P-BVUSD
DISTRICT ANNUAL NOTICE/PARENT HANDBOOK
2026-2027

TABLE OF CONTENTS

	PAGE
Cover Letter and Parental Acknowledgement	**1**
Excused Absences	**2**
Absence for Religious Purposes	3
No Grade Reduction or Loss of Academic Credit for an Excused Absence	5
School Attendance Options	**6**
Attendance Boundary Disclaimer	6
Overflow Enrollment Procedures	6
Future Enrollment at Your Assigned School	6
Intradistrict Open Enrollment	7
Student Transfer Guidelines	7
Intradistrict Transfer Agreements Requests	7
Intradistrict Yearly Timelines	8
Intradistrict Transfer Priorities	8
Interdistrict Transfer Agreement Requests	9
Criteria for an Interdistrict Transfer Approval	10
Criteria for Denying Interdistrict Transfer	11
Accepting And Maintaining your Transfer	12
Criteria for Revoking a Transfer	12
Appeal of the Decision to Revoke or Deny an Application Transfer	13
Interdistrict Attendance Agreements and Permits	14
School District of Choice Program	14
Alternative Residency Compliance	15
Foster Youth	15
“Homeless” Students	15
Students Receiving Special Education Services Pursuant to an Individualized Education Program (IEP) or a 504 Plan	16
Individualized Instruction	16
Students in Hospitals Outside of School District	16
Alternative School or Class Group Within the District	16
Charter Schools	17
Private Schools	17
Mentally Gifted Students	17
Instruction by Tutor	18
Homeschooling	18
Student Misconduct and Discipline	**18**
The Obligations of a Student While at School	18
Teachers Are Required to Hold Students to Strict Account for Misconduct	18

Rules of the District Pertaining to Student Discipline 18
Prohibited Behavior 19
Classroom Correction and Non-Punitive in School Correction Preferred When Appropriate 19

TABLE OF CONTENTS-CONT'D

PAGE
Suspension from School 19
Voluntary Disclosure / Use of Controlled Substances / Prohibition Against Suspension From School 19
Expulsion from the School District 19
Discipline of a Disabled Student Who Is Eligible for Special Education Pursuant to IDEA or Section 504 20
Student Searches 20
Law Enforcement Notification 20
Release of a Student to a Peace Officer 21
Property Damage or Personal Injury - Parents Liable 21
Damaged Library Materials - Parents Liable 21
Overdue Library Materials - Parents Liable 21
Withholding Grades, Diploma, or Transcript 22
Attendance by Parent for a Portion of the School Day 22
Dress Code or Uniforms 22
Student Sexual Harassment 24
Social Media Monitoring 25
Involuntary Transfer of a Student Convicted of a Violent Felony or Misdemeanor Where Victim Enrolled at Same School 25

Student Services 25
Special Education Services for Disabled Students 25
Prospectus of School Curriculum 26
Fingerprinting 26
Sex Equity in Course Selection and Career Counseling; Advance Notice 26
Health and Safety Services 26
Immunizations 26
Table A - “California Immunization Requirements for Pre-Kindergarten” 29
Table B – “California Immunization Requirements for Grades K-12 30
The Cancer Prevention Act 31
Disclosure of Immunization Information 31
Control of Communicable Disease 31
Diabetes Information 32
The Seizure Safe Schools Act 32
Administering Medication and Monitoring Health Conditions 33
Use of Sunscreen Permitted 34
Health Care Coverage Information 34
Physical Examinations 34

Dental Fluoride Treatment 34
Medical and Hospital Services 34

TABLE OF CONTENTS-CONT'D

PAGE
Hearing and Vision Screenings 35
Vision Appraisal 35
Oral Health Screening 35
Physical Education Modifications 36
Assistive Devices 36
Medical Supplies 37
Information for Use in Emergencies 37
Confidential Medical Services Without Parental Consent 37
Management Plan for Asbestos-Containing Material 37
Pesticide Warnings 37
School Safety Plans 39
Safe Storage of Firearms 39
School Buses and Passenger Safety 40
Unauthorized Entry 41
Students in Grades 1 through 8 41
Kindergarten Students 41
Safe Bus Stop Behavior 42
Safe School Bus Behavior 42
Video Camera Surveillance 43
Penalties 44
Immediate Suspension for Threatened or Bodily Harm to a Bus Driver 44
Danger Zones 45
Red Light Crossings 45
School Bus Signal Lights 45
Sex Offender Information: “Megan’s Law” 46
Tobacco-Free Schools/No Smoking Policy 46
Synthetic drug dangers 47
Concussion/Head Injury During Athletic Activity 47
Pupil Mental Health Services Available on Campus or in the Community 48

Particular Education Issues 50
Comprehensive Sexual Health Education, HIV Prevention Education, and Assessments Related to a Student’s Health Behaviors and Risks Including Attitudes Concerning or Practices Relating to Sex 50
Health Instruction Conflicting with Religious Training and Beliefs of Parent or Guardian 51
Assessments Containing Questions About a Student’s Personal Beliefs or Those of Their Family 51
Statewide Pupil Assessment Program 51

Reading Difficulties Screener 52
Right to Refrain from Harmful Use of Animals 52
Homeless Youth Education 52
Minimum Days or Pupil Free Staff Development Days 53
School Meals 53
Funding for Costs of Advanced Placement Examinations 54
The Rights of Pregnant and Parenting Pupils 54

English Learner Programs **55**
English Learners/Available Language Acquisition Programs 55

School Records **56**
Pupil Records/Notice of Privacy Rights of Parents and Students 58
Release of Pupil Directory Information 58
School Accountability Report Card 59

TABLE OF CONTENTS-CONT'D

PAGE

Complaints **59**
Uniform Complaint Procedures 59
Contact Information 61
Investigation and Decision 62
Complaints Regarding Textbooks and Other Instructional Materials, Teacher Vacancies or Mis-assignment and the Condition of School Facilities 62
Complaints Regarding Employees 63
Complaints Regarding Discrimination and Discriminatory Harassment 63
Safe Place to Learn Act 64
Sexual Harassment/Discrimination and Title IX Complaint Procedures 65

Miscellaneous **66**
Local Control and Accountability Plan 66
Miscellaneous Parental Rights 68
Other Parental Rights 68
The Professional Qualifications of Your Student's Teacher(s) 70
Technology, Use of the Internet and/or Online Sites and Online Advertising 70
Digital Learning 71
Kern Integrated Data System 72
Electronic On-Line Services/Internet Access 73
Code of Conduct for Employee-Pupil Interactions 74
Know Your Rights 76
Programs to Encourage Parental Involvement/Annual Objections 77
Procedures for Preventing Acts of Bullying, including Cyberbullying 77

ELO-P Extended Learning Opportunities Program 78
Textbooks/Instructional Materials 79
Appendix 81
6 Steps to Obtain Medi-cal 82
Uniform Complaint Procedures BP 1312.3 84
Legal Reference 85
Complaints Concerning Instructional Materials 89
Sexual Harassment BP 5145.7 89
Nondiscrimination/Harassment BP 5145.3 92
Bullying BP 5131.2 94
Cell Phone and Other Electronic Signaling Devices 96
Classroom Visitation Procedures 97
Parent and Family Engagement Policy 100
Guidelines for Suspected Head Injuries and Head Concussion Information 109
Health Provider Information Form 111
Physician's Authorization for Medication to be Taken at School 112
Request for Special Consideration During School Hours 114
Nutrition Letter 115
Requirement to Stock Menstrual Products 116
HPV and HPV Vaccination 117
CAL Kids 119

Panama-Buena Vista Union School District

KATIE RUSSELL, Ed.D.
District Superintendent

4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331 Fax (661) 398-2141

BOARD OF TRUSTEES
Chad Blain
Bryan Easter
Linda Garcia
Paula Van Auken
Keith C. Wolaridge, Ed.D.

ANNUAL NOTICE TO PARENTS/GUARDIANS CONCERNING THEIR RIGHTS AND RESPONSIBILITIES 2026-2027

I am pleased the 2026-2027 Parent Handbook is available for viewing online at the district website, www.pbvusd.k12.ca.us or through ParentSquare. Printed copies of the District Handbook are available at any school site or the district office.

Each school district must notify parents and guardians of their legal rights and obligations at the beginning of the first semester or quarter of the regular school year. The following summarizes those rights and responsibilities.

Please sign and return the attached acknowledgment indicating that you have received and reviewed these materials. If you have any questions, please contact the district office.

Sincerely,

Katie Russell

District Superintendent

PARENTAL ACKNOWLEDGMENT

E.C section 48982 Requires Parents to Sign and Return this Acknowledgment

By signing below, I am neither giving nor withholding my consent for my student to participate in any program nor am I agreeing to, or disagreeing to, the information contained in this Notice. I am merely indicating that I have received and read the attached notice regarding my rights relating to activities which might affect my student(s).

Date: _____ _____
Signature of Parent

_____ _____
Printed Name of Student Printed Name of Parent

Panama-Buena Vista Union School District

KATIE RUSSELL, Ed.D.
District Superintendent

4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331 Fax (661) 398-2141

BOARD OF TRUSTEES
Chad Blain
Bryan Easter
Linda Garcia
Paula Van Auken
Keith C. Wolaridge, Ed.D.

August 2026

The Panama-Buena Vista Union School District will continue to implement the Professional Readiness and Education Program (PREP) block of time each week during the 2026-27 school year, beginning Wednesday, August 12. Please note this block of time will remain at 90 minutes at all P-BVUSD schools. **Accordingly, students in grades TK-8 will be dismissed 90 minutes early on Wednesdays** to provide time in which principals and teachers are able to engage in regular, ongoing professional collaboration for the following:

- Developing student assessments to measure mastery of academic standards
- Examining student assessment data and using those results to plan instruction
- Providing training on new programs and instructional strategies
- Focusing on school improvement.

To implement the PREP block, each school added minutes to their daily schedules to "bank" enough time to allow for the Wednesday afternoon early release days. Be advised, the instructional minutes for students remain the same. The last day of instruction for students is May 26, 2027.

For your convenience, a listing of school start and dismissal times is provided below.

Elementary School	Start Time	Primary Dismissal	Intermediate Dismissal	Junior High School	Start Time	Junior High Dismissal
Berkshire	8:28am	2:50pm	3:00pm	Actis	8:28am	3:40pm
Bueno Vista	8:28am	2:50pm	3:00pm	Stonecreek	8:28am	3:40pm
Castle	7:38am	2:00pm	2:10pm	Tevis	8:28am	3:40pm
Hart	8:28am	2:50pm	3:00pm	Thompson	8:28am	3:40pm
Highgate	8:28am	2:50pm	3:00pm	Warren	8:28am	3:40pm
Laurelglen	7:38am	2:00pm	2:10pm	Ed Alt	8:28am	3:40pm
Loudon	8:28am	2:50pm	3:00pm	Whitley	8:28am	3:40pm
McAuliffe	7:38am	2:00pm	2:10pm			
Miller	7:38am	2:00pm	2:10pm			
Mountain View	8:28am	2:50pm	3:00pm			
Old River	8:28am	2:50pm	3:00pm			
Panama	7:38am	2:00pm	2:10pm			
Reagan	7:38am	2:00pm	2:10pm			
Sandrini	7:38am	2:00pm	2:10pm			
Seibert	7:38am	2:00pm	2:10pm			
Sing Lum	8:28am	2:50pm	3:00pm			
Stine	7:38am	2:00pm	2:10pm			
Stockdale	7:38am	2:00pm	2:10pm			
Van Horn	7:38am	2:00pm	2:10pm			
Whitley	8:28am	2:50pm	3:00pm			
Williams	8:28am	2:50pm	3:00pm			

NOTE: Dismissal time every Wednesday afternoon will be 90 minutes earlier than the times listed here..

EXCUSED ABSENCES

According to law (E.C. section 48205), your child will be excused for absence when it is:

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

2. Due to quarantine under the direction of a county or city health officer.

3. For the purpose of having medical, dental, optometrical, or chiropractic services rendered.

4. For the purpose of attending the funeral services or grieving the death of either a member of the pupil's immediate family, or of a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, so long as the absence is not more than five days per incident.

5. For the purpose of jury duty in the manner provided by law.

6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note from a doctor.

7. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of pupil's religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent/guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district. Attendance at religious retreats shall not exceed one school-day per semester.

8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

9. For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in E.C. section 49701, and has been called to duty for, is on leave from, or has immediately returned from, a deployment. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the Superintendent of the school district.

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

11. For the purpose of participating in a cultural ceremony or event.

12. For the purpose of a middle school or high school pupil engaging in a civic or political event, provided that the pupil notifies the school ahead of the absence. Pupils will only be excused for only one schoolday-long absence per school year. Pupils may be permitted additional excused absences at the discretion of a school administrator.

13. For the purpose of accessing services from a victim services organization or agency, accessing grief support services, or participating in a safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation if an immediate family member of the pupil, when a pupil is grieving the death of an immediate family member or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family.

14. For the purpose of participating in military entrance processing.

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

Opt-Out Rights for Religious Reasons (E. C. §51240)

Parents and guardians may request that their child be excused from classroom activities, celebrations, or curriculum components that conflict with sincerely held religious beliefs. Requests should be made in writing to the school principal, who will work with families to provide alternative educational activities aligned with California Education Code §51240.

Absence for Religious Purposes (E.C. section 46014)

With your written permission, your child may be excused to attend religious exercises or to receive moral and religious instruction away from school. However, your child will be required to complete a certain number of minutes for that day. Such absences are limited to four days per month.

No Grade Reduction or Loss of Academic Credit for an Excused Absence (E.C. section 48205)

A pupil's grade shall not be reduced, nor academic credit be withheld, due to excused absence(s), provided that missed assignments and tests are completed within a clearly communicated deadline set by the teacher or the school. All absences must be cleared by a parent or guardian within 72 hours of the date of the absence. An excused absence occurs when a student is absent from school for a reason recognized as acceptable under school or district policy-such as illness, medical appointments, family emergencies, religious observances, or court appearances and is supported by documentation from a parent or guardian, or when applicable, a medical profession or court. Even excused absences can contribute to chronic absenteeism, which is generally defined as missing 10% or more of the school year (around 18 days) and can negatively impact a student's academic performance and overall educational experience. Students who miss 10% of school days may be referred to the School Attendance Review Board (SARB) for intervention.

SCHOOL ATTENDANCE OPTIONS

Enrollment in Neighborhood School (E.C. section 48980)

Generally, children may attend a school run by the district in which their parents reside. Districts usually enroll children in their neighborhood school. Their neighborhood school is the school which the district has designated to serve the area in which their parents reside.

In addition, the district tries to provide options so that parents who reside in one attendance area may choose to enroll their child in a school that is designated to serve another attendance area. Further, families may choose to enroll their child at a school run by another school district all-together instead of attending a school run by their own school district.

The rules governing enrollment/attendance options are designed to not only address the diverse needs and interests of district families, but also balance enrollment in order to maximize the efficient use of district facilities. There are limitations and requirements associated with each such option and transportation assistance to and from the receiving school receiving the student is generally not provided.

Attendance Boundary Disclaimer

School attendance boundaries are established by the Panama-Buena Vista Union School District to balance enrollment and resources equitably. Boundaries are subject to adjustment based on enrollment trends, facility capacity, or other district needs. Families will be notified of any changes through official district communications.

Overflow Enrollment Procedures

If a campus exceeds its maximum capacity, students living within that boundary may be assigned to an alternate district school where space is available. Any pupil relocated under these overflow conditions will be granted enrollment priority for their neighborhood school for the subsequent academic year. This priority status is granted ahead of incoming enrollment requests, provided the family maintains residency in the attendance zone and the student satisfies all district enrollment criteria.

Future Enrollment at Your Assigned School

Students who are placed at an overflow school due to capacity constraints will receive priority for enrollment at their assigned neighborhood school as space becomes available.

Please note that the District is currently conducting a comprehensive attendance boundary review, with any approved boundary changes anticipated to take effect beginning in the **2027–2028 school year**. If attendance boundaries are adjusted by the Board of Trustees, a student's assigned neighborhood school may change accordingly.

Overflow students will receive priority enrollment at **their assigned neighborhood school based on the attendance boundaries in effect for the applicable school year**. This priority applies before new resident enrollments but does not supersede legally required placements or specialized program assignments.

The District will communicate any approved boundary changes well in advance of implementation and will work closely with impacted families throughout the transition process.

Intradistrict Open Enrollment (E.C. section 35160.5(b))

The parents/guardians of any student who is residing within a district's boundaries may apply to enroll their student in any district run school instead of their neighborhood school. However, no student currently residing within a school's attendance area may be displaced by another student transferring from outside the attendance area.

Enrollment priority is given to:

- The victim of an act of bullying (if there is no available school for an intradistrict transfer, the district cannot prohibit the student's interdistrict transfer). (E.C. section 46600(d)(2).)

- Students whose neighborhood school has been classified as "persistently dangerous." (20 USC 7912; 5 CCR 11992-11993.)

- Any student who is a victim of a violent crime while on school grounds. (20 USC 7912; 5 CCR 11992-11993.)

Additional priorities are set forth in the school district's intradistrict open enrollment policy (BP and AR 5116.1).

The district determines the number of spaces available for each grade level and/or program at each district school to which a student attending another district school may transfer. Except for priorities listed above, the school district uses a random, unbiased selection

process to determine who shall be admitted whenever the school receives enrollment requests that are in excess of the school's capacity at the pertinent grade level or in the pertinent program.

