll.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

## TUSD BOARD POLICY 5145.7: SEXUAL HARASSMENT

The Board of Trustees is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint or allegation is addressed through AR 5145.71 - Title IX Sexual Harassment Complaint Procedures or BP/AR 1312.3 - Uniform Complaint Procedures, as applicable. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3.

The Title IX Coordinator shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's web site, and including it in student and staff handbooks. All district staff shall be trained regarding the policy.

**Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence

2. A clear message that students do not have to endure sexual harassment under any circumstance

3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained

4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to

respond to harassment, prevent recurrence, and address any continuing effect on students

6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made

7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues

8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

**Disciplinary Actions**

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

**Record-Keeping**

In accordance with law and district policies and regulations, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

# "KNOW YOUR EDUCATIONAL RIGHTS" IMMIGRATION ENFORCEMENT FROM THE CALIFORNIA ATTORNEY GENERAL

**Your Child Has the Right to a Free Public Education**

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

**Information Required for School Enrollment**

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

**Confidentiality of Personal Information**

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

**Family Safety Plans If You Are Detained or Deported**

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

**Right to File a Complaint**

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

For more information on resources for responding to immigration enforcement activities at California schools, or to file a complaint, please contact:

Bureau of Children's Justice
California Attorney General's Office
P.O. Box 944255
Sacramento, CA 94244-2550
Phone: (800) 952-5225
E-mail: BCJ@doj.ca.gov

## HEALTHY SCHOOLS ACT OF 2000

Notice to all students, parents/guardians and employees of the Turlock Unified School District:

Education Code sections 17608 et seq. requires, among other things, that school districts notify parents and staff about the use of pesticides at school. The purpose is to reduce exposure to toxic pesticides through information and application of an integrated pest management system at schools. Towards this end, and pursuant to the requirements of this legislation, please be advised of the following:

TUSD expects to use the following pesticides at its campuses during the 2025-26 school year according to our Integrated Pest Management Plan on the following pages 1-5.

Parents/guardians of the Turlock Unified School District can register with the District's designee, Morgan Dossetti, to receive notification of individual pesticide applications by calling (209) 678-2697. Persons who register for this notification shall be notified at least seventy-two (72) hours prior to the application, except in emergencies, and will be provided the name and active ingredient(s) of the pesticide as well as the intended date of application.

If you wish to access information on pesticides and pesticides use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agricultural Code section 13184, you can do so by accessing the Department's web-site at www.cdpr.ca.gov.

## Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right for parents of minor students to:

A. Consent before students are required to submit a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

**1.** Political affiliations or beliefs of the student or student's parent;

**2.** Mental or psychological problems of the student or student's family;

**3.** Sex behavior or attitudes;

**4.** Illegal, anti-social, self-incriminating, or demeaning behavior;

**5.** Critical appraisals of others with whom respondents have close family relationships;

**6.** Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;

**7.** Religious practices, affiliations, or beliefs of the student or parents; or

**8.** Income, other than as required by law to determine program eligibility.

B. Receive notice and an opportunity to opt a student out of:

**1.** Any other protected information survey, regardless of funding;

**2.** Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screening, or any physical exam or screening permitted or required under State law; and

**3.** Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

C. Inspect, upon request and before administration or use:

**1.** Protected information surveys of students;

**2.** Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and

**3.** Instructional material used as part of the education curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

TUSD has developed policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. TUSD will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. TUSD will also directly notify,

such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt their child out of participation of the specific activity or survey. TUSD will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. The following is a list of the specific activities and surveys covered under this requirement:

**1.** Collection, disclosure, or use of personal information for marketing, sales or other distribution.

**2.** Administration of any unprotected information survey not funded in whole or in part by the Department of Education.

**3.** Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

## College Admission Requirements and Higher Education Information

Each school year, a school district shall provide the parent of students in grades 9 through 12 with a written explanation of the requirements for admission to the California State University ("CSU") and the University of California ("UC") systems. (Ed. Code, § 51229)

To qualify for admission to the UC or CSU systems, high school students must meet the "Subject Requirements," otherwise known as the "a-g" requirements. To learn more about college admission requirements, please visit the UC (www.universityofcalifornia.edu) or CSU (www.calstate.edu) websites or your student's counseling office.

For a list of District courses that have been certified by the University of California as satisfying the requirements for admission to the UC and CSU systems, please see below and refer to: https://doorways.ucop.edu/list.

