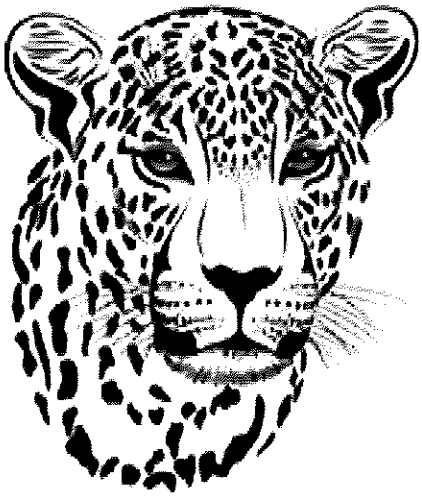
Lincoln Elementary School
Parent/Student Handbook 2026-2027



Lincoln Elementary School

440 North Allyn Avenue

Ontario, California

(909) 983-9803

Follow Us Online: www.omsd.net/lincoln Follow Us On

Instagram: lincoln_omsd

Lincoln Elementary School is dedicated to promoting life-long learning through a collaborative partnership among students, parents, and staff to benefit the academic success and character development of all. Opportunities are provided to encourage and develop a creative learning environment where diversity is celebrated and all strive to achieve their full potential.

Christa Jackson
Principal

Martha Rothwell
Assistant Principal

Melissa Cardoza
Assistant Principal

Sally Olmedo
Office Manager

Office Hours and Information

- ☐ Office Manager Sally Olmedo
- ☐ Office Hours 7:30-4:30
- ☐ Office Phone Number 909-983-9803

BELL SCHEDULE

Special Education and General Education Transitional Kindergarten (TK) and Kindergarten

- ☐ Monday-Friday: 8:30-1:15

1st-6th Grade (all students)

- ☐ Monday, Wednesday, Thursday, & Friday: 8:30-3:10
- ☐ Tuesday: 8:30-1:55

Lincoln Elementary School
Daily Bell Schedule - 2026-2027

M/W/Th/F

Breakfast (TK-6): 8:00-8:30 AM

TRANSITIONAL KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissall

KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

1ST GRADE

8:30-10:05	Instruction
10:05-10:20	Recess
10:20-11:00	Instruction
11:00-11:45	Lunch
11:45-2:00	Instruction
2:00-2:15	Recess
2:15-3:10	Instruction
3:10	Dismissal

2ND GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	Lunch
12:45-1:45	Instruction
1:45-2:00	Recess
2:00-3:10	Instruction
3:10	Dismissal

3RD GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	Lunch
12:45-1:45	Instruction
1:45-2:00	Recess
2:00-3:10	Instruction
3:10	Dismissal

4th-5th-6th Grade

8:30-10:45	Instruction
10:45-11:00	Recess
11:00-12:45	Instruction
12:45-1:30	Lunch
1:30-3:10	Instruction
3:10	Dismissal

Tuesday

Breakfast (TK-6): 8:00-8:30 AM

TRANSITIONAL KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

1ST GRADE

8:30-10:05	Instruction
10:05-10:20	Recess
10:20-11:00	Instruction
11:00-11:45	Lunch
11:45-1:55	Instruction
1:55	Dismissal

2ND GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	Lunch
12:45-1:55	Instruction
1:55	Dismissal

3RD GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	Lunch
12:45-1:55	Instruction
1:55	Dismissal

4th-5TH-6th Grade

8:30-10:45	Instruction
10:45-11:00	Recess
11:00-12:45	Instruction
12:45-1:30	Lunch
1:30-1:55	Instruction
1:55	Dismissal

Conference Weeks
Back-to-School / Open House
Community Event Day
(Early Release Days)
11/6/26 and 3/5/2027
Parent Conference Weeks
11/16-11/20 and 3/22-3/26)

TRANSITIONAL KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

KINDERGARTEN

8:30-9:45	Instruction
9:45-10:00	Recess
10:00-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

1ST GRADE

8:30-10:05	Instruction
10:05-10:20	Recess
10:20-11:00	Instruction
11:00-11:45	Lunch
11:45-1:15	Instruction
1:15	Dismissal

2ND GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-11:45	Instruction
11:45-12:30	**lunch**
12:30-1:15	Instruction
1:15	Dismissal

3RD GRADE

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-11:45	Instruction
11:45-12:30	**lunch**
12:30-1:15	Instruction
1:15	Dismissal

4th-5th-6th GRADE

8:30-10:45	Instruction
10:45-11:00	Recess
11:00-12:30	Instruction
12:30-1:15	**lunch**
1:15	Dismissal

PE Early Release

8:45-9:45	1st and 2nd (4 classes)
9:45-10:45	5th and 6th (4 classes)
10:45-11:45	3rd and 4th (Morgal's class) (4 classes)

Last Day of School

Breakfast (TK-6): 8:00-8:30 AM

TRANSITIONAL KINDERGARTEN

8:30-10:15	Instruction
10:00-10:30	lunch
10:30-12:15	Instruction
12:15	Dismissal

KINDERGARTEN

8:30-10:15	Instruction
10:00-10:30	lunch
10:30-12:15	Instruction
12:15	Dismissal

1ST GRADE

8:30-10:15	Instruction
10:00-10:30	lunch
10:30-12:15	Instruction
12:15	Dismissal

2nd GRADE

8:30-10:30	Instruction
10:30-11:00	lunch
11:00-12:15	Instruction
12:15	Dismissal

3rd GRADE

8:30-10:30	Instruction
10:30-11:00	lunch
11:00-12:15	Instruction
12:15	Dismissal

4th-6th GRADES

8:30-11:00	Instruction
11:00-11:30	lunch
11:30-12:15	Instruction
12:15	Dismissal

Lincoln Elementary School
Daily Bell Schedule - 2026-2027

PE Monday and /Friday

1ST GRADE (2 classes)

8:30-8:45	Instruction
8:45-9:45	PE
9:45-10:05	Instruction
10:05-10:20	Recess
10:20-11:00	Instruction
11:00-11:45	lunch
11:45-2:00	Instruction
2:00-2:15	Recess
2:15-3:10	Instruction
3:10	Dismissal

2ND GRADE (2 classes)

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	lunch
12:45-1:45	PE
1:45-2:00	Recess
2:00-3:10	Instruction
3:10	Dismissal

3RD GRADE (2 classes)

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	lunch
12:45-1:45	Instruction
1:45-2:00	Recess
2:00-3:00	PE
3:00-3:10	Instruction
3:10	Dismissal

4th GRADE (2 classes)

8:30-10:45	Instruction
10:45-11:00	Recess
11:00-12:00	PE
12:00-12:45	Instruction
12:45-1:30	Lunch/recess(45)*
1:30-3:10	Instruction
3:10	Dismissal

5th and 6TH GRADES (4 classes)

8:30-9:45	Instruction
9:45-10:45	**PE**
10:45-11:00	Recess
11:00-12:45	Instruction
12:45-1:30	Lunch/recess(45)*
1:30-3:10	Instruction
3:10	Dismissal

PE Tuesday

1ST GRADE (2 classes)

8:30-8:45	Instruction
8:45-9:45	PE
9:45-10:05	Instruction
10:05-10:20	Recess
10:20-11:00	Instruction
11:00-11:45	lunch
11:45-1:55	Instruction
1:55	Dismissal

2ND GRADE (2 classes)

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	lunch
12:45-1:45	PE
1:45-1:55	Instruction
1:55	Dismissal

3RD GRADE (2 classes)

8:30-10:25	Instruction
10:25-10:40	Recess
10:40-12:00	Instruction
12:00-12:45	lunch
12:45-1:45	PE
1:45-1:55	Instruction
1:55	Dismissal

4th GRADE (2 classes)

8:30-10:45	Instruction
10:45-11:00	Recess
11:00-12:00	PE
12:00-12:45	Instruction
12:45-1:30	Lunch/recess(45)*
1:30-1:55	Instruction
1:55	Dismissal

5th and 6TH GRADES (4 classes)

8:30-9:45	Instruction
9:45-10:45	**PE**
10:45-11:00	Recess
11:00-12:45	Instruction
12:45-1:30	Lunch/recess(45)*
1:30-1:55	Instruction
1:55	Dismissal

PE Early Release Monday/Tuesday/Friday

PE Early Release

8:45-9:45

1st and 2nd (4 classes)

9:45-10:45

5th and 6th (4 classes)

10:45-11:45

3rd and 4th

(4 classes)

STAFF CONTACT INFORMATION

Administrative/Office Staff:

Christa Jackson	Principal	christa.jackson@omsd.net
Melissa Cardoza	Assistant Principal	melissa.cardoza@omsd.net
Marth Rothwell	Assistant Principal	martha.rothwell@omsd.net
Eric Solis	TOA-Special Education	eric.solis@omsd.net
Megan Long	ELOP TOA	megan.long@omsd.net
J Tovar	Outreach Consultant	j.tovar@omsd.net
Norma Mota	TOA ELL	norma.mota@omsd.net
Sally Olmedo	Administrative Assistant II	sally.olmedo@omsd.net
Joann Serrato	Office Assistant II	joann.serrato@omsd.net
Aleyda Sanders	Office Assistant II	aleyda.sanders@omsd.net
Elizabeth Del Hoyo	Office Assistant II	elizabeth.delhoyo@omsd.net

Other School Staff:

Alyssa Valerio	School Nurse	alyssa.valerio@omsd.net
Diana Flores Gonzalez	Health Assistant	diana.floresgonzalez@omsd.net
LeeDean Koszyk	Health Assistant	leedean.koszyk@omsd.net
Nimisha Pradhan	Occupational Therapist	nimisha.pradhan@omsd.net
Cynthia Nogoy	Occupational Therapist	chynthia.nogoy@omsd.net
Kenneth Yu	Occupational Therapist	kenneth.yu@omsd.net
Alison Apodaca	Adaptive P.E.Teacher	alison.apodaca@omsd.net
Amy Bailey	Adaptive P.E.Teacher	amy.bailey@omsd.net
Jasmine McConnell	Speech and Language	jasmine.mcconnell@omsd.net
Tanya Arellano	Speech and Language	tanya.arellano@omsd.net
Loren Escobar	Speech and Language	loren.escobar@omsd.net
Yesenia Rodriguez	School Psychologist	yesenia.rodriguez@omsd.net
Brittney Sandoval	School Psychologist	brittney.sandoval@omsd.net
Monique Charbonnet	Physical Therapist	monique.charbonnet@omsd.net
Jose Gimenez	Physical Therapist	jose.gimenez@omsd.net
Candace Gayle	Physical Therapist	candace.gayle@omsd.net

Grade	Teacher	Email
TK/K	Mrs. Baca	holly.baca@omsd.net
TK	Ms. Nunez	irene.Nunez@omsd.net
K	Ms. Rowland	amy.rowland@omsd.net
1	Mrs. Cameron	alexandria.cameron@omsd.net
1	Mr. Vals	todd.vals@omsd.net
2	Ms. Hicks	ashley.hicks@omsd.net
2	Mrs. Medina	judy.medina@omsd.net
3	Mrs. Lieber	fairlight.lieber@omsd.net
3	Ms. Losser	leah.losser@omsd.net
4	Ms. Delzell	natalie.delzell@omsd.net
4	Mrs. Morgal	christy.morgal@omsd.net
5	Mrs. Razo	vanessa.razo@omsd.net
5/6	Mrs. Howard	stacy.howard@omsd.net
6	Ms. Dryden	denise.dryden@omsd.net

6	Mrs. Lemmon	tamara.lemmon@omsd.net
RSP	Ms. Mungia	alice.mungia@omsd.net

Special Education Teacher Staff:

Grade	Teacher	Email
1/2	Ms. Rolon	lisandra.rolon@omsd.net
1/2	Ms. Martinez	vanessa.martinez@omsd.net
1/2	Ms. Royer	marina.royer@omsd.net
2	Ms. Sanchez	paulina.sanchez@omsd.net
2/3	Ms. Garcia	angelica.gacia@omsd.net
3/4	Ms. Ordorica	crystal.ordorica@omsd.net
3/4	Ms. Romo	marisa.saucedoromo@omsd.net
4/5	Ms. Carrillo	bianca.carrillo@omsd.net
4/5	Mrs. Delfin	regina.delfin@omsd.net

Commonly Requested Phone Numbers:

Ontario-Montclair School District	909-459-2500
Special Education District Office	909-459-2500 ext 6422
Food and Nutrition Services	909-930-6360
Ontario-Montclair Transportation	909-923-0505
County Transportation	909-382-3565
Visser Transportation	909-899-1809
Lincoln THINK Together	909-329-3374
Parent Educational Center	909-418-6715
ELOP (After School Clubs)	909-957-0883

2026-2027 Important Dates

AUGUST

- **8/4** BACK TO SCHOOL SOCIAL @2:30-4:00
- **8/5** FIRST DAY OF SCHOOL
- **8/12** FIRE DRILL @ 9AM
- **8/13** BACK TO SCHOOL NIGHT 4;30 TO 6
- **8/17** COFFEE W/ THE PRINCIPAL
- **8/26** SSC MEETING

SEPTEMBER

- **9/7** NO SCHOOL
- **9/16** PARENT MEETINGS: SWD @ 2:00
- **9/23** SELPAC MEETING @ 2:00
- **9/24** FIRE DRILL 2:30
- **9/24** SCC @ 2:00
- **9/28** JAVA W/ JACKSON @ 2PM
- **9/30** GATE MEETING @ 3:30

OCTOBER

- **10/2** EARLY RELEASE DAY
- **10/5** NO SCHOOL
- **10/10** SATURDAY SCHOOL
- **10/14** MULTICULTURAL FESTIVAL
- **10/21** FIRE DRILL @9 AM
- **10/26** JAVA W/ JACKSON @2PM
- **10/27** TRUNK OR TREAT 4:00 - 6:00
- **10/30** EARLY RELEASE DAY

NOVEMBER

- **11/4** INTRUDER DRILL 9:00
- **11/5** SSC 2:00
- **11/6** EARLY RELEASE DAY
- **11/7** SATURDAY SCHOOL
- **11/11** NO SCHOOL
- **11/16-11/20** PARENT CONFERENCES (EARLY RELEASE)
- **11/23-11/27** NO SCHOOL

DECEMBER

- **12/14** FIRE DRILL 2:30
- **12/16** SIP & PAINT @ 5:00
- **12/18-1/1** NO SCHOOL

JANUARY

- **1/1** NO SCHOOL
- **1/9** SATURDAY SCHOOL
- **1/15** PRESIDENTS DAY
- **1/18** MLK DAY
- **1/20** EARTHQUAKE DRILL 9:00
- **1/20** SWD PARENT MEETING 2:00PM
- **1/21** GATE MEETING 3;30
- **1/25** JAVA W/JACKSON 2:00
- **1/27** SELPAC PARENT MEETING 2:00

FEBRUARY

- **2/8** NO SCHOOL
- **2/10** EARTHQUAKE DRILL 9:00
- **2/15** NO SCHOOL
- **2/18** PARENT MEETING SSC 2:00
- **2/27** END OF TRIMESTER 2
- **2/24** FIRE DRIL 9:00
- **2/27** SATURDAY SCHOOL

MARCH

- **3/2** SPRING FLING @ 4:00
- **3/5** EARLY RELEASE
- **3/15** FIRE DRILL 2:30
- **3/22-3/26** PARENT CONFERENCES (EARLY RELEASE)
- **3/29-4/2** NO SCHOOL

APRIL

- **4/1-4/2** NO SCHOOL
- **4/7** PARENT MEETING SWD @ 2:00
- **4/8** LOCKDOWN DRILL @9:00
- **4/13** OPEN HOUSE @ 4:30-6:00
- **4/14** PARENT MEETINGS: SELPAC @ 2:00
- **4/16** EARLY RELEASE DAY
- **4/21** GATE MEETING @ 3:30
- **4/22** SSC @ 2:00
- **4/26** JAVA WITH JACKSON @ 2;00
- **4/2** FIRE DRILL @ 2:30

MAY

- **5/6** EARTHQUAKE DRILL @ 2:30
- **5/12** FIRE DRILL @ 9:00
- **5/12** PARENT MEETING SSC@ 2:00
- **5/20** LAST DAY OF SCHOOL
  EARLY DISMISSAL (12:15)



NOTES

****GATES OPEN AT 8:00, SCHOOL BEGINS AT 8:30****

EARLY RELEASE DAYS:

TK-6TH GRADE DISMISSAL- 1:15 PM

**** ALL DATES AND TIMES ARE SUBJECT TO CHANGE****

****CALL (909) 983-9803 FOR ANY QUESTIONS****

2026- 2027

LINCOLN ELEMENTARY

PARENT MEETINGS



Lincoln parents, as we gear up for a new and exciting school-year, meetings are being implemented to help support you and your student(s) in many different ways. Please refer to the meeting types, dates, and times to help you plan which ones may benefit you and your student(s) the most. Childcare will be provided for families during meetings. If you have any questions please contact the school. Thank you and we hope to see those who can benefit from these meetings.

SELPAC (Parents with English Learners)

- September 23rd @ 2:00 pm
- January 27th @ 2:00 pm
- April 14th @ 2:00 pm

SSC (School-Site Council)

- August 1, @ 2:00 pm
- November 4th @2:00
- February 18th @ 2:00 pm
- April 22nd @ 2:00 pm
- May 12th @ 2:00 pm

GATE (Gifted and Talented Students)

- September 30th @ 3:30 pm
- January 21th @ 3:30 pm
- April 21st @ 3:30 pm

SWD (Students with Disabilities)

- September 16th @ 2:00 pm
- January 27th @ 2:00 pm
- April 7th @ 2:00 pm

Potluck with Principal Perry

- August 17th @ 2:00 pm
- September 28th @ 2:00pm
- October 26 @ 2:00 pm
- January 25th @ 2:00 pm
- April 26 @ 2:00 pm



Lincoln Elementary School
Call for more information -909.983.9803

Visit our Website for more information: www.omsd.net/Lincoln
***** Dates are subject to change with advanced notice****

GENERAL INFORMATION

Arrival:
General ed TK/K students will line up at the Allyn Street Gate (Gate 1). Staff will open the door and walk them to breakfast at 8:00. Please arrive by 8:15 if your child will be eating breakfast.

1st-6th grade students may arrive on campus as early as 8:00 A.M (Gate 2 or 5). There is no supervision inside or outside the gates prior to this time. For your safety, please use all crosswalks. Upon arrival your student may go directly to the breakfast line. Breakfast is optional. All other students can go to the supervised areas and wait in front of their classroom until the bell rings. Students eating breakfast will be dismissed to their classrooms after breakfast. At the sound of the 8:30 AM bell, students should be entering their classrooms.

Dismissal:
All general education students, grades 4th-6th, will be dismissed from the D Street Gate (Gate 5). Kinder students will be dismissed from the slider (Gate 3) or the Allyn Gate(Gate 1). 1st-3rd grade students will be dismissed from the south Allyn Street Gate(Gate 1). Older siblings may exit from Allyn Street Gate to pick up their younger brothers or sisters or to meet their parent(s). Students will be in the front office if they have not been picked up. Special education students will all be dismissed from the slider gate (Gate 3)

Parking Lot Safety:
Lincoln uses many busses to transport Special Education students. For student safety during bus drop-off and pick-up, please do not enter the parking lot between the hours of 8:00 A.M. - 9:00 P.M. and 2:45 P.M. – 3:45 P.M. Parents and students should always traverse the front of the school via the sidewalk instead of walking through the parking lot during these hours. Please keep in mind, if you are parked in the parking lot, you are subject to being blocked in by busses during the times listed above.

Emergency Cards:
Emergency cards are required for each child. This card is maintained in the office and must have current phone numbers where the parent/guardian can be reached during school hours. To take action in emergency situations, the school needs to know how to reach parents quickly. For the same reason, the name of your family physician must be listed. Information on the card will enable the school to proceed efficiently in case of illness, accident, or emergency. Please help us keep these records current. We will only release students to parents or those persons listed on the Emergency Card, and each of these persons must display a valid form of identification (driver's license, passport, etc.). We ask all families to update emergency cards via online enrollment or paper at the start of each year. If you need assistance filling out the enrollment forms, please contact the front office. 909-983-9803. Please note: Any change of address, telephone number, parent's work, physician, or name of person designated to pick up an ill or injured child, must be reported to the school office.

ONTARIO-MONTCLAIR SCHOOL DISTRICT

ATTENDANCE POLICY

Attendance Supervision (BP/AR 5113.11)

The district requires regular attendance for all students from pre-kindergarten through 8th grade. California law mandates daily school attendance for children aged six to eighteen. All enrolled students, regardless of age, must follow the same attendance rules. The Superintendent has designated the Director of Child Welfare, Attendance, and Records to oversee attendance, manage an inclusive attendance program, collaborate with local resources, use data to tailor interventions, and share outcomes with the County Superintendent and the Governing Board.

Goals of the Attendance Policy and Program

1. Raise awareness of the impact of chronic absenteeism and truancy
2. Identify and address patterns of chronic absenteeism and truancy by grade level or pupil subgroup.
3. Address factors contributing to chronic absenteeism and habitual truancy.
4. Identify and support pupils with attendance problems early.
5. Evaluate the effectiveness of strategies to reduce absenteeism and truancy.

Limiting Excused Absences & Eliminating Unexcused Absences

The attendance program will limit excused absences to necessary ones and reduce unexcused absences. EC Sections 48205 and 48225.5 list valid reasons for excused absences.

Ten (10) or more absences for health reasons are considered excessive and may require verification by a school official or physician. Prior notice may be needed for absences excused for justifiable personal reasons (EC Sections 46014 and 48205). School administrators may excuse other absences based on individual circumstances (EC Section 48260[c]).

Chronic absenteeism, whether excused or unexcused, can signal academic risk and potential dropout. It should be monitored as defined in EC Section 60901(c)(1).

Providing Support Services and Interventions

The Supervisor of Attendance will refer chronic absentees and truants to support services and interventions, including:

A. Conferences between school personnel, parents/guardians/caregivers, and the pupil.

B. Promoting activities that increase pupil connectedness to school (mentoring, arts, athletics, tutoring).

C. Recognizing pupils with great attendance or significant improvement.

D. Referrals to support personnel (nurse, counselor, psychologist, social worker) for support.

E. Collaboration with child welfare services, law enforcement, courts and medical/mental/dental providers.

F. Collaboration with school study teams, and SART to assess attendance or behavioral issues

G. Identifying schoolwide strategies to address high rates of chronic absenteeism.

H. Referrals to a SARB or county truancy mediation program.

School Attendance Review Board (SARB) BP/AR 5113.12

The Ontario-Montclair School District has partnered with representatives from various youth-serving agencies, to form the District's School Attendance Review Board (SARB). This board is dedicated to finding supportive solutions for students' chronic absenteeism through the use of available school and community resources while ensuring compliance with state attendance laws.

Our collaboration with school, city, county and state partners aims to effectively address these issues and support students and families in overcoming barriers to regular attendance. As a last resort, if a student continues to struggle despite our efforts, the SARB may refer the case to the San Bernardino District Attorney's office.

The SARB process reflects our commitment to providing every possible support to help students attend school regularly and succeed in their education.

Student Attendance Review Teams (SART)

The Student Attendance Review Team (SART) is a school-level team designed to address attendance issues and provide targeted interventions to improve student attendance. The SART process includes tiered criteria for communication and interventions based on the pattern of attendance.

Criteria for Communication and Tiered Interventions

Three (3) Unexcused Absences:

A notification will be sent if a student has missed more than 30 minutes of instruction without a valid excuse. Parents are asked to contact the school to provide valid reasons and ensure all absences are reported daily.