Student Transfer Guidelines:

Intradistrict Transfer Requests

An Intradistrict Transfer is for a student to transfer from one P-BVUSD school to another P-BVUSD school. When a parent/guardian who resides in the Panama-Buena Vista Union School District wishes to have their child/children attend a different P-BVUSD school than designated in their attendance area, a request must be submitted and approved through the Educational Services Division. Applications are available at the P-BVUSD District Office located at 4200 Ashe Road, Bakersfield, CA 93313.

Approved transfers are valid through the highest grade in the school. Parents/guardians accept responsibility for transportation to and from school. If you require further information about student transfers, you may reach out to Sylvia Bumatay, Administrative Assistant of Educational Services, by calling (661) 831-8331, extension 6147, or via email at sbumatay@pbvusd.k12.ca.us.

Intradistrict Yearly Timelines

Type of Permit	Enrollment Window	Decision Notification Sent
First Window **Intradistrict for Upcoming School Year** School-to-School transfers for the upcoming school year for grades TK-8	**March 1 - March 31, 2027**	**June 18, 2027**
Second Window **Intradistrict for Upcoming School Year** School-to-School transfers for the upcoming school year for grades TK-8	**August 1, 2027 through the first full week of school.**	**September 15, 2027**
Intradistrict to Finish the School Year School-to-School transfers for students who have moved into the boundaries of another P-BVUSD school but would like to finish the school year where they currently attend	**These permits will be available throughout the school year to finish the current school year.**	**10 days from the date of the request**

Intradistrict Transfer Priorities:

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

1. Is enrolled in a district school that has been designated by the California Department of Education as "persistently dangerous" (20 USC 7912; 5 CCR 11992)
2. Is a victim of a violent crime while on school grounds (20 USC 7912)
3. Is a victim of an act of bullying committed by another district student, as determined through an investigation following the parent/guardian's submission of a written complaint with the school, district, or local law enforcement agency pursuant to Education Code 234.1 (Education Code 46600)
4. Is experiencing special circumstances that might be harmful or dangerous to the student in the current attendance area**,** including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances (Education Code 35160.5) , the Superintendent or designee must have received:
    a. A court order including a temporary restraining order and injunction
5. Is a sibling of another student already attending that school
6. Has a parent/guardian whose primary place of employment is that school

No student currently residing within a school's attendance area shall be displaced by another student transferring from outside the attendance area. The Superintendent or designee may deny initial request for an intradistrict transfer due to limited district resources, overcrowding of school facilities at the relevant grade level, or other considerations that are not arbitrary.

If a student is chronically absent, missing 10 percent or more of attendance days, they may not be considered for an intradistrict transfer. In addition, if a student has behavior concerns or has been suspended, they may not be approved for an intradistrict transfer.

Interdistrict Transfer Agreement Requests

A student wishing to attend a school outside the Panama-Buena Vista Union School District must first obtain an Interdistrict Attendance Agreement Request. Applications for Interdistrict Attendance Agreement Request to leave the District must be obtained at the Panama-Buena Vista Union School District. An Interdistrict Attendance Agreement Request to enter the Panama-Buena Vista Union School District must be obtained from

the student's district of residence. *Approved Transfers are only valid for the current school year and must be renewed each year. Transportation is the sole responsibility of the parent.*

Interdistrict Yearly Timelines

Type of Permit	Enrollment Window	Decision Notification Sent
First Window **Interdistrict for Upcoming School Year** District-to-District transfers (including Dual Immersion Program) for all grades	**May 1 - May 30, 2027**	**June 30, 2027**
Second Window **Interdistrict for Current School Year** District-to-district transfers (including Dual Immersion Program) for all grades	**August 4, 2027 through the first full week of school.**	**September 15, 2027**
Interdistrict to Finish the School Year District-to-district transfers for students who have moved but would like to finish the school year where they currently attend	**These permits will be available throughout the school year to finish the current school year.**	**14 days from the date of the request**

Criteria for an Interdistrict Transfer Approval

Interdistrict Permit Type	Documents Needed	Criteria for Approval
Child care	Proof of employment (i.e., check stub, letter indicating employment on	Confirmation of valid proof of employment

	company letterhead (for at least 20 hours a week or indication of full time schooling (at least 12 units) for parent/guardian Name, address, phone number, and signature of the child care provider	Phone verification indicating the person listed is providing child care services to the applicant
Graduate with Class	Proof of current enrollment showing grade level in the requested district	Current grade level must be the highest grade level offered at the school in the requested district
Finish the School Year	Proof of current enrollment showing current grade level in the requested district	Must demonstrate that the student has been enrolled for at least half the school year in the requested district
Moving into the District Boundaries	Written proof (i.e., escrow papers) that the student will be relocating to the district requested	Confirmation of valid proof that the student will be relocating to the district requested
Dual Immersion Program	Must have approved letter showing admittance into the program	Confirmation of valid letter of acceptance
Employment within District Boundaries	Written proof of at least 20 hours of employment within requested district	Confirmation of written proof of employment with address of work location
Unsolvable Issue	Detailed letter signed by the parent/guardian explaining the unsolvable situation	Evaluated on an individual basis depending on the circumstances described in the letter

Criteria for Denying Interdistrict Transfer

The Assistant Superintendent or designee shall deny an application for Interdistrict permit if:

1. No criteria is met.
2. A prior interdistrict permit was cancelled. If justifications for terminating the attendance agreement

occurred during a previous year, even if the student's permit was not officially voided or subjected to revocation proceedings.

3. The additional cost of educating the student would exceed the amount of additional state aid received as a result of the transfer. (Education Code 48204 c)
4. Enrollment of the student would adversely affect the district's court-ordered or voluntary desegregation plan, if any. (Education Code 48204)
5. The school facilities or programs are overcrowded at the relevant grade level.
6. Parent/guardian has no apparent means of arranging for or providing for transportation to and from school.
7. The individual student needs a particular service or program in order to receive an appropriate public education and the District does not offer that necessary service or program or that program is full.
8. If enrolling the student would require the District to create a new program and/or hire additional staff.
9. If the student has been expelled from the sending district or is being processed for expulsion.
10. If the student's parent or guardian is a "registered sex offender" as defined by Penal Code section 290 or a "specified drug offender" as defined by Penal Code section 626.85.
11. Misleading or incorrect and/or altered information is knowingly submitted to the District in support of an Interdistrict Transfer/permit.

Accepting and Maintaining your Transfer

To accept a transfer, please contact the school of acceptance and start the enrollment process within **5 calendar days**. Failure to do so is considered an abandonment of the request.

- If you move within the school year you must notify the school **within 10 days to update the address**.
- If the address is still within the District but outside of the school boundaries, you must apply for an Intradistrict Transfer.
- If your new residence is outside the District boundaries, you must apply for an Interdistrict Transfer with the school district you now reside in.

Criteria for Revoking a Transfer

Transfers are a privilege and not a right. The District has the right to revoke a transfer if a reasonable determination is made that a student's continuing presence would interfere with the needs of the District. A permit may be revoked for failure to comply with behavior and attendance requirements of the District and any other terms and conditions set forth in the agreement or permit.

A transfer may be revoked at any time or denied for one of more of the following reasons:

1. The commission of misconduct prohibited by the Education Code. This includes **suspensions** from school for violations of Education Code Sections 48900, 48900.2, 48900.3, 48900.4, or 48900.7, or being classified as truant under Education Code Section(s) 48260, et seq.
2. The commission of misconduct prohibited by the Penal Code.
3. Parent/guardian is unwilling or unable to provide or arrange for transportation to and from school at no cost to the District.
4. Parent/guardian knowingly providing misleading or altered documentation in the support of a Permit.
5. Failure to renew annually (interdistrict) and/or provide supporting documentation.

A transfer may also be revoked at any time for one or more of the following reasons committed by a parent:

1. The commission of a violation of the Penal Code on or within 1000 feet of the school grounds by a student's parent or guardian.
2. The commission of a violation of the Vehicle Code on or within a 1000 feet of the school grounds by a parent or guardian.
3. A parent/guardian makes a threat to inflict physical harm directed at a student or staff at any time or anywhere.
4. Parent/guardian use of offensive language or engaging in a course of conduct directed at students or staff which are likely to cause substantial emotional distress or provoke a violent response.
5. If a parent/guardian has at any time been directed to leave school grounds or other District property pursuant to either Penal Code sections 626.4, 626.6, 626.7, 626.8 or 626.85.
6. The commission of conduct tantamount to that described in Penal Code section 415 (disturbing the peace) by a parent or legal guardian against another adult including, but not limited to, another parent or legal guardian with a child enrolled in the District, and that conduct is perpetrated on or within 1000 feet of school grounds. Such conduct includes: fighting or challenging another to a fight; maliciously and willfully disturbing another by loud and unreasonable noise; and the use of offensive language which are inherently likely to provoke an immediate violent reaction.

Appeal of the Decision to Revoke or Deny an Application Transfer

If a transfer is revoked or denied, the parent or guardian will be given the opportunity to meet with the Assistant Superintendent of Educational Services or designee to discuss the reasons for the revocation or denial and request reconsideration. Such a meeting must be requested in writing within three (3) days of the revocation or denial decision.

The decision of the Assistant Superintendent or designee to deny an Interdistrict Transfer may be appealed to the County Board of Education within 30 calendar days of the decision to deny.

The application and selection process is more fully explained in the school district's intradistrict open enrollment policy (BP and AR 5116.

<u>Interdistrict Transfers</u> (E.C. sections 46600(a)(b) and 46601)

A. **Interdistrict Attendance Agreements and Permits**

A student who resides in one district may transfer to and enroll at a school in another district pursuant to a permit issued under an interdistrict attendance agreement between the two school districts. Both districts must consent to the transfer.

The victim of an act of bullying, committed by a pupil of the district of residence, is given priority for interdistrict attendance. Until the district is at maximum capacity, the district shall accept any student who has been determined by personnel of either school district to be the victim of an act of bullying or whose interdistrict transfer application is based on being a child of an active-duty military parent/guardian. Unless the interdistrict attendance agreement expressly provides otherwise, the student does not have to reapply annually, or at all, and must be allowed to continue to attend the school in which he or she first enrolls. Neither the sending nor receiving districts are required to consent to the transfer. A parent may appeal a school district's denial within 30 calendar days of the date of the school district's final denial to the county board of education (E.C. section 46601).

The application, selection process and appeals process are more fully explained in the school district's interdistrict enrollment policy (BP and AR 5117).

B. **School District of Choice Program (E.C. sections 48300-48317)**

A school district may enact the School District of Choice Program. The program allows the receiving district to enroll non-district students without the agreement of their district of residence. Under this program, priority must be given to siblings of children already in attendance, students who are eligible for free or reduced-price meals and to children of military personnel, in that order.

Once enrolled pursuant to the School District of Choice Program, the transfer is renewed automatically unless the governing board withdraws the program. However, the student does not have a regulatory right to stay at the same school. Additionally, the district of residence may impose a statutorily-set cap on the total number of students transferring out of the district, and the district of choice is required to give certain notices to districts of residence.

The process is more fully explained in the school district's interdistrict enrollment policy (BP and AR 5117).

<u>Alternative Residency Compliance</u> (E.C. section 48204)

A student complies with the residency requirements for school attendance in a school district if they are any of the following:

- A student who is placed within the boundaries of that school district in a regularly established licensed children's institution or a licensed foster home; or
- A student for whom interdistrict attendance has been approved; or
- A student whose residence is located within the boundaries of that school district and whose parent or legal guardian is relieved of responsibility, control, and authority through emancipation; or
- A student who lives in the home of a caregiving adult that is located within the boundaries of that school district; or
- A student residing in a state hospital located within the boundaries of that school district; or
- A student whose parent or legal guardian resides outside of the boundaries of that school district but is employed and lives with the pupil at the place of his or her employment within the boundaries of the school district for a minimum of three days during the school week; or
- A school district ***may*** deem a student to have complied with the residency requirements for school attendance in a school district if at least one parent or the legal guardian of the pupil is physically employed within the boundaries of that school district for a minimum of 10 hours during the school week.

The process is more fully explained in the school district's interdistrict enrollment policy (BP and AR 5111.1).

<u>Foster Youth</u> (E.C. sections 48204(a)(2) and 48853.5)

Students currently in the foster system must be permitted to remain at their School of Origin (current school) for the duration of the court's jurisdiction. However , if the Educational Rights Holder and the district's Educational Liaison determine that enrollment in their School of Residence (neighborhood school where they are now residing) is in the best interest of the child, the new school must immediately enroll the child. Foster children must be allowed to matriculate with their peers in accordance with the established feeder patterns of the school district when transitioning to middle school or high school.

The process is more fully explained in the school district's education for foster youth policy (BP and AR 6173.1).

<u>"Homeless" Students</u> (42 USC 11431-11435)

Students and families that lack a fixed, regular, and adequate nighttime residence are eligible for McKinney-Vento services. Students currently eligible for McKinney-Vento services must be permitted to remain at their School of Origin (current school). Parents

of McKinney-Vento eligible students may also choose the School of Residence (neighborhood school where they are now residing) Transportation shall be provided as needed regardless of school placement.

The process is more fully explained in the school district's education for homeless children policy (BP and AR 6173).

Students Receiving Special Education Services Pursuant to an Individualized Education Program (IEP) or a 504 Plan (20 USC 1400 and following; 34 CFR 300.114-300.118)

IEP teams and the Individuals with Disabilities Education Act (IDEA), not district administrators and/or other federal/state legislation, determine the placement of IDEA eligible students. The requirements of IDEA necessitate placement where the student can receive a Free Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE). LRE tends to create a preference favoring sites in relatively close proximity to the student's home provided that the student can receive FAPE at that site.

The same is generally true of students receiving special education services pursuant to Section 504 of the Rehabilitation Act of 1973 (29 USC 794; CFR 104.33 and 104.34).

The process is more fully explained in the school district's policies on Identification and Education Under Section 504 and on Individualized Education Programs (BP and AR 6164.6 and 6159).

Individualized Instruction (E.C. sections 48206.3 and 48980(b))

If your child has a temporary disability which prevents your child from attending regular classes, the district will provide individual instruction when possible.

Students in Hospitals Outside of School District (E.C. sections 48206.3, 48207 and 48208)

If, due to a temporary disability, your child is in a hospital or other residential health facility which is located outside your school district, your child may be eligible to attend the school district in which the hospital is located. If this situation should arise, you should notify both the district where you reside and the district where the hospital is located so that individualized instruction, if possible, can be provided.

Alternative School or Class Group Within the District (E.C. section 58500)

A school district may establish and maintain an alternative school or a separate class group within the district that is designed to:

(a) Maximize the opportunity for students to develop the positive values of self-reliance, self-motivation, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.

(b) Recognize that the best learning takes place when the student learns because of his desire to learn.

(c) Maintain a learning situation maximizing student self–motivation and encouraging the student in his own time to follow his own interests. These interests may be conceived by him totally and independently or may result in whole or in part from a presentation by his teachers of choices of learning projects.

(d) Maximize the opportunity for teachers, parents and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.

(e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world including, but not limited to, the community in which the school is located.

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

Charter Schools (E.C. sections 47600-47663; 5 CCR 11963)

Charter Schools are governed by the Education Code, but free of most of the code's restrictions. The two main forms of charter schools are classroom-based or non-classroom-based instruction. Non-classroom-based instruction, commonly referred to as "independent study," takes place primarily at home or outside the traditional classroom-based school setting.

Private Schools (E.C. section 48222)

Children may be instructed in a private full-time day school by persons qualified to teach in the State of California. Private schools are selected and paid for by the student's parents.

Mentally Gifted Students (E.C. section 48223)

Children who are mentally gifted and who are being instructed in a private full-time day school by persons capable of teaching, where all or part of the courses of instruction required to be taught in the public schools of this state is taught in a world language with not less than 50 percent of the total daily instructional time taught in the English

language, shall be exempted. The attendance of the pupils shall be kept pursuant to Section 48222.

Instruction by Tutor (E.C. section 48224)

As an alternative to a private school, children may be instructed by a private tutor, who must hold a valid state credential for the applicable grade level. Private tutors are selected and paid for by the student's parents.

Homeschooling (*Jonathan L. v. Superior Court* (2008) 165 Cal.App.4th 1074)

Homeschooling in California is either performed by a parent who files a private school affidavit or a parent who qualifies as a private tutor. For more information regarding a private school affidavit, please visit the California Department of Education's website at https://www.cde.ca.gov/sp/ps/affidavit.asp

Student Misconduct and Discipline

The Obligations of a Student While at School (5 CCR 300)

Every student must:

- Attend school punctually and regularly;
- Conform to the regulations of the school;
- Obey promptly all the directions of his teacher and others in authority;
- Observe good order and propriety of department;
- Be diligent in study; respectful to his teacher and others in authority; kind and courteous to schoolmates; and refrain entirely from the use of profane and vulgar language.

Teachers Are Required to Hold Students to Strict Account for Misconduct (E.C. section 44807)

Every teacher must hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. Teachers may exercise the amount of physical control that is reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

Rules of the District Pertaining to Student Discipline (E.C. section 35291)

Student discipline is regulated by the California legislature and by board policy and procedures. The student discipline rules are detailed and exhaustive. Their purpose is to give school officials the legal authority to impose student discipline and also provide accused students with due process. The rules governing student discipline are more fully explained in board policies BP and AR 5144, 5144.1 and 5144.2.

<u>Prohibited Behavior</u> (E.C. section 48900 and following)

If a student engages in prohibited behavior, in addition to other forms of corrective action, they may be disciplined, including in school suspension, suspension from school and expulsion from the school district, depending on the circumstances.

