

MEYERS ELEMENTARY SCHOOL

1095 EAST SAN BERNARDINO AVE.

SOUTH LAKE TAHOE, CA 96150

Principal: Heather Hart

(530) 543-2371

Dear Families & Friends:

Meyers Elementary School, a California Distinguished School, maintains high academic and behavioral standards for all students. The goal of our staff is to protect, connect, and educate all students that walk through the doors of our school. In addition to ongoing partnership with families, this Student & Family Handbook is available to all elementary students and their families to assure a clear understanding of student expectations and school policies. A shared mission and shared responsibilities among school staff, parents/guardians and students will create a positive learning environment in which all students will succeed.

Our school and district community have a clear vision and mission.

Vision: Discover and foster the unique talents and potential of all students.

Mission: Cultivating a collaborative, nurturing environment which embraces diversity, promotes equity and develops confident lifelong learners resulting in academic excellence, civic responsibility, and emotional and physical wellness.

Your child's success at Meyers Elementary depends on your partnership and collaboration with the school and your adherence to the items in this handbook.

1. Your child should attend **97% of 180** school days (approximately 6 absences for the year).
2. During the school day, your child will participate in activities and events both in and out of their homeroom classroom.
3. We strongly encourage positive attendance the days immediately before and after all school breaks.
4. It is important to be a full partner in the education of your student. In order to strengthen your child's learning, we encourage families to fill out all volunteer paperwork and spend time in individual classrooms and at school wide events.

When parents/guardians and teachers work as a team to create a safe learning environment for all students, each child has the greatest opportunity for academic growth. Thank you for partnering with Meyers Elementary School. We look forward to an exciting year!

Sincerely,

The Meyers Elementary School Staff

SCHOOL RESPONSIBILITIES

Meyers School believes that our families are resources to their children, to other families, to school programs and to our community. Meyers School values diverse cultural and linguistic identities. Meyers School will enhance the families' ability to maintain quality interaction with their children and assist them in support of their children academically and socially. A copy of our current School Accountability Report Card (SARC) is available upon request from our District Office. The SARC report can also be viewed at our website at https://www.ltusd.org. Our goal is to protect, connect and educate with all students.

COMMUNICATION

1. Provide three report cards regarding academic progress, effort progress and behavior
2. Contact home and/or school counseling staff regarding student's personal, emotional or physical needs that are not being met (i.e. change in behavior, depression, etc.).
3. Provide translators for conferences or other occasions as needed.
4. Make reasonable effort to accommodate the parents for conferences (e.g., telephone, arranged time)

HOMEWORK/CLASSWORK

1. Provide a list of materials needed at school in order to complete classwork.
2. Provide appropriate homework and nightly reading guidelines.

BEHAVIOR

1. Maintain a Positive Behavior Support Plan: **MAKE WISE CHOICES, SOLVE PROBLEMS PEACEFULLY, AND RESPECT YOURSELF, OTHERS, & PROPERTY** in the classrooms and throughout the school.
2. Document problem behaviors in order to report accurately to parents/guardians.
3. Recognize student achievement in behavior and academic areas.

ATTENDANCE

1. Maintain accurate records (attendance, address, telephone, emergency information)
2. Meet students at line on time (before the second bell rings) at the beginning of the school day, after recess, and after lunch.
3. Contact home if a student is absent.

MATERIALS/SCHOOL PROPERTY

1. Provide textbooks, other books, and Chromebooks for use by students.
2. Note the condition of books and materials when issued to students (in order to assure that the books are returned in proper condition at the end of the school year).

SAFETY & WELL BEING

1. Provide adult supervision for all students beginning at 7:40 a.m. on school grounds.
2. Release the students only to the person(s) on the emergency card and with the appropriate identification.

3. Provide an attractive, clean, and safe school environment:
    - Provide an organized and safe environment in the classroom.
    - Teach and enforce appropriate hygiene and conduct.
4. At Meyers Elementary School, we have an Anti-Bullying and Hazing Policy. We will not tolerate bullying and/or hazing and there will be consequences to help eliminate negative behaviors. See Anti-Bullying, & Sexual Harassment Policy posted on our website at www.ltusd.org.

PARENTS/GUARDIANS RESPONSIBILITIES

BEFORE & AFTER SCHOOL PROCEDURES

1. Children should not arrive at school before 7:40 a.m. due to a lack of supervision.
2. Students will enter through the kindergarten gate, then walk to designated playgrounds. Students are not permitted in hallways before 8:00 am without teacher permission.
3. School breakfast hours are 7:40-7:55. If your child eats breakfast at school, please ensure that your child is in the cafeteria prior to 7:55.
4. Adults are not allowed on campus unless they have identification and permission from the front office and have been cleared through district personnel via the volunteer packet (found in the Lobby of school).
5. When children arrive on campus on a school determined inclement weather day, they are to report directly to the cafeteria for breakfast or to their home classroom. Teachers will open their classrooms at 7:40 a.m.
6. All students who are being picked up at the end of the day must exit through the kindergarten gate.
7. Students should respect neighborhood properties walking to and from school.
8. Students are to cross the streets at the corners or use crosswalks for pick up and drop off.
9. Students are to respect the crossing guard and/or staff facilitating pick up and drop off.
10. Students are not allowed to use electronic devices, play on or with playground equipment, or rough house during pick up and should face forward and remain on designated grade level lines.
11. Parents/Guardians should avoid exiting their vehicles unless picking up a kindergarten student.
12. Pick-up area is reserved for students only. Parents/Guardians are to wait at the picnic tables until students are present.

COMMUNICATION & FAMILY INVOLVEMENT

Parents/Guardians are encouraged to:

1. Communicate and partner with teachers.
2. Sign up for *ParentSquare* notifications or download the ParentSquare App, and check email regularly.
3. Volunteer in the school and attend parent/guardian-teacher conferences and various school activities.
4. Join the PTA and volunteer for at least one PTA event.

When parents/guardians are involved in their child's education, students earn higher grades, attend school regularly, demonstrate more positive attitudes and behaviors, graduate from high school and are more likely to go on to college. Meyers Elementary encourages families to work together as partners in the education of their children by providing parents/guardians with opportunities and support needed to become involved in their child's learning.

Provided and recommended activities may include:

- Participate in Kindergarten Orientation, Back to School Night, Open House, parent/guardian conferences, parent/guardian informational sessions and PTA events.
- Review child's homework daily.
- Submit paperwork to volunteer.
- Chaperone field trips.
- Prepare materials at home per teacher instructions.
- Donations to the classroom/school may be made-teachers will have helpful guideline information for donations.

HOMEWORK/CLASSWORK

1. Provide appropriate materials for your child to use at home.
2. Maintain proper school supplies throughout the school year as determined by the classroom teacher.
3. Assure that your child completes their homework daily, review it with them and ensure that they return it to class according to the teacher's homework policy.
4. Communicate with the teacher if the need arises (i.e., if there are questions about the homework).
5. Provide a specific and appropriate time and place for your child to complete their homework.