Four (4) Total Absences (TK-K):

A notification will be sent emphasizing the school's commitment to partnering with families for their child's success and impact of missing school on young learners.

Six (6) Total Absences:

A notification will be sent emphasizing the school's commitment to partnering with families for their child's success. Families are encouraged to work with the school to ensure regular attendance. Support and resources will be offered to help improve attendance.

Nine (9) Total Absences:

A meeting with the School Attendance Review Team (SART) and the family will be scheduled to develop a personalized attendance plan to address any issues and improve attendance.

Twelve (12) Total Absences:

Parents will be invited to revisit and adjust the attendance plan with the school team. Together, necessary changes will be identified to improve attendance and ensure student success.

Fifteen (15) Total Absences:

The principal will send a notice expressing concern about continued irregular attendance. The attendance plan may be updated, and the principal may partner with the School Attendance Review Board (SARB) to refer the student for additional support.

For questions regarding the district attendance policy, please contact the Child Welfare, Attendance & Records Department at (909) 418-6477.

Attendance Reporting:
State law requires regular attendance at school. Students should come to school every day unless excused for medical reasons. Parents must report absences either by phone, by sending a note, or by email to joann.serrato@omsd.net. The following information needs to be provided: Child's name

- Room number or teacher
- Date(s) of absence
- Reason for absence

The following are considered excused absences:

- Illness
- Doctor or dental appointment
- Death in the immediate family
- Court appointment

Please do not send children to school if they are ill. It is important to protect your child's health as well as the health of classmates. Parents summoned to pick up their ill child are required to do so according to the Education Code.

Attendance Make-Up Academy (AMA)

In an effort to respond to student absences, The Attendance Make –up Academy (AMA) class shall operate to allow pupils the opportunity of making up missed instructional time. A non-truant student who has a recorded absence, may attend AMA with parental permission, but they cannot be required to attend. No suspension make-up is permitted.

Independent Study:

Eligibility

Per Ed Code, reasons for independent study may include, but are not limited to:

(1) Special assignments extending the content of regular courses of instruction.
(2) Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum.
(3) Continuing and special study during travel.
(4) Volunteer community service activities and leadership opportunities that support and strengthen pupil achievement.
(5) Individualized study for a pupil whose health would be put at risk by in-person instruction, as determined by the parent or guardian of the pupil, or a pupil who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance.

Short Term Independent Study:

A. **Duration** can be anywhere from 3-14 days
B. **Master Agreement:** the Short Term Independent Study agreement **must be signed by all parties within 10 school days** of the first day of the student's enrollment in Independent Study for students participating in independent study for fewer than 15 days
C. **Delivery:** Site led or District Led Options

Long-Term Independent Study

A. **Duration:** 15 or more days
B. **Master Agreement:** The Long Term Independent Study agreement **must be signed by all parties prior to the pupil's first day of instruction.**

C. **Delivery:** Site or District Led asynchronous work packets **AND Live Interaction** and/or **Synchronous Instruction**: upon a student reaching 15 days of independent study, students must comply with the following live interaction/synchronous instruction requirements:
*"**Live interaction**" - interaction between the pupil and LEA classified or certificated staff; purpose is to maintain school connectedness, including, but not limited to: wellness checks, progress monitoring, provision of services, and instruction. May take place in person, or in the form of internet or telephonic communication.*

*"**Synchronous instruction**" - classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Shall be provided by the teacher of record for that pupil or the certificated employee of the LEA providing instruction.*

Student and Family Health and Wellness Services:
Health & Wellness Services are available to support and meet the needs of all students within the Ontario-Montclair School District. Through our site Outreach Consultant, Lincoln provides a continuum of supports for our students and families. This includes:
· *Case Management for basic need resources such as food, clothing, shoes, and housing referrals*
· *Mental Health and Counseling Services*
· *Physical Health Services*
· *Crisis Intervention for individuals in need of the most intensive support*
· *Homeless Services (McKinney-Vento Homeless Education Act) for students and families experiencing homelessness or are in transition*

All services are free to OMSD students and their families. Please contact J Tovar @ (909) 983-9803. Mr. Tovar can also be reached at j.tovar@omsd.net.

Tardiness & Early Check-Outs:
Valuable instruction time is lost when students are tardy or checked out early. Students are to be at school every day and on time. Students who are not in the classroom by 8:30 A.M. must come to the office to obtain a tardy pass before going to class.

Students who are being checked out early will be summoned to the front office after the parent has signed the student out in the front office. Students will not be called out of class until the person picking the student up has arrived at the school office.

Trimester Assemblies:
Trimester Awards assemblies will be conducted at the conclusion of each trimester. Students have the opportunity to be recognized during the assembly for the following:
• Academic Excellence - This award is for excelling in all academic areas
• Most Improved - This award is to recognize great improvement
• Model of Excellence - This award incorporates academics and citizenship. The photographs of these students will be framed and displayed on the Student Models of Excellence Wall in the MPR. • Honor Roll - This award is given to any student in 2nd-6th grade general education who scores all 3's and/or 4's on their report card and score proficient or advanced on their Reading Inventory Assessment and iReady Assessment.

Lost and Found:
Please label your child's full name on all jackets, sweaters, lunchpails and backpacks. Lost items are placed in the lost and found area. Several times a year an attempt is made to help students identify their lost clothing items. After these attempts, all unclaimed articles are given to a charitable organization.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
STUDENT CELL PHONE POLICY

California law allows student possession and limited use of cell phones and other electronic communication devices while at school. **Students must, however, obey the following district guidelines as well as individual school rules for use.**

Students may possess or use cell phones and other electronic communication devices on a school campus **provided that such devices do not disrupt the educational program**, or any school activity, and are not used for illegal or unethical activities such as cheating on assignments or tests.

Electronic communication devices shall be turned off and kept out of sight during class time, or at any other time, as directed by a school employee, except where deemed medically necessary or when otherwise permitted by a teacher or administrator.

Students shall not be prevented from using their cell phone in case of an emergency, except where that use inhibits the ability of school district employees to effectively communicate instructions for the safety of students.

Students shall not use cell phones or other electronic communication devices, such as smartwatches with camera, video or voice recording capability, in a way or under circumstances which infringe the privacy rights of other students and adults and **without express permission from a school employee (BP 5131).**

Violations of this policy shall be subject to each school's progressive discipline plan. If a student's use of an electronic communication device causes a disruption, a school district employee on the first offense may direct the student to turn off the device or give a verbal warning to the student. On subsequent offenses, the employee may confiscate the device and return it to the student at the end of the class period, school day or activity. Continued violations could result in confiscation and hold for parent pick-up and loss of permission to possess the device on campus, **except where deemed medically necessary**. Students may be subject to additional disciplinary measures when their use of an electronic communication device violates individual school rules **(BP 5131).**

Students are responsible for personal electronic communication devices they bring to school. The district shall not be responsible for loss, theft or destruction of any such device brought onto school property, except that it may be the responsibility of the school to ensure the safekeeping of any confiscated devices. **Confiscated electronic communication devices shall be stored by school district employees in a secure manner (BP 5131).**

In the case of a serious matter or emergency, a school official may ask the student or parent/guardian to view the content of the student's electronic device. <u>This may include inappropriate or illegal access of the District network, software and operating equipment.</u>

Please contact your child's school office or the OMSD Office of Child Welfare, Attendance & Records for questions or concerns.

We have read and understand the Ontario-Montclair School District policy regarding Student Possession & Use of Cell phones and other Electronic Communication Devices and the related legal considerations

Student Name (Please Print)	Student Signature	Date
Parent/Guardian Name (Please Print)	Parent/Guardian Signature	Date
School Name	Teacher Name	Grade Level

THIS FORM MUST BE COMPLETED EVERY YEAR

Rev. 6/2024

Suitable School Attire:
The Ontario-Montclair School District Board of Trustees has adopted basic dress guidelines. School district personnel have the responsibility of monitoring proper and appropriate dress attire to ensure it is conducive to the learning environment.

Dress Code:

- Extremely tight garments, bare midriffs, spaghetti straps, and low cut tops (front and back) are not appropriate and should not be worn.
- Closed toed shoes must be worn at all times
- Skirts/dresses/shorts shorter than mid-thigh are prohibited
- Ripped jeans with holes exposing the mid-thigh are prohibited
- No undergarments should be visible at any time.
- Any attire with suggestive and/or obscene statements will not be allowed. Any attire promoting the use of drugs, alcohol, or substance use will not be allowed.
- Any attire with graphics and/or statements associated with gangs will not be allowed.
- Earrings or other jewelry that may present a safety hazard are not suitable for school wear.
- Hats may be worn outside to protect against the sun. Hats and hoods must be taken off upon entering a building.
- Clothes are expected to be worn correctly. No sagging, baggy pants or low-rise pants.

VISITOR GUIDELINES

General Visitors:
Parents and others are welcome to visit Lincoln. For the safety of those within the school and to avoid disruption of instructional time, all visitors must first report to the school office. Visitors must have a valid ID, check in using the Raptor System and wear a visitor's badge at all times while on campus. All visitors are expected to demonstrate the highest standards of courtesy and conduct; disruptive behavior will not be permitted. Any classroom observation will be limited to one hour unless pre approved by the school administration.

Visits to individual classrooms during instructional time are permitted only with approval of the principal and teacher in advance and only as long as their duration or frequency does not interfere with the delivery of instruction or disrupt the normal school environment. All visitors must be at least 18 years of age. We ask that you give 24 hour advance notice if you are planning to visit the classroom. Lincoln Elementary is a closed campus and therefore, parents and guardians are not permitted to enter during arrival or dismissal. All visitors must check in through the front office.

The following Administrative Regulations are put in place to ensure the safety and wellbeing of all:

Administrative Regulation 1250:

- Unless otherwise directed by the principal or designee, a staff member shall accompany visitors while on school grounds.
- Visitors shall provide upon request: name, address, occupation, age verification, purpose for the visit, and proof of identity.
- A principal may deny admission or revoke permission to any visitor if the visitor's presence would be disruptive to school activities.

Parent Volunteers:

Parents are encouraged to volunteer on a regular basis in the classroom for the purpose of promoting an active learning environment. Interested parents and others will be provided a volunteer packet and documents to complete and return to the school. After completion of a background check and negative TB test results, the volunteers' name will be placed on a Parent Helper List and allowed to work in the classroom. The hours in which a volunteer is allowed to serve in the classroom will be determined by the classroom teacher. Parent Volunteers are required to attend a Parent Volunteer training.

Volunteer Guidelines:

The Ontario-Montclair School District has established a volunteer program designed to help parents and other community volunteers to become involved in our school community. Education is a team effort and volunteers are a critical part of the school team. Your involvement on our campus tells our children that you are concerned, that you value them as people, and that you want to help them and their school be successful. The Board encourages interested parents/guardians and community members to visit schools and participate in the educational program (BP1250)

- A volunteer is under the continuous and direct supervision of a certificated staff member. A volunteer must receive prior authorization from the Principal and/or Designee before an individual can begin his/her volunteer service.
- A volunteer must be at least 18 years of age.
- A volunteer must complete the District Volunteer application packet and submit it to the office. This includes adults assisting on field trips.
- Volunteer applications cannot be processed without all of the required documentation.
- A volunteer is required to have a negative TB (Tuberculosis Testing) clearance taken within 60 days of initial service and each 4 years thereafter (AR 1240).
- Volunteers may be assigned to help in their child's classroom, in other classrooms, in the staff work room or wherever the assistance is needed. Volunteers will be asked to assist in other classrooms if it is found that the volunteer's child is distracted by their presence.
- Prior to volunteering, all volunteers must attend a parent volunteer workshop

OMSD Health and Wellness Policies:

The Ontario-Montclair School District recognizes the link between student health and learning, and has developed a Local Wellness Policy for the district that will promote student health and create a healthy learning environment for students.