Prohibited behavior includes volitional conduct amounting to or related to: assault, battery, threat, Threats (in-person or electronic/cyber), alcohol, drugs, firearms, knives, explosives, other dangerous objects, drug paraphernalia, robbery, extortion, destruction of property, stealing, receiving stolen property, tobacco, obscene acts, habitual profanity, disrupting school activities, defying the valid authority of teachers, administrators, or other school personnel, possessing an imitation firearm, sexual battery, sexual assault, intimidation of student witnesses, hazing, bullying, sexual harassment, hate violence, harassment, intimidation and terroristic threats.

<u>Classroom Correction and Non-Punitive in School Correction Preferred When Appropriate</u> (E.C. sections 48900.5(b), 48900.6 and 48900.9(b))

Other means of correction are always preferred over in-school suspension, suspension from school, expulsion and any other form of exclusionary discipline that results in a pupil being removed from their regular classroom.

<u>Suspension from School</u> (E.C. section 48911)

A school principal, the principal's designee, or the district superintendent may suspend a pupil from school for any conduct prohibited by Education Code section 48900. The maximum duration of any single suspension is five school days. In a case where expulsion is being considered by the governing board of the school district, the district superintendent or other person designated by the district superintendent may extend the suspension in writing until the governing board of the school district has rendered a decision in the action.

<u>Voluntary Disclosure / Use of Controlled Substances / Prohibition Against Suspension</u> (E.C. 48900)

School officials are precluded from suspending and recommending expulsion for students who have voluntarily disclosed their use of a controlled substance, alcohol, intoxicants of any kind, or tobacco products in order to seek help through services or support when based solely on the disclosure.

<u>Expulsion from the School District</u> (E.C. section 48918)

When appropriate, the governing board may expel a student from the school district for any conduct proscribed by the Education Code. The student is entitled to a hearing and due process. If expelled, the student is to receive a Rehabilitation Plan and a copy of the

procedures to apply for readmission to the district pursuant to Education Code section 48916.

Discipline of a Disabled Student Who Is Eligible for Special Education Pursuant to IDEA or Section 504 (E.C. section 48915.5 and 20 USC 1415(k))

Federal and state law govern the discipline of students with disabilities. A student who is eligible for special education under the Individuals with Disabilities Education Act may be removed from school for up to 10 school days in the same manner as a student without a disability. If the district decides to impose a disciplinary removal that constitutes a change of placement, the district must, within 10 school days of that decision, conduct a manifestation determination review with the parent and relevant IEP team members. If the conduct is determined to be a manifestation of the student's disability, the student generally must be returned to the placement from which the student was removed unless the parent and district agree otherwise or another exception permitted by law applies. If the conduct is not a manifestation of the student's disability, the student may be disciplined in the same manner as a student without a disability, but the district must continue to provide educational services to the extent required by law. Students served only under Section 504 are entitled to the protections required by Section 504 before a significant disciplinary change in placement. Additional information is available in Administrative Regulation 5144.2.

Student Searches (*New Jersey v. T.L.O.* (1985) 469 U.S. 325)

A warrant or probable cause is not necessary for searches of students by school officials and the level of suspicion to justify the search need not rise to the level of probable cause. Rather, such a search by school officials must be:

- Justified in its inception - it must be reasonable to suspect the items searched contain evidence of prohibited conduct;
- Reasonably related in scope to the circumstances which justified the search in the first place. That is, the measures adopted are reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The rules governing search and seizure are more fully explained in board policy BP and AR 5145.12.

Law Enforcement Notification (E.C. section 48902)

The Education Code requires the school principal to notify law enforcement in cases of student misbehavior involving:

- Assault with a deadly weapon or other instrument;

- Assault by means of force likely to produce serious bodily injury;
- Use, possession or sale of drugs and alcohol;
- Arranging for the sale of a substance represented to be drugs or alcohol;
- Possession of a firearm within a school zone;
- Possession of other weapons such as dirk or dagger at school; and
- Possession or furnishing of a firearm or an explosive at school.

Release of a Student to a Peace Officer (E.C. section 48906)

If a school official releases your student from school to a peace officer for the purpose of removing your student from the school premises, the school official will take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or responsible relative that the child is in custody and the place where the child is being held, unless the child would be endangered by disclosure of the place.

Property Damage or Personal Injury - Parents Liable (E.C. section 48904(a) and Civ. Code section 1714.1)

Parents are liable for property damage or personal injuries caused by their child's willful misconduct in an amount up to $25,000.00.

Damaged Library Materials - Parents Liable (E.C. section 19910)

The parent or guardian of a minor who willfully and maliciously cuts, tears, defaces, breaks, or injures any book, map, chart, picture, engraving, statue, coin, model, apparatus, or other work of literature, art, mechanics, or object of curiosity, deposited in any public library, gallery, museum, collection, fair, or exhibition is liable for all damages so caused by the minor.

Over Due Library Materials - Parents Liable (E.C. section 19911)

The parent or guardian of a minor who willfully and maliciously detains any book, newspaper, magazine, pamphlet, manuscript, or other property belonging to any public or incorporated library, reading room, museum, or other educational institution, for 30 days after notice in writing to return the article or property, given after the expiration of the time for which by the rules of the institution the article or property may be kept, is liable for all damages so caused by the minor.

Withholding Grades, Diploma, or Transcript (E.C. section 48904(b))

When your student willfully damages school property or if school property is loaned to your child and your child refuses to return it when due, grades, diplomas and transcripts may be withheld. A voluntary work program in lieu of the payment of money may be arranged.

Attendance by Parents for a Portion of the School Day (E.C. 48900.1)

If your student willfully defies the authority of his/her teacher, disrupts classroom activity, commits an obscene act or habitually uses profanity or vulgarity, you may be required to attend school with your student for a portion of the school day.

Dress Code or Uniforms (E.C. section 35183(d))

Pupils attending the schools of the Panama-Buena Vista Union School District are expected to wear clothing appropriate for the promotion of an effective educational program. It is not the intent of the District to oppose the rights of students regarding dress, but rather to assure the rights of all students are considered and upheld. It is the responsibility of the school to provide an atmosphere where all children will be able to learn. It is the responsibility of the students and their parents to help create and maintain this atmosphere.

Conditions of dress and appearance are:

1. Excessively large trousers, pants, and overalls may not be worn. All trousers and pants must be worn at the waist. Belt ends may not hang down. Overalls must be worn with straps on the shoulders, not hanging loose.

2. Commercial lettering or printing will be allowed on shirts and sweatshirts as long as it is appropriate for school. No clothing may be personalized other than with a given name. Any personalized printing or writing on clothing, backpacks, binders, etc. is not acceptable, nor is writing on the hands or other parts of the body.

3. Pants, shorts, or skirts with holes or heavy fraying above the knee are not acceptable.

4. Clothing that is excessively revealing is unacceptable. This includes:
    a. Backless halter tops or dresses; tube tops; tops cut low at armpits or neckline.
    b. Clothing that shows bare midriffs.
    c. Shorts and skirts the length of which are shorter than mid-thigh.

d. Clothing that is transparent or revealing.

5. Suggestive clothing or objects may not be worn which are libelous, obscene, or depict illegal or gang-related activity. This includes buttons, arm bands, shirts, insignias, etc. Clothing with crude or vulgar printing or pictures depicting tobacco, drugs, alcoholic beverages or clothing that is sexually suggestive or disruptive is not acceptable.

6. Shoes must be worn at all times.
   a. At elementary school sites, students may be restricted to wear footwear that has a strap or are completely enclosed. During Physical Education (P.E.), Intramurals, or any other designated physical activity, athletic shoes or completely enclosed shoes should be worn unless other arrangements have been made.

   b. At junior high school sites, students may wear shoes or sandals without heel straps that do not present a safety concern. During P.E., Intramurals, or any other designated physical activity, athletic shoes or completely enclosed shoes should be worn unless other arrangements have been made.

   c. Modifications will be at the discretion of the site principal or designee.

7. Cosmetics to the face and hair that distract from the educational process are unacceptable.

The Board and administration reserve the right to declare any mode of dress, in their estimation, inhibits the educational process or threatens the safety and protection of all students as unacceptable. If students are dressed in an unacceptable manner, parents will be notified and corrective measures must be taken before the student will be allowed to return to class.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (E.C. section 49066)

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (E.C. section 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

Uniforms

The Board may approve a school-initiated dress code requiring students at the school to wear a school uniform whenever the Board determines that such a dress code will promote student achievement, a positive school climate, and/or student safety. The principal or designee shall give parents/guardians at least six months' notice before a school uniform policy is implemented.

Student Sexual Harassment (E.C. section 231.5; 5 CCR 4917)

The district takes allegations of sexual harassment seriously. The district prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The district also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment. Students in grades 4 through 12 may be suspended or expelled for engaging in sexual harassment.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who has experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in BP and AR 5145.7.

A copy of the district's policy on student sexual harassment is enclosed for your review in the appendix of this booklet.

Social Media Monitoring (E.C. section 49073.6)

The district intends to and will collect data from pupils' social media, and may use such data in disciplinary actions involving students and/or district employees. The information gathered and/or maintained will pertain directly to school or student safety.

Pupils and their parents/guardians may inspect this information and request correction or deletion. The information will be deleted within one year of the pupil reaching the age of 18 or within one year of the pupil no longer being enrolled in the district, whichever comes first. The social media records of a pupil may be inspected by the pupil or the pupil's parent/guardian and corrections or deletion of the information may be requested. Requests to inspect a pupil's collected social media information, or to correct or delete the information, may be made to the principal or other site administrator who, within five school days, shall make the records available for inspection or respond to the request for correction or deletion of the information. Students and their parents/guardians also may have a district-level hearing to appeal the decision not to change or delete records.

Involuntary Transfer of a Student Convicted of a Violent Felony or Misdemeanor Where Victim Enrolled at Same School (E.C. section 48929)

Pursuant to board policy, a student perpetrator who has been convicted of a violent felony or a misdemeanor involving a firearm may be involuntarily transferred to another school site if the victim of the offense is enrolled at the same school as the perpetrator. District policy provides that (i) the school first attempt to resolve their conflict using restorative justice or counseling, if the victim will participate; (ii) the student perpetrator be notified of the pupil's right to request a meeting with the school principal before the principal makes a recommendation; (iii) the Superintendent or the pupil's designee make a recommendation to the governing board; and (iv) the board deliberate in closed session as may be necessary to maintain the confidentiality of student information. The board's decision will be final.

STUDENT SERVICES

Special Education Services for Disabled Pupils (E.C. sections 56020 and following and 56301; 34 CFR 104.36)

If you have reason to believe that your child (ages 0 through 21 years) has a disability which requires special services or accommodations, bring this to the attention of the school office. You may request an assessment for eligibility for special education instruction or services through the school principal. Your child will be evaluated to determine whether your child is eligible for special instruction or services.

Any request for assessment must be made in writing and received by the district. If a request for assessment is made via e-mail, the request will be considered received by the district when the e-mail is opened.

You will be notified in writing of all district decisions regarding the identification, evaluation, or educational placement of your student if your student has a disability or suspected disability. All such notifications will include a statement regarding procedural safeguards including, but not limited to, your rights to (1) examine relevant records, (2) have an impartial hearing with an opportunity for participation by you and your counsel, and (3) a review procedure.

The rules governing the rights and obligations associated with Special Education are more fully explained in board policy BP and AR 6159-6259.4.

Prospectus of School Curriculum (E.C. sections 49063 and 49091.14)

The curriculum of every course offered by the schools of the district is compiled annually by each school in a prospectus which contains the titles, descriptions, and instructional aims of every course offered by each school. Each school prospectus is available for review upon request at each school site.

Fingerprinting (E.C. section 32390)

Districts are authorized to offer fingerprinting programs for children enrolled in kindergarten or newly enrolled in the district. If the district has adopted such a program, on your child's initial enrollment you will be notified of procedures, any applicable fee, and your right to decline your child's participation.

Sex Equity in Course Selection and Career Counseling; Advance Notice (E.C. section 221.5)

Commencing with the 7th grade, parents must be notified in advance of Course Selection and Career Counseling. Parents may participate in such counseling along with their child. Recommendations by counselors cannot differentiate between students on the basis of the student's sex and shall affirmatively explore with each student the possibility of careers and courses leading to careers that may be considered nontraditional for that student's sex.

Health and Safety

Immunizations (E.C. sections 49403, 48216 and 48853.5; Health and Safety Code sections 120335, 120370, 120372, 120372.05 and 120375; 17 CCR 6025-6051, 6055 and 6070; 42 USC 11431; also see district BP/AR 5141.31.)

In order to protect the health of all students and staff and to curtail the spread of infectious diseases, the school district cooperates with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases. Accordingly, parents must provide documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases:

1. Measles, mumps, and rubella (MMR);
2. Diphtheria, tetanus, and pertussis (whooping cough) (DTP, DTaP, or Tdap);
3. Poliomyelitis (polio);
4. Hepatitis B;
5. Varicella (chickenpox);
6. Haemophilus Influenza Type B (Hib meningitis); and
7. Any other disease designated by the CDPH.

Any first time newly admitted student who has not obtained the required immunization(s) within 10 school days following the parent/guardian's receipt of notice, must be excluded from school unless the student is exempt from immunization for medical reasons.

A medical exemption requires a written statement from a licensed physician to the effect that the physical condition or the medical circumstances of the child are such that immunization is not safe.

Beginning January 1, 2020, a medical exemption must be submitted using the standardized form developed by the CDPH and transmitted through the California Immunization Registry (CAIR). The information must include a description of the medical basis for which the exemption for each individual immunization is sought and whether the medical exemption is permanent or temporary.

A student who has a medical exemption issued prior to January 1, 2020, will be allowed to continue enrollment until the next grade span, except that after July 1, 2021, a student may not be admitted or advanced to 7th grade unless the student has been immunized or a medical exemption form filed as stated above.

A temporary exemption cannot exceed one year, and all medical exemptions cannot extend beyond the grade span.

If a student’s medical exemption is revoked by CDPH on the basis that the exemption does not meet applicable criteria for medical exemptions, the student shall continue in attendance and, within 30 calendar days of the revocation, commence the immunization schedule required for conditional admittance.

The student’s parent/guardian may appeal a revocation to the Secretary of California Health and Human Services. If a revocation is appealed, the student may continue in

attendance and cannot be required to commence the immunization schedule required for conditional admittance provided the appeal is filed within 30 calendar days of the revocation.

If it is determined, however, that a child has been exposed to one of the 10 diseases named in the immunization requirements and does not have proof of immunization, the child may be temporarily kept out of school.

A student may also be exempt from the state immunization requirements if the student is enrolled in an independent study program pursuant to Education Code sections 51745-51749.6 and does not receive any classroom-based instruction.

After January 1, 2016, parents of students in any school will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine. A personal beliefs exemption on file at school prior to January 1, 2016 will continue to be valid until the student enters the next grade span at kindergarten (including Transitional Kindergarten) or 7th grade.

If the student has not been granted a valid exemption, the student must remain excluded from school until an immunization record is provided that certifies that the student has received a dose of each required vaccine due at that time.

An immunization record must be either a personal record with entries made by a physician or agency performing the immunizations or a school record from the student's previous school documenting the student's immunizations.

A special education student who is not fully immunized must nevertheless continue to receive all special education and related services. That is, the IEP must continue to be fully implemented.

Homeless children and foster youth must be immediately enrolled even if they are unable to produce records normally required for enrollment, including medical records.

Military families must be given 30 days from the date of enrollment to show that their children are fully immunized before being excluded. A transfer student must be given 30 days while his/her records are being transferred from a previous school before being excluded.

The rules governing the rights and obligations associated with immunizations and exclusion from school are more fully explained in board policy BP and AR 5141.31 and AR 5112.2.

If you have any questions or concerns about your child's immunizations, please reach out to the Registered Credentialed School Nurse (RCSN). The school nurse is available to discuss your concerns, provide guidance, and support you in the process.

If you are experiencing financial hardship or difficulty finding a medical provider to complete your child's immunizations, the RCSN can help connect you with available resources.

TABLE A: CALIFORNIA IMMUNIZATION REQUIREMENTS FOR PRE-KINDERGARTEN[1]

Table A, "California Immunization Requirements for Pre-Kindergarten," sets forth, according to age or grade, the required immunizations and number of doses for admission to and attendance at a pre-kindergarten facility.

AGE WHEN ADMITTED	**TOTAL NUMBER OF DOSES REQUIRED OF EACH IMMUNIZATION[2] [3]**				
2 through 3 months	1 Polio	1 DTaP	1 Hep B	1 Hib	
4 through 5 months	2 Polio	2 DTaP	2 Hep B	2 Hib	
6 through 14 months	2 Polio	3 DTaP	2 Hep B	2 Hib	
15 through 17 months	3 Polio	3 DTaP	2 Hep B	1 Hib[4]	1 Varicella
	On or after the 1st birthday:				1 MMR
18 through 5 years	3 Polio	4 DTaP	3 Hep B	1 Hib[54]	1 Varicella
	On or after the 1st birthday:				1 MMR

TABLE B: CALIFORNIA IMMUNIZATION REQUIREMENTS FOR GRADES K-12

[1] A pupil's parent or guardian must provide documentation of a pupil's proof of immunization to the governing authority no more than 30 days after a pupil becomes subject to any additional requirement(s) based on age, as indicated in Table A.

[2] Combination vaccines (e.g., MMRV) meet the requirements for individual component vaccines. Doses of DTP count towards the DTaP requirement.

[3] Any vaccine administered four or fewer days prior to the minimum required age is valid.

[4] One Hib dose must be given on or after the first birthday regardless of previous doses. Required only for children who have not reached the age of five years.

[5]

Table B, "California Immunization Requirements for Grades K-12," sets forth, according to age or grade, the required immunizations and number of doses for admission to and attendance at a school.