BEHAVIOR

1. Recognize your child at home for good behavior during school.
2. Make sure your child follows the Positive Behavior Support Plan- **MAKE WISE CHOICES, SOLVE PROBLEMS PEACEFULLY, AND RESPECT YOURSELF, OTHERS, & PROPERTY.**
3. Visit the school/classroom as frequently as possible, especially if the teacher communicates the need for a meeting. (Sign in at the front office.)
4. Assure that your child adheres to the school's dress code policy. If your child consistently violates the dress code policy, you may be required to attend a parent/guardian conference regarding the matter to remedy the problem/situation.
   See pages 15-16 for dress code requirements.

ATTENDANCE

1. Send your child to school rested, clean, appropriately dressed, ready to learn, and on time every day.
2. Make sure your child arrives at school on time in order to participate in the breakfast program if needed.
3. Make sure your child is picked up from school on time.

4. Avoid taking vacations while school is in session. Please refer to the LTUSD school calendar.
5. When necessary, provide a week's notice for any absence 3-15 days for an *Independent Study* contract. Complete and return *Independent Study* within 3 days of returning to school.
6. Notify the school when your child is absent and provide appropriate documentation if needed. Any student who is absent from school for more than three days without valid excuse and when not related to identified home factors or tardy more than 30 minutes on each of more than three days in one school year, is a truant and shall be reported to the attendance supervisor.
7. Notify the school immediately (within one week) when there is a change of address or telephone number. In the event of a medical emergency and the school is unable to reach anyone on the emergency card, the school will call 911 for emergency services. Each fall you must update your student's information in the Aeries portal.

LEAVING SCHOOL DURING SCHOOL HOURS

Any parent/guardian planning to take their child out of school during school hours must come to the office, show proper identification, and sign their child out of school. Parents/guardians requesting to take their child out must have their name on the emergency card and show a photo ID. The school secretary will call your child's room and will have them sent to you. No parent/guardian is to go directly to the classroom. A pass will be given to a parent/guardian who would need to go onto the campus for any reason. Early release is highly discouraged in the 30 minutes prior to dismissal.

DISRUPTIVE PARENT CONDUCT

Pursuant to California Penal Code Section 626.4, the school principal or administrator may order a parent or any other person to leave the school grounds if his/her conduct is disruptive in any way to the school program. This includes school activities and programs such as sporting events and performances. In addition, any disruptive behavior on the part of a parent or any other person will result in the school staff contacting law enforcement. If the parent or adult does not leave after being asked or if he/she returns without following the posted requirements to contact the administrative offices of the campus, he/she will be guilty of a crime which is punishable by a fine of up to $500 or imprisonment in the County jail for a period of up to six (6) months, or both. Additionally, any further conduct of this nature by the parent or any other person will lead to Vaughn NCLC pursuit of a restraining order against the parent or adult which would prohibit he/she from coming to school grounds, attending school activities, or contacting the charter school directly or through an agent for any purpose for a period of three (3) years.

Under Education Code Section 44811, disruption by a parent or guardian or other person at a school sponsored activity is punishable, upon the first conviction, by a fine of not less than five hundred dollars ($500) and not more than one thousand dollars ($1,000) or by imprisonment in a county jail for not more than one (1) year, or both. * 2014 Law Offices of Young, Minney & Corp. LLP

STUDENT RESPONSIBILITIES

EXPECTATIONS -BEAR PAWS

- **MAKE GOOD CHOICES**
- **SOLVE PROBLEMS PEACEFULLY**
- **RESPECT YOURSELF, OTHER, & PROPERTY**

SCHOOL RULES

1. Follow all directions and be respectful of all Meyers Elementary staff.
2. Keep hands, feet, and objects to yourself. Students will not push, hit, or use aggressive behavior toward other students or staff or use bad language or obscene gestures.
3. Toys, playing cards, gum, and candy may not be brought to school by students except for school activities approved by the principal/classroom teacher.
4. Weapons, pocket knives, and ammunition are not allowed. Bringing weapons to school is a serious violation - it will lead to suspension and possibly expulsion.
5. Students will walk bicycles, scooters, and skateboards while on school grounds.
6. Personal electronic devices such as cell phones, smartwatches, tablets, etc. are to be secured in backpacks and not accessed during school hours unless approved by principal or medical doctor. Neither Lake Tahoe Unified School District or Meyers Elementary will not be responsible for any electronic device or devices brought to school.

PLAYGROUND / SAFETY RULES

1. There are no closed games or areas - any student is welcome to play any game or activity
2. Only school provided equipment is allowed at recess..
3. Students will stop play/activity, return equipment, and walk to their classroom line when the whistle and double whistle is blown.
4. Eating while playing on the playground is prohibited.
5. Keep the playground clean by throwing away any trash at recess.
6. Leaving designated boundaries without permission is prohibited.
7. Playground equipment will be used and return properly.
8. Playing in restrooms, hallways and around drinking fountains is prohibited.
9. Stay within playground boundaries.
10. Climbing on buildings, trees, fences or walls is prohibited.
11. Two whistles all students freeze. One whistle walk to your designated pickup area.

CLASSROOM RULES

Students must be safe, respectful, and responsible. Students are expected to follow classroom rules and procedures that are provided by their teacher.

SUPERVISED AREAS

Students are to be in areas that are supervised at all times and are never to be in classrooms without teacher supervision. Students are not to loiter in hallways before school, during recess, during lunch or after school unless the area is supervised.

RESPONSIBILITY FOR BOOKS & MATERIALS

Meyers School is committed to providing students with a variety of rich resources to assist them in achieving success. To be successful at school, students will need to take textbooks, and materials home.

You can support your child's education by encouraging them to take responsibility and good care of the books and/or materials assigned to them. If a child loses or damages a book, the family is responsible for compensating the school for the cost of replacement. Books are very expensive! Therefore, it would save us all time and money if we all practiced responsibility and good care of materials borrowed.

The cooperation of all students and their families will allow our school to continue to offer a wide variety of resources that are accessible to everyone.

PARENT/GUARDIAN CONFERENCES

Meyers Elementary schedules conferences which enable the teachers to collaborate with the parents/guardians of each of their students. This collaboration affords an opportunity for the teacher and the parent/guardian to discuss the progress or specific needs of each child. Parents/guardians have a responsibility to their child to make themselves available for these conferences. This conference time provides you with the opportunity to be a partner in your student's learning. You may also make special appointments with their child's teacher at any time during the school year. Contact your child's teacher to make an appointment.