To maximize instructional time and ensure the health and safety of all our students there will be no food items allowed in classrooms other than what is provided by our district. While parents have a choice in what items to send their child to eat, due to safety risks, snacks and/or meals provided from either home or school are not to be shared.

In addition, buying or selling of items – food or otherwise, unless part of a school fundraiser – is prohibited

Printed meal menus will not be provided to students. The menus are available online and can be found here

Parties:
Due to safety, instructional and health guidelines, any class celebrations need to be coordinated with the classroom teacher in advance and approved by administration.

HEALTH SERVICES

The Ontario-Montclair School District provides the following nursing services:
- Emergency assistance.
- Routine health problems monitoring and assistance.
- Vision/hearing tests.
- Maintenance of health records.
- Establishment of basic health education programs

Accidents:
The school nurse is summoned if an accident occurs causing an injury to a child. In the event of such an emergency, every effort will be made to reach the parent as soon as possible. Other designated persons on the emergency card will be contacted if the parent cannot be reached. The name and phone number of the child's doctor must also be on file.

Crutches:
Students who require the use of crutches and/or orthopedic devices should report to the school nurse following the injury and/or upon returning to school following a surgical procedure. A note from a physician will be required to use crutches or any other medical appliance on campus.

Physical Education Excuses:
Students may be excused from physical education, for health or medical reasons, for a maximum of three calendar days with a note from parents. Excuses for more than three days require a note from a professional healthcare provider. If a student is unable to participate in physical education class, he/she will not be permitted to participate in recess activities.

Illness:
Children that are ill at school are taken to the nurse's office. If they are too ill to return to class, the parent is notified. Parents are required to have a working contact number on file in order for the school staff to reach them in the event of emergencies. Parents are required to respond and pick up their ill child when requested. Adults designated by parents on the emergency card will be allowed to pick up a child at the parent's request. No child is ever sent home alone when ill. Lincoln Elementary follows the Ontario Montclair School District "Student Illness Guidelines for Parents" to determine who needs to go home or remain home. In some instances, a healthcare provider's documentation may be required/requested.

Head Lice:
HEAD LICE (Pediculosis) Head Lice -- Based upon specialized training and the professional judgment of the school nurse and health assistant, students with live lice or signs of active infestation will be excluded from school. These students should receive prompt treatment for lice and are expected to return to school the following day, free of live organisms. Upon return to school, the student and parent/guardian must report directly to the school nurse, provide information about the treatment utilized and have the student's hair checked before reporting to class. Parents should check their child weekly for head lice. If parents discover head lice on their child, please notify the health office as soon as possible. Your school site health office can provide resources and detailed instructions to guide your success. An informational letter about lice can be sent home anonymously with the classmates, explaining to other parents what to watch for. Prevention is the key! Check your child's head regularly. Keep long hair in braids or in a ponytail. Do not share hats, hair brushes, combs, hair ties, or bicycle helmets.

Medications:
Medication that needs to be administered during school hours must have signed parent permission and a doctor's certification slip on file in the office. Parents must deliver the medications directly to the office themselves. Children are not to carry medications to school. Medications are kept in a locked cabinet in the nurse's office and never in the classrooms. Medicines will be administered by the school nurse or office personnel only. Parents are always welcome to assume the responsibility for the administration of medications and are welcome to come to school to administer their child the medications needed.

Special Health Needs:
The school nurse should be informed if your child has a special health need. If limitations are to be put on a student's physical activities, the school will adjust its program to meet these individual needs. A student will not be permitted to return to school with any assistive devices (i.e. crutches, wheelchair, splint, etc.) without a doctor's note. The school nurse is available to provide counsel to parents and teachers regarding student health problems.

After School Program:
The THINK Together staff provides an after-school program for all students from dismissal until 6:00 PM each day. To obtain additional information, please contact the Lincoln THINK Together Coordinator at school, by phone or by email. Refer to page 4 for contact information

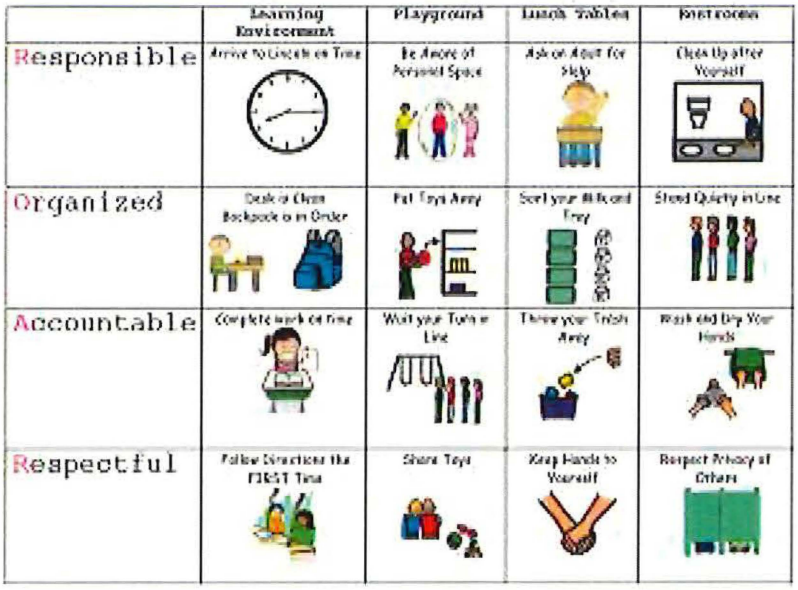
BEHAVIOR/DISCIPLINE PROCESS AND SUPPORTS:

Our goal at Lincoln Elementary School is to provide an environment for students that is conducive to learning and one that ensures the safety of every student and staff member. In order to guarantee a positive school experience for children, it is necessary to establish both school-wide and classroom rules. Through the consistency of staff members, students and parents in modeling and enforcing rules, Lincoln Elementary School will provide a safe environment for students. All student discipline expectations and guidelines have been created in accordance with Due Process.

All students are expected to follow classroom and school rules to ensure the safety of each and every individual. Teachers will employ their own age appropriate discipline plan consistent with the school's Positive Behavior Interventions & Support Plan (PBIS) to maximize our academic efforts and will provide parents a copy of this discipline plan at the beginning of the school year.

Positive Behavior Interventions & Support Plan (PBIS):

Lincoln Elementary School began school-wide implementation of Positive Behavior Interventions and Supports (PBIS) in the 2015-2016 school year. PBIS focuses on creating and sustaining school-wide, classroom, and individual systems of support that improve the educational environment for all children. Our aim is to explicitly teach behavior expectations and then recognize the positive behaviors shown by students.



The Lincoln Elementary Leopards believe in living everyday with the core values and positive actions demonstrated in R.O.A.R. These values and behaviors are demonstrated and reinforced throughout the school year and students are encouraged to display them each day. Positive behavior is rewarded through school-wide incentive programs. Consequences are given to students who don't follow rules and/or expectations for appropriate behavior at school. Expectations for behavior are outlined in the following School Wide Behavior Matrix:

By implementing PBIS, we hope to reduce school and classroom behavior disruptions and educate all students about acceptable school behaviors. By improving the school environment, we hope to increase learning time and promote academic and social success for every student.

Safety:

Student safety is the utmost concern at Lincoln Elementary School. Our safety campaign, "See Something, Hear Something, Say Something," is designed to encourage all members of our community to report suspicious behavior and safety concerns. The following visual is posted so students, families and members of our community participate in keeping our campus safe. We encourage everyone to take an active role in being proactive in keeping our school safe and secure.



Code of Conduct:

- Listen, follow directions, and stay on task.
- Respect others and their property.
- Allow the teacher to teach and all students to learn.
- Keep hands, feet and objects to yourself.
- Be on time with your materials and be prepared to work.
- Try your best at all times.

General School Behavior Rules:

- Be respectful to all adults and students
- No bullying
    - Bullying is defined as intentional, repeated hurtful acts, words or other behaviors committed by one or more person against another.
    - Cyber-bullying means an electronic act (via computer, telephone, or other devices), postings to social media or other internet sites, and sexting.
- Play safe
    - No fighting, play fighting, wrestling, etc.
- Keep the campus clean
    - Place trash in trash cans, no gum, bottles or glass jars on campus
- Follow equipment and playground rules
    - Always walk, running on grass field only
    - No playing in hallways or restrooms
- Keep personal items at home
    - Never bring any item that could be considered a weapon, including toy replicas
    - Never bring a substance that could be considered a drug, including representing a substance as a drug/medication even if it is not a drug/medication
- Dress for success
    - Follow dress code policy

Progressive Discipline:

The type of intervention used if students violate classroom and/or school rules will depend on the severity of the offense and the individual student's discipline history. Lincoln uses a policy of "progressive discipline". Generally, when misbehavior occurs, the student's teacher will be the first level of intervention. Inappropriate behaviors that continue despite teacher interventions will be referred to the office.

Students who violate the school discipline plan may receive the following consequences:

- Verbal warning
- Time out from the classroom (in other classroom) with a reflection activity

- Loss of recess and/or loss of special privilege
- Lunch detention
- After school detention
- In school suspension
- Parent conference
- Parent attendance at school with student
- Behavior contract
- Suspension

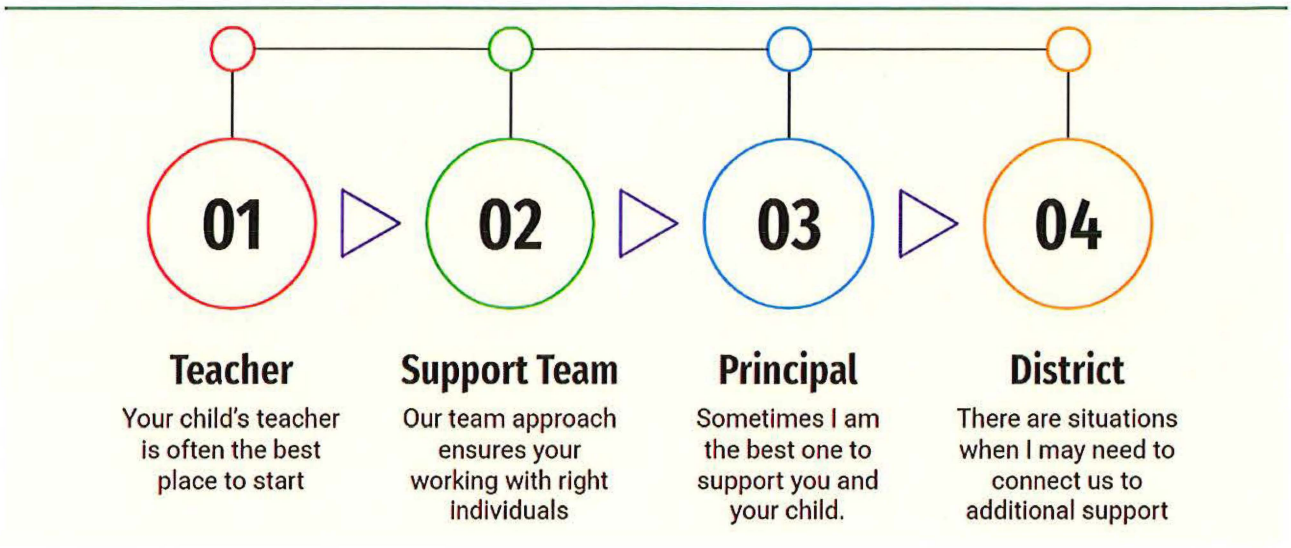
In accordance with our policy of "progressive discipline" the duration of a suspension may increase with each repeated offense. For example: a one day suspension will likely increase to a multiple day suspension with subsequent offenses. Repeated incidents of physical violence or threats could result in a recommendation for expulsion.