Career Technical Education (CTE): CTE may be offered by the District as career and workforce preparation for high school students, preparation for advanced training, and the upgrading of existing skills. CTE provides high school students who are 16 years of age or older with valuable career and technical education so students can: (1) enter the workforce with skills and competencies to be successful; (2) pursue advanced training in postsecondary educational institutions; or (3) upgrade existing skills and knowledge. A CTE course may also satisfy a graduation requirement and a subject matter requirement for admission to the UC and CSU.

To learn more about CTE, please visit www.cde.ca.gov/ci/ct. To learn more about the District's career technical education classes, please visit the District's website. https://www.turlock.k12.ca.us/cte.

Students are encouraged to meet with school counselors to help them choose courses at their school that will meet college admission requirements or to enroll in career technical education courses, or both. Please contact: Career Technical Education (209) 667-0612 Option 8.

Investing and considering appropriate investment options for future college or university education is important. (Ed. Code, § 48980(d)) Any questions regarding investment options should be directed to a financial advisor.

## CHILD ABUSE REPORTING GUIDELINES AND PROCEDURES

The following information will assist parents and guardians in determining whether or not child abuse has occurred and, if so, how to file a complaint of child abuse with local law enforcement. This information has been taken from the California Child Abuse and Neglect Reporting Act in the California Penal Code and from sections of the California Education Code.

**Child Abuse Can Be Any of the Following:**

**1.** A physical injury which is inflicted on a child by another person other than by accidental means.

**2.** The sexual abuse, assault, or exploitation of a child, such as:

a. The negligent treatment or maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare, whether the harm or threatened harm is from acts or omissions on the part of the responsible person;

b. The willful infliction upon a child of any cruel or inhumane corporal punishment or any injury resulting in a traumatic condition; or

c. The willful harming or injuring of a child or endangering of the person or the health of a child where the person responsible for the child's welfare is a licensee, administrator, or employee of any facility licensed to care for children or an administrator or employee of a public or private school or other institution or agency.

**Child Abuse Does *Not* Include:**

**1.** A mutual fight between minors;

**2.** An injury that is caused by the actions of a peace officer using reasonable and necessary force within the scope of their employment; or

**3.** An injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:

a. To stop a disturbance threatening physical injury to people or damage to property;

b. For purposes of self-defense;

c. To obtain possession of weapons or other dangerous objects within control of a pupil; or

d. To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning.

**How to File a Complaint of Child Abuse Committed at a School Site**

Parents and guardians of pupils have the right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. To file a complaint, the parent or guardian must file a formal report with an appropriate local law enforcement agency. An appropriate law enforcement agency may be one of the following:

**1.** A Police or Sheriff's Department (not including a school district police department or school security department)

**2.** A County Probation Department if designated by the county to receive child abuse reports, or

**3.** A County Welfare Department/County Child Protective Services.

The complaint may be filed over the telephone, in person, or in writing. A complaint may also be filed at the same time with your school district or county office of education. School districts and county offices of education, however, do not investigate child abuse allegations.

The local law enforcement agency is required to investigate all complaints.

In addition, if the child is disabled and enrolled in special education, a separate complaint may be filed by the parent or guardian with the California Department of Education (CDE) according to Title 5 of the California Code of Regulations section 4650(a)(7)(C). The CDE does not, however, investigate allegations of child abuse but rather investigates the conditions that may involve immediate physical danger or threaten the health, safety, or welfare of the child or children or which may result in denial of a free and appropriate public education.

If the complaint of child abuse is "substantiated" or confirmed by the local law enforcement agency, meaning that the report of child abuse or neglect, as determined by the law enforcement investigator who conducted the investigation, is, based upon the evidence, more likely to have occurred than not, then a report of the investigation will be transmitted by the law enforcement agency to the governing board of the local school district or County Office of Education. A confirmed report of child abuse or neglect received by a governing board of a school district or County Office of Education will be subject to the provisions of California Education Code section 44031, which gives school employees certain rights regarding personnel information and records.

In addition, a confirmed report shall be forwarded by the law enforcement agency that investigated the complaint to the California Department of Justice according to California Penal Code section 11169 and notice will be provided to the alleged child abuser that they have been reported to the Child Abuse Central Index, as maintained by the Department of Justice.