REPORT CARDS

Report cards are issued three times during the school year for our students. They are sent home the week following the last day of the trimester. *PLEASE KEEP THE REPORT CARD AND THE ENVELOPE CONTENTS, HOWEVER, ALWAYS SIGN AND RETURN THE REPORT CARD ENVELOPE AS SOON AS POSSIBLE.*

LOST AND FOUND

The Lost and Found items are located in the cafeteria and school lobby. Please label all clothing with your child's name, especially all outer clothing (sweaters, coats, snow pants, boots, etc.). Please label lunch boxes and any other items brought to school (backpacks, pencil boxes, etc.) If your child has lost something, please have him/her check the Lost and Found**.** Unclaimed items are given to a charitable organization on a cycle schedule each year.

INCLEMENT WEATHER/SNOW DAYS

It is the district's intent to protect youth and all staff during times of inclement weather.

There will be times during the year when, under existing conditions, City, County, and State Road Departments cannot clear the roads in time to start school. In addition, when power failures occur, school cannot be held because all our heating systems require electricity. During storms, our maintenance crews are normally plowing school areas by 4:00 am. In addition, Transportation travels the roads throughout the district between 4:00 am and 5:00 am. A decision will usually be made by 6:00 am as to whether buses will be able to safely travel bus routes. There will be times when school will be closed, though your area appears clear.

Snow conditions vary widely throughout the district. Our decision must be based on the overall condition of the district, which must be operated as a unit for legal reasons. We assure you that school will be held whenever possible; it is highly inconvenient and costly to the district not to conduct classes.

NOTIFICATIONS TO FAMILIES:

Regular Day, Snow day, 2 hour Delayed Start information will be updated on the LTUSD website by 6:00am.
Radio station KRLT 93.9 F.M. will also be notified and will make announcements throughout the A.M. radio program. If it is a Snow Day or Two Hour Delayed Start we will use our Public Notification System to contact everyone. Please make sure your contact information is up to date.

Students should be prepared for outside recess. Unless it is raining heavily or temperatures fall below 10 degrees Fahrenheit students will be outside for all recesses.

GENERAL SCHOOL-WIDE EXPECTATIONS

(MAKE WISE CHOICES, SOLVE PROBLEMS PEACEFULLY, RESPECT YOURSELF, OTHERS & PROPERTY)

Good behavioral expectations are the foundation of a good school environment and the development of first-class social skills and high-quality citizenship skills. First-rate skills, in turn, lead to higher expectations and success with regard to students' academic and social-emotional achievement. Meyers Elementary is an excellent school community which aims at being a model of success. We provide maximum learning opportunities to our students beginning in kindergarten to assist them in becoming successful academically, physically, socially, and emotionally.

All members of our school community are taught and reminded of what desired behaviors look like. We define and explicitly describe our behavioral expectations and then help our school community practice, perfect, and reward those behaviors. All adult members of our school community consistently model desired behaviors in order to help consistently reinforce these positive behaviors.

STUDENT'S RESPONSIBILITIES

(MAKE WISE CHOICES, SOLVE PROBLEMS PEACEFULLY, AND RESPECT YOURSELF, OTHERS & PROPERTY):

1. Know and adhere to your classroom as well as school rules and expectations to help make the best choices for yourself.
2. Demonstrate good attitude and character by dealing with problems in a peaceful way.
3. Respect yourself, others, and school property.

AREA EXPECTATIONS

Behavior Expectation	*Make Wise Choices*	*Solve Problems Peacefully*	*Respect Yourself, Others, & Property*
Halls	● Follow all instructions ● Walk at all times ● Stay in a line ● Keep pace ● Save talking for designated areas ● Face forward	● Find an adult if you need help	● Go directly to destination ● Keep hands off bulletin boards and displays ● Show courtesy to others ● Keep bodies to ourselves ● Walk on the right side ● Be polite to others
Cafeteria	● Use bathroom before lunch ● Focus on eating your lunch and play at recess ● Always walk ● Wait your turn ● Be polite ● Use inside voice ● Sit next to someone who helps you make wise choices	● Follow instructions from all adults ● Only touch your own food ● Only eat your own food ● Leave your area clean ● Raise your hand to leave your seat ● Raise your hand if you need help	● Practice good table manners ● Put your tray and utensils in designated areas
Assemblies	● Sit quietly, facing the presentation ● Be polite ● Sit next to someone who helps you make good choices ● Follow all instructions from adults	● Raise your hand if you need a teacher ● Raise your hand if you need to leave your seat	● Keep your body to yourself ● Sit on back pockets ● Show appreciation appropriately ● Save questions for appropriate time ● Hats should stay in the classroom
Arrival	● Walk to cafeteria or appropriate playground through Kinder gate ● Place your backpack safely of the way outside classrooms or designated area ● Line up when whistle blows	● Follow all instructions from adults ● Follow all playground & cafeteria rules	● Remain outside unless you need to use restroom, have an emergency, or have an appointment with a staff member ● Respect teacher work time in the mornings
Departure	**Walkers/Pick-ups** ● Use crosswalks ● Walk all bikes & scooters on campus ● Know your daily after school plan ● Exit through Kinder gate ● Wait in grade level line **Bussers** ● Quickly load bus & sit in first available seat ● Know your bus stop ● Stay safe by staying seated	● Follow all instructions from adults ● Listen carefully for directions ● Safety comes first	● Follow all instructions for safety ● Pay attention and be ready to go ● Keep all possessions put away ● Keep your body to yourself
Playground/ Recess	● Follow all playground rules ● Stay outside where there is adult supervision ● Be prepared for outside recess (snack, water bottle, clothing) ● Use all equipment appropriately ● Use the restroom appropriately ● Follow all game rules and play fair ● Play safe & kind ● Practice self-control	● Take turns ● Play fair ● Follow rules ● Include everyone ● Use appropriate language ● Talk out problems, walk away, or ask for help	● Be polite ● Stay in boundaries ● Pay attention for whistles ● Clean up trash ● Put equipment away ● Follow directions from adults ● Walk to class after recess
Bathroom	● Keep your recess play outside ● Use bathroom for its designated purpose	● Report any problems to an adult	● Clean up after yourself ● Respect the privacy of others ● Wash your hands

POSITIVE BEHAVIOR EXPECTATION SUPPORT

Meyers Elementary focuses on the correction of student misbehavior using positive means of correction rather than on punitive measures. Our objectives are to reduce disruption of learning and inappropriate conduct by supporting and reinforcing positive behaviors and developing good character traits.

Each month Meyers students and staff focus on a character trait and recognize students who excel at being a positive role model for their peers.

CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR BY STUDENTS:

1. Appropriate consequences as established by the classroom behavior plan.
2. Teacher-to-Parent/Guardian Contact: Teacher will contact parent/guardian(s) (telephone, note, e-mail, etc.).
3. If necessary, after in-class positive behavior support policies have been implemented, the teacher will refer the student to an administrator for further consultation (Office Referral).
4. Conference (Student Success Team, Family Success Team, and/or Parent/Teacher meetings)
5. Loss of privileges occasionally to be used at Teacher's discretion (could include recess).
6. Restitution ("School Beautification"- School Clean-up, Community Service, Volunteering, etc.)
7. Time-out from class.