Student and Family Supports:
If students and or families are in need of counseling services and/or family assistance, the Lincoln Outreach Consultant is available to assist you. The Outreach Consultant also works with students in crisis or in need of behavior and academic interventions that are identified through the Student Study Team (SST) process. The Outreach Consultant can be reached at the school through the front office by phone or email. (909)-983-9803

PARENT AND STUDENT CONCERNS

Communication is the key to success. Phone call and email messages are a great way to communicate with your student's teacher. It is our policy to reply to all phone call and email messages within 24 hours. In an effort to resolve your concerns in the timeliest manner, we ask that you follow the outlined steps if your child comes home with a complaint or concern:

- Ask whether this was already communicated to a staff member. If not, get as much information from your child as possible.
- Contact your child's teacher as soon as possible to assess and respond to the concern/issue. He/she will not only know your child but will also know the dynamics of the classroom and playground. Sometimes the context in which something happens can greatly influence the outcome. More times than not, talking with the teacher can resolve the concern/issue.
- If the teacher cannot help you resolve a problem, please contact the administration. You may either call the office or schedule an appointment.



PARENT-TEACHER CONFERENCE

Parent-Teacher Conferences are held in November and March to inform you of your child's progress. You will be notified of your scheduled appointments. Both parents are encouraged to attend. We hope that you will be able to keep the appointment, however, if you cannot, please contact the office as soon as possible and another time will be arranged.

There may be other times when a conference is necessary. You are always welcome to request a conference at any time should you have concerns and/or information pertinent to your child's educational experience. Additionally, the teacher may wish to schedule a conference if your child is having difficulty adjusting to certain school situations. The presence of parents at conferences is necessary to plan appropriately for a child's needs. Please call the office to schedule an appointment with your child's teacher before or after school or you can email the teacher directly. Email addresses are listed on pages 3 and 4. It is our policy that a staff member will reply to your phone message or email within 24 hours.

School Councils and Parent Information

Parents are invited to attend the meetings of the School Site Council (SSC), GATE, Special Education, and Site English Learner Parent Advisory Council (SELPAC) scheduled several times per year. Flyers and Class Dojo announcements are sent home several days before each meeting.

Lincoln's SARC (School Accountability Report Card) and SPSA (School Plan for Student Achievement) are available on our website, but parents may request a hard copy from the school office. Our Parent Involvement Policy and Parent Compact are both included in our handbook.

NONDISCRIMINATION STATEMENT

The Ontario-Montclair School Distirct prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity,

gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. (Board Policy 0410: Nondiscrimination In District Programs And Activities.

Title I School-Level Parental Involvement Policy
Lincoln Elementary

Adopted and Approved by SSC: 04/23/2026

Lincoln Elementary has developed a written Title I parental involvement policy with input from Title I parents. *Parents completed a survey at a prior SSC meeting to give input.* It has distributed the policy to parents of Title I students. *The policy will be distributed in the Parent/Student Handbook at the beginning of the year and given to all students.* The policy describes the means for carrying out the following Title I parental involvement requirements [*20 USC* 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Lincoln Elementary, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
  At the beginning of the year the Principal holds several meetings, including Potluck with Perry and School Site Council, to inform parents of Title I students about Title I requirements and about the rights of parents to be involved in the program.

- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
  The Principal provides parents with at least two different meetings, on different days, during the school hours to inform parents of Title 1 and provides day care. The Principal also holds an evening meeting for parents who are unable to attend during the day. Meetings will be held in person and via zoom.

- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review*, and improvement of the school's Title I programs and the Title I parental involvement policy.
  The Principal holds regular monthly meetings throughout the year to get input from parents. The Principal also holds School Site Council Meetings, where the SPSA is monitored and reviewed throughout the year. In addition, the Parental Involvement Policy is reviewed and updated annually, after getting input from parents, to meet the changing needs of parents and the school.

- The school provides parents of Title I students with timely information about Title I programs.
  The school staff provides parent and family nights to share with parents about different academic programs that are used in the classroom. Parents get an opportunity to learn about the programs and to

do a fun lesson with their children. In addition, when the Single Plan for Student Achievement is reviewed with parents, programs are shared with parents.

- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
  The curriculum, assessments and proficiency levels are shared throughout the year during Back to School, Parent Conferences, Parent Night Meetings, Newsletters, Student Success Team Meetings, School Site Council, Potluck with Perry, Progress Reports, IEPs (If applicable) and Open House.

- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
  Parents are given opportunities to participate in decisions relating to the education of their children during School Site Council Meetings, Student Success Meetings, Parent Conferences and Coffee With the Principal. Parents are given ongoing information regarding their children's progress and are encouraged to come speak to their child's teacher.

School-Parent Compact

Lincoln Elementary distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities.

At Lincoln Elementary we value parent input. Last year, parents completed a survey during a SSC meeting to give input on how we can improve communication between parents and teachers, how the school can improve its communication with parents, and when meetings should be held to include the most parents. In addition, our parents gave input for strategies for increasing parent participation and parent volunteers. Parents' suggestions were critical for developing the Parent Involvement Policy and the Compact.

Building Capacity for Involvement

Lincoln Elementary engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children.
  Every year we review the new Common Core Standards at a Parent Meeting. We also share the overall results of the state assessment. The results are shared at Coffee With the Principal and at School Site Council. Regularly the Principal talks to parents about how parents can monitor their children's achievement and what can be done to help improve their achievement.

- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
  The Principal and school staff, provide parent nights that help parents understand what they can do to help them work with their children. Students take home different materials throughout the year that parents can use to support their students' achievement.

- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.
  Parents have done a great job of communicating ideas that would help improve parent participation and parent volunteers in the classroom. These ideas are communicated to staff and are incorporated into the school plan. Lincoln has also established a parent volunteer committee to promote parent participation and recruit more parents.

- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
  The Principal has distributed information for the District Parent Resource Center. In addition, other activities are offered to parents, such as Parent Night Meetings, GATE meetings, and Special Ed Night Meetings.

- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
  All information is communicated to all parents via a flyer and often times through a telephone system in both English and Spanish.

- The school provides support for parental involvement activities requested by Title I parents.
  Parents are encouraged to share ideas and suggestions for different activities that we can offer. Opportunities are given to parents throughout the year, by simply communicating with the Principal or by attending one of the school's events, including SSC and Coffee with the Principal where parents are encouraged to share their ideas.

Accessibility

Lincoln Elementary provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.
All information and school reports are provided in both English and Spanish. In addition, all meetings are translated.

What is a School-Parent Compact?

A School-Parent Compact for Achievement is an agreement that parents, students and teachers develop together. It explains how parents and teachers will work together to make sure all our students reach or exceed grade-level standards.
Effective compacts:

- Link to goals of the school improvement plan
- Focus on student learning skills
- Describe how teachers will help students develop those skills using high-quality curriculum and instruction
- Share strategies parents can use at home
- Explain how teachers and parents will communicate about student progress
- Describe opportunities for parents to volunteer, observe, and participate in the classroom

4.

Activities to Build Partnerships

Lincoln Elementary School is a campus in which we value parent participation and work together for student success. We welcome partnerships with parents and promote parent involvement by:

- Conducting parent nights to train and educate parents on ways to help in the home
- Holding Potluck with Perry meetings where parents can speak freely about school issues
- Advertising and promoting parents to attend School Site Council meetings
- Promoting parents to volunteer in the classrooms and front office
- Honoring parents who have been volunteering and helping in the school
- Establishing a parent committee to help promote parent involvement
- Offering families to come and participate in a family picnic on the school campus
- Providing surveys to solicit ideas
- Provide families incentives to attend parent meetings

5.

Jointly Developed

Parents at Lincoln Elementary School are given
opportunities to be involved in the development
and the revision of the school-parent compact
in many ways:

- Being encouraged to be an active participant in School Site Council
- Given opportunities to voice their opinions through surveys as well as open forums
- Providing child care for parents with children so they can attend
- Working in small groups to discuss the needs of the school

6.

Communication about Student Learning

Communication between the home and the school is essential for student success. Lincoln Elementary School provides several methods to ensure regular teacher-parent communication:

- Inviting parents to attend parent conferences at least once a year to discuss student performance
- Holding parent informational meetings to discuss ways to help support in the home
- Distributing monthly newsletters to inform parents of important announcements
- Updating the school website and Twitter account to showcase ways that students are exposed to college and career readiness events
- Providing Blackboard Message phone calls to parents to remind them of current events

Feel free to contact us to get additional information:
909-983-9803

School-Parent Compact For Achievement

Adopted 4/23/26

~Many Minds, Many Hands, One Goal, Student Success! ~

Our Goals for Student Achievement

1a.

District Goals

Increase the number of students, in all subgroups, attaining or exceeding grade level performance expectations on multiple measures, including standardize tests in ELA, math, science, and social studies. Increase the share of students that are college and career ready, the share of English learners that will become English proficient, and the rate of reclassification for English learners.

School Goals

The goal at Lincoln Elementary School is to increase student performance in ELA and Math. We will use multiple measures to ensure students are achieving classroom, district and individual goals. We will provide an education to increase the number of students that are college and career ready.



Teachers, Parents, Students—Together for Success

1b.

In the Classroom

Teachers will work together with students and their families to support students' success in meeting or exceeding the Common Core State Standards. Some of the key ways that teachers are responsible for ensuring high quality curriculum and instruction are:

- Participating and planning rigorous lessons and activities aligned to the standards
- Participation in structured teacher planning time
- Differentiating instruction to meet the needs of all learners
- Model critical thinking strategies
- Maintain high student learning expectations
- Conducting assessments (formative and summative) to guide instruction
- Develop learning goals for students and families
- Teaching students effective problem solving strategies and methods
- Communicate with the home

2.

At Home

Lincoln Elementary School parents work with the school to support student learning. Parents engage and participate in school wide family nights to learn how to better support their child's education. Families can support students' success in school by:

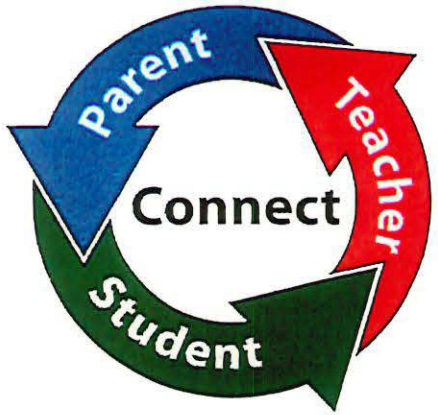
- Providing the child with a quiet place to read and study
- Ensuring the child gets a good night's rest
- Reading with your child daily and talking about how the story connects with things that he or she has experienced
- Celebrating successes
- Being an active participant in your child's education
- Discussing grade level expectations with your child's teacher
- Understanding your child's level of performance
- Asking your child's teacher questions
- Go through child's backpack and review work
- Communicate and speak to the teacher
- Bring your child to school daily ON TIME
- Attend at least 1 parent meeting

3.

Students

Students at Lincoln Elementary School are responsible for their learning in many ways:

- They set reading and math goals and ensure they are meeting their goals
- They are responsible students and ensure they come prepared to school
- They actively participate and engage in classroom conversations and lessons
- They seek help when needed



- Numbers correspond to sections in the School-Parent Compact Guide to Quality.

Note: Adapted by the Title I Policy and Program Guidance Office, California Department of Education, with permission from the Connecticut State Department of Education. 2010.
Dust Off Your Old School-Parent Compact: Ten Steps to Success for Developing Title I Family-School Compacts. Available at http://www.schoolparentcompact.org.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
LEGAL NOTICE FOR PUPILS & PARENTS/GUARDIANS REGARDING OMSD BULLYING AND HARASSMENT POLICY

The Ontario-Montclair School District prohibits discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics of a person's disability, gender, gender identity, gender expression, nationality, race or ethnicity, immigration status, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. This policy applies to all acts related to school activities on campus and may include acts occurring off campus during non-school hours.

Bullying is defined as any ***severe or pervasive*** physical or verbal act or conduct, including communications made in writing or by means of an electronic act, known as cyber-bullying, and including one or more acts committed by a pupil or group of pupils directed toward one or more pupils that has, or can be reasonably predicted to have, the effect of causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health, academic performance, or ability to participate in school activities.