*This guidance is mandatory only to the extent that it cites a specific statutory and/or regulatory requirement. Any portion of this guidance that is not supported by a specific statutory and/or regulatory requirement is not prescriptive pursuant to California Education Code section 33308.5.*

**Regulation 5116.1: Intradistrict Open Enrollment** **St.itus:** ADOPTED

**Original Adopted Date:** 09/06/2016 ı **Last Revised Date:** 02/18/2020 ı **Last Reviewed Date:** 02/18/2020

**Transfers for Victims of a Violent Criminal Offense**

Within a reasonable amount of time, not to exceed 14 calendar days, after it has been determined that a student has been the victim of a violent criminal offense while on school grounds, the student's parents/guardians shall be offered an option to transfer their child to an eligible school identified by the Superintendent or designee. In making the determination that a student has been a victim of a violent criminal offense, the Superintendent or designee shall consider the specific circumstances of the incident and consult with local law enforcement as appropriate. Examples of violent criminal offenses include, but are not limited to, attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, or hate crimes.

The Superintendent or designee shall consider the needs and preferences of the affected student and parent/guardian in making the offer. If the parent/guardian elects to transfer the student, the transfer shall be completed as soon as practicable.

**Transfers from a "Persistently Dangerous" School**

Upon receipt of notification from the California Department of Education (CDE) that a district school has been designated as "persistently dangerous," intradistrict transfers shall be granted as follows:

1. Within 10 days of receipt of the notification from CDE, the Superintendent or designee shall provide parents/guardians of students attending the school with notice of the school's designation. Along with this notification, or at least 14 calendar days before the start of the school year, the Superintendent or designee shall provide a list of other district schools to which any student of the school that is designated as persistently dangerous may transfer.

2. Parents/guardians who desire to transfer their child out of the school shall provide a written response to the Superintendent or designee and shall rank-order their preferences from among all schools identified by the Superintendent or designee as eligible to receive transfer students.

3. The Superintendent or designee shall consider the needs and preferences of students and parents/guardians before making an assignment, but is not obligated to accept the parent/guardian's preference if the assignment is not feasible due to space constraints or other considerations. The Superintendent or designee shall notify the parents/guardians of the assigned school.

4. For students whose parents/guardians accept the offer, the transfer shall be made as quickly as possible. If the parents/guardians decline the assigned school, the student may remain in the current school.

The transfer shall remain in effect as long as the student's school of origin is identified as "persistently dangerous." The Superintendent or designee may choose to make the transfer permanent based on the educational needs of the student, parent/guardian preferences, and other factors affecting the student's ability to succeed if returned to the school of origin.

The Superintendent or designee shall cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a district school.

**Other Intradistrict Open Enrollment**

Except for transfers for victims of a violent crime and from a "persistently dangerous school," the following procedures shall apply to intradistrict open enrollment:

1. The Superintendent or designee shall identify those schools which may have space available for additional students. A list of those schools and open enrollment applications shall be available at each school site, the district office, and on the district's web site.

2. After the enrollment priorities have been applied in accordance with Board policy, if there are more requests for a particular school than there are spaces available, a random drawing shall be held from the applicant pool. A waiting list shall be established to indicate the order in which applicants may be accepted if openings occur

during the year. Late applicants shall not be added to the waiting list for the current year but shall instead wait for a subsequent lottery.

3. The Superintendent or designee shall provide written notification to applicants as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.

4. Approved applicants must confirm their enrollment within 10 school days.

Any student who is granted a transfer out of a school that had been identified by CDE for comprehensive support and improvement shall be allowed to remain in the school of enrollment until completing the highest grade offered at that school. (20 USC 6311)

A student granted intradistrict enrollment under other circumstances shall not be required to reapply for readmission but may be subject to displacement due to excessive enrollment.

Any complaints regarding the open enrollment process shall be submitted in accordance with the applicable complaint procedure.

**Notifications**

Notifications shall be sent to parents/guardians at the beginning of each school year describing all current statutory attendance options and local attendance options available in the district. Such notification shall include: (Education Code 35160.5, 48980)

1. All options for meeting residency requirements for school attendance

2. Program options offered within local attendance areas

3. A description of any special program options available on both an interdistrict and intradistrict basis

4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied

5. A district application form for requesting a change of attendance

6. The explanation of attendance options under California law as provided by CDE

**Regulation 5117: Interdistrict Attendance** **Status:** ADOPTED

**Original Adopted Date:** 04/16/2019 | **Last Revised Date:** 02/18/2020 | **Last Reviewed Date:** 02/18/2020

**Interdistrict Attendance Agreements and Permits**

In accordance with an agreement between the Board of Trustees and the board of another district, a permit authorizing a student of either district to enroll in the other district may be issued upon approval of both districts.