SUSPENDABLE AND EXPELLABLE OFFENSES:

Proactive intervention and other positive means of correction will be offered to our students. However, students may be suspended, on campus suspended, or recommended for expulsion if the student has committed one of the following offenses:

- Caused, attempted to cause, or threatened to cause physical injury to another person.
- Willfully used force or violence upon the person of another, except in self-defense.
- Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance.
- Unlawfully offered, arranged, or negotiated to sell any controlled substance.
- Committed or attempted to commit robbery or extortion.
- Caused or attempted to cause damage to school or private property.
- Stolen or attempted to steal school or private property.
- Possessed or used tobacco or any tobacco product.
- Committed an obscene act or habitual profanity.
- Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- Disrupted school activities or otherwise willfully defiled valid authority.
- Knowingly received stolen school or private property.
- Possessed an imitation firearm.

- Committed or attempted to commit a sexual assault or committed sexual battery.
- Harassed, threatened, or intimidated a pupil witness in order to prevent testimony or to retaliate for giving testimony.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold any prescription drug.
- Engaged in, or attempted to engage in, hazing.
- Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, directed specifically toward student or school personnel.
- Sexual harassment.
- Hate violence.
- Intentionally engaged in harassment, threats, or intimidation that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting, creating substantial disorder, or invading rights.
- Made terrorist threats against school officials or school property.

During the period of suspension from school, the student must remain at home. The parent/guardian is to meet with the principal to bring closure to the suspension. *See VNCLC Suspension & Expulsion Policy AUTHORITY: Ed. Code §§ 48900; 48900.2; 48900.3; 48900.4; 48900.7.*

MANDATORY RECOMMENDATION FOR EXPULSION:
Administration must immediately suspend and recommend expulsion of a student who commits one of the following offenses, either on school grounds or at an off-campus school-sponsored event:

- Possessing, selling, or furnishing a firearm.
- Brandishing a knife at another person.
- Unlawfully selling a controlled substance.
- Committing or attempting to commit a sexual assault or committing sexual battery.
- Possessing an explosive.

The governing board shall order a pupil expelled upon finding that the pupil committed one of these acts.

AUTHORITY: Ed. Code § 48915(c). See VNCLC Suspension & Expulsion Policy
MANDATORY UNLESS INAPPROPRIATE RECOMMENDATION FOR EXPULSION:
Administration must recommend expulsion of a student who commits one of the following offenses unless it believes the expulsion is inappropriate due to the particular circumstances:

- Causing serious injury to another person, except in self-defense.
- Possession of a knife or other dangerous object.
- Unlawful possession of any controlled substance (except the first offense of possession of less than one ounce of marijuana).
- Robbery or extortion.
- Assault or battery upon a school employee.

The governing board may order a pupil expelled upon finding that the pupil committed one of these acts if it finds that (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct;

or (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others. ***AUTHORITY: Ed. Code § 48915(a). See VNCLC Suspension & Expulsion Policy***

STUDENT SEARCHES

The 4th Amendment of the United States Constitution protects individuals from unlawful searches. However, the law allows school officials to conduct searches of students under certain limited circumstances.

Searches based on reasonable suspicion include, but is not limited to:

- If a student has engaged in conduct that causes an administrator to have reasonable suspicion that the student has committed or is about to commit a crime or has violated statutory laws or school rules, the administrator may conduct a search of that student.

The administrator must:

- Be able to articulate the reason for his or her suspicion and the facts and/or circumstances surrounding a specific incident.
- Be able to reasonably connect the student to a specific incident, crime or rule or statute violation.
- Have relied on recent, credible information from personal knowledge and/or other eyewitnesses.
- Ensure that a search based on reasonable suspicion is not excessively intrusive considering the student's age and gender and the nature of his offense.
- Follow-up on a credible tip.
- When conducting a student search based on reasonable suspicion, school officials must adhere to the following practices:
    - Conduct the search if there are clear and specific reasons for suspicion and there are facts that connect the student to a specific incident of misconduct.
    - Jackets, purses, pockets, backpacks, bags, containers or other items in the student's possession may be searched to the extent reasonably necessary.
    - Under no conditions may a strip search be conducted.
    - Searches based on reasonable suspicion will be conducted in a private area whenever possible.

PROHIBITION AGAINST GUNS, FIREARMS AND OTHER DANGEROUS WEAPONS

Meyers Elementary maintains a "Zero Tolerance Policy" for any type of dangerous object. Therefore, school administrators will take immediate appropriate action against any student found in possession of a dangerous object. Dangerous objects include, but are not limited to, knives (including Swiss Army-style knives, X-Acto knives, utility knives), razor blades, martial arts combat equipment, clubs, brass knuckles, explosives, handcuffs, studded belts or accessories and any type of firearm or BB/Pellet gun (including replica guns). Any student who inadvertently brings an object onto campus that is prohibited should turn it in to a teacher or administrator immediately; doing so will possibly avoid disciplinary consequences. Pursuant to the Federal Gun Free Schools Act, and in accordance with California law, any student found in possession of a firearm shall be recommended for expulsion. Storage of any of these items in areas such as, but not limited to backpacks, lunch boxes, storage cubby, etc. is deemed to be "in possession."

PROHIBITION AGAINST ALCOHOL, TOBACCO, OR DRUGS

Alcohol, tobacco, and nicotine products (such as cigarettes, chew, vape, or other related products) are prohibited and students found in possession, or having used such products under school jurisdiction, will receive specified consequences that could include suspension, recommendation for participation in a deterrent program, exclusion from extracurricular activities or expulsion. Possession of drugs at school may also constitute a crime and will be reported to the proper authorities. Any student found to have participated in the unlawful sale of drugs will be recommended for expulsion and may be subject to criminal prosecution.

BEHAVIOR REQUIREMENTS FOR STUDENTS WITH SPECIAL NEEDS

Students identified with special needs, with an Individualized Educational Plan (IEP) or a Section 504 Plan, are held to the same behavior standards as general education students as mandated by federal, education and state law. Disciplinary consequences are determined by a Disciplinary Review Team (DRT) if the behavior in question is a manifestation of a student's disability. If the behavior in question is not a manifestation of a student's disability, the Education Code permits consequences to be determined at a principal's discretion.

ELECTRONIC DEVICES AND CELL PHONES

The use of cellular phones, smart watches, or electronic signaling devices by students on campus is prohibited during normal school hours. If any such device is brought to school, it shall remain "off" and stored in a backpack, purse, or bag where it is not visible during school hours. If such a device is observed by school staff, it will be confiscated, and a parent or guardian will be required to pick the device up at school. Lake Tahoe Unified School District and Meyers Elementary School will not be responsible for damage, loss, or theft of any electronic device. Due to the number of incidents, the school may be unable to investigate any damage, loss, or theft..