GRADE ADMITTED	**NUMBER OF DOSES REQUIRED OF EACH IMMUNIZATION[61] [72] [83]**				
K-12 Admission	4 Polio[94]	5 DTaP[105]	3 Hep B[116]	2 MMR[127]	2 Varicella
(7th-12th)[138]	(K-12 doses)				
7th Grade Advancement [169] [1710]	2 Varicella[1410]	1 TdaP[158]			

[61] Requirements for K-12 admission also apply to transfer pupils.

[72] Combination vaccines (e.g., MMRV) meet the requirements for individual component vaccines. Doses of DTP count towards the DTaP requirement.

[83] Any vaccine administered four or fewer days prior to the minimum required age is valid.

[94] Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday.

[105] Four doses of DTaP meet the requirement if at least one dose was given on or after the fourth birthday. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the seventh birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.

[116] For 7th grade admission, refer to Health and Safety Code section 120335, subdivision (c).

[127] Two doses of measles, two doses of mumps, and one dose of rubella vaccine meet the requirement, separately or combined. Only doses administered on or after the first birthday meet the requirement.

[138] For 7th through 12th graders, at least one dose of pertussis-containing vaccine is required on or after the seventh birthday.

[14]

[15]

[169] For children in ungraded schools, pupils 12 years and older are subject to the 7th grade advancement requirements.

[1710] The varicella requirement for seventh grade advancement expires after June 30, 2025.

The Cancer Prevention Act (E.C. section 48980.4 and H&S Section 120336)

Students entering 6th grade are advised to adhere to current immunization guidelines regarding full human papillomavirus ("HPV") immunization before admission or advancement to the 8th grade of any private or public elementary or secondary school. Vaccination against HPV is recommended by the Federal Advisory Committee on Immunization Practices, the American Academy of Pediatrics and the American Academy of Family Physicians.

Disclosure of Immunization Information

Pursuant to Health and Safety Code section 120440, health care providers, and other agencies, including schools shall disclose certain information from a student's medical record to local health departments operating countywide or regional immunization information and reminder systems and the State Department of Public Health. The following information shall be subject to disclosure:

(1) The name of the student and their parent or guardian.
(2) Date of birth of the student.
(3) Types and dates of immunizations received by the student.
(4) Manufacturer and lot number for each immunization received.
(5) Adverse reaction to immunizations received.
(6) Other nonmedical information necessary to establish the student's unique identity and record.
(7) Results of tuberculosis screening.
(8) Current address and telephone number of the student and their parent or guardian.
(9) Student's gender.
(10) Student's place of birth.
(11) Student's race and ethnicity.
(12) Student's information needed to comply with Chapter 1 (commencing with Section 120325), but excluding Section 120380.

Control of Communicable Disease (E.C. section 49403)

The district cooperates with the local health office in the control and prevention of communicable disease in school-age children. If you consent in writing, the district may permit any person licensed as a physician and surgeon, or any person licensed as a registered nurse, to administer an immunizing agent to your child. You will be advised in writing before any immunization program is instituted.

Diabetes Information

Type I diabetes (TID) is an autoimmune disease that can be caused by genetic, environmental, and other factors. Today, type I diabetes is not preventable and must be treated with daily insulin injections or an insulin pump to control blood glucose levels. Onset of T1D has nothing to do with diet or lifestyle.

Type 2 diabetes (diabetes mellitus) is a disease in children and can be managed by diet and a healthy lifestyle. Overweight children and youth are more prone to develop serious health problems, including type 2 diabetes, high blood pressure, heart disease, and asthma. If left unchecked, diabetes can lead to complications such as kidney failure, blindness, heart attack, and amputations. Type 2 diabetes in children is a preventable/treatable disease and this guidance provided is intended to raise awareness about this disease.

Managing diabetes at school is most effective when there is a partnership between students, parents/guardians, school staff, health care providers, and administrators. Students can be assisted to perform blood glucose monitoring, hypoglycemia treatment, ketone testing, carbohydrate counting, and insulin administration during school hours when there is written authorization from their health care provider and parent/guardian. Contact your student's health care provider if you have questions. Please contact the registered credentialed Registered Credentialed School Nurse (RCSN) (RCSN) at your child's school to initiate planning for diabetes management.

The Seizure Safe Schools Act (E.C. sections 49468-49468.5)

If a student is diagnosed with seizures, a seizure disorder or epilepsy, has been prescribed an emergency anti-seizure medication by a health care provider, the school, upon request from the student's parent or guardian, may designate one or more volunteers at the student's school to receive specific initial and annual refresher training regarding the emergency use of anti-seizure medication from a qualified person. Prior to administering any emergency anti-seizure medication or therapy, the district shall obtain from the pupil's parent or guardian a "Seizure Action Plan" as specified in Education Code section 49468.3.

Emergency anti-seizure medication prescribed to a student shall be provided to the school with the label affixed by the dispensing pharmacy intact.

A student who has been diagnosed with seizures, a seizure disorder, or epilepsy may qualify for services or accommodations pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794) or an IEP. The district shall assist the parent or guardian with the exploration of that option. The district may ask the parent or guardian to sign a notice verifying that the parent or guardian was given this information.

<u>Administering Medication and Monitoring Health Conditions</u> (E.C. sections 49414.1, 49414.5, 49423, 49423.1, 49468.2; 5 CCR 600-611; *American Nurses Association v. Torlakson* (2013) 57 Cal.4th 570)

The district recognizes that during the school day, some students may need to take medication prescribed or ordered by an authorized health care provider to be able to fully participate in the educational program. A student who is required to take medication or receive a health related procedure that is prescribed by a physician during the regular school day, may be assisted by the Registered Credentialed School Nurse (RCSN) or other designated school personnel if the district receives:

1. A written statement from the physician detailing the method, amount and time schedules the medication or procedure is to be administered.
2. A written statement from the student's parent or guardian authorizing the school district to administer the medication or procedure (E.C. section 49422, 49423).
3. A release by the parent, foster parent, or guardian of civil liability for such self-administration.

All medications must be in the original pharmacy container with the original prescription label adhered to the container. Students may carry and self-administer prescription auto-injectable epinephrine and asthma inhalers if certain requirements are met. Parents/guardians who request school staff members to assist with the administration of medications, perform procedures or provide health related accommodations at school must recognize school personnel will communicate with the student's prescribing health professional if the school requires clarification about the procedure, accommodation or medication delivery such as the dose, scheduling, side effects or indications.

No other prescription or over-the-counter medications, vitamins, herbs or alternative medications may be carried by students on their person, or in a backpack or other container, except as indicated above and with the express knowledge and permission of the Registered Credentialed School Nurse (RCSN). Contact the (RCSN) if you have questions. **Forms for medication administration or procedure are available at your child's school.**

Any medication prescribed by an authorized health care provider, including an emergency anti-seizure medication for a student with epilepsy, may be administered by the Registered Credentialed School Nurse (RCSN) or other designated school personnel <u>only</u> when the Superintendent or designee has received a written statement from you indicating your desire for the district to assist your child in taking the medication <u>and</u> a written statement from your child's authorized health care provider detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken. If the medication, dosage, frequency of administration, or reason for administration changes at some point in the year, you must provide a new written statement from your child's authorized health care provider.

When unlicensed personnel are authorized by law to administer a medication, such as emergency anti-seizure medication, epinephrine auto-injector, or glucagon, the Superintendent or designee will ensure that school personnel designated to administer it to students receive appropriate training from qualified medical personnel before any medication is administered. Additionally, such unlicensed personnel will be supervised by, and provided immediate communication access to, a Registered Credentialed School Nurse (RCSN) or physician. In an emergency situation, such as a public disaster or epidemic, a trained, unlicensed district employee may administer medication to a student.

The District's BP 5141.21 more fully explains rights, obligations and policy regarding administering medication and monitoring health conditions.

Use of Sunscreen Permitted (E.C. section 35183.5)

Students may carry and use sunscreen without a doctor's note or prescription, and may also wear sun-protective clothing.

Health Care Coverage Information (E.C. sections 49452.9 and 49557.2)

The district has information on health care coverage options and enrollment assistance. If interested, please contact the school office for this information.

Physical Examinations (E.C. section 49451; 20 USC 1232h)

Physical examinations are encouraged but not required for entering TK, KN, and 1st grade students. Physical examinations are not a condition of enrollment.

Dental Fluoride Treatment (Health and Safety Code section 104830)

Pupils may be provided the opportunity to receive topical application of fluoride or other decay-inhibiting agent to their teeth. Parents/guardians or eligible pupils should submit a written request for this treatment.

Medical and Hospital Services (E.C. section 49472)

The district provides coverage for immediate medical and surgical treatment of bodily injuries to a regularly enrolled student resulting from an accident occurring on school grounds or other facilities being used in the district's educational programs or during transportation to and from those places. This includes field trips and all interscholastic athletic competitions with the exception of tackle football.

Coverage may be applicable for up to 52 weeks following the accident, with a limit of $2,500, and the coverage applies for expenses that exceed the limit of, are less than the deductible of, or are simply not covered by, other insurance available to the student.

<u>Hearing and Vision Screenings</u> (E.C. sections 49452)

Hearing screenings will be provided as required by state law at the following levels:

- Hearing screenings for all students in grades K, 2, 5 and 8.
- New students and students referred by teachers, parents, or other school personnel may also be screened.

Vision Appraisal

- The district is required to screen each student's vision in grades TK, K, 2, 5, and 8, except that a student first enrolling in grade 4 or grade 7 will not be reappraised the following year. The appraisal will include tests for tests for near vision, far vision, and color vision; however, color vision will only be conducted for 2nd grade males. The evaluation may be waived upon presentation of a certificate from a physician and surgeon, physician's assistant, or optometrist setting out the results of a determination of the student's vision, including visual acuity and color vision. The appraisal does not apply to a pupil whose parent/guardian files with the principal a written statement that they adhere to the faith or teachings of any well-recognized religious sect, denomination, or organization and in accordance with its creed, tenets, or principles depend on prayer for healing in the practice of their religion.

- The district is required to provide for testing the sight and hearing of each student enrolled in its schools unless you submit a written denial of consent.

- In addition, please note, in accordance with state regulations, EC Section 49452 and the 5 CCR Section 591, vision screenings may be performed by a district nurse or by a credentialed teacher trained by the district nurse.

<u>Oral Health Screening</u> (H&S sections 124025–124110; E.C. section 49452.8)

Good health, including good oral health, is important to your child's learning and successful academic career. State law requires that students have an oral health screening within 18 months prior to each child entering into the first grade or within 90 days thereafter. The parent must present evidence of the oral health screening on the "Report of Health Examination for School Entry'' certification form provided by the Department of Health Care Services, signed by the student's health examiner certifying that the student has completed an oral health screening within 18 months prior to entry into first grade or within 90 days thereafter. Likewise, state law requires that by May 31 of your child's first school year in a public school, proof of an oral health assessment by a licensed dentist must be presented. You may file with the district a written objection or waiver stating the reasons if you are unable to obtain such services. Your child may be

sent home if you fail to provide the certificate or waiver, or if your child is suspected to be suffering from a contagious disease. You may find it convenient to have your child immunized at the same time that the comprehensive health screening is conducted. These services may be available to you at no cost with Children's Presumptive Eligibility through the Department of Health Care Services. To learn more visit https://www.dhcs.ca.gov/ and search for "Children's Presumptive Eligibility".

Physical Education Modifications

For a student whose temporary or permanent disability keeps him or her from full participation in physical education, the parent/guardian may be required to provide a note from a health care provider (MD or DO, NP, PA) responsible for managing the student's condition, describing restrictions and allowances for a modified physical education program. Parents/guardians are encouraged to consult with their school's Registered Credentialed School Nurse (RCSN) to help ensure student's safety while at school.

Assistive Devices

To support the health and safety of all students, we ask that families notify the school when a student needs to use an assistive device during the school day. These devices may include crutches, knee scooters, wheelchairs, walking boots, or casts.

Before returning to campus, families are encouraged to consult with a Registered Credentialed School Nurse (RCSN) to help ensure the student's safe use of the device and appropriate accommodations at school.

A medical note from the healthcare provider managing the student's condition may be requested. If so, the note should include:

- The type of device prescribed for school use
- Required accommodations/support, any activity restrictions or limitations
- Confirmation that the student has been instructed on its safe use
- The anticipated duration of use/follow up or re-evaluation date

Parent/guardian permission for school staff to communicate with the prescribing healthcare provider if clarification is needed

Medical Supplies

Parents/guardians are responsible for supplying medical and orthopedic equipment and related supplies as ordered by their physician. Examples include formula, catheters and tubing, diapers, wipes, syringes, respiratory medication holding chambers, masks and nebulizers, insulin-delivery systems, and glucose monitoring equipment/supplies.

Wheelchairs: Only school staff members are permitted to propel an injured student in a wheelchair, unless the student can self-propel safely. Other students are prohibited from pushing an injured student in a wheelchair. The purpose of school-site wheelchairs is for urgent use immediately after an injury.

Information for Use in Emergencies (E.C. section 49408)

For protection of your child's health and welfare, we ask that you fill out and return the enclosed Emergency Information Card.

Confidential Medical Services Without Parental Consent (E.C. section 46010.1)

According to the law, school authorities may excuse any student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the pupil's parents.

Management Plan for Asbestos-Containing Material (40 CFR 763.84 and 40 CFR 763.93)

A complete, updated management plan for asbestos-containing material in school buildings is available at each school office.

Pesticide Warnings (E.C. sections 17612 and 48980.3)

The district has implemented an integrated pest management program designed to effectively control pests using a combination of techniques. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment may be used according to established regulations and treatment thresholds.

Pursuant to the Healthy Schools Act of 2000, the district is required to notify staff and parents of the name of all pesticide products expected to be applied at the school facility during the upcoming year. Those products are as follows:

Herbicide Treatments:	**Spray Dates:**
Football Fields and Volleyball Courts	July 20-July 31, 2026(Summer Recess)

Fence Lines and Flowerbeds		December 21, 2026 - January 04, 2027 (Winter Recess)	
Track and Field Marking		February 08 - 19, 2027 (Instruction in Session)	
Fence Lines and Flowerbeds		March 22 -March 29, 2027(Spring Recess)	
Group I Sites:		**Saturday Spray Dates:34**	
Actis	Laurelglen	July 04, 2026	January 02, 2027
Castle	Lum	August 01, 2026	February 06, 2027
DOE	Tevis	September 05, 2026	March 06, 2027
Old River	Maintenance Yard	October 03, 2026	April 03, 207
		November 07, 2026	May 01, 2027
		December 05, 2026	June 05, 2027
Group II Sites:		**Saturday Spray Dates:**	
Berkshire	Stockdale	July 11, 2026	January 09, 2027
Miller	Stonecreek	August 08, 2026	February 13, 2027
Sandrini	Thompson	September 12, 2026	March 13, 2027
Seibert	Van Horn	October 10, 2026	April 10, 2027
		November 14, 2026	May 08, 2027
		December 12, 2026	June 12, 2027
Group III Sites:		**Saturday Spray Dates:**	
BV	**DO/DOS/DOSW/ DOSE**	July 18, 2026	January 16, 2027
Loudon	McAuliffe	August 15, 2026	February 20, 2027
Warren	Williams	September 19, 2026	March 20, 2027
		October 17, 2026	April 17, 2027
		November 21, 2026	May 15, 2027
		December 19, 2026	June 19, 2027
Group IV Sites:		**Saturday Spray Dates:**	
Highgate	Panama	July 25, 2026	January 23, 2027
Reagan	Special Services	August 22, 2026	February 27, 2027
Stine	Whitley	September 26, 2026	March 27, 2027
		October 24, 2026	April 24, 2027
		November 28, 2026	May 22, 2027
		December 26, 2026	June 26, 2027

If you wish to receive individual notification of pesticide applications at the school facility, forms are available at the District Office. These forms will be mailed 72 hours prior to application. Notification will be posted at the school site at least 24 hours before and 72 hours after the application.

Pesticide Name	Active Ingredient(s)	Interior/Exterior Treated
Demand	Lambda-cyhalothrin	

Demand CS	Lambda-cyhalothrin	THESE PESTICIDES ARE USED ON AN I.P.M. PROGRAM BASIS (Integrated Pest Management) *ONLY WHEN NEEDED*
Optigard	Thiamethoxam	
Vendeatta Plus	Abamectin, Pyripoxyfen	
Nygaurd Concentrate	Pyripoxyfen	
Precor	Methoprene	
Precor 2000 Plus	Methoprene	
Termidor SC	Fipronic	
Talstar P	Bifenthrin	
Tekko Pro	Pyripoxyfen, Novaluron	
Herbicide Name		**Landscape Areas Treated**
ROUNDUP PRO	Glyphosate, Isopropylamine salt of N-Phosphonomethyl Glycine	THESE HERBICIDES ARE USED OUTDOORS ON LANDSCAPE AREAS ONLY
Turf Mark Blue	Blue Dye, water soluble liquid	

Information regarding pesticides may be obtained at the California Department of Pesticide Regulation website: http://apps.cdpr.ca.gov/schoolipm/

School Safety Plans- CSPPs (E.C. section 32280 and following)

Each school site has established a Safety Plan. Details of the Safety Plan are available to the public through the district office on request, and copies are provided to local law enforcement.

Safe Storage of Firearms (E.C. sections 49390- 49392 and 48986)

Parents and legal guardians of all students in the Panama Buena Vista Union School District are responsible 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.