The district shall post on its web site the procedures and timelines for requesting an interdistrict transfer permit, including a link to BP 5117 - Interdistrict Attendance. The posted information shall include, but is not limited to: (Education Code 46600.1, 46600.2)

1. The date upon which the district will begin accepting and processing interdistrict transfer requests for the following school year

2. The reasons for which the district may approve or deny a request, and any information or documents that must be submitted as supporting evidence

3. If applicable, the process and timelines by which a denial of a request may be appealed within the district before the district renders a final decision

4. A statement that failure of a parent/guardian to meet any timelines established by the district shall be deemed an abandonment of the request

5. Applicable timelines for processing a request, including the following statements:

    a. For an interdistrict transfer request received by the district 15 or fewer calendar days before the commencement of instruction in the school year for which the transfer is sought, the district will notify the parent/guardian of its final decision within 30 calendar days from the date the request was received.

    b. For an interdistrict transfer request received by the district more than 15 days before the commencement of instruction in the school year for which the interdistrict transfer is sought, the district will notify the parent/guardian of its final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction in the school year for which transfer is sought.

6. The conditions under which an existing interdistrict transfer permit may be revoked or rescinded

Priority for interdistrict attendance shall be given to a student who has been determined, through an investigation by either the district of residence or district of proposed enrollment, to be a victim of an act of bullying, as defined in Education Code 48900(r), committed by a student of the district of residence. (Education Code 46600)

Until the district is at maximum capacity, the district shall accept any student whose interdistrict transfer application is based on being the victim of an act of bullying or a child of an active duty military parent/guardian. The district shall ensure that such students are admitted through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether or not a student should be enrolled based on academic or athletic performance, physical condition, proficiency in English, family income, or any of the individual characteristics set forth in Education Code 220, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status. (Education Code 46600)

In addition, the Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. To meet the child care needs of the student, only as long as the student's child care provider remains within district boundaries

2. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel

3. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance

4. To allow the student to complete a school year when the student's parents/guardians have moved out of the district during that year

5. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school

6. To allow a high school senior to attend the same school attended as a junior, even if the student's family moved out of the district during the junior year

7. When the parent/guardian provides written evidence that the family will be moving into the district in the immediate future and would like the student to start the school year in the district

8. When the student will be living out of the district for one year or less

9. When recommended by the school attendance review board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence

10. When there is valid interest in a particular educational program not offered in the district of residence

11. To provide a change in school environment for reasons of personal and social adjustment

12. Parents or guardians are employed within the district's attendance area

The Superintendent or designee may deny initial requests for interdistrict attendance permits due to limited district resources, overcrowding of school facilities at the relevant grade level, or other considerations that are not arbitrary. However, once a student is admitted, the district shall not deny continued attendance because of overcrowded facilities at the relevant grade level.

**If** the transfer request is for a school year that begins within 15 calendar days of the receipt of the request, the Superintendent or designee shall notify the parent/guardian of the final decision within 30 calendar days of receiving the request. If the transfer request is for a school year that begins more than 15 calendar days after the receipt of the request, the parent/guardian shall be notified of the final decision as soon as possible, but no later than **14** calendar days after the commencement of instruction during that school year. (Education Code 46600.2)

If a student's interdistrict transfer request is denied, the Superintendent or designee shall, in writing, notify the parents/guardians of their right to appeal to the County Board of Education within 30 calendar days from the date of the final denial. (Education Code 46600.2)

All notices to parents/guardians regarding the district's decision on any request for interdistrict transfer shall conform to the translation requirements of Education Code 48985, and may be provided by regular mail, electronic format if the parent/guardian provides an email address, or by any other method normally used to communicate with parents/guardians in writing. (Education Code 46600.2)

Pending a decision by the two districts or by the County Board on appeal, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months, provided the district is the district of proposed enrollment. If the decision has not been rendered by the conclusion of two school months and the districts or County Board is still operating within the prescribed timelines, the student shall not be allowed to continue attending the district school to which the student was provisionally admitted. (Education Code 46603)

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or rescissions while expulsion proceedings are pending or during the term of the expulsion. (Education Code 46601)

Once a student is admitted to a school on the basis of an interdistrict attendance permit, the student shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school of enrollment, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded after June 30 following a student's completion of grade 10 or for any student entering grade **11 or 12** in the subsequent school year. (Education Code 46600)