Cell phones are permitted to be brought to school; however, cell phones may not be displayed or used on campus during school hours unless they are being used with the teacher's permission, otherwise cell phones must be turned off during school hours. If phones are used, displayed, or turned on without teacher approval, they will be confiscated. Parents will be required to pick them up. It is not recommended that students bring cell phones, smart watches, tablets, or any valuables to school. Phones brought to school will be at the owner's risk. Lake Tahoe Unified School District and Meyers Elementary will not be responsible for lost or stolen phones, and school personnel may not be able to investigate such losses. Confiscated phones will be returned to the parents only.

Education Code Section 51512 provides for disciplinary action to be taken if a student uses, without expressed permission from a teacher, any electronic recording or listening device:

"The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote and educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person other than a pupil, who willfully violates this section, shall be guilty of a misdemeanor. Any pupil violating this section shall be subject to appropriate disciplinary action."

DRESS EXPECTATIONS POLICY

The purpose of Meyers Elementary dress expectations is to provide enough flexibility to express one's individual and personal style while also fostering a positive and collaborative learning environment. The intent of the dress expectations is to ensure all students feel welcome, avoid safety hazards, and support student development. Student dress expectations and community enforcement shall not reinforce or increase marginalization of any group based on race, gender, ethnicity, religion, sexual orientation, ability level, body type, household income, gender identity, cultural observance, or any other categorization.

Meyers Elementary prohibits any clothing, accessory, or appearance that does the following:

1. Violates the dress expectations requirements below
2. Endangers the health or safety of the student or others

The following dress expectations apply to all students in attendance at Meyers Elementary School:

1. Clothing must cover areas from one armpit across to the other armpit, down to approximately the length of fingertips on the upper thighs. Shirts must be designed to meet at or fall below the top of the pants, shorts, or skirt. Shirts must have shoulder straps at least 1 inch wide. Rips or tears in clothing should be below the 3-inch length inseam.
2. Shoes with straps around the back of the ankle and closed toes must be worn at all times and should be safe for the school environment (flip flops, slides, house shoes, or slippers shall not be worn, except for school activities approved by the principal).
3. See-through or mesh garments must not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.
4. Headgear including hats, hoodies, and caps are permitted for religious, cultural, and medical reasons. Wearing hats in the classroom is at the discretion of individual teachers. There is no wearing hats to school assemblies.
5. Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana, or other controlled substances.
6. Clothing may not depict or imply pornography, nudity, or sexual acts.
7. Clothing may not display or imply vulgar, discriminatory, or obscene language or images.
8. Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, ability level, or any other protected classification.
9. Sunglasses may not be worn inside the building.
10. Clothing and accessories that endanger student or staff safety (ex: bracelets with sharp metal spikes) may not be worn.
11. Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

The responsibility for adhering to Dress Expectations primarily rests with parents and students. Students who do not adhere to these guidelines will be given the opportunity to borrow appropriate attire from the school or cover up with another article of clothing which is expected to remain on until the student leaves school for the day. Parents will be called to provide appropriate clothing if the student refuses to meet expectations.

NOTE FROM HEALTH OFFICES

INJURY / ILLNESS / MEDICATION

If a student becomes ill or injured, they should immediately notify a staff member.

1. HELP STOP THE SPREAD OF DISEASE AT SCHOOL
   Please keep your child at home for at least 24 hours if they are/have:
   - Vomiting
   - Diarrhea
   - Rash that is oozing or unexplained rash
   - Suspected Pink Eye
   - Temperature greater than 99.9
   - Has needed a fever reducer to lower fever within the last 24 hours.
     (This applies to testing days as well since there are make-up days available)

2. **ED CODE 49423 PROCEDURES FOR MEDICINE ON CAMPUS**
   - To have any medication at school, the parent/guardian needs to submit a completed medical authorization form signed by the Physician and the parent/guardian dated by July 1 or later of the current school year, indicating the name of the medication, the health condition requiring the medication, the dosage, and the times to be taken.
   - Prescription medications will not be dispersed unless they are brought to school in the original container. If the medication the Physician prescribes is over-the-counter medication, it must match exactly with the Physician order and be received by the Health Technician.
   - All medications must be picked up by the end of the school year as they will be discarded after that.

3. PLEASE ARRANGE TO PICK UP YOUR SICK CHILD AS SOON AS POSSIBLE.
   You will be notified to pick up your child if they are: vomiting, have a fever, have diarrhea, or are injured.

4. PROVIDING UPDATED INFORMATION IS EXTREMELY IMPORTANT
   - Current home/work/cell numbers of parents/guardians
   - Current phone numbers for emergency contacts
   - It is your responsibility to inform the school of allergies, medications, injuries, and other important health information.

5. STUDENTS WITH CASTS

- Physician's notes must include a clearance if your child will be participating in any contact sports during recess or PE.

6. EXCUSED ABSENCES FROM PE
    - Students missing more than 3 days of PE must have authorization from a physician.

7. VISION AND HEARING SCREENING
   The school nurse will conduct vision and hearing screenings each year which seeks to identify those students who may have either vision or hearing disorders. All students in mandatory state selected grades and Special Education are screened. If any problems are uncovered the parents are notified.

8. IMMUNIZATIONS
   Before your child enters school, the state requires the following immunizations:
    - **Polio**: 4 doses. 3 doses is satisfactory if one was given on or after 4th birthday.
    - **DTP/DTaP/DT/Td2**:
        - 4 doses are satisfactory if one was given on or after 4th birthday.
        - 3 doses are satisfactory if one was given on or after 7th birthday.
    - **MMR Kindergarten** – Both doses given on or after 1st birthday.
    - **Hepatitis B**: 3 doses will be required for kindergarten entry.
    - **Varicella (Chickenpox)**: 2 doses

Not only is this a state requirement, but your child's protection from certain diseases is dependent upon getting these immunizations. They may be obtained from your doctor or from free clinics available to the general public.

CONTACT INFORMATION

When your student is registered and yearly thereafter (in the Fall), you will be required to update your student's online profile through their Aeries portal. It is absolutely essential that the contact information is complete and is kept current. Students will be released only to those adults (18 years or older) listed under emergency contacts who provide valid photo identification. In limited circumstances Parents/guardians may also request via email or phone for someone else to pick up their child.

If there is a need to contact you and/or the emergency contact, and we are unable to do so, we may need to contact the Child Protective Service/Police or Sheriff Department in order to take custody of your child.

TELEPHONE CALLS TO AND FROM SCHOOL

Meyers Elementary phone number is (530) 543-2371. Calls to the office will be answered between the hours of 7:15 a.m. and 3:00 p.m. The secretary or office assistant will take messages and deliver them to teachers prior to the end of the day. We cannot disturb the class by having a teacher come to the phone. You may email the teacher directly or leave a voicemail.