Below are the laws in California regarding the storage of firearms. Please take some time to review them 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. (California Penal Code sections 25100 through 25125 and 25200 through 25220)

- 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. (California Penal Code section 25100(c))

- 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. (California Civil Code Section 29805)

- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward. (California Civil Code Section 1714.3)

Note: Your county or city may have additional restrictions regarding the safe storage of firearms.

*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.

<u>School Buses and Passenger Safety</u> (E.C. section 39831.5)

The responsibility of the Panama-Buena Vista Union School District is to safely transport students to and from school each day. Transportation to and from school by a school bus is a privilege and is not required by law. However, transportation is provided as a related service for students whose Individualized Education Programs (IEPs) require it, in accordance with federal and state special education law. The responsibility of the student is to behave in a safe manner while waiting at designated bus stops and while riding the school bus. Parents should notify the bus driver of any significant health

conditions. **No students in grades pre kindergarten through third grade may sit in seats next to an emergency exit door. Students in fourth through eighth grade may sit in these seats.**

Unauthorized Entry (EC 39842)

Any person who enters a school bus or school pupil activity bus without prior authorization of the driver or other school official with intent to commit any crime and who refuses to disembark after being ordered to do so by the driver or other school official is guilty of a misdemeanor and is punishable by imprisonment in the county jail for not more than six months, by a fine of not more than one thousand dollars ($1,000), or by both.

Students in Grades 1 through 8

- Students are NOT required to be met by a parent/guardian and WILL be released at the bus stop with or without parent/guardian supervision. **Parents/Guardians are responsible for supervision of students prior to the loading of the bus before school, and also upon the unloading of students at designated bus stops after school.**

Kindergarten Students

- Kindergarten students are NOT required to be met by a parent/guardian and WILL be released at the bus stop with or without parent/guardian supervision. **Parents/Guardians are responsible for supervision of students prior to the loading of the bus before school, and also upon the unloading of students at designated bus stops after school.**

- **Parents/Guardians of TK and Kindergarten students who wish for their student NOT to be released from the bus if a parent/guardian/designee is not present to receive the student MUST fill out a "Request for Transportation Release to Parent/Guardian/Designee" form.** This form requires the approval of both the School Site Principal and the Director of Transportation. Transportation for these students WILL NOT begin until: (1) the request has been approved, (2) the student has been properly routed, and (3) the parent/guardian has been contacted by the Transportation Department and given pick-up and drop-off locations and times. If, after the request has been approved, the parent/guardian/designee is not present to take custody of the student at the designated bus stop and drop time, the student will be returned to their home school site. The parent/guardian will then be responsible to pick up their student at school. Repeated occurrences of this nature may result in suspension of transportation privileges.

Safe Bus Stop Behavior

- Students need to be at the bus stop, **on the correct side of the road**, PRIOR to the scheduled bus arrival (P-BVUSD recommends a minimum of 5 minutes prior to bus arrival time). **Please Note:** If upon the arrival of the bus, **the student is NOT on the correct side of the street** and must cross the street to get to the bus (even if accompanied by an adult), **the student will be issued a bus ticket**. California Vehicle Code Section 22112 requires bus drivers to provide an escort for pupils pre-kindergarten through 8th grade when a school bus is stopped on a highway or private road for the purpose of loading and unloading at a location where traffic is not controlled by a traffic officer or official traffic control signal. Providing pupil escorts in the morning creates delays in transportation and results in a loss of educational minutes for students; therefore, P-BVUSD Transportation **DOES NOT SCHEDULE** student escorts for morning pick-ups.
- Students shall use their designated bus stop only. Students shall not attempt to use any other stop without prior written consent and written approval from the office staff.
- Students shall be organized and in line prior to scheduled pick up time to avoid situations where the safety of students is compromised by running toward a school vehicle as it approaches a planned stop.
- No student shall save a place in line for another student.
- Students shall behave in an orderly and safe manner going to or from the bus stop and while loading or unloading the bus.
- Students shall respect and not damage other people's property while walking to or from the bus stop.
- The signal for pupils to begin loading will be the opening of the entrance door and not the activation of the flashing red signal lights or the bus simply coming to a stop.

Safe School Bus Behavior

- Students shall not engage in any activity which leads to altercations with other students, destruction of public or private property, or any unsafe behavior while going to or from the bus stop.
- Students shall obey the bus driver at all times and show respect for their authority.
- Students shall be truthful and give proper identification to the bus driver upon request.
- Students shall not attempt to ride the bus after receiving a “no ride” penalty.
- Students shall not use profane language or obscene gestures.
- Students shall not engage in any abusive bodily contact, slapping, poking, shoving, pulling hair, etc., with other students, while waiting in line or while loading or unloading the bus.
- Students shall remain safely in their seats at all times. At no time shall students put any part of their bodies out of bus windows.
- Students shall use the passenger restraint systems if equipped. The driver or school district shall not be charged for a violation if a passenger on the school bus or school pupil activity bus fails to use or improperly uses the passenger restraint system (EC 14105).

- Students shall not bring and eat any food or drinks on the bus.
- Students shall not throw objects in the bus, at the bus or out the windows.
- Students shall not create any excessive noise or distractions.
- Students shall not vape, smoke, light matches, lighters or cigarettes, eat, drink or chew gum while standing in line or while riding the bus.
- Students shall not bring any weapons or dangerous objects on the bus.
- Students shall not bring any live animals, insects, glass objects, or balloons on the bus.
- Students shall not tamper with bus radios or controls, or open or close any doors, emergency exits or windows without consent of the bus driver.
- Students shall not damage or deface the bus or any other school property.
- Students shall not transport any oversize instruments that cannot be properly secured inside the bus. These must be transported by the parent or guardian.
- Video cameras may be used on school buses to monitor student behavior while traveling to and from school and school activities. The Board believes such monitoring will deter misconduct and help to ensure the safety of students and staff.
- District Administrative Policy 5131.1(b) shall be used as a guideline for the enforcement of disciplinary consequences as a result of infractions of established rules. Penalties may range from a warning to suspension of transportation privileges.

<u>Video Camera Surveillance</u>: BP 5131.1

Video cameras may be used on school buses to monitor student behavior while traveling to and from school and school activities. The Board believes such monitoring will deter misconduct and help to ensure the safety of students and staff. The Superintendent or designee may routinely review recordings taken on school buses and may document any evidence of student misconduct. When an incident of student misconduct is reported to the Superintendent or designee, by a student, staff member or parent/guardian, the Superintendent or designee may view the recording in order to observe the specific problem and work toward its solution.

Appropriate signage will be/is posted at entrances to the school campus, at major entrances into school buildings, and on school buses notifying students, staff, and the general public of P-BVUSD's use of surveillance cameras. **<u>THIS IS YOUR NOTICE</u>** of the district's use of video and/or audio surveillance. All P-BVUSD school buses have signs posted notifying students entering a school bus the bus is equipped with audio and video recording devices. Any video and/or audio recording used for surveillance purposes on P-BVUSD school buses shall be the sole property of P-BVUSD and may be used in disciplinary proceedings and may be referred to and shared with local law enforcement, as appropriate. All video and audio recordings will be secured to avoid tampering and ensure confidentiality in accordance with applicable laws and regulations. <u>Release of such videos and audio recordings will be made available only as permissible pursuant to applicable law</u>.

Penalties

Transportation to and from school by school bus is a privilege and is not required by law. Minimum penalties, in accordance with District Administrative Policy 5131.1(b), as listed below shall be used as guidelines for infractions of established rules:

First Referral: Warning and possible bus riding privilege suspension.

Second Referral: Bus riding privilege suspension for one (1) to three (3) days. Length of suspension determined by the Principal.

Third Referral: Bus riding privilege suspension for three (3) days for kindergarten students (third and subsequent referrals) and five (5) days for students in grades 1 through 8.

Fourth Referral: Bus riding privilege suspension for ten (10) days.

Fifth Referral: Bus riding privilege suspension for ten (10) days for students in grades 1 through 3 (fifth and subsequent referrals), twenty (20) days for students in grades 4 through 6 (fifth and subsequent referrals), and the remainder of the year for students in grades 7 and 8.

A conference may be requested by the driver, parent/guardian, or principal regarding any bus referral.

IMMEDIATE SUSPENSION FOR THREATENED OR BODILY HARM TO A BUS DRIVER.

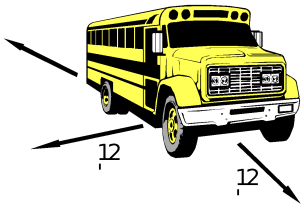
California Administrative Code Title 5; Section 14263 (Authority of Bus Driver)

(a) Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver, shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus on route between home and school or other destinations.

(b) The Board of Trustees shall adopt rules and regulations to enforce this section. The regulations shall include, but not be limited to, specific administrative procedures relating to suspension of riding privileges and shall be made available to parents, pupils, teachers, and other interested parties.

Parents are required to furnish transportation for those students who have been denied transportation by the school district.

Danger Zones



DANGER ZONES around the school bus shall be at least 12 feet to the sides and front of the bus. Upon arrival or approach of a school bus, students should be in line facing the bus and standing no closer than 12 feet. The driver shall not proceed unless visibility in danger zones is clear. Unless loading or unloading, students must be aware of the danger zones and observe the proper distance from the bus.

Red Light Crossings

Red light crossings will be conducted for students who must cross a street in an uncontrolled situation. The driver will:

- Set the emergency brake, shut off the engine, remove the key, and leave the bus in gear or in park.
- Stand and direct students to line up in the aisle behind the first row of seats and wait for directions to leave the bus.
- Check for oncoming traffic and start flashers when traffic is clear, opening the door at the same time.
- Exit the bus, check to see that flashers are operating and proceed to the center of the street when it is safe.
- Direct students to exit the bus and cross the street.
- When all students are safely across, return to the bus, turn off flashers, and proceed to the next stop.

School Bus Signal Lights

California Vehicle Code §22112(a) requires:

a) On approach to a school bus stop where pupils are loading or unloading from a school bus, the school bus driver shall activate an approved amber warning light system, if the school bus is so equipped, beginning 200 feet before the school bus stop. The school bus driver shall deactivate the amber warning light system after reaching the school bus stop.

b) The school bus driver shall operate the flashing red light signal system and stop signal arm, as required on the school bus, at all times when the school bus is stopped for the purpose of loading or unloading pupils. The flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any place where traffic is controlled by a traffic officer or at any location identified in subdivision (e) of this section. The school bus flashing red light signal system, amber warning lights system, and stop signal arm shall not be operated at any other time.

c) The school bus driver shall stop to load or unload pupils only at a school bus stop

designated for pupils by the school district superintendent or authorized by the superintendent for school activity trips.

d) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer, the driver shall, before opening the door, ensure the flashing red light signal system and stop signal arm are activated, and that it is safe to enter or exit the school bus.

e) When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following:

(1) Escort all pupils in pre-kindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road upon which the school bus is stopped.

(2) Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross.

(3) Ensure all pupils who need to cross the highway or private road upon which the school bus is stopped have crossed safely, and all other pupils and pedestrians are a safe distance from the school bus before setting the school bus in motion.

Sex Offender Information: "Megan's Law" (Penal Code section 290.4)

The California Department of Justice operates a website that lists designated registered sex offenders in California. The district does not disseminate this information but you may visit http://www.meganslaw.ca.gov to learn more and find helpful information for you and your family.

Tobacco-Free Schools/No Smoking Policy (Health and Safety Code section 104420)

The district's governing board recognizes that the health hazards associated with smoking and the use of tobacco products, including breathing second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff. The law requires that all recipients of any state and/or federal grant or contract maintain tobacco-free school sites.

Use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, and in district vehicles. This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district

property. Prohibited products include any product containing tobacco or nicotine including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for use or possession of prescription nicotine products.

Any employee or student who violates the district's tobacco-free school's policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate. Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from use of tobacco products. If the person fails to comply with this request, the Superintendent or designee may direct the person to leave school property, request local law enforcement assistance in removing the person from school premises, and/or prohibit them from entering district property for a specified period of time.

Synthetic drug dangers (E.C. section 48985.5)

The use of synthetic drugs that are not prescribed by a physician represents an emerging and ongoing public health threat in California.

A synthetic drug is a drug with properties and effects similar to a known hallucinogen or narcotic but having a slightly altered chemical structure, especially such a drug created in order to evade existing restrictions against illegal substances. Synthetic drugs include but are not limited to synthetic cannabinoids ("synthetic marijuana," "spice," "k2"), methamphetamines, bath salts, and fentanyl.

The CDPH has expounded on the extreme danger of drugs laced with fentanyl. Illicit fentanyl can be added to other drugs to make them cheaper, more powerful, and more addictive. Illicit fentanyl has been found in many drugs, including heroin, methamphetamine, counterfeit pills, and cocaine. Fentanyl mixed with any drug increases the likelihood of a fatal overdose. Furthermore, it is nearly impossible to tell if drugs have been laced with fentanyl without additional testing because fentanyl cannot be seen, smelled, or tasted when used as a lacing agent.

The fentanyl crisis, specifically, has impacted communities across the state, leading to a sharp increase in fentanyl poisonings and deaths in recent years.

Be advised that social media is being used as a way to market and sell synthetic drugs.

Concussion/Head Injury During Athletic Activity (E.C. section 49475)

The district offers an athletic program in which your child may wish to participate. By law we must provide you with information regarding concussions and head injuries. Please review with your child the information sheet about concussion and head injuries in the Appendix of this booklet. You and your child must sign and date the sheet where

indicated and return it to your child's school prior to your child beginning practice or competition in our athletic program.

Pupil Mental Health Services Available on Campus or in the Community (E.C. sections 49428 and 49429.5)

Mental Health Services on School Campus

School counselors, intervention counselors, social workers, and/or school psychologists are available at each campus in the district to provide counseling, crisis intervention, and other mental health services as needed. Students, parents or guardians can initiate access to these mental health services by contacting the school principal, the school office, their teacher, or the Student Support Services Department. If needed, these staff members can assist parents and students with a referral for mental health services from a community agency.

A student who is 12 years of age or older may consent to mental health treatment or counseling services if, in the opinion of a professional person, the minor is mature enough to participate intelligently in the mental health treatment or counseling services. These services could be provided by a licensed educational psychologist, a credentialed school psychologist, a licensed clinical social worker, or a social work intern working under the supervision of a licensed professional pursuant to Business and Professions Code section 4996.20. Parents shall be involved unless the professional person treating the student determines that it would be inappropriate. [Health and Safety Code section 124260]

A student that is 12 years of age or older that provides confidential information to a school counselor shall not be disclosed to the parent or guardian when the school counselor has reasonable cause to believe that the disclosure would result in a clear and present danger to the health, safety, or welfare of the student. [Education Code section 49602]

Mental Health Services in the Community

A parent or guardian may initiate access to available mental health services in the community by contacting the following community agencies or by contacting their private insurance for a listing of approved mental health service providers.

CSUB University Counselor Training Clinic
9001 Stockdale Hwy.
Bakersfield, CA 93311
Phone: 661-654-3402
http://www.csub.edu/uctc

Clinica Sierra Vista

Bakersfield Behavioral Health Center: Children and Family Services
3105 Wilson Road
Bakersfield, CA 93304
Phone: 661-397-8775
https://www.clinicasierravista.org

Clinica Sierra Vista
South Bakersfield Community Health Center: Counseling and Psychiatry Services
2400 Wible Rd
Bakersfield, CA 93304
Phone: 661-835-1240
https://www.clinicasierravista.org

Clinica Sierra Vista
34th Street Community Health Center
2400 Physicians Blvd
Bakersfield, CA 93301
Phone: 661-324-1455
https://www.clinicasierravista.org

Henrietta Weill Memorial-Child Guidance Clinic
West Bakersfield
3628 Stockdale Hwy
Bakersfield, CA 93309
Phone: 661-322-1021
www.hwmcgc.org

Kern County Behavioral Health and Recovery Services

Children's System of Care	661-868-8300
Information and Referral Helpline	661-336-5200

https://www.kernbhrs.org

Crisis Hotlines

Kern County Crisis Hotline	1-800-991-5272
California Youth Crisis Line	1-800-843-5200
The Trevor Project Lifeline (LGBTQ)	1-866-488-7386
National Suicide Prevention Hotline	Dial 988 or (800) 273-8255
Crisis Text Line	Text HELLO to 741741

Family Supports

CAPK Kern County 211	Dial 211

Information and Referral services linking residents to community health and human services and support. www.capk.org

WarmLine	661-323-3531

Support for parents with children ages 0-6 years old. https://e-warmline.org/

Particular Education Issues

Comprehensive Sexual Health Education, HIV Prevention Education, and Assessments Related to a Student's Health Behaviors and Risks Including Attitudes Concerning or Practices Relating to Sex (E.C. sections 51934-51939)

A parent or guardian of a pupil has the right to excuse their student from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a written "opt-out" process. You may opt out by advising the district in writing.

The written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection.

Comprehensive sexual health education or HIV prevention education may be taught by school district personnel or by outside consultants.

You may request a copy of Education Code sections 51934-51939.

If arrangements for this instruction are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14 days before the instruction is delivered.

Anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the pupil's attitudes concerning or practices relating to sex, may be administered to any pupil in grades 7 to 12, inclusive. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey through a written "opt-out" process. You may opt out by advising the district in writing.

You will be notified in writing if and when such a test, questionnaire, or survey is to be administered. You have the right to review the test, questionnaire, or survey.

If the school has received a written request from the student's parent or guardian excusing the pupil from participation in comprehensive sexual health education, HIV prevention education, and assessments related to that education, the student may not attend any class in comprehensive sexual health education or HIV prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks.

A pupil may not be subject to disciplinary action, academic penalty, or other sanction if the pupil's parent or guardian declines to permit the pupil to receive comprehensive

sexual health education or HIV prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks.