**Transfers Out of the District**

A student whose parent/guardian is in active military duty shall not be prohibited from transferring out of the district, provided the school district of proposed enrollment approves the application for transfer. (Education Code 46600, 48307)

If the district is unable to provide an intradistrict transfer to a student who is a victim of an act of bullying, as defined in Education Code 46600, the district shall not prohibit the student from transferring out of the district if the district of proposed enrollment approves the application for transfer. (Education Code 46600)

The district may limit transfers out of the district to a school district of choice under any of the following circumstances: (Education Code 48307)

1. The number of student transfers out of the district to a school district of choice has reached the limit specified in Education Code 48307 based on the district's average daily attendance.

2. The County Superintendent of Schools has given the district a negative budget certification or has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this district to a school district of choice.

## 160. Danger of Synthetic Drugs Memorandum:

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the Turlock US of the dangers of the illicit use and abuse of synthetic drugs.

The illicit use and abuse of synthetic drugs represent an emerging and ongoing public health threat in California. The fentanyl crisis specifically has impacted communities across the state, leading to a sharp increase in fentanyl poisonings and deaths in recent years.

This notice aims to address the crisis with a preventative approach, ensuring students and families are educated on the deadly consequences of recreational drug use.

A synthetic drug is a drug with properties and effects similar to a known hallucinogen or narcotic but having a slightly altered chemical structure, especially such a drug created to evade existing restrictions against illegal substances.

Synthetic drugs include but are not limited to synthetic cannabinoids ("synthetic marijuana," "spice," "K2"), methamphetamines, bath salts, and fentanyl.

The California Department of Public Health ("CDPH") has expounded on the extreme danger of drugs laced with fentanyl. Illicit fentanyl can be added to other drugs to make them cheaper, more powerful, and more addictive. Illicit fentanyl has been found in many drugs, including heroin, methamphetamine, counterfeit pills, and cocaine. Fentanyl mixed with any drug increases the likelihood of a fatal overdose. Furthermore, it is nearly impossible to tell if drugs have been laced with fentanyl without additional testing because fentanyl cannot be seen, smelled, or tasted when used as a lacing agent.

## 161. Firearms Safety Memorandum:

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the Turlock USD of their responsibilities for keeping firearms out of the hands of

children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) their home. **These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.**

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

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school- sponsored event, activity, or performance; **or** (3) unlawfully brandishes the firearm to others.[1]
    - **Note:** The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.

- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor **never** actually accesses the firearm.[2]
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.[3]

- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.[4]

**Note:** Your county or city may have additional restrictions regarding the safe storage of firearms.

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

**IMMUNIZATION INFORMATION SYSTEMS RECORD SHARING**

## 162. Immunization Information Systems Record Sharing

Pursuant to Health and Safety Code section 120440, the District is required to disclose certain immunization records to Stanislaus County Health Services Agency-Public Health Department, 917 Oakdale Road, Modesto, CA 95355 and the State Department of Public Health (6101 W. Centinela Avenue, Suite 300, Culver City, California, 90230), including:

1. The name of the pupil and names of the parents or guardians of the pupil;
2. Date of birth of the pupil;

3. Types and dates of immunizations received by the pupil;
4. Manufacturer and lot number for each immunization received;
5. Adverse reaction to immunizations received;
6. Other nonmedical information necessary to establish the pupil's unique identity and record;
7. Results of tuberculosis screening;
8. Current address and telephone number of the pupil and the parents or guardians of the pupil;
9. Pupil's gender;
10. Pupil's place of birth;
11. Pupil's race and ethnicity;

Pupil's information needed to comply with education and childcare immunization requirements including:

a. Diphtheria;
b. Hepatitis B;
c. Haemophilus influenza type b;
d. Measles;
e. Mumps;
f. Pertussis (whooping cough);
g. Poliomyelitis;
h. Rubella;
i. Tetanus;
j. Varicella (chickenpox);
k. Any other disease deemed appropriate by the State Department of Public Health.

Any of the information shared with Stanislaus County Health Services Agency-Public Health Department, 917 Oakdale Road, Modesto, CA 95355 and the State Department of Public Health shall be treated as confidential medical information and shall be used only to share with each other, and, upon request, with health care providers, schools, childcare facilities, family childcare homes, Women, Infant, and Child service providers, county human services agencies, foster care agencies, and health care plans. These providers, agencies, and institutions shall, in turn, treat the shared information as confidential, and shall use it only to:

1. Provide immunization services to the pupil, including issuing reminder notifications to parents or pupils when immunizations are due.