STUDENT USE OF PHONES
The school phone is for business purposes and emergencies. Students can have access to the phone with teacher permission and supervision. Any messages for children will be taken by the office staff and given to their teacher. Students will not be allowed to leave class in order to take phone calls.

FIELD TRIPS
Students may be given opportunities to participate in various field trips throughout the year. Teachers plan, organize and schedule field trips to enhance, culminate or begin units of study. They are educational in nature. All students will have the opportunity to participate in these field trips, however, this privilege can be revoked if the student has a record of unsafe behavior on the bus or in the classroom.

Field Trip Reminders:

- Permission slips must be signed by the parent/guardian on or before the day of the field trip. Verbal permission may not be permitted, LTUSD field trip permission slip must be completed.
- Students must have demonstrated that they can and will follow the rules of safety. If the student does not have a record of good discipline, they may not be permitted to participate in the field trip.
- Preschool aged children or other children under 18 years old, who are not enrolled in the specific grade level class, cannot accompany chaperones on field trips.
- ***Any volunteer wanting to chaperone a field trip must fill out all volunteer paperwork and be cleared by the front office prior to the trip. All forms can be obtained from the office.***

SCHOOL SITE COUNCIL
Meyers Elementary School Site Council (SSC) is open to all parents who wish to participate. Members of the SSC help to write the school site plan, to give input concerning the plan and the program and to help evaluate it. Parental involvement in the SSC helps to provide the best education possible for their children. Reach out to our principal, Mr. Dameral if you have interest in participating in SSC.

SAFE SCHOOL PLAN
Meyers Elementary has prepared safety plans addressing emergency and crisis intervention. Drills are done monthly to ensure the proper protocol and readiness.

VISITORS ON CAMPUS
Generally, visitors are not permitted on campus. For an exception to this rule, campus visitors must have the consent and approval of the principal or designee. Permission to visit must be given at the time requested if possible or within a reasonable period of time following the request. Students who are not enrolled at the school are not to be on the campus unless prior

approval of the principal or designee has been obtained. Visitors may not interfere, disrupt or cause substantial disorder in any classroom or school activity. Visitors are expected to:

- Follow the established school policy in requesting a classroom visitation.
- Show valid Identification and receive a visitor's permit upon arrival at the site.
- Enter and leave the school and/or classroom as quietly as possible.
- Not converse with the students, teacher and/or instructional aides during visitation.
- Do not interfere with any school activity.
- Keep the length and frequency of classroom visits reasonable.
- Follow the school's established procedures for meeting with the teacher, counselor, and/or administrator after the visit, if needed.
- Return the visitor's permit to the point of origin before leaving campus

MEDIA RELEASE

Occasionally, members of the news media may visit schools to cover activities such as fundraising events, school assemblies, special programs, and general newsworthy events. The law provides that when members of the news media are lawfully on campus, they may interview, photograph and/or film students. However, the law also provides that a student may decline to speak to the media and may refuse to be interviewed, filmed, or photographed. When visits from the news media are prearranged, schools shall make every effort to notify parents in advance. Any objections must be done each Fall in your student's Aeries portal.

PROCESS FOR ADDRESSING CONCERNS

It is important to our district to create and maintain open, inclusive, two-way communication with families. To facilitate this desire and to ensure we can address your needs as quickly and efficiently as possible, we have outlined the following steps for addressing concerns regarding school district matters. We encourage families to reach out to the person closest to the concern - teacher, coach, principal, counselor, etc. -because they have the greatest ability to work with you to change or adequately inform you on your concern. We look forward to working together

STEP 1:

Contact the Teacher/Staff Member: We believe most concerns can be resolved quickly and easily at the school level. Keep in mind that teachers and staff are doing their best to provide services for many students; therefore, we appreciate your patience and understanding. Please allow staff 24-48 hours to respond Monday through Friday during school business hours.

STEP 2:

Contact the School Principal: If you believe your concern is unresolved at the teacher level, contact the school principal. The principal should be able to assist with the situation and find resolution to the issue or concern.

STEP 3:

Contact the Associate Superintendent of Education: If you feel your concern is unresolved after talking with your school, please contact the Associate Superintendent for Education. The Associate Superintendent works with families and schools to resolve concerns and ensure that families and schools are successfully partnering for student success.

STEP 4:
Contact the Superintendent's Office: If you feel your concern is unresolved after talking with the Associate Superintendent, please contact the Superintendent's Office. The Superintendent works with the leadership of LTUSD to resolve concerns, implement district policies and procedures, and ensure that the school system is successfully partnering for student success.
STEP 5:
The Board of Education: If in your conversations with the Superintendent, you are directed to the Board of Education to address a policy issue, you can submit a request to the Board President that the Board consider an item for its upcoming agenda.

SPECIFIC TOPICS
Matters of discrimination or harassment should be brought to the Superintendent's Office and do not need to follow the steps outlined in this document. The Superintendent will bring the concern to the attention of the Title IX Coordinator for the District so that the situation can be properly investigated. The Title IX Coordinator takes complaints of discrimination and/or harassment directly from staff, parents/guardians, and students.

To resolve complaints which may require a more formal process, the Board has a uniform system of complaint processes. The district's Uniform Complaint Procedures (UCP) can be found outlined in BP 1312.3. A UCP form can be found on LTUSD website at www.ltusd.org.

QUESTIONS
If you need additional support or would like to ask questions about this process, please contact the Public Information Officer, Teresa Schow at tschow@ltusd.org.

TITLE IX SEXUAL HARASSMENT POLICY NOTICE

LTUSD and Meyers Elementary is committed to maintaining a safe school environment that is free from harassment and discrimination. Sexual harassment is a form of sex discrimination under Title IX of the Education Amendments of the Civil Rights Act of 1972 ("Title IX") and is prohibited by both federal and state laws. The Board prohibits sexual harassment of students by other students, employees, or other persons, at school or at school-sponsored or school-related activities. The District prohibits retaliatory behavior or action against any person(s) who files a complaint, testifies, or otherwise participates in District complaint procedures.

WHAT IS TITLE IX?
Title IX of the Education Amendments of 1972 prohibits sex discrimination in education, including K-12 schools. Title IX is a federal law that has been used to promote equity in education by ensuring that girls and women receive equal resources and treatment in the classroom and provides protections for students who are sexually harassed and discriminated against and/or bullied based on their gender.

In addition to this federal law, the California Education code similarly prohibits schools discriminating against its students on the basis of sex (Education Codes 220-221.1).

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or verbal, visual, or physical conduct of a sexual nature, made by someone from or in the educational setting. Examples of sexual harassment include: (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; (2) Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature; (4) Spreading sexual rumors; (5) Teasing or sexual remarks about students enrolled in a predominantly single-sex class; (6) Massaging, grabbing, fondling, stroking, or brushing the body; (7) Touching an individual's body or clothes in a sexual way; (8) Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex; (9) Displaying sexually suggestive objects; (10) Intimate partner/dating violence; or (11) Sexual assault, sexual battery, or sexual coercion.