While comprehensive sexual health education, HIV prevention education, or anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks is being administered, an alternative educational activity shall be made available to pupils whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.

More information regarding sexual health and HIV/AIDS prevention instruction may be found in the district's BP and AR 6142.1.

Health Instruction Conflicting with Religious Training and Beliefs of Parent or Guardian (E.C. section 51240)

Upon written request, a parent or guardian has the right to excuse their student from any part of a school's instruction in health that may conflict with their religious training and beliefs or personal moral convictions.

Assessments Containing Questions About a Student's Personal Beliefs or Those of Their Family (E.C. section 51513; 20 USC 1232h)

No test, questionnaire, survey, or examination containing any questions about a student's personal beliefs or practices in sex, family life, morality, and religion, or any questions about the pupil's parents' or guardians' beliefs and practices in sex, family life, morality, income, political affiliations, mental/psychological problems and religion may be administered unless:

- The parent or guardian of the pupil is notified in writing that this test, questionnaire, survey, or examination is to be administered; and
- The parent or guardian of the pupil gives written permission for the pupil to take the test, questionnaire, survey, or examination.

More information regarding family privacy and questions pertaining to personal beliefs may be found in the district's BP and AR 5022.

Statewide Pupil Assessment Program (E.C. sections 60604 and 60615; 5 CCR 852)

The California Assessment of Student Performance and Progress (CAASPP) is a statewide assessment program that tests the degree to which pupils are achieving the academically rigorous content and performance standards, adopted by the state board, that reflect the knowledge and complex skills that student will need in order to succeed in the information-based, global economy of the 21st century.

A parent or guardian may annually submit to the school a written request to excuse his or her child from any or all parts of the test for the school year. Such a request will be granted.

Reading Difficulties Screener (E.C. section 53008)

California Education Section 53008 mandates that all California local education agencies screen students in kindergarten through grade two for reading difficulties, including potential dyslexia. This screening is required annually and must utilize an instrument approved by the California Department of Education.

A parent or guardian may annually submit to the school a written request to excuse his or her child from the screening. Such a request will be granted.

Right to Refrain from Harmful Use of Animals (E.C. sections 32255-32255.6)

Your child may participate in a course during this year that utilizes live or dead animals or animal parts to help your child obtain knowledge, information, or experience required in the course. If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with your pupil to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the course. The school will need a signed note from you indicating your child's objection.

Homeless Youth Education (42 U.S. 11432; E. C. section 48851)

Children and youth who lack a fixed, regular, and adequate nighttime residence are considered “homeless” under federal law and have various rights regarding public education.

Children and youth experiencing homelessness have the right to:

- **Immediate enrollment** with full & equal opportunity to succeed in school.
- **Choice** between neighborhood school or school of origin (school last enrolled in or currently attending), as is feasible.
- **Transportation** to school of origin.
- **Immediate access** to free school meals & educational services for which they are eligible.
- **Referrals** to appropriate community support services.
- **Access** to dispute resolution process.

For any questions or assistance related to Homeless Youth Education, feel free to contact Adriana Corral , the District Liaison for Homeless/Foster Children & Youth in the Innovation and Improvement department at (661) 831-8331, Extension 6602 or innovationimprovement@pbvusd.k12.ca.us or visit our District website.

Homeless students and their parents have various rights regarding public education. Information on this subject is explained in the school district's Education for Homeless Children Policy BP/AR 6173.

Minimum Days or Pupil Free Staff Development Days (E.C. section 48980(c))

All District schools will have minimum days for professional development every Wednesday of the 2026-2027 school year, beginning August 12, 2026.

Minimum days for Report Card Conferences are October 26 – October 30, 2026. Parents will be notified of dates of Family/Community Engagement dates (also minimum days).

The following dates have been scheduled for minimum days for **elementary schools**:

Back-to-School Night, 9-2-2026;
Day Prior to Winter Recess, 12-18-2026;
Open House/Family Engagement
Community Night, 5-13-2027;
Back-to-School Night, 9-2-26 **Whitley School**
Day Prior to Autumn Recess, 11-20-2026;
Day Prior to Spring Recess, 3-19-27;
Last Day of School, 5-26, 2027

Minimum days for **junior high schools** will be:
Back-to-School Night, 8-26-2026;
Day Prior to Winter Recess, 12-18-2026;
Last Day of School, 5-26-2027
Day Prior to Autumn Recess, 11-20-2026;
Day Prior to Spring Recess,3-19-2027;

School Meals (E.C. sections 49501.5; USC 1758 and 1773)

A school district or County Superintendent of School maintaining kindergarten or any of grades 1 to 12, inclusive, shall provide two school meals free of charge during each school day to any pupil who requests a meal without consideration of the pupil's eligibility for a federally funded free or reduced-priced meals, with a maximum of one free meal for each meal service period.

Meal Prices for 2026/2027	
Student Lunch	Free*
Student Breakfast	Free*
Student Extra Milk	0.50

<u>Funding for Costs of Advanced Placement Examinations</u> (E.C. section 52242)

A school district may help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged pupils.

<u>The Rights of Pregnant and Parenting Pupils</u> (E.C. sections 46015, 221.51, and 222.5)

Pregnant and parenting pupils have the right to the following options and accommodations:

- Absence to care for a sick child is an excused absence and the school is prohibited from requiring a note from a doctor for such an absence.
- The school may not exclude nor deny any pupil from any educational program or activity, including class or extracurricular activity, solely on the basis of the pupil's pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom.
- The school may require any pupil to obtain the certification of a physician or nurse practitioner that the pupil is physically and emotionally able to continue participation in the regular education program or activity.
- The school may not require pregnant or parenting pupils to participate in pregnant minor programs or alternative education programs. Pregnant or parenting pupils who voluntarily participate in alternative education programs shall be given educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.
- The school must treat pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom in the same manner and under the same policies as any other temporary disabling condition.
- Pregnant and parenting pupils are entitled to accommodations that provide them with the opportunity to succeed academically while protecting their health and the health of their children.
- A pregnant or parenting pupil is entitled to eight weeks of parental leave, which the pupil may take before the birth of the pupil's infant if there is a medical necessity and after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction, in order to protect the health of the pupil who gives, or expects to give, birth and the infant, and to allow the pregnant or parenting pupil to care for and bond with the infant.
- A pregnant or parenting pupil who does not wish to take all or part of the parental leave to which they are entitled shall not be required to do so.
- A pregnant or parenting pupil is entitled to receive more than eight weeks of parental leave if deemed medically necessary by the pupil's physician.
- When a pupil takes parental leave, the supervisor of attendance shall ensure that absences from the pupil's regular school program are excused until the pupil is able to return to the regular school program or an alternative education program.

- During parental leave, schools shall not require a pregnant or parenting pupil to complete academic work or other school requirements.
- A pregnant or parenting pupil may return to the school and the course of study in which he or she was enrolled before taking parental leave.
- Upon return to school after taking parental leave, a pregnant or parenting pupil is entitled to opportunities to make up work missed during his or her leave including, but not limited to, makeup work plans and reenrollment in courses.
- Notwithstanding any other law, a pregnant or parenting pupil may remain enrolled for a fifth year of instruction in the school in which the pupil was previously enrolled when it is necessary in order for the pupil to be able to complete state and any local graduation requirements, unless the local educational agency makes a finding that the pupil is reasonably able to complete the local educational agency's graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school.
- A pupil who chooses not to return to the school in which he or she was enrolled before taking parental leave is entitled to alternative education options offered by the local educational agency.
- A pregnant or parenting pupil who participates in an alternative education program shall be given educational programs, activities, and courses equal to those he or she would have been in if participating in the regular education program.
- A pupil shall not incur an academic penalty as a result of his or her use of the accommodations specified in this subdivision.

English Learner Programs

<u>English Learners/Available Language Acquisition Programs</u> (E.C. sections 310(b)(2), 313.1, 313.2 and 440)

If your child is an English learner, your child may be offered English language development instruction targeted to their English proficiency level and designed to ensure English acquisition as rapidly and effectively as possible. Such programs are designed to be aligned with the state content standards and curriculum framework. They are based on sound instructional theory, use standard-aligned instructional materials, and will assist students in accessing the full educational program.

You will be notified when your child is assessed for English language proficiency within 30 days after the start of the school year. The notice will include:

1. Whether the child is a long-term English learner or English learner at risk of becoming a long-term English learner, as those terms are defined in Section 313.1.

2. The manner in which the program for English language development instruction will meet the educational strengths and needs of long-term English learners or English learners at risk of becoming long-term English learners.

3. The manner in which the program for English language development instruction will help long-term English learners or English learners at risk of becoming long-term English learners develop English proficiency and meet age-appropriate academic standards.

A teacher who is assigned to provide either English language development (ELD), specially designed academic instruction in English, and/or primary language instruction to English learners, must hold an appropriate authorization from the California Teaching Commission. The District's language acquisition programs for grades K-3 comply with class size requirements.

Parents/guardians of English learners may choose a language acquisition program best suiting their child. The district offers a structured English immersion program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for pupils who are learning English. At a minimum, students are offered ELD and access to grade level academic subject matter content. If interested in a different program, please contact your child's school to ask about the process or search "Language Programs" on the District website at www.pbvusd.k12.ca.us.

Parents/guardians may provide input regarding language acquisition programs during the development of the Local Control Accountability Plan. (E.C. Section 52062) Parents of English learners have a right to decline or opt their children out of the school district's language acquisition program or opt out of particular English learner service(s) within a language acquisition program. (20 U.S.C. Section 6312[e][3][A][viii]) However, LEAs remain obligated to provide the student meaningful instruction until the student exits the program, inform the parent when progress is not made, and offer the parent programs and services to consider at the time. (5 CCR Section 11302)

School Records

Pupil Records/Notice of Privacy Rights of Parents and Students (E.C. sections 49060 - 49085; 20 USC 1232g; 20 USC 1232h; 34 CFR 99.3; 34 CFR 99.7; 34 CFR 99.30; 34 CFR 99.31; 34 CFR 99.33; 34 CFR 99.34; 34 CFR 99.35; also see district board policy BP/AR 5125)

With certain exceptions, pupil records are confidential and will not be disclosed without your consent. If you have completed and signed a Caregiver's Authorization Affidavit for the purpose of enrolling a minor student in school, you have the right to access the student records of the child for whom you provide care. If you are 14 years old or older and are identified as both homeless and an unaccompanied youth, you may access your student records without parental consent.

Pupil records are any items of information (in handwriting, print, tape, film, microfilm, or other medium) that are directly related to an identifiable student, other than "directory information," and are maintained by the district or required to be maintained by an employee in the performance of his/her duties. Pupil records include the student's health record. District officials responsible for maintaining your child's records are as follows: School Principals and the Custodian of Records/Assistant Superintendent of Educational Services.

When your child enrolls or intends to enroll in another district, agency, or institution, we will forward his or her records to that district, agency, or institution within 10 school days of receiving a request as long as the disclosure is for purposes related to the student's enrollment. Various original records or copies of those records shall be retained permanently by the district.

Additionally, your child's records may be shared with school officials and employees of the district, and other persons connected with the district who have a legitimate educational interest, or other legally authorized purpose, and who may need your child's records to perform his or her tasks. "School officials and employees" are individuals whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records. A "legitimate educational interest" is an interest held by a school official, employee, or person outside the district, as further defined here and in board policy, whose duties, responsibilities or contractual obligations to the district, whether routine or as a result of special circumstances, require him/her to have access to student records. Persons outside the district who may have access to particular records that are relevant to their legitimate educational interest, or other legally authorized purpose, include those with a formal written agreement or contract with the district regarding the provision of services or functions outsourced to him/her by the district, including: contractors, consultants, insurance carriers, claims adjusters, accountants, attorneys, investigators, or other parties to whom the district has outsourced institutional services or functions, including third-party vendors and service providers who provide online educational software and/or services that are part of the district's educational program or who manage certain data stored in a secure cloud computing or web-based system for the district. To obtain information regarding technology based District programs, please contact Trina Lovio, Assistant Superintendent of Instructional Services at 661-831-8331 ext. 6349.

For additional information, please see E.C. section 49076 and 34 Code of Federal Regulations section 99.1 and following, or contact Lynn Paslay, Assistant Superintendent Educational Services or the Student Privacy Policy Office, U. S. Department of Education, 600 Independence Avenue, SW, Washington, DC 20202-4605.

Pursuant to E.C. section 49064, a log or record must be maintained for your child's records listing all persons, agencies, or organizations requesting or receiving information from the records and legitimate interests for that information. This log can be inspected at your child's school.

As a parent, you have a right to inspect and review your child's school records, including records possessed by a vendor under contract with the district to provide online services or products, and also including any information about your child collected from social media if the district is operating a social media collection program. To access individual student records, please contact your child's school. You also have a right to challenge the contents of your child's records, have an administrator assist you in interpreting the records, request amendment to ensure they are not inaccurate, misleading, or otherwise in violation of your child's privacy rights, seek expungement of those records, have a district-level hearing to appeal the decision not to change records, and file a complaint with the state and/or United States Department of Education if the district fails to comply with state and federal law with regard to your child's records. If your child's records include information concerning any disciplinary action taken in connection with your student, you have the right to include in the record a written statement or response concerning the disciplinary action. To review policies related to the review and/or expungement of your child's records, please contact your child's school. You also have the right to inspect all instructional materials which will be used in connection with any survey, analysis, or evaluation as part of any applicable program.

<u>Release of Pupil Directory Information</u> (E.C. sections 49061(c)), 49070, 49073 and 51938; 34 CFR 99.37; 20 USC 7908; 20 USC 1232h; also see district board policy BP/AR 5125)

With certain exceptions, the law requires that the district obtain your written consent prior to disclosure of personally identifiable information from your child's education records. However, the district may disclose appropriately designated "directory information" without written consent, unless you have advised the district that you do not wish this information to be released in accordance with district procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school and/or district publications. Outside organizations to which directory information may be disclosed include but are not limited to companies that sell class rings, school photography, graduation attire, and/or publish school yearbooks; news media; including but not limited to newspapers, magazines, and radio and television stations; nonprofit organizations; military recruiters; employers; and institutions of higher education.

Directory information is defined by district policy as information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information may include:

- a student's name
- address
- phone number

- date of birth
- email address
- major field of study
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- degrees and awards received
- the most recent previous school attended by the student.
- Photographs and videos

The district regards photographs as a category of directory information that would not generally be considered harmful or an invasion of privacy if disclosed. **Therefore, a student's photograph, together with the student's name, may be published on district or school websites/social media unless the student's parent/guardian has notified the district in writing to not release the student's photograph without prior written consent, in accordance with Board Policy and Administrative Regulation 5125.1 - Release of Directory Information. (BP 1113)**

By law, the district must give notice to parents of the district's decision to release designated directory information, and must allow a parent to inform the district in writing that any or all of the information designated as directory information should not be released without parent consent.
THIS IS YOUR NOTICE. If you do not want directory information about your student to be disclosed without your written consent, you must inform your child's school in writing within thirty (30) days from the date of receiving this notification.

Directory information regarding a student identified as a homeless child or youth will not be released unless a parent, or student accorded parental rights, has provided written consent that directory information may be released.

School Accountability Report Card (E.C. section 35256)

The School Accountability Report Card is available on request and is accessible at the following website: ***https://www.pbvusd.k12.ca.us***. This contains information regarding the quality of the district's programs and its progress toward achieving stated goals.

Complaints

Uniform Complaint Procedures (E.C. sections 32289 and 52075; 5 CCR 4600-4670; also see district board policy BP/AR 1312)

The district annually notifies its students, employees, parents or guardians of its students, advisory committees, appropriate private school officials, and other interested parties of the Uniform Complaint Procedures ("UCP") process.

The district is responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group, and all programs and activities that are subject to the UCP.

A. Programs and Activities Subject to the UCP

1. Accommodations for pregnant and parenting students (E.C. section 46015)

2. Adult education programs (E.C. sections 8500-8538, 52334.7, 52500-52617)

3. After School Education and Safety programs (E.C. sections 8482-8484.65)

4. Agricultural career technical education (E.C. sections 52460-52462)

5. Career technical and technical education and career technical and technical training programs (E.C. sections 52300-52462)

6. Child care and development programs (E.C. sections 8200-8498)

7. Compensatory education (E.C. section 54400)

8. Consolidated categorical aid programs (E.C. section 33315; 34 CFR 299.10-299.12)

9. Course periods without educational content when students in grades 9-12 are assigned to such courses more than one week in any semester or in a course the student has previously satisfactorily completed, unless specified conditions are met (E.C. sections 51228.1-51228.3)

10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in E.C. section 200 or 220, Gov't Code section 11135, or Penal Code section 422.55, or based on the person's

association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

11. Educational and graduation requirements for students in foster care, homeless students, students from military families, students formerly in a juvenile court school, migrant students, and immigrant students participating in a newcomer program (E.C. sections 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2)

12. Every Student Succeeds Act (E.C. section 52059; 20 USC 6301, et seq.)

13. Local Control and Accountability Plan (E.C. section 52075)

14. Migrant education (E.C. sections 54440-54445)

15. Physical education instructional minutes (E.C. sections 51210, 51222, and 51223)

16. Student fees (E.C. sections 49010-49013)

17. Reasonable accommodations to a lactating student (E.C. section 222)

18. Regional occupational centers and programs (E.C. sections 52300-52334.7)

19. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (E.C. section 64001)

20. School safety plans (E.C. sections 32280-32289)

21. School site councils as required for the consolidated application for specified federal and/or state categorical funding (E.C. section 65000)

22. State preschool programs (E.C. sections 8235-8239.1)

23. State preschool health and safety issues in license-exempt programs (E.C. section 8235.5)

The district's UCP shall be used to investigate and resolve any complaints alleging failure to comply with federal and state laws and regulations governing any district program or activity subject to the UCP and/or alleging unlawful discrimination, harassment, intimidation or bullying.