REPORT IT

Any student who has been a victim of bullying or harassment, or someone who has witnessed bullying or harassment, on school grounds, during school activities, going to and coming from school, or when applicable, off-campus during non-school hours, is highly encouraged to report the incident. Students should immediately contact an administrator, counselor, teacher or other school staff member to report an incident. Students who wish to remain anonymous may report an incident by completing a Bullying/Harassment Incident Form and submitting it to any school staff member. These forms are available in the school office or online at the OMSD District website.

INVESTIGATION

The principal or designee shall promptly investigate all complaints of bullying or sexual harassment. The student who reports the complaint shall have an opportunity to complete a Bullying/Harassment Incident Form, providing details of the event, including the identity of the alleged perpetrator, a detailed description of the event, known witnesses, and anyone else they have shared the information with. Within 10 school days of the reported incident, the principal or designee shall provide a written response to the complainant and his/her parent/guardian. The report shall include the administrator's findings, decision, as well as the rationale for the decision. If the student or parent/guardian is in disagreement with the outcome of the investigation, an appeal may be filed at the Department of Child Welfare, Attendance & Records at 950 West D Street, Ontario, CA 91762.

TRANSFER REQUEST

A child that has been reported as the victim of a violent offense as defined by state law is entitled to transfer to another school within or outside of the district, under California Education Code 46600 § (b). Placement at a requested school is contingent upon space availability. Transfer requests can be obtained at the Department of Child Welfare, Attendance & Records located at 950 West D Street, Ontario, CA 91762.

For questions and concerns, contact:

Hugo Lopez, Director
Child Welfare, Attendance & Records
950 West D Street
Ontario, CA 91762
(909) 418-6477
hugo.lopez@omsd.net

ONTARIO-MONTCLAIR SCHOOL DISTRICT
PARENT & STUDENT RIGHTS REGARDING IMMIGRATION STATUS

The Ontario-Montclair School District will continue to follow the decision made by the U.S. Supreme Court in Plyler vs. Doe 1984 that declared that no child will be denied a public education regardless of immigration status. Schools are also directed to exercise "flexibility" to verify a child's age and residence. OMSD already directs each school in our District to accept a variety of documentation to enroll new students, when more traditional forms of proof such as birth certificate or baptismal certificate are not available. **Furthermore, school staff cannot ask a student's immigration status or require that they show evidence that they possess a Social Security number.** In an unlikely case where an ICE official requests records of a student, we are required by the California Department of Education (CDE) to subject them to the same procedures and rules that "any other government official" must follow, which is five business days per our Board Policy.

However, during that period, it is strongly recommended by CDE to immediately contact the parent or guardian to inform them of the request, so that they could produce a court order that would deny ICE access to their child's records. OMSD also requires all school administrators to not release students to ICE during school hours. Administrators can state that such an act would disrupt school activities and the instructional process. Instead, ICE officials will be directed to the district office to meet with the Superintendent or designee to determine if the ICE official has a subpoena, court order, investigating a crime, or is seeking information related to terrorist activities. Please be advised that a child's name must be clearly listed in the subpoena or court order for the district to comply with any request. Without any of these reasons, schools according to CDE are not required to allow the agency access to the child. OMSD will continue to assure our parents that we will take every available action to protect their child while in school and release records using established guidelines that apply to the offices of **ALL** governmental agencies.

If you have any questions or concerns, please contact the Office of Child Welfare, Attendance & Records (900) 418-6477.

ONTARIO-MONTCLAIR SCHOOL DISTRICT
CHILD ABUSE AND NEGLECT REPORTING
PC 11164 et seq.

The Ontario-Montclair School District is committed to protecting all students in its care. All employees of the district are mandated reporters, required by law to report cases of child abuse and neglect whenever there is reasonable suspicion that abuse or neglect has occurred. District employees may not investigate to confirm a suspicion.

All complaints must be filed through a formal report, over the telephone, in person, or in writing, with an appropriate local law enforcement agency (i.e. Police or Sheriff's Department, County Probation Department, or County Welfare Department/County Child Protective Services). Both the name of the person filing the complaint and the report itself are confidential and cannot be disclosed except to authorized agencies.

Parents and guardians of students also have a 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. Complaints may be filed with the local law enforcement agency or the district, by contacting the Child Welfare, Attendance & Records Office at (909) 418-6477.

Child abuse does not include an injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:

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

2. For purposes of self-defense

3. To obtain possession of weapons or other dangerous objects within control of a student

4. 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

For additional resources, visit California Department of Education webpage:
http://www.cde.ca.gov/ls/ss/ap/

ONTARIO-MONTCLAIR SCHOOL DISTRICT
CALIFORNIA LAW REGARDING SAFE STORAGE OF FIREARMS
SB906

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

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

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

ONTARIO-MONTCLAIR SCHOOL DISTRICT
FERPA NOTIFICATION

The Family Education Rights and Privacy Act (FERPA) affords parents and student who are 18 years of age or older ("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 after the Ontario-Montclair School District ("OMSD") receives a request for access.

   Parents or eligible students who wish to inspect their child's or their education records should submit OMSD a written request that identifies the records 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 the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy right under FERPA.

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

3. The right to provide written consent before OMSD discloses personally identifiable information (PII) from 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 OMSD school official with legitimate educational interests. The criteria for determining who constitutes and OMSD school official and what constitute a legitimate educational interest must be set forth in OMSD's annual notification for FERPA rights. OMSD's school official typically includes as person employed by OMSD as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. An OMSD school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which OMSD would otherwise use its own employees and who is under the direct control of OMSD with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

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

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

Continues next page

The family Educational Rights and Privacy Act (FERPA), a federal law, requires that OMSD, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, OMSD may disclose appropriately designated "directory information" without written consent, unless you have advised OMSD to the contrary in accordance with district procedures. The primary purpose of directory information is to allow OMSD to include this type of information from your child's education records in certain school and/or district publications. Examples include: a playbill, showing your child's role in a drama production; the annual yearbook; honor roll or other recognition lists; graduation programs; sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent/guardian's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

In addition, two federal laws require OMSD receiving assistance under Elementary and Secondary Education Act of 1965 (ESEA), as amended, to provide military recruiters, upon request, with student's name, address, and telephone listening, unless parents/guardians have advised OMSD that they do not want their child's information disclosed without their prior written consent. OMSD has designated the following information as directory information:

- *Name
- Address
- Telephone number
- Email address
- Date of birth
- Major field of study
- Dates of attendance
- Degrees and awards received
- Most recent previous school
- Participation in officially recognized activities and sports
- Weight and height of athletic team members

OMSD also may disclose your child's student identification number, user identification, or other unique personal identifier used to communicate in electronic systems, provided it cannot be used to access education records without a personal identification number (PIN), password, or another factor that only the authorized user knows. Your child's social security number will not be used for this purpose.

Directory information does not include your child's citizenship status, immigration status, place of birth or any other information indicating national origin. OMSD will not disclose such information without your consent or a court order.

If you do NOT want OMSD to disclose directory information from your child's education records without your prior written consent, you must notify OMSD in writing. If you do not notify the district in writing, it will be assumed that you have authorized consent for your child's information to be given to representatives of the news media, colleges, prospective employers, nonprofit organizations, and/or military recruiters upon request.

The request to withhold student directory information is applicable only to the current school year.

ONTARIO-MONTCLAIR
SCHOOL DISTRICT POLICIES



WE ASK THAT YOU TAKE TIME TO REVIEW THE FOLLOWING DISTRICT POLICIES AS THEY RELATE TO:

- **Married/Pregnant/Parenting Students**
- **Firearms on School Grounds**
- **Bullying**
- **Parent Involvement**
- **Sexual Harassment**
- **Non-Discrimination**
- **Suicide Prevention**

BOARD POLICY

MARRIED/PREGNANT/PARENTING STUDENTS
BP 5146
Students

The Board of Trustees recognizes that responsibilities related to marriage, pregnancy, or parenting and related responsibilities may disrupt a student's education and increase the chance of a student dropping out of school. The Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and promote the healthy development of their children.

(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6164.5 - Student Success Teams)

The district shall not exclude or deny any student from any educational program or activity, including any class or extracurricular activity, solely on the basis of the student's pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery. In addition, the district shall not adopt any rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex. (Education Code 221.51, 230; 5 CCR 4950; 34 CFR 106.40)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

The Superintendent or designee shall annually notify parents/guardians at the beginning of the school year of the rights and options available to pregnant and parenting students under the law. In addition, pregnant and parenting students shall be notified of the rights and options available to them under the law through annual school year welcome packets and through independent study packets. (Education Code 222.5, 48980)

(cf. 5145.6 - Parental Notifications)

For school-related purposes, a student under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. (Family Code 7002)

Education and Support Services for Pregnant and Parenting Students

Pregnant and parenting students shall retain the right to participate in the regular education program or an alternative education program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or the student's child.

(cf. 6158 - Independent Study)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6184 - Continuation Education)
(cf. 6200 - Adult Education)
Any alternative education program, activity, or course that is offered separately to pregnant or parenting students, including any class or extracurricular activity, shall be equal to that offered to other district students. A student's participation in such programs shall be voluntary. (Education Code 221.51; 5 CCR 4950)

If required for students with other temporary disabling condition, the Superintendent or designee may require a student, based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery, to obtain certification from a physician or nurse practitioner indicating that the student is physically and emotionally able to continue participation in the regular education program or activity. (Education Code 221.51; 5 CCR 4950; 34 CFR 106.40)

(cf. 6142.7 - Physical Education and Activity)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6183 - Home and Hospital Instruction)

To the extent feasible, the district shall provide educational and related support services, either directly or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Such services may include, but are not limited to:

1.Child care and development services for the children of parenting students on or near school

site(s) during the school day and during school-sponsored activities

(cf. 5148 - Child Care and Development)

2.Parenting education and life skills instruction

3.Special school nutrition supplements for pregnant and lactating students pursuant to Education Code 49553, 42 USC 1786, and 7 CFR 246.1-246.28

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)

4.Health care services, including prenatal care

(cf. 5141.6 - School Health Services)

5.Tobacco, alcohol, and/or drug prevention and intervention services

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.62 - Tobacco)

6.Academic and personal counseling
(cf. 6164.2 - Guidance/Counseling Services)

7.Supplemental instruction to assist students in achieving grade-level academic standards and progressing toward graduation
(cf. 6179 - Supplemental Instruction)

As appropriate, teachers, administrators, and/or other personnel who work with pregnant and parenting students shall receive related professional development.
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Absences
Pregnant or parenting students may be excused for absences for medical appointments and other purposes specified in BP/AR 5113 - Absences and Excuses.