DEFINITION OF GENDER-BASED HARASSMENT

Title IX also includes protections from gender-based harassment. Examples of conduct include: (1) disparaging remarks made to a student or aggression toward a student because that student displays mannerisms or a style of dress perceived as indicative of the other sex; (2) hostility toward a student because that student participates in an athletic activity more typically favored by a student of the other sex; (3) intimidating a student to discourage that student from enrolling in a particular area of study because of his/her gender; (4) use of gender-specific slurs, whether written or spoken; (5) taunting a student who wishes to participate in an extracurricular activity because that activity is more typically favored by a student of the other sex.

TITLE IX STUDENTS RIGHTS

- Students have the right to equal learning opportunities in their schools.
- Students and employees may not be excluded from participation in, be denied the benefits of, or be subjected to harassment or other forms of discrimination on the basis of sex, sexual orientation, gender identity, or gender expression, in any program or activity.
- Students may not be required to take and/or may not be denied enrollment in a course because of their sex, sexual orientation, gender identity, or gender expression.
- Students have the right to be evaluated and graded without regard to their sex, sexual orientation, gender identity, or gender expression.
- Students must be provided counseling and guidance that is not discriminatory.
- Counselors may not urge students to enroll in particular classes or programs, or activities based on sex, sexual orientation, gender identity or gender expression.

- Schools must offer female and male students equal opportunities to play sports.
- Equipment and supplies, game and practice schedules, budgets, coaching travel allowances, facilities, publicity, support services and tutoring offered to teams are to be equivalent between male and female teams.
- Pregnant and parenting students have the same right as any other student to continue in their regular school and in any program for which they qualify.
- Students have the right to call the police.

WHO IS COVERED UNDER TITLE IX?

- Anyone who is harassed by students
- Anyone who is harassed by administrators/teachers/staff
- Anyone who is harassed by volunteers or school visitors

LTUSD SEXUAL HARASSMENT AND ANTI-DISCRIMINATION POLICIES

Sexual harassment is also in violation of Lake Tahoe Unified School District Board and Administrative policies. These policies extend to the El Dorado County Office of Education, including community school programs and activities. All forms of sexual harassment, whether student to student, staff to student, or student to staff, are unlawful at LTUSD schools.

HOW TO FILE TITLE IX/SEXUAL HARASSMENT COMPLAINT

A sexual harassment complaint may be filed with the school site principal or with the Title IX Coordinator. Complaint forms are available at each school and at the Education Center. Complaints may also be made verbally. The Uniform Complaint Procedures (UCP) are used to address and investigate Title IX complaints.

LTUSD INTERNET SAFETY & ACCEPTABLE USE POLICY

Lake Tahoe Unified School District offers its educational community a wide range of technologies to support teaching and learning. The district aims to promote a learning environment that is respectful, secure, and responsible. This Technology Acceptable Use Policy provides students guidelines as to how this can be carried out in a digital context.

Use of district technology resources shall comply with federal and state laws and in accordance with the policies and procedures of LTUSD. This Student Technology Acceptable Use Policy also applies per ***California Education Code 48900*** which describes a school's jurisdiction over student activity and discipline to include:

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

The advent of online learning spaces, particularly those managed by the school district (including Google's G-Suite) expands the concept of class time beyond the school campus. In

fact, students may consider their use of district provided online accounts a school-sponsored activity so that their actions and behaviors while online using school accounts and interacting with their classmates do fall under the purview of this Acceptable Use Policy.

District technology includes, but is not limited to, District owned and/or district managed computing devices and peripherals (e.g., computers, laptops, tablets, removable storage devices, wearable technology, interactive classroom projection systems, etc.) District network and communication devices/services (telephones, wired and wireless networks including WiFi access points, emergency radios, email systems, file servers, etc.), and District managed online services (such as G-Suite, Aeries, etc.); access to online information sources; and future technological innovations.

Failure to adhere to this policy may result in discipline including loss of access, confiscation of a device, or up to and including expulsion in accordance with the student behavior and discipline policies. Students are expected to practice ethical behavior when using District and personal technology tools in all areas while refraining from harassment, academic dishonesty, and plagiarism. At the discretion of the school site, District administration, or in accordance with law, students may be disciplined for engaging in conduct deemed detrimental to the school and its mission, or harmful to other students. All aspects of this acceptable use policy apply whether

District technology is accessed on or off campus and whether through District-owned or personally-owned devices. By using District managed technology tools and services, students and parents agree to the following stipulations:

1. By using District technology tools and services whether from personal or District-owned devices, students and parents grant specific consent, as defined by the California Electronic Communications Privacy Act (also known as Senate Bill 178), to the District to review and monitor all electronic communication information and electronic device information created with, stored on, or transmitted via District technology services.
2. Students and Parents acknowledge that the district may therefore monitor or access any and all student use of District technology without further specific advanced notice and that they have no expectation of any right to privacy while using district devices or network services, which includes, but is not limited to, any and all files and communications traveling over or stored on its network, or while using District provisioned accounts and online resources including email and online collaboration tools at any time.
3. Students agree to abide by the school's policies at all times, especially when using District technology tools and services. Students and Parents agree that any inappropriate use of technology while on campus or through district managed accounts off campus may result in school discipline.
4. Students understand that electronic devices are only permitted for educational uses while on campus. Students who play games, text message, or attempt to access social networking websites or applications during class time without the direction and

supervision of a teacher may have the privilege to use District technology suspended or revoked. Repeated violations may result in more severe consequences

5. Parents agree that the district may act as an authorized agent for the creation of student online accounts solely for educational purposes in accordance to state and federal student information privacy laws (COPPA, FERPA, SOPIPIA, etc.). District managed student accounts may include, but are not limited to, online accounts created to access Google G- Suite (Google Apps for Education) and access to other apps, programs, or online services and digital curriculum resources.
6. The District holds the safety of its students in highest regard. However, the ability to share information and teach responsible digital citizenship is also vital to the educational process. This includes the use of e-mail, school learning management systems, online collaboration tools, classroom photo sharing services, and other social media avenues when applicable.

7. Parents and students understand that cellular phones and personal electronic devices outside of the district's managed 1-to-1 computer program may be brought to campus and used only under specific circumstances. Students who bring personal electronic devices to campus do so at their own risk and release the District from liability due to loss, damage, or theft of device, or loss of use of the device if confiscated. During class time, these devices may only be used under the direct supervision and instruction of a teacher or administrator. Individual school sites may enforce restrictions or rules regarding electronic device use in addition to the prohibitions below.