2. Provide or facilitate provision of third-party payer payments for immunizations;

3. Compile and disseminate statistical information of immunization status on groups of pupils in California, without identifying information for these pupils included in these groups or populations;

4. Carry out the responsibilities regarding immunization for attendance or participation benefits in education programs;

You and your pupil have the right to examine any immunization-related information or tuberculosis screening results shared pursuant to this requirement and to correct any errors therein.

**You or your pupil may refuse to allow this information to be shared pursuant to this requirement or to receive immunization reminder notifications at any time, or both.** If you do not want this information to be shared or to receive reminder notifications, please contact:

Director of Student Services

209-6678-0632

Regardless of whether you do wish to share immunization-related information, your pupil's physician may maintain access to this information for the purposes of pupil care or protecting the public health. In addition, Stanislaus County Health Services Agency-Public Health Department, 917 Oakdale Road, Modesto, CA 95355 and the State Department of Public Health may maintain access to this information for the purposes of protecting the public health.

# Multi-Tier Systems of Support (MTSS)

| Intervention | Grades TK-6 | Grades 7-8 | Grades 9-12 |
|---|---|---|---|
| **Academic Support** | | | |
| Academic Goal-Setting Workshops | | ● | ● |
| Advanced Placement (AP) Support Sessions | | | ● |
| After-School Tutoring | ● | ● | ● |
| Homework Help Sessions | ● | ● | ● |
| Library Research Skills Program | ● | ● | ● |
| Math Enrichment Clubs | ● | ● | ● |
| Online Tutoring (Math, ELA, etc.) | ● | ● | ● |
| Reading Buddies (Paired Reading Program) | ● | ● | |
| ROP Cross-Age Tutors (Peer Tutoring) | | ● | ● |
| SAT/ACT Prep Program | | | ● |
| Science Exploration Labs | ● | ● | ● |
| Study Skills Bootcamp | | ● | ● |
| Writing Workshops | | ● | ● |
| **Social-Emotional & Behavioral Support** | | | |
| **Intervention** | **Grades TK-6** | **Grades 7-8** | **Grades 9-12** |
| Bullying Prevention Programs | ● | ● | ● |
| Check-In/Check-Out (Mentoring Support) | ● | ● | ● |
| Conflict Resolution Workshops | ● | ● | ● |
| Coping Skills Group (Grief, Anxiety Support) | ● | ● | ● |
| CSU-Stanislaus Student Mentors | ● | ● | ● |
| Jessica's House (Grief Counseling) | ● | ● | ● |
| Leadership Development Program | | ● | ● |
| Mental Health Support (Counselors/Clinicians) | ● | ● | ● |
| Mindfulness and Stress Management Sessions | ● | ● | ● |
| PBIS (Positive Behavior Support) | ● | ● | ● |
| Peer Mediation Training | | ● | ● |
| Restorative Practices (Circles, Conferences) | ● | ● | ● |
| Social Skills Groups | ● | ● | ● |
| Student Ambassador Program (Link Crew) | | ● | ● |
| Wellness Centers (Comfort Corners) | ● | | |

| Specialized Programs | | | |
|---|---|---|---|
| **Intervention** | **Grades TK-6** | **Grades 7-8** | **Grades 9-12** |
| Arts Integration Program | | | |
| Career Exploration and Job Skills Training | ● | ● | ● |
| Dual Enrollment (College Courses) | | ● | ● |
| | | | |
| English Language Development (ELD) Support | ● | ● | ● |
| Gifted and Talented Education (GATE) | ● | ● | ● |
| Kinder Transition Program | ● | | |
| Life Skills Training | ● | ● | ● |
| Literacy Pull-Out (Spanish & English) | ● | ● | ● |
| Occupational Therapy Support | ● | ● | ● |
| Special Education Support (IEP/504 Plans) | ● | ● | ● |
| Speech and Language Therapy | ● | ● | ● |
| STEM Enrichment Program | ● | ● | ● |
| Transition Support for Grade Changes | ● | ● | ● |
| **Family & Community Engagement** | | | |
| Community Resource Fairs | ● | ● | ● |
| Community Volunteer Opportunities | ● | ● | ● |
| Family Conferences & Workshops | ● | ● | ● |
| Family Literacy Nights | ● | ● | |
| Family Technology Training | ● | ● | ● |
| Family Wellness Workshops | ● | ● | ● |
| Parent Empowerment Program (PIE) | ● | ● | ● |
| Parent Leadership Council | ● | ● | ● |
| Parent Support Groups (Cultural, Linguistic) | ● | ● | ● |
| Parent-Child Bonding Events | ● | ● | |
| **School-Wide Programs** | | | |
| Bulldog Boost (School Spirit Program) | | ● | ● |
| College and Career Fairs | | ● | ● |
| Cultural Celebration Events | ● | ● | ● |
| Environmental Stewardship Program | ● | ● | ● |
| Prodigal Sons & Daughters ( Prevention/Intervention) | | ● | ● |
| School Attendance Review Team (SART) | ● | ● | ● |
| School Safety Drills and Awareness | ● | ● | ● |