B. **Contact Information**

The staff member responsible to receive UCP complaints in the district is:

Lynn Paslay, Assistant Superintendent Educational Services
4200 Ashe Rd, Bakersfield, CA, 93313, (661) 831-8331, extension 6132
lpaslay@pbvusd.k12.ca.us

C. **Investigation and Decision**

Complaints will be investigated and a written report with a Decision will be sent to the complainant within sixty (60) days from the receipt of the complaint. This time period may be extended by written agreement of the complainant. The person responsible for investigating the complaint shall conduct and complete the investigation in accordance with the district's UCP policies and procedures.

The complainant has a right to appeal the district's Decision to the California Department of Education by filing a written appeal within fifteen (15) days of receiving the district's Decision. The appeal must be accompanied by a copy of the originally filed complaint and a copy of the district's Decision.

The district advises any complainant of civil law remedies including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of the district's UCP shall be available free of charge.

Complaints Regarding Textbooks and Other Instructional Materials, Teacher Vacancies or Mis-assignment and the Condition of School Facilities (E.C. sections 17592.72, 35186 and 35292.5; 5 CCR 4680-4687)

The district has a complaint process specifically designed to help identify and resolve insufficiencies related to textbooks and other instructional materials, teacher vacancies or mis-assignment, the condition of school facilities, and non-compliance with the requirement that feminine hygiene products are made available in bathrooms at no charge to students in low income schools. The complainant is entitled to an investigation and a response from the district. Additionally, such complaints may be filed anonymously.

Complaints Concerning Deficiencies Related To Instructional

Materials, Etc. (EC §35186)

Parents, students, and teachers have the right to file a complaint if there are deficiencies related to: insufficient or damaged instructional materials; emergency or urgent facility conditions that pose a threat to the health or safety of students or staff; or teacher vacancies or misassignments. Complaints may be filed anonymously. A complaint form is posted in every classroom and is available at the district office. The district uses the Uniform Complaint Procedures to investigate and resolve all such complaints.

Complaints Regarding Employees

The district also has a process which permits the public to submit complaints against district employees in an appropriate and expeditious way which protects the rights of involved parties and holds employees accountable for their actions without disrupting the educational process.

Complaints Regarding Discrimination and Discriminatory Harassment (Section 504 of the Rehabilitation Act of 1973, Title VI Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972; 34 CFR 104.8, 34 CFR 106.9 and 34 CFR 110.25)

The district is committed to equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, immigration status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

You have certain rights under the law, including Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin, Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, Section 504 of the Vocational Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act (IDEA), which prohibit discrimination on the basis of disability. The California Department of Education and the Office for Civil Rights of the U. S. Department of Education have authority to enforce these laws and all programs and activities that receive federal funds. Complaints or inquiries regarding compliance with Section 504 or Title II of the Americans with Disabilities Act may be directed to the district Section 504 Coordinator Lynn Paslay, Assistant Superintendent Educational Services, 4200 Ashe Rd, Bakersfield, CA, 93313, (661) 831-8331 ext 6132 or to the Director of the Office for Civil Rights, U.S. Department of Education, in Washington, D.C.

Complaints of unlawful discrimination are investigated through the uniform complaint process. For a complaint form or additional information, please contact: Lynn Paslay, Assistant Superintendent Educational Services, 4200 Ashe Rd, Bakersfield, CA, 93313, (661) 831-8331 ext 6132.

Safe Place to Learn Act (E.C. sections 220, 221.5, 234-234.5, 48900(r) and 48985)

The district is committed to providing a safe school environment that is free from harassment, discrimination, intimidation and bullying and allows all students equal access and opportunities in the district's academic and other educational support programs, services, facilities, and activities. The district prohibits unlawful discrimination, harassment, sexual harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, immigration status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics at any school activity or school attendance occurring within a school under the jurisdiction of the local educational agency, and all acts of the governing board or body of the local educational agency, the superintendent of the school district, and the county superintendent of schools in enacting policies and procedures that govern the local educational agency. Students who engage in discrimination, harassment, intimidation, bullying, or retaliation will be disciplined.

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who has experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

For copies of the district's anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies or to file a complaint regarding a violation of these policies using the uniform complaint procedures form, please contact the district's Coordinator for Nondiscrimination Lynn Paslay, Assistant Superintendent Educational Services, lpaslay@pbvusd.k12.ca.us

Each student is permitted to participate in sex-segregated school programs and activities and access facilities consistent with the student's gender identity, irrespective of the gender listed on the student's records. To ensure transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students, the district will address each situation on a case-by-case basis in accordance with law and board policy. If any student believes his/her privacy or religious beliefs and/or practices require increased privacy the student may contact the district's Coordinator for Nondiscrimination Lynn Paslay, Assistant Superintendent

Educational Services, lpaslay@pbvusd.k12.ca.us, 4200 Ashe Road, Bakersfield CA 93313, 661-831-8331 ext 6132.

Sexual Harassment/Discrimination and Title IX Complaint Procedures (E.C. sections 212.5, 220, 231.3, 234.1 and 48980; 20 USC 1681-1688; and 34 CFR 106.1-106.82)

The district's policy prohibiting sexual harassment of and by students (as well as others) in a school setting and related complaint procedures required by Title IX are set out by district board policy BP/AR 5145.7 and 5145.71 regarding students. Also, BP/AR 4119.11, 4219.11, 4329.11, 4119.12, 4219.12, and 4319.12 regarding employees.

The district prohibits sexual discrimination and has procedures for the prompt and equitable resolution of sexual harassment/discrimination complaints.

Students, their parents or anyone else, who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student, an employee or a third party, or who have experienced off-campus sexual harassment that has a continuing effect on campus, are strongly encouraged to immediately contact a teacher, the principal, the district's Title IX Coordinator, or any other available school employee.

Similarly, anyone who has witnessed or otherwise learned of school-related sexually harassing behavior are strongly encouraged to report the conduct.

A report may be made at any time, including during non-business hours, and either in person, by mail, phone, or email.

Any employee who receives a report or observes an incident of sexual harassment must immediately notify the school district's Title IX Coordinator.

Sexual harassment means any unwelcome sexual advance, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone in the educational setting. Examples include:

1. Unwelcome leering, sexual flirtations, or propositions;

2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions;

3. Graphic verbal comments about an individual's body or overly personal conversation;

4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature;

5. Spreading sexual rumors;

6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class;

7. Massaging, grabbing, fondling, stroking, or brushing the body;

8. Unsolicited touching of an individual's body or clothes in a sexual way;

9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex;

10. Displaying sexually suggestive objects;

11. Sexual assault, sexual battery, or sexual coercion; and

12. Electronic communications containing sexual comments, words, or images.

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:

Lynn Paslay
Assistant Superintendent Educational Services
4200 Ashe Rd, Bakersfield, CA 93313
(661) 831-8331 ext 6132
lpaslay@pbvusd.k12.ca.us

The Title IX Coordinator will review the allegations and see that they are investigated and resolved per district policy AR 5145.71 and as required by Title IX of the Education Amendments Act of 1972. If sexual harassment is found, the Title IX Coordinator will see that prompt action is taken in order to stop the sexual harassment, prevent recurrence, implement remedies, and address any continuing effects.

Miscellaneous

Local Control and Accountability Plan (E.C. sections 52060-52077)

The district is required to adopt a three-year Local Control and Accountability Plan (LCAP) and to update the LCAP on or before July 1 of each subsequent year. The LCAP is required to identify annual goals, and specific actions geared toward implementing those goals, and must measure progress for student subgroups across multiple performance indicators based on eight priorities set by the state. The priorities must be

aligned to the district's spending plan. The LCAP must be approved before the annual district budget can be adopted. Once the budget and the LCAP are adopted at the local level, the plan will be reviewed by the County Superintendent to ensure alignment of projected spending toward goals and services. The following are the eight state priorities:

1. Providing all students access to fully credentialed teachers, instructional materials that align with state standards, and safe facilities;

2. Implementation of and student access to state academic content and performance standards;

3. Parent involvement and participation;

4. Improving student achievement and outcomes along multiple measures;

5. Supporting student engagement;

6. Highlighting school climate and connectedness;

7. Ensuring all students have access to classes that prepare them for college and careers; and

8. Measuring other important student outcomes related to required areas of study.

The board of education is required to establish a parent advisory committee (PAC) and English learner parent advisory committee (ELPAC) to provide advice to the board of education and the Superintendent regarding the LCAP. (ELPACs are required if enrollment in the district includes at least 15 percent English learners and the district enrolls at least 50 pupils who are English learners. Districts are not required to establish a new ELPAC if an English learner parent committee has already been established). PACs must include parents or legal guardians of low-income students, English learner students, and foster youth.

Each district is required to consult with its teachers, principals, administrators, other school personnel, local bargaining units, parents, and pupils in developing the LCAP. As part of this consultation process, districts must present their proposed plans to the PAC and ELPAC. The advisory committees can review and comment on the proposed plan. Districts must respond in writing to the comments of the PAC and ELPAC. Districts are also required to notify members of the public that they may submit written comments regarding the specific actions and expenditures proposed in the LCAP.

Districts must hold at least two public hearings to discuss and adopt (or update) their LCAPs. The district must first hold at least one hearing to solicit recommendations and comments from the public regarding expenditures proposed in the plan and then adopt

(or officially update) the LCAP at a subsequent hearing.

Districts are required to post the LCAP approved by the board of education, and any updates or revisions to the LCAP, on the district's website, and establish policies for filing a complaint of noncompliance under E.C. section 52075 using the uniform complaint procedures. Information regarding the requirements for the LCAP and the complaint process must be provided to pupils, parents/guardians, and employees on an annual basis.

Miscellaneous Parental Rights (E.C. section 49091.10)

The Education Empowerment Act of 1998 establishes various rights for parents in addition to other rights identified in this Annual Notice. Your rights as a parent include the following:

Inspection of Instructional Materials: All primary supplemental instructional materials and assessments, including textbooks, teacher's manuals, films, audio and video recordings, and software shall be compiled and stored by the classroom instructor and made available promptly for your inspection in a reasonable time frame or in accordance with procedures determined by the district's governing board.

Observation of School Activities: You have the right to observe instruction and other school activities that involve your child in accordance with procedures determined by the district's governing board to ensure the safety of pupils and school personnel and to prevent undue interference with instruction or harassment of school personnel. Reasonable accommodation of parents will be considered by the district's governing board. Upon written request, school officials will arrange for observation of a requested class or classes or activities in a reasonable time frame and in accordance with procedures determined by the district's governing board.

Consent for Evaluations: Your child may not be tested for a behavioral, mental, or emotional evaluation without informed written parental consent.

Affirmation or Disavowal of Beliefs: A pupil may not be compelled to affirm or disavow any particular personally or privately held world view, religious doctrine, or political opinion. The law does not relieve pupils of any obligation to complete regular classroom assignments.

Other Parental Rights (E.C. section 51101)

The rights of parents of district pupils include the following:

1. To observe in your child's classroom (upon reasonable notice).

2. To meet with your child's teacher and the school principal (upon reasonable notice).

3. To volunteer your time and resources at the school.

4. To be notified on a timely basis if your child is absent from school without permission.

5. To be notified concerning your child's classroom and standardized test performance.

6. To request a specific school and teacher and to receive a response from the district. (This does not obligate the district to grant the request.)

7. To have a safe learning environment for your child.

8. To examine curriculum materials of your child's class.

9. To be informed of your child's progress and appropriate school personnel to contact in the event of problems.

10. To access student records for your child.

11. To receive information concerning expectations for student learning.

12. To be informed in advance about school rules, policies, dress codes, and procedures for visiting the school.

13. To receive information about any psychological testing of your child and to deny permission for such testing.

14. To participate as a member of any school site councils or parental advisory councils at the school, in accordance with governing membership.

15. To question, and receive an answer regarding, items in your child's record that appear inaccurate, misleading, or that invade privacy.

16. To be notified, as early in the school year as practicable, if your child is identified as being at risk of retention and of your right to consult with school personnel responsible for a decision to promote or retain your child and to appeal a decision to retain or promote your child.

17. Parents and guardians whose primary language is not English shall have the opportunity to work together in a mutually supportive and respectful partnership with schools, and to help their children succeed in school.

The Professional Qualifications of Your Student's Teacher(s) (34 CFR 200.61)

Federal law requires that the district tell you about your right to request information about the professional qualifications of your student's teacher(s). The same right extends to information about any paraprofessional assigned to work with your student.

You are entitled to ask for the following information:

- Whether the teacher has met state credential or license criteria appropriate to the grade level and subject matter in the class.
- Whether the teacher serves under an emergency permit or other provisional authorization.
- Whether the teacher is teaching in the field of discipline of the certification of the teacher.
- Whether your student is provided services by a paraprofessional, and if so, that person's qualifications.

To submit a request for information about the qualifications of your student's teacher(s) or paraprofessional(s), please contact your student's school.

Technology, Use of the Internet and/or Online Sites and Online Advertising (20 USC 6777; 20 USC 1232g and 20 USC 1232h; E.C. sections 35182.5 and 49073.1)

The district provides internet connections for many students during the educational day, and those internet connections are filtered using a software program or programs designed to eliminate access to visual depictions that are obscene, child pornography, or harmful to minors. While the filters are designed to prevent connections to such material, new websites and material are added to the internet every day and the district is unable to ensure that each and every inappropriate website or all such material will be blocked.

The district provides technology to students in many educational programs, including computers or electronic devices such as tablets or iPads or similar devices, and also provides Internet access as required for an educational program. Student use of such technology is subject to an Acceptable Use Policy and Agreement which describes acceptable and unacceptable uses of both the Internet connections and the computers or devices. Acceptable uses include communications between teachers and students about class assignments and other classroom topics, and between students on

cooperative or collaborative learning projects. During that communication, which may include the use of social media (such as a district-sponsored Facebook page or similar types of social media), personally identifiable information may be shared by your student with other students and the teacher. The district prohibits disclosure of such information outside the classroom assignment/environment but cannot ensure that recipients of the information will comply with the restrictions. Unauthorized disclosures may lead to disciplinary action. If you do not want your student to be subjected to the risk of unauthorized disclosure of personally identifiable information that is disclosed by your student in these classroom assignments/environment, you will have an opportunity to declare when required to read and agree to the Acceptable Use Policy and Agreement for your student. Refusal to sign the Acceptable Use Policy and Agreement will prevent your student's participation in such educational programs and may require transfer of your student to a technology-free classroom or environment.

The district does not intend to subject students to any advertising and will take steps to prevent advertising that targets students based on the advertiser's use of personally identifiable information. However, due to financial constraints under which the district is otherwise unable to provide the product or service which the advertising accompanies or to which it is attached, the district may be required to permit some advertising that is not targeted at individual students. Any such product or service will have been found by the district to be an integral component of pupil education. Parents/guardians of students in these programs may request that their student not be exposed to this advertising and the district will comply. This means your student will not participate in the educational program but will be required to obtain the educational benefit via a different method if the district is unable to block or otherwise avoid the advertising being presented to your student, including cloud based services. The district uses or contemplates using third-party vendors of data storage/management products and services and educational software products and services from third-party vendors, including cloud-based services.

These third-party technology vendors are considered school officials with whom students' personally identifiable information can be shared without parental consent because they have a legitimate educational interest in the education records generated by or filtered through their software.

The district's contract with third-party vendors of products and services will include legally required contractual provisions, including requirements to maintain the confidentiality of pupil information and also including parental right to review pupil records and correct erroneous information.

Digital Learning

Digital learning can be a viable alternative instructional strategy that supports student achievement of academic goals. Digital learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment

courses, or other courses identified by the Superintendent or designee, or in the event that a school site is physically closed due to widespread illness, natural disaster, or other emergency condition making a school site unsafe or otherwise interrupting the district's ability to effectively conduct operations at a school site.

The district may offer digital learning through a variety of delivery methods as appropriate for the grade level and subject matter. Digital learning opportunities may include video, audio, and/or written instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, live or prerecorded video, telecourses, and other instruction that relies on computer or communications technology. They may also include the use of print materials with written or oral feedback. As appropriate, courses may be self-directed to allow students to complete assignments at their own pace and/or may involve real-time interaction among the teacher and students.

To ensure that digital learning opportunities are available to all students, the district may contract with third parties for technological devices and the internet connections and, consistent with the district's budget and technology plan, may loan devices to students to use at home and/or assist families in identifying free service providers. Students are expected to use district technology responsibly in accordance with the district's Acceptable Use Agreement. In a digital learning environment, there may not be an option for you to elect a technology-free classroom or environment and personally identifiable information may be shared by your student with other students and the teacher, and any online vendors or service providers under contract with the district.

The district reserves the right to monitor student use of district technology within the jurisdiction of the district without advance notice or consent. Students' use of district technology including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the district for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the district technology. Students' personally owned devices used with any district technology shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules.

Kern Integrated Data System

The district is participating in the Kern Integrated Data System which is a database of student and other information from educational agencies of all types in Kern County, the purpose of which is to increase the rate of student achievement for Kern County students by providing structure and a framework for sharing personally identifiable student information, consistent with the terms, conditions, limitations, and exclusions on sharing information by primary, secondary, and postsecondary institutions set forth

in law, for the purpose of studying, analyzing, tracking, and improving student progress in a manner compliant with both state and federal law on student data privacy.