The following activities or uses of technology are strictly prohibited to ensure a respectful digital learning environment:

- Using technology to threaten, bully, or harass others. This may include, but is not limited to, sending, accessing, uploading, downloading, or distributing text, images, or other materials that are offensive, threatening, profane, obscene, or sexually suggestive.
- Recording video or audio of other students or staff without their permission.
- Searching for, accessing, or possessing lewd, sexually suggestive, graphically violent, or derogatory/demeaning images and/or media files.
- Using District issued devices or network to search for and/or access repositories of illegal content, content that may cause harm to the District's network, or content that promotes, encourages, or teaches students how to commit an illegal act (i.e. bomb making, pirating electronic media, intentionally causing harm, etc.).
- Bypassing (or attempting to bypass) the District's internet content filter through a web proxy, anonymizers, or other means from a District or personal computing device.
- Circumventing network security measures or attempting to access confidential, private, or restricted information on the District's network or district managed online services.
- Sharing one's passwords or access to online accounts with anyone other than the student's parent or trusted adult.
- Logging into a device or service with the account of another student or a staff member or otherwise gaining access to their files and accounts without their permission.

- Sharing, publishing, or otherwise distributing confidential personal identification information, such as the name, home address, telephone number, Social Security number, financial details, or login credentials and passwords, of another student, staff member, or other person, with the intent to threaten, intimidate, harass, or harm that person.
- Destroying, damaging, defacing, or rendering unusable any property (both physical property like a computer, or virtual, such as a webpage) belonging to the District or another student or adult.
- Altering a district device's settings in a manner to cause confusion, frustration, or loss of use to other users (changing backgrounds, homepages, dock, network configurations, account logins, etc.).
- Using or installing viruses, malware, keyloggers, spyware, or other software/hardware that can be used to damage the District's network, harvest other users' login information, or propagate unwanted messages or files.
- Illegally downloading, storing, installing, or transmitting copyrighted materials without the proper license or permissions. The district explicitly forbids student use of torrenting software or services on the District network.
- Stealing others' intellectual property including text, music, movies, and software, or using them without the appropriate citation or expressed permission in accordance with Copyright Laws and Fair Use guidelines.
- Visiting social networking sites that are not directly used for educational purposes (including Facebook, Instagram, Twitter, Vine, etc.) during class time.
- Use of instant messaging or chat rooms not directly related to instruction (including texting, picture messaging, audio and video messaging) during class time.

Permanent Digital Footprint

Students are reminded that anything they put online creates a permanent digital footprint that remains out of their control. Be mindful that the digital trail one creates for themselves and others is more like a tattoo which is almost impossible to completely erase. Apps, websites and software that claim to delete information may still leave a permanent record accessible to others. Students should not assume their online presence will remain private and should conduct themselves online expecting that any and all data they furnish could be accessible to a wider audience such as admissions officers and potential employers in the future.

Student Online Accounts and Opting Out

As the District works to fulfill its mission of preparing students for the workforce they will soon be entering, it will increasingly utilize tools and resources that are housed online and accessed through the internet. Online accounts are necessary to access web based file storage and collaboration tools such as Google Drive, Google Classroom, Google Docs, and District administered Google email as well as other educational web resources. These web and cloud based services permit online distribution and hand-in of student assignments, online based class

discussions and collaboration activities, web based curriculum or learning resources, and in some grade levels, student email.

All District provisioned student accounts will be in compliance with state and federal student privacy requirements. In California, the Student Online Personal Information Protection Act SOPIPA (AB1584, SB1777, and AB1442) creates privacy standards for all online services catering to K-12 education in California and prevents them from advertising to students, building digital profiles about them, and/or selling harvested student information to other parties. The District believes these restrictions provide a safe environment for students to utilize accounts that are created by the District for accessing online educational resources and services.

The federal Child Online Privacy and Protection Act (COPPA) allows Local Education Authorities (LEA's) such as districts and schools to provide consent on the parent's behalf to create online accounts which may collect student information limited to the educational context and for no other commercial purpose. LTUSD operates under COPPA guidelines to create and manage student online accounts. By law, parents may choose to have their child opt out of this implied parental consent. This may be done in LTUSD by obtaining the Student Online Account Opt-Out Form from the school office, scheduling a conference with the school principal, and completing and signing the Opt-Out form in the presence of the principal who will countersign receipt of the form after a discussion about the reasons for and the consequences of opting out.

Opting out of District managed online accounts for students would significantly impact a child's ability to participate in many class lessons and activities and would prevent students from learning state mandated digital citizenship principles and practicing responsible digital behaviors being taught in class. It might make it difficult for them to receive assignments, participate in online collaborative class projects, submit work back to their teacher, or access online lessons, digital textbooks, and online tutorials. Because the district's progressive use of technology to enhance learning is part of its core values, virtually all parents recognize the importance of allowing the district to carry out its mission to promote responsible digital citizenship and safe online practices and behaviors for all students through creating and maintaining student online accounts.

As part of the student's graduated digital citizenship training strategy students in grades K-8 will have limited email functionality which only allows them to send and receive emails with their teacher and other students within the District, but not the "outside world". Students in higher grades (9-12) may be granted more access to send and receive emails with individuals and organizations outside of the District as needed, but all email communications may be monitored by the District.

SCHOOL CONTACT INFORMATION

Meyers Elementary School
1095 East San Bernardino Ave.
South Lake Tahoe, CA 96150
Phone: (530) 543-2371

Principal:Heather Hart (hhart@ltusd.org)
Principal's Secretary: Monique Truszewski (mtruszewski@ltusd.org)
Meyers Elementary School Nurse: Mia Raab (530) 543-2371 ext. 1401
Attendance Hotline: (530) 543-2371 ext. 1407

Full listing of staff available at: https://ltesms.ltusd.org/school_info/contact_directions

EMERGENCY MEDICAL AND MENTAL HEALTH SERVICES

If you are in need of immediate assistance (if you, or your child, is unsafe and in immediate crisis), call 911.

- **Fire, Police, Ambulance 911**
- El Dorado County Emergency & Crisis Services (2-1-1)
- El Dorado County Behavioral Health psychiatric emergency services crisis line: (530) 544-2219 (available 24/7)
    - Office: (530)573-7970
    - Text: 741-741
- Disaster Distress Helpline: call 1-800-985-5990 or text TalkWithUs to 66746 for help in English or Spanish
- Live Violence Free 24-hour crisis line: (530) 544-4444
    - Office: (530) 544-2118
- Suicide Prevention Lifeline 1-800-273-8255 (available 24/7)
- National Suicide Hotline: 1-800-SUICIDE
- National Suicide Textline: Text the word HOPE to (916) 668-iCAN
- National Suicide Crisis Chat:suicideprevention.wellspacehealth.org
- Family Resource Center (FRC): (530) 542-0740
- Tahoe Youth & Family Services (TYFC): (530) 541-2445
- Sierra Child & Family Services: (530) 544-2111
- Bread and Broth at https://breadandbroth.org/ (located at 1041 Lyons Avenue, South Lake Tahoe, CA 96150)