| | | | |
|---|---|---|---|
| STOPit (Emergency Incident Reporting System) | ● | ● | ● |
| Student Recognition Assemblies | ● | ● | ● |
| Summer School Acceleration | ● | ● | ● |
| Key: ● = Intervention is used for this grade level. | | | |

**Contraband Dogs**
**Safe Learning Environment**

In order to ensure a safe learning environment for all students, the Turlock Unified School District has established a contract to bring specially trained canines to High Schools to deter students from bringing illegal substances onto campus or on school-sponsored trips. The dogs are trained to detect the odor and residual odor of illegal drugs (e.g., marijuana, cocaine, methamphetamine, ecstasy), frequently-abused prescription drugs (e.g., Xanax, oxycodone, Adderall), alcoholic beverages (e.g., wine, beer, vodka), and gunpowder (e.g., ammunition, fireworks, weapons). The contraband dogs that will visit our campus are non-aggressive and friendly; however, while they are on campus, they are working, and students and staff are instructed not to pet or play with the dogs.

A dog will never be directed to sniff students or the air immediately around students during a campus visit. While on campus, the canine team will be accompanied at all times by one or more site administrator. The canine team will search all areas of campus including classrooms, cars parked on school grounds, storage areas, and restrooms. During a classroom visit, the students will be asked to leave their belongings behind and wait outside the room with a site representative. With the teacher and an administrator present in the room, the dog will sniff the air inside the classroom, including the air around the student belongings. During a visit prior to a trip, students will be asked to leave their belongings in a line for the dog to sniff the air around the student belongings. If the dog indicates an alert, a search will be conducted by the administrator accompanying the canine team to determine the source of the odor that caused the alert.

If you have any questions, contact your site principal. If you are concerned that your student has a drug or alcohol problem there are resources available through the school and district, please contact your student's counselor for more information.

## Appropriate Use of Artificial Intelligence (AI)

Artificial Intelligence (AI) encompasses computer systems designed to mimic human intelligence by learning, reasoning, and making decisions. AI can enhance personalized learning, automate administrative tasks, and create interactive learning experiences in education. With the rise of AI technologies, clear guidelines are essential to ensure these tools are used effectively and ethically within our schools.

The following principles and guidelines outline the responsible use of AI tools by K-12 students, ensuring their ethical and effective integration to enhance learning while safeguarding privacy and well-being.

**The Turlock Unified School District has developed the following guidelines and protocols for the use of AI:**

**1. Educational Purpose:**

- AI tools should only be used for educational purposes as directed by teachers or school authorities. Unauthorized use of AI in assignments or the representation of AI-generated content as original work is prohibited.

**2. Ethical Conduct:**

- Students must adhere to ethical standards, respecting copyright, privacy norms, and the intellectual property of others. AI should not be used for academic dishonesty (plagiarism or cheating).

**3. Understand AI Limitations:**

- Recognize AI's limitations and impact on the individual's critical thinking and problem-solving skills. Students should not rely on AI tools as a fact-checker to confirm their work or research, as AI may not always provide accurate or up-to-date information. Be aware that AI is susceptible to biases.

The school will monitor AI usage to ensure compliance with the Technology Acceptable Use Agreement. Reference Board Policy 6163.4 for additional information and guidance related to the appropriate use of technology and the integration of AI.

**PBIS and Restorative Practices**

**What Are PBIS and Restorative Practices?**

PBIS is like a roadmap for good behavior. It teaches students how to act in school—whether in class, the cafeteria, or on the playground, using clear rules and positive rewards. We focus on praising students for doing the right thing, like being kind or responsible, to create a happy, safe school.
Restorative Practices are about fixing problems and building strong relationships. Instead of just punishing mistakes, we talk about what happened, how it affected others, and how to make things right. This helps students learn from their actions and stay connected to our school community.
Together, PBIS and Restorative Practices help us prevent problems, support every student, and keep our schools welcoming for all.