A student shall be excused for absences to care for a sick child for whom the student is the custodial parent. A note from a physician shall not be required for such an absence. (Education Code 48205)
(cf. 5113 - Absences and Excuses)

Parental Leave
A pregnant or parenting student shall be entitled to eight weeks of parental leave in order to protect the health of the student who gives or expects to give birth and the infant, and to allow the pregnant or parenting student to care for and bond with the infant. Such leave may be taken before the birth of the student's infant if there is a medical necessity and after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction. The Superintendent or designee may grant parental leave beyond eight weeks if deemed medically necessary by the student's physician. (Education Code 46015; 34 CFR 106.40)

The student, if age 18 years or older, or the student's parent/guardian shall notify the school of the student's intent to take parental leave. No student shall be required to take all or part of the parental leave. (Education Code 46015)

When a student takes parental leave, the attendance supervisor shall ensure that absences from the regular school program are excused until the student is able to return to the regular school program or an alternative education program. A pregnant or parenting student shall not be required to complete academic work or other school requirements during the period of the parental leave. (Education Code 46015)

(cf. 5113.11 - Attendance Supervision)

Following the leave, a pregnant or parenting student may elect to return to the school and the course of study in which the student was enrolled before taking parental leave or to an alternative education option provided by the district. Upon return to school, a pregnant or parenting student shall have opportunities to make up work missed during the leave, including, but not limited to, makeup work plans and reenrollment in courses. (Education Code 46015)

When necessary to complete high school graduation requirements, the student may remain enrolled in school for a fifth year of instruction, unless the Superintendent or designee makes a finding that the student is reasonably able to complete district graduation requirements in time to graduate by the

end of the fourth year of high school. (Education Code 46015)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)

Accommodations
When necessary, the district shall provide accommodations to enable a pregnant or parenting student to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. (34 CFR 106.40)

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to: (Education Code 222)

1.Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child

2.Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk

3.Access to a power source for a breast pump or any other equipment used to express breast milk

4.Access to a place to store expressed breast milk safely

5.A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child

Complaints
Any complaint alleging discrimination on the basis of pregnancy or marital or parental status, district noncompliance with the requirements of Education Code 46015, or district noncompliance with the requirement to provide reasonable accommodations for lactating students shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4670 and BP/AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 222, 46015; 5 CCR 4600-4670)
(cf. 1312.3 - Uniform Complaint Procedures)

Program Evaluation
The Superintendent or designee shall periodically report to the Board regarding the effectiveness of district strategies to support married, pregnant, and parenting students, which may include data on student participation in district programs and services, academic achievement, school attendance, graduation rate, and/or student feedback on district programs and services.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)
(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:
EDUCATION CODE
221.51 Nondiscrimination; married, pregnant, and parenting students
222 Reasonable accommodations; lactating students
222.5 Pregnant and parenting students, notification of rights
230 Sex discrimination
8200-8498 Child Care and Development Services Act
46015 Parental leave
48205 Excused absences
48206.3 Temporary disability, definition
48220 Compulsory education requirement
48410 Persons exempted from continuation classes
48980 Parental notifications
49553 Nutrition supplements for pregnant/lactating students
51220.5 Parenting skills and education
51745 Independent study
52610.5 Enrollment of pregnant and parenting students in adult education
CIVIL CODE

51 Unruh Civil Rights Act
FAMILY CODE
7002 Description of emancipated minor
HEALTH AND SAFETY CODE
104460 Tobacco prevention services for pregnant and parenting students
CODE OF REGULATIONS, TITLE 5
4600-4670 Uniform complaint procedures
4950 Nondiscrimination, marital and parental status
CODE OF REGULATIONS, TITLE 22
101151-101239.2 General licensing requirements for child care centers
101351-101439.1 Infant care centers
UNITED STATES CODE, TITLE 20
1681-1688 Title IX, Education Act Amendments
UNITED STATES CODE, TITLE 42
1786 Special supplemental nutrition program for women, infants, and children
CODE OF FEDERAL REGULATIONS, TITLE 7
246.1-246.28 Special supplemental nutrition program for women, infants, and children
CODE OF FEDERAL REGULATIONS, TITLE 34
106.40 Marital or parental status
ATTORNEY GENERAL OPINIONS
87 Ops.Cal.Atty.Gen. 168 (2004)
COURT DECISIONS
American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:
CALIFORNIA WOMEN'S LAW CENTER PUBLICATIONS
Pregnant Students and Confidential Medical Services, 2013
Educational Rights of Pregnant and Parenting Teens: Title IX and California State Law Requirements, 2012
The Civil Rights of Pregnant and Parenting Teens in California Schools, 2002
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, rev. June 2013
WEB SITES
California Department of Education: http://www.cde.ca.gov
California Women's Law Center: http://www.cwlc.org
U.S. Department of Agriculture, Women, Infants, and Children Program: http://www.fns.usda.gov/wic
U.S. Department of Education: http://www.ed.gov

BOARD POLICY
FIREARMS ON SCHOOL GROUNDS

BP 3515.7
Grounds
Business and Non-Instructional Operations

The Board of Trustees is committed to providing a safe environment for students, staff, and visitors on campus. The Superintendent or designee shall consult with local law enforcement and other appropriate individuals and agencies to address the security of school campuses.

(cf. 3515 - Campus Security)
(cf. 3515.2 - Disruptions)
(cf. 3515.3 - District Police/Security Department)
(cf. 4158/4258/4358 - Employee Security)
(cf. 5131.4 - Student Disturbances)
(cf. 5131.7 - Weapons and Dangerous Instruments)

Possession of a firearm on or within 1,000 feet of school grounds is prohibited, except under the limited circumstances specified in Penal Code 626.9. School grounds include, but are not limited to, school buildings, fields, storage areas, and parking lots. (Penal Code 626.9)
If a district employee observes or suspects that any unauthorized person is in possession of a firearm on or near school grounds or at a school activity, he/she shall immediately notify the principal or designee and law enforcement.
The prohibition against the possession of firearms on school grounds shall be included in the district's comprehensive safety plan and shall be communicated to district staff, parents/guardians, and the community.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 1112 - Media Relations)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
Legal Reference:
EDUCATION CODE
32281 Comprehensive safety plan

38001.5 District security officers; requirements if carry firearm
PENAL CODE
626.9 Gun Free School Zone Act
830.32 District police department; district decision to authorize carrying of firearm
16150 Definition of ammunition
16520 Definition of firearm
26150-26225 Concealed weapons permit
30310 Prohibition against ammunition on school grounds
UNITED STATES CODE, TITLE 18
921 Definitions, firearms and ammunition
922 Firearms, unlawful acts
923 Firearm licensing
UNITED STATES CODE, TITLE 20
7961 Gun-Free Schools Act; student expulsions for possession of firearm
Policy CSBA MANUAL MAINTENANCE SERVICE
Adopted: April 19, 2018

BOARD POLICY
BULLYING

BP 5131.2
Students

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

(cf. 5131 - Conduct)
(cf. 5136 - Gangs)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

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

(cf. 1220 - Citizen Advisory Committees)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 6020 - Parent Involvement)

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

(cf. 0420 - School Plans/Site Councils)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 0460 - Local Control and Accountability Plan)

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

(cf. 1312.3 - Uniform Complaint Procedures)
If the Superintendent or designee believes it is in the best interest of a student who has been the victim of an act of bullying, as defined in Education Code 48900, the Superintendent or designee shall advise the student's parents/guardians that the student may transfer to another school. If the parents/guardians of a student who has been the victim of an act of bullying requests a transfer for the student pursuant to Education Code 46600, the Superintendent or designee shall allow the transfer in accordance with law and district policy on intra-district or inter-district transfer, as applicable.

(cf. 5116.1 – Intra-district Open Enrollment)
(cf. 5117 – Inter-district Attendance)

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

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:
EDUCATION CODE
200-262.4 Prohibition of discrimination
32282 Comprehensive safety plan
32283.5 Bullying; online training
35181 Governing board policy on responsibilities of students

35291-35291.5 Rules
46600 Student transfers
48900-48925 Suspension or expulsion
48985 Translation of notices
52060-52077 Local control and accountability plan
PENAL CODE
422.55 Definition of hate crime
647 Use of camera or other instrument to invade person's privacy; misdemeanor
647.7 Use of camera or other instrument to invade person's privacy; punishment
653.2 Electronic communication devices, threats to safety
CODE OF REGULATIONS, TITLE 5
4600-4670 Uniform complaint procedures
UNITED STATES CODE, TITLE 47
254 Universal service discounts (e-rate)
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
110.25 Notification of nondiscrimination on the basis of age
COURT DECISIONS
Wynar v. Douglas County School District, (2013) 728 F.3d 1062
J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094
Lavine v. Blaine School District, (2002) 279 F.3d 719
Management Resources:
CSBA PUBLICATIONS
Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014
Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014
Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Bullying Module
California's Social and Emotional Learning: Guiding Principles, 2018
Social and Emotional Learning in California: A Guide to Resources, 2018
Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008
Bullying at School, 2003
CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS
Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
Guidance to America's Schools: Bullying of Students with Disabilities, October 2014

Dear Colleague Letter: Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability, October 26, 2010
Dear Colleague Letter: Harassment and Bullying, October 2010
WEB SITES
CSBA: http://www.csba.org

California Department of Education, Safe Schools Office: http://www.cde.ca.gov/ls/ss
California Office of the Attorney General: http://oag.ca.gov
Center on Great Teachers and Leaders: https://gtlcenter.org
Collaborative for Academic Social and Emotional Learning: https://casel.org
Common Sense Media: http://www.commonsensemedia.org
National School Safety Center: http://www.schoolsafety.us
Partnership for Children and Youth: https://www.partnerforchildren.org
U.S. Department of Education: http://www.ed.gov

BOARD POLICY
PARENT INVOLVEMENT

BP 6020
Instruction

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent/guardian involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with parents/guardians and family members to jointly develop and agree upon policy and strategies to meaningfully involve parents/guardians and family members in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 1230 - School-Connected Organizations)
(cf. 1240 - Volunteer Assistance)
(cf. 1250 - Visitors/Outsiders)

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

(cf. 5020 - Parent Rights and Responsibilities)

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement and family engagement, including district efforts to seek parent/guardian input in district and school site decision making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. (Education Code 42238.02, 52060)

(cf. 0460 - Local Control and Accountability Plan)

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

(cf. 0500 - Accountability)

Title I Schools

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation, and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. (Education Code 11503; 20 USC 6318)

(cf. 6171 - Title I Programs)

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities and shall distribute at least 90 percent of those reserved funds to eligible schools, with priority given to high-need schools as defined in 20 USC 6631. The Superintendent or designee shall involve parents/guardians and family members of

participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family engagement activities. (20 USC 6318)

(cf. 3100 - Budget)

Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following: (20 USC 6318)

1. Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members
2. Support for programs that reach parents/guardians and family members at home, in the community, and at school
3. Dissemination of information on best practices focused on parent/guardian and family engagement, especially
   best practices for increasing the engagement of economically disadvantaged parents/guardians and family members
4. Collaboration, or the provision of subgrants to schools to enable collaboration, with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family engagement
5. Any other activities and strategies that the district determines are appropriate and consistent with this policy

If the district also receives funds under federal Title IV, Part E, to coordinate and enhance family engagement programs, the Superintendent or designee shall inform parents/guardians and organizations of the existence of Title IV. (20 USC 6318)

The district's Board policy and administrative regulation containing parent/guardian and family engagement strategies shall be incorporated into the district's LCAP in accordance with 20 USC 6312. (20 USC 6318)

The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

District and school-level parent/guardian and family engagement policies and administrative regulations shall be distributed to parents/guardians of students participating in Title I programs and shall be available to the local community. Parents/guardians shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (20 USC 6318)

(cf. 5145.6 - Parental Notifications)

Non-Title I Schools

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. (Education Code 11504)

Legal Reference:
EDUCATION CODE
11500-11505 Programs to encourage parent involvement
48985 Notices in languages other than English
51101 Parent rights and responsibilities
52060-52077 Local control and accountability plan
54444.1-54444.2 Parent advisory councils, services to migrant children
56190-56194 Community advisory committee, special education
64001 School plan for student achievement, consolidated application programs

LABOR CODE
230.8 Time off to visit child's school
CODE OF REGULATIONS, TITLE 5
18275 Child care and development programs, parent involvement and education
UNITED STATES CODE, TITLE 20

6311 State plan
6312 Local educational agency plan
6314 Schoolwide programs
6318 Parent and family engagement
6631 Teacher and school leader incentive program, purposes and definitions
7241-7246 Family engagement in education programs
CODE OF FEDERAL REGULATIONS, TITLE 28
35.104 Definitions, auxiliary aids and services
35.160 Communications

Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Title I School-Level Parental Involvement Policy
Family Engagement Framework: A Tool for California School Districts, 2014
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Parental Involvement: Title I, Part A, Non-Regulatory Guidance, April 23, 2004
WEB SITES
CSBA: http://www.csba.org
California Department of Education, Family, School, Community Partnerships: http://www.cde.ca.gov/ls/pf
California Parent Center: http://parent.sdsu.edu
California State PTA: http://www.capta.org
National Coalition for Parent Involvement in Education: http://www.ncpie.org
National PTA: http://www.pta.org
Parent Information and Resource Centers: http://www.pirc-info.net
Parents as Teachers National Center: http://www.parentsasteachers.org
U.S. Department of Education: http://www.ed.gov

Policy
ONTARIO-MONTCLAIR SCHOOL DISTRICT
adopted: April 9, 2024
Ontario, California

BOARD POLICY

TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES
NOTICE OF TITLE IX SEXUAL HARASSMENT POLICY

5145.71(a)
Students

The Code of Federal Regulations, Title 34, Section 106.8 requires the district to issue the following notification to students at all grade levels and their parents/guardians:

The district does not discriminate on the basis of sex in any education program or activity that it operates. The prohibition against discrimination on the basis of sex is required by federal law (20 USC 1681-1688; 34 CFR Part 106) and extends to employment. The district also prohibits retaliation against any student for filing a complaint or exercising any right granted under Title IX.