**Our School-Wide Expectations**
Every school in TUSD has 3–5 simple rules that everyone follows, like:

- Be Safe: Keep hands to yourself and follow safety rules.
- Be Respectful: Use kind words and listen to others.
- Be Responsible: Do your work and own your actions.

These rules are posted around school, taught in class, and practiced all year. Teachers give specific praise,

like “Great job being respectful by waiting your turn!” to encourage students. In classrooms, teachers and students create rules together that match these school-wide expectations, so everyone knows how to succeed.

**How We Support Students: Three Levels of Help**

We use a three-level system to make sure every student gets the support they need. Think of it like a ladder—most students do well with basic support, but some need extra help to shine.

**Level 1: For Everyone**

- We teach and practice school rules, like how to line up quietly or share ideas in class.
- Teachers use fun activities, like role-playing, to show what “being respectful” looks like.
- Students earn praise, high-fives, or small rewards for following expectations.
- We track behavior using a tool called SWIS to spot patterns and keep things running smoothly.

**Level 2: For Some Students**

- If a student needs more help, they might join a program like Check-In/Check-Out, where they meet with a mentor daily to set goals and get feedback.
- Small groups teach skills like solving conflicts or staying calm.
- Families work with teachers to support students at home and school.

**Level 3: For a Few Students**

- Students with bigger challenges get a personalized Restorative Action Plan (RAP) to help them succeed.
- We may involve counselors or community support to meet their needs.
- Restorative meetings help fix serious problems and rebuild trust.

This system ensures every student gets the right support to grow and thrive.

**Handling Behavior: Our Step-by-Step Approach**

When a student makes a mistake, we follow these steps to help them learn and make things right:

**Spot the Behavior:**

- Minor issues, like talking out of turn, are handled by teachers in class.
- Major issues, like fighting, go to the office for extra support.

**Respond in Class (Minor Issues):**

- Teachers gently redirect students, saying things like, “Let’s try raising our hand.”

- A quick chat helps students understand their actions and how to improve.
- Teachers note these moments in SWIS to track progress and may call home if needed.

**Get Extra Help (Major Issues):**

- For bigger problems, teachers send a report to the office.
- An administrator may hold a Restorative Circle or Conference, where students, staff, and sometimes families talk about what happened and how to fix it.
- Students might write an apology, help with a school task, or create a Restorative Action Plan (RAP) to show they're ready to make better choices.
- Parents are invited to join these talks to support their child.

**Check In and Support:**

- Teachers and staff keep an eye on progress, praising students for positive changes.
- We use SWIS to see if our plans are working and adjust them if needed.
- Families get updates to stay in the loop.

**Keep Improving:**

- Schools review behavior data every few months to make our rules and support even better.
- Families can attend meetings to learn about our progress and share ideas.

**Restorative Practices: Fixing Problems Together**

When mistakes happen, we focus on learning and rebuilding relationships, not just punishment. Here's how we do it:

- Restorative Chats: A teacher or principal talks one-on-one with a student, asking, "What happened? Who was affected? How can we make it right?"
- Restorative Circles: Students and staff sit in a circle to share feelings and solve problems together, like after a class argument.
- Restorative Conferences: For bigger issues, we bring together everyone involved to talk, plan repairs (like an apology or school service), and help the student feel welcome again.
- Restorative Action Plan (RAP): A student works with staff (and sometimes parents) to create a plan for taking responsibility and making positive changes.

These steps teach students to own their actions, respect others, and stay part of our school family.

**How Families Can Help**

You play a big role in our success! Here's how you can support your child:

- Talk About Expectations: Review school and classroom rules with your child.
- Celebrate Good Choices: Praise your child for being safe, respectful, or responsible.
- Join In: If invited, participate in restorative meetings or circles to help your child grow.
- Stay Connected: Share concerns with teachers and attend PBIS parent nights to learn more.

**Why This Matters**

- At TUSD, we believe every student deserves a chance to succeed. PBIS and Restorative Practices help us create schools where students feel valued, learn from mistakes, and build strong relationships. Together, we're making our schools a place where everyone can thrive!
- Questions? Contact our PBIS/Restorative Practices team at our school or Director of Student Services, Gil Ogden, at gogden@turlock.k12.ca.us.