Title IX requires a school district to take immediate and appropriate action to address any potential Title IX violations that are brought to its attention. Any inquiries about the application of Title IX, this notice, and who is protected by Title IX may be referred to the district's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education or both.

The district has designated and authorized the following employee as the district's Title IX Coordinator to address concerns or inquiries regarding discrimination on the basis of sex, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking:

Hugo Lopez
950 West "D" Street, Ontario, CA 91762
(909) 418-6477
hugo.lopez@omsd.net

Any individual may report sex discrimination, including sexual harassment, to the Title IX Coordinator or any other school employee at any time, including during non-business hours, by mail, phone, or email. During district business hours, reports may also be made in person. Upon receiving an allegation of sexual harassment, the Title IX Coordinator will promptly notify the parties, in writing, of the applicable district complaint procedure.

To view an electronic copy of the district's policies and administrative regulations on sexual

harassment, including the grievance process that complies with 34 CFR 106.45, please see BP/AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures on the district's web site at www.omsd.net.

To inspect or obtain a copy of the district's sexual harassment policies and administrative regulations, please contact: Child Welfare, Attendance & Records, (909) 418-6477, hugo.lopez@omsd.net.

Materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process are also publicly available on the district's web site or at the district office upon request.

BOARD POLICY

SUICIDE PREVENTION

BP 5141.52
Students

The Board of Trustees recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. In an effort to reduce suicidal behavior and its impact on students and families, the Superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing policy and strategies for suicide prevention and intervention, the Superintendent or designee shall consult with school and community stakeholders such as administrators, other staff, parents/guardians, and students; school-employed mental health professionals such as school counselors, school psychologists, school social workers, and school nurses; suicide prevention experts such as local health agencies, mental health professionals, and community organizations; law enforcement; and, in developing policy for grades K-6, the county mental health plan. (Education Code 215)

(cf. 1220 - Citizen Advisory Committees)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
The Board shall ensure that measures and strategies for students in grades K-6 are age appropriate and delivered and discussed in a manner that is sensitive to the needs of young students. (Education Code 215)

Measures and strategies for suicide prevention, intervention, and postvention shall include, but are not limited to:

1.Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students, as described in the accompanying administrative regulation
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

2.Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others
(cf. 6142.8 - Comprehensive Health Education)

3.Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

4.The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the suicide problem among youth, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis

5.Encouragement for students to notify appropriate school personnel or other adults when they are

experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions

6.Crisis intervention procedures for addressing suicide threats or attempts

7.Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning. (Education Code 215)
If a referral is made for mental health or related services for a student in grade K-6 who is a Medi-Cal beneficiary, the Superintendent or designee shall coordinate and consult with the county mental health plan. (Education Code 215)
(cf. 5141.6 - School Health Services)

District employees shall act only within the authorization and scope of their credential or license. Nothing in this policy shall be construed as authorizing or encouraging district employees to diagnose or treat mental illness unless they are specifically licensed and employed to do so. (Education Code 215)

The Board shall review, and update as necessary, this policy at least every five years. (Education Code 215)

The Superintendent or designee shall post this policy on the district's web site, in a prominent location and in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)

Legal Reference:
EDUCATION CODE
215 Student suicide prevention policies
215.5 Suicide prevention hotline contact information on student identification cards
216 Suicide prevention online training programs
234.6 Posting suicide prevention policy on web site
32280-32289.5 Comprehensive safety plan
49060-49079 Student records
49602 Confidentiality of student information
49604 Suicide prevention training for school counselors
GOVERNMENT CODE
810-996.6 Government Claims Act
PENAL CODE
11164-11174.3 Child Abuse and Neglect Reporting Act
WELFARE AND INSTITUTIONS CODE
5698 Emotionally disturbed youth; legislative intent
5850-5886 Children's Mental Health Services Act
COURT DECISIONS
Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554
Management Resources:
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008
Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019
CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009
NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS
Preventing Suicide: Guidelines for Administrators and Crisis Teams, 2015
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS
National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012
Preventing Suicide: A Toolkit for High Schools, 2012
WEB SITES
American Association of Suicidology: http://www.suicidology.org
American Foundation for Suicide Prevention: http://afsp.org
American Psychological Association: http://www.apa.org
American School Counselor Association: http://www.schoolcounselor.org
California Department of Education, Mental Health: http://www.cde.ca.gov/ls/cg/mh

California Department of Health Care Services, Mental Health Services: http://www.dhcs.ca.gov/services/MH
Centers for Disease Control and Prevention, Mental Health: http://www.cdc.gov/mentalhealth
National Association of School Psychologists: http://www.nasponline.org
National Institute for Mental Health: http://www.nimh.nih.gov
Suicide Prevention Resource Center: http://www.sprc.org/about-suicide
Suicide Prevention Lifeline: http://suicidepreventionlifeline.org
Trevor Project: http://thetrevorproject.org
U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration: http://www.samhsa.gov

Policy
ONTARIO-MONTCLAIR SCHOOL DISTRICT
adopted: July 2, 2020
Ontario, California

ONTARIO-MONTCLAIR SCHOOL DISTRICT

Child Welfare, Attendance and Records

Student Technology Responsible Use Agreement

The Ontario- Montclair School District is providing students access to the District's electronic network. The purpose of the network is to assist in preparing students for success in career and college readiness by providing them with electronic access to a wide range of information. The district network and technology devices have been given to students as tools to promote educational excellence, innovation, and communication for students and staff.

This document (hereinafter, referred to as "Agreement") applies to ALL students accessing the OMSD electronic network, all resources and tools made available through the network such as student email, google classroom, district provided hotspots, and all devices connected to the network, including the use of **Personal Devices** on District property that are connected to the District network.

Required Review

To educate students on the expectations for responsible and appropriate use of the OMSD provided devices, services, network and internet access, students are required to review and sign this Agreement each school year. Additionally, OMSD staff supervising students who use the OMSD electronic network shall emphasize to students' appropriate use of network and devices. The parent/guardian of a student is also required to acknowledge receipt and understanding of this Agreement.

District Technology Policies

- The OMSD electronic network has been established for educational purposes and not as a public access service or a public forum.
- A content filtering solution is in place to prevent access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the Children's Internet Protection Act (CIPA)
- Students must sign and adhere to this Agreement, and parent/guardian permission is required for all students under the age of 18. **The District is not responsible for the actions of students who violate this Agreement.**

Access is a privilege – not a right:

- ***The District reserves the right to monitor all activity on the OMSD electronic network, district provided accounts and devices. Students have no expectation of privacy with respect to usage of the electronic network, even if the use is for personal purposes. This includes personal devices logged on/using OMSD network and/or tools.***
- Students and Parents/Guardians may be held responsible for any damage that is caused by their inappropriate use of the network or devices.

Digital Citizenship Expectations:

While utilizing OMSD's electronic network and devices, students are expected to exhibit responsible behavior and to refrain from engaging in inappropriate use. The OMSD electronic network is considered a limited forum, and therefore the District and School site has the right to restrict a student's use of the network for valid reasons, including but not limited to, violations of the following:

- Students shall not post information that, if acted upon, could cause damage or danger to any person(s) or disruption to the educational environment for staff and/or students.
- Students shall not engage in any form of cyberbullying or electronic personal attacks. This includes, but is not limited to harassment or engagement in any activities intended to harm (physically or emotionally) another person.
- Students shall not distribute or post fabricated, harmful or defamatory information about a person or organization. \
- Students shall not use the OMSD electronic network or devices or personal devices to engage in criminal activity.
- Students shall not display, access or send offensive, explicit, or inappropriate messages or content.
- Students shall not offer, provide, or purchase products or services through the OMSD electronic network.
- Students shall not search, share, or save any inappropriate images from the internet or from other students.

- Students shall not download unauthorized games, programs, files, electronic media, and/or standalone applications (Apps) from the internet.
- Accessing, viewing, saving, or transmitting pornographic or obscene material.

Appropriate Use

OMSD regards technology use as a privilege, not a right, and inappropriate use may result in disciplinary consequences.

- Use of technology that results in compromising the security of the operating equipment and/or software is prohibited.
- Technology is used to support student learning and enhance instructional programs. The Internet makes it possible for students to access many types of resources and to interact with other students, individuals, or services located inside and outside the District.
- Some of the information available through the Internet may contain harmful matter, or be otherwise inappropriate for educational purposes.
- Acceptable use of technology includes communication in support of research and learning, access and exploration of appropriate information and resources, on assignments or projects. Routine maintenance and monitoring of computer and Internet systems will occur.
- **The District reserves the right to conduct individualized searches of a user's actions on the network if there is reasonable suspicion that a law or rule has been violated.**

Security

- Each student is responsible for their individual student account and should take reasonable precautions to prevent others from being able to access them, which includes not sharing passwords.
- Students shall immediately report to a staff member if they have identified a potential security problem, or if they receive a message that is inappropriate.
- Students should not search for an alternative method of accessing inappropriate, unauthorized, or blocked websites.
- Students shall not attempt to access non-student District Systems.
- Students shall not make deliberate attempts to disrupt the OMSD electronic network or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- Students shall not intentionally attempt to access websites blocked by District policy, including use of proxy services, software, or blocked websites.

Vandalism

- Any malicious attempt to harm or destroy data, the network, other network components connected to the network backbone, hardware or software may result in **cancellation of network privileges**

Violation of this Agreement

- Violating any point of this Agreement may result in loss of access as well as other disciplinary and/or legal action(s) at the discretion of the school administration and District personnel.
- A violation of this Agreement shall be subject to the consequences as indicated within this Agreement, as well as other appropriate disciplinary action(s), including but not limited to
    - Use of OMSD electronic network only under direct supervision
    - Suspension/Revocation of network privileges
    - Suspension of computer privileges
    - Suspension/Expulsion from school

THE SUPERINTENDENT OR DESIGNEE AND/OR THE BOARD SHALL DETERMINE FOR EXTREME INCIDENTS WHEN SCHOOL EXPULSION AND/OR LEGAL ACTION OR ACTIONS BY THE AUTHORITIES ARE THE APPROPRIATE COURSE OF ACTION.

Student Acknowledgement:

I have read and agree to abide by this Agreement and I agree not to hold the district or any district staff member responsible for the failure of any technology protection measures, violations of copyright restrictions, or user mistakes or negligence. I also agree to indemnify and hold harmless the district and district personnel for any damages or costs incurred.

Student Name: _____ Student ID: _____
(please print)

School: _____ Grade: _____

Student Signature: _____ Date: _____

Parent or Legal Guardian Acknowledgement (If the student is under 18 years of age, a parent/guardian must also read and sign this Agreement).

As the parent/guardian of the above-named student, I have read, understood, and agree that my child shall comply with the terms of this Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the district's network and internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and prohibited materials on the internet. I agree to release from liability, indemnify, and hold harmless the school, district, and district personnel against all claims, damages, and costs that may result from my child's use of district technology and network or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting.

Parent/Guardian Name: _____
(please print)

Parent/Guardian Signature: _____ Date: _____