Electronic On-Line Services/Internet Access

Student Obligations and Responsibilities:

Electronic on-line services may not be used for any purpose which conflicts with the goals or the policies of the District or for illegal or unethical purposes. Students are authorized to use district equipment to access the Internet or on-line services in accordance with user obligations and responsibilities specified below and in accordance with Governing Board policy and the District's Acceptable Use Agreement. Students are issued a Chromebook, charger, Chromebook case with strap, and a wall adapter.

1. The student in whose name an on-line services account is issued is responsible for its proper use at all times. Students shall keep personal account numbers, home addresses and telephone numbers are private. They shall use the system only under their own account number.

2. The district's system shall be used only for purposes related to education. Commercial, political and/or personal use unrelated to an educational purpose is strictly prohibited.

3. The use of the district's system is a privilege, not a right, and inappropriate use shall result in a cancellation of those privileges.

4. Students are prohibited from accessing, posting, submitting, publishing or displaying harmful matter or threatening, obscene, disruptive or sexually explicit material which could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, gender, sexual orientation, age, disability, religion or political beliefs. *Harmful matter* includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest, and is matter which depicts or describes in a patently offensive way sexual conduct and which lacks serious literary, artistic, political or scientific value for minors. [Penal Code 313]

5. Students shall not disclose, use or disseminate personal identification information about themselves or others when using electronic mail, chat rooms, or other forms of direct electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians. *Personal information* includes the student's name, address, telephone number, Social Security number, or other individually identifiable information.

6. Students shall not use the system to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or district policy.

7. Copyrighted material may not be placed on the system without the author's permission. Users may download copyrighted material for their own use only.

8. Students shall not intentionally upload, download or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."

9. Students shall not read other users' electronic mail or files. They shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to delete, copy, modify or forge other users' mail.

10. Students shall report any security problem or misuse of the services to the teacher or principal.

The District reserves the right to monitor any online communications for improper use. Electronic communications and downloaded materials, including files deleted from a user's account, may be monitored or read by district officials to ensure proper use of the system.

***Penalty for Inappropriate Use*:**
Inappropriate use shall result in a cancellation of the student's user privileges, disciplinary action and/or legal action in accordance with law and Board policy. Students who fail to abide by these obligations and responsibilities shall be subject to disciplinary action, revocation of the user account, and legal action as appropriate.

<u>Code of Conduct for Employee-Pupil Interactions</u> (E.C. section 44050 and BP sections 4219.21, 4119.21 and 4319.21)

The district has a code of conduct for employees that includes employee interaction with pupils. Inappropriate employee conduct toward students includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon.

2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.

3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child.

4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student.

5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time.

6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members.

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action.

8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity.

9. Being dishonest with students, parents/guardians, staff, or members of the public including, but not limited to, falsifying information in employment records or other school records.

10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information.

11. Causing damage to or engaging in theft of property belonging to students, staff, or the district.

12. Wearing inappropriate attire.

13. An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of, but fails to report, inappropriate employee conduct may also be subject to discipline.

14. The district prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the district's complaint process shall be subject to discipline.

Know Your Rights

Your Child Has the Right to a Free Public Education

- All children in the United States have a Constitutional right to equal access to free public education, regardless of immigration status and regardless of the immigration status of the students' parents or guardians.

- **In California:**

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

Information Required for School Enrollment

- When enrolling a child, schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of the child's age or residency.

- You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

Confidentiality of Personal Information

- Federal and state laws protect student education records and personal information. These federal and state laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.

- Some schools collect and provide publicly basic student "directory information." If they do, then each year, your child's school district must provide parents/guardians with written notice of the school's directory information policy, and let you know of your option to refuse release of your child's information in the directory.

Family Safety Plan if You Are Detained or Deported

- You have the option to provide your child's school with emergency contact information, including the information of secondary contracts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported.

- You have the option to complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult to make educational and medical decisions for your child.

Right to File a Complaint

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

<u>Programs to Encourage Parental Involvement/Annual Objectives</u> (E.C. section 11503, 20 USC 6312 and 20 USC 6318)

To ensure that parents/guardians and family members of students are provided with opportunities to be involved in their children's education, each year the district endeavors to involve parents/guardians and family members by:

- Establishing district-level parent advisory committees;
- Inviting input from district committees and school site councils;
- Providing information about opportunities for parents/guardians and family engagement through the district newsletter, website, or other written or electronic means
- Providing copies to parents/guardians;
- Providing a master calendar of district activities and district meetings;
- Ensuring that there is an opportunity at a public board meeting for public comment; and
- Assisting parents/guardians in understanding the state academic content standards and academic achievement standards, state and local academic assessments, and how to monitor a child's progress through reports.

A more complete discussion may be found in board policy BP and AR 6020 and in the district's LCAP Annual Update posted on the district's website.

<u>Procedures for Preventing Acts of Bullying, including Cyberbullying</u> (E.C. section 234.1)

Any complaint of bullying must be investigated and, if determined to be discriminatory bullying, resolved in accordance with law and the district's uniform complaint procedures specified in board policy AR 1312.3. Discriminatory bullying includes bullying

on the basis of race, color, national origin, sex, sexual orientation, gender identity or expression, age, disability, and/or another legally protected category. When "discriminatory bullying" is committed and the bullying is sufficiently serious to create a hostile educational environment for the alleged victim to otherwise deny or limit the student's educational benefits and services, including denial of a free appropriate public education, the victim must be afforded the protections specified under relevant state and/or federal law.

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.

The district must develop strategies for addressing bullying in its schools and do so with the involvement of students, parents/guardians, and staff. Districts 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.

For more information regarding the district's general anti-bullying policy please review board policy BP 5131.2 and 5145.3.
Bullying and harassment encompass both in-person and cyber-threats. A cyber-threat is defined as any electronic communication—including, but not limited to, social media posts, direct messages, or digital imagery—intended to intimidate, create fear, or cause emotional distress to students or staff. An in-person threat is defined as any verbal or physical expression of intent to inflict harm. Such behavior is strictly prohibited, whether occurring on or off school grounds, if it disrupts the educational environment or poses a safety risk to the school community.

ELO-P Extended Learning Opportunities Program

The Expanded Learning Opportunities Program (ELO-P) is a state-funded initiative in California designed to provide enrichment programming before school, after school, during intersessions, and over the summer for students in Transitional Kindergarten (TK) through sixth grade. Participating districts are required to offer services for a total of nine hours per day across 180 instructional days and 30 non-school days, including summer programming.

Our district participates in both ELO-P and the After School Education and Safety (ASES) program. The ASES program—locally known as ACES (All Children Excel in School)—has been supported by Proposition 49 since 2002 and implemented in our district since 2007. Each year, the grant is renewed following the successful completion of our initial award.

ELO-P and ACES programs run Monday through Friday using a classroom-based supervision model led by trained Program Leaders, with daily dismissal times extending to 6:00 p.m. All

elementary and TK-8 schools now offer free childcare services through ELO-P and/or ACES for students in TK through sixth grade. We also continue to offer ACES at three junior high schools: Actis, Stonecreek, and Thompson. Each site is supported by a full team that includes Administrative Support, a Program Manager, and grade-level specific Program Leaders.

Textbooks

The Panama-Buena Vista Union School District provides textbooks for all academic subjects for students in grades TK-8. Please help your student by providing a sturdy backpack and establish a storage area where books and school materials will receive the care they deserve.

Textbooks are to be covered with an easily removable non-damaging type cover. **UNDER NO CIRCUMSTANCES** are adhesive/sticky book covers allowed. Tape is only to be used on the book cover, not on the textbook. Textbooks are to be covered the entire year. The replacement cost of lost and/or damaged textbooks while issued to students ranges from $3.00 to $150.00.

The District reserves the sole authority to replace lost books with funds collected from parents/students. Parent purchased replacements for lost books will not be accepted due to the many variations in textbook editions (i.e., preview copies, edition dates, print dates, etc.).

***There is a ONE WEEK period at the beginning of the school year during which students may inspect their textbooks for damage and report any problems to library staff. After this one week inspection period the student will be held responsible for damage to textbooks at the discretion of the school principal.*

Instructional Materials

The governing board of a school district, a county board of education, or the governing body of a charter school shall not adopt or approve the use of any textbook, instructional material, supplemental instructional material, professional development materials, or curriculum for classroom instruction if the use of the textbook, instructional material, supplemental instructional material, or curriculum would subject a pupil to unlawful discrimination pursuant to EC Section 220.

i. If the governing board of a school district, a county board of education, or the governing body of a charter school knows or has reason to know that materials were used in a classroom or an action occurred that violated Section 220, the governing board of the school district, the county board of education, or the governing body of the charter school shall investigate and remediate the action, which may include, but is not limited to, the implementation of restorative justice practices.

The governing board of a school district, a county board of education, or the governing body of a charter school shall not adopt or approve the use of any professional development materials or services if the professional development materials or services promote, endorse, or otherwise support actions or the

use of any textbook, instructional material, supplemental instructional material, or curriculum which would subject a pupil to unlawful discrimination pursuant to Section 220.

i. If the governing board of a school district, a county board of education, or the governing body of a charter school knows or has reason to know that professional development materials or services were used or an action occurred that violated Section 220, the governing board of the school district, the county board of education, or the governing body of the charter school shall investigate and remediate the action, which may include, but is not limited to, the implementation of restorative justice practices.

Notwithstanding any other law, a complaint pursuant to EC Section 244 may be filed with the applicable school district, county office of education, or charter school under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations, or may be filed with the Superintendent directly.

APPENDIX

- All In Health Care for All Families
- 6 Steps to Obtaining Medical
- BP 1312.3 – Uniform Complaint Procedures
- BP 1312.2 – Complaints Concerning Instructional Materials Policy
- Legal Reference
- BP 5145.7 – Sexual Harassment
- BP 5145.3 – Student Non Discrimination/Harassment Policy
- BP 5131.2 – Bullying Policy
- Cellular Phones and other Electronic Signaling Devices
- Classroom Visitation Procedures
- Parent and Family Engagement Policy
- Guidelines for Suspected Head Injuries and Concussions
- Health Provider Information Form
- Physician's Authorization for Medication to be Taken at School
- Request for Special Consideration During School Hours
- District Meal Charge Policy
- Requirement to Stock Menstrual Products
- HPV and HPV Vaccination
- Cal Kids Fast Facts

Enroll. Get Care. Renew.

FREE MEDI CAL OR LOW COST COVERED CALIFORNIA EXISTS FOR MOST LOW INCOME CALIFORNIA FAMILIES.

- **Medi-Cal** is a **public health insurance** available to low-income Californians. Starting January 1, 2024, all income-eligible Californians qualify for full scope Medi-Cal benefits REGARDLESS OF AGE OR IMMIGRATION STATUS. **Full scope Medi-Cal** covers more than just care when you have an emergency. It provides medical, dental, mental health, and vision (eye) care. Applying for Medi-Cal via the Covered California website is the fastest way to get covered.
- **Covered California** is a **free service** for individuals and families to get free or low-cost health insurance OR to get help paying for **private** health insurance. More information on page 2.

APPLY for Medi-Cal or Covered California:

- **By phone:** *1(800) 300-1506*
- ***www.CoveredCA.com*** (Covered CA and Medi-Cal)
  www.BenefitsCal.com (Medi-Cal)
- **In-person:** ***https://bit.ly/3Tk3cXV***
- **Apply by mail:** Medi-Cal printable applications here: ***http://bit.ly/3RRENIK***

Need Help?

Find Help in Your Community and More!
Scan this QR code.
www.allinforhealth.org

The 6 Step Roadmap to Medi-Cal

1 Check Your Eligibility

Medi-Cal eligibility is based primarily on your income and state residency.

2 Apply for Medi-Cal

Medi-Cal enrollment is open and available all year. Read more about enrollment

3 Eligibility Determination

The county will process your application for eligibility.

4 Select a Health Care Plan

Most Medi-Cal enrollees must enroll in a health care plan.

5 Get Care

Medi-Cal covers ALL medically necessary care.

6 Renew Your Medi-Cal

Most people must renew their Medi-Cal every year.

For more detailed information about how to Enroll, Get Care, and Renew Medi-Cal, please see page 2.

all in HEALTH CARE FOR ALL FAMILIES
A PROJECT OF The Children's Partnership
CALIFORNIA SCHOOL-BASED HEALTH ALLIANCE
Putting Health Care Where Kids Are
Region 1 BEST START
San Diego Community Birth Center
This flyer was created with the support of the Whole Child Equity Partnership.

The 6 Steps to Medi-Cal

STEP 1

Check Your Eligibility

Children, pregnant and 12 months postpartum individuals have higher income eligibility levels than other adults. Your child(ren) may still qualify for Medi-Cal even if adult family members do not qualify.

If your income is above the Medi-Cal eligibility level, you may qualify for Covered California. If so, Medi-Cal will forward your information to Covered California, which will send you information about your automatic enrollment and what you need to do to activate it. ***See the income limit chart.***

STEP 2

Enroll.

Apply for Medi-Cal in person, online, by mail, by phone, or find help in your community. Go to page 1 for more information or enroll at: ***www.CoveredCA.com***

STEP 3

Eligibility Determination

After you apply:

- You will receive a ***Notification of Likely Eligibility*** by mail. **NEW!** — many Medi-Cal eligible applicants can now receive real time enrollment. This means that once the application is received, **you will have full coverage while the county processes the application.** For the fastest "real-time" enrollment, apply for Medi-Cal through ***www.CoveredCA.com*** (applications submitted by mail start accelerated enrollment when the county receives the application).
- You will receive a ***Final Notice of Action*** notifying you whether you can receive Medi-Cal. If you are denied Medi-Cal, you have the right to appeal. Ask for a ***State Fair Hearing*** by calling ***800-952-5253***, or by requesting it in writing.
- It can take up to 45 days to receive your Medi-Cal card in the mail after you apply, if you are eligible.

STEP 4

Select a Health Care Plan

You must choose a health plan within 30 days of receiving your health plan options in the mail. If you do not choose a plan within 30 days, Medi-Cal will choose a plan for you. The health plans available to you **depend on what county you live in.**

- Go to the Medi-Cal ***Managed Care Health Plan Directory*** to find your options.
- Visit the ***Health Care Options*** website for more information.

STEP 5

Get Care.

Find a primary care doctor. Ask your health plan for help locating an available doctor near you. Your health plan is required to help you make appointments, get interpretation services, ***get free transportation to appointments,*** and use telehealth.

Medi-Cal covers ALL COSTS for screenings, mental health, vision, dental services, and all other medically necessary care.

Find a dental home. Medi-Cal offers dental benefits to both children and adults. Visit ***SmileCalifornia.org*** to find a Medi-Cal dentist.

Kids and Teens. Medi-Cal for Kids & Teens provides free services to keep your child healthy from birth to age 21. For more information, visit: ***https://bit.ly/3T1Ga8e***



2024 Financial Help

You or your family may qualify for free Medi-Cal or *premium assistance* under Covered California.

For information on calculating income and household size, visit:

www.allinforhealth.org/financial-help

STEP 6

Renew.

It's important to ensure that Medi-Cal has your current address and updated phone number so that when it's time to renew your coverage, they can contact you. If you receive a renewal notice, be sure to act!

Follow these steps:

- Set up a ***BenefitsCal.com*** account to get renewal updates.
- Submit changes to your contact information so Medi-Cal can contact you about renewals.
- Fill out and submit renewal forms when they are received (online, phone, mail, or in person).

Often when family income increases, your child(ren) may still qualify for Medi-Cal even if adult family members no longer qualify. Fill out and submit Medi-Cal renewal information to keep your child(ren)'s free Medi-Cal coverage even if you may be enrolled in employer coverage or Covered California.

Children in foster care and former foster youth are not required to renew their coverage. Postpartum individuals also do not need to renew their coverage within 12 months postpartum.

Covered California

If you are ineligible for Medi-Cal:

- Covered California offers a selection of health plans. They help in comparing and choosing a health plan that works best for each person. To learn more, visit: ***www.CoveredCA.com***
- Many Californians may qualify for financial assistance via a Premium Tax Credit or reductions in what enrollees pay for their health care (known as cost-sharing reductions).
- Open enrollment is the time of year when everyone can apply for a plan through Covered California. Enroll during Open Enrollment or any time you experience a life-changing event, like losing your job or having a baby. You have 60 days from the event to complete enrollment.

www.allinforhealth.org

© The Children's Partnership 2024

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

District UCP Compliance Officer
Dr. Lynn Paslay
Assistant Superintendent of Educational Services
Panama-Buena Vista Union School District
4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331, ext. 6132
lpaslay@pbvusd.k12.ca.us

Complaints Subject to UCP

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

1. Accommodations for pregnant and parenting students (Education Code 46015)

2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)

3. After School Education and Safety programs (Education Code 8482-8484.65)

4. Agricultural career technical education (Education Code 52460-52462)

5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)

6. Child care and development programs (Education Code 8200-8488)

7. Compensatory education (Education Code 54400)

8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)

9. Course periods without educational content (Education Code 51228.1-51228.3)

10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, physical or mental disability, medical condition, or genetic information; any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55; or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

    Discrimination includes, but is not limited to, the Board's refusal to approve the use or prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. Additionally, discrimination includes, but is not limited to, the Board's adoption or approval of use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library if the use would subject a student to unlawful discrimination pursuant to Education Code 220. A complaint alleging such unlawful discrimination may, in addition to or in lieu of being filed with the district, be directly filed with the Superintendent of Public Instruction (SPI). (Education Code 243, 244)

    The UCP shall not be used to investigate and resolve employment discrimination complaints. (5 CCR 4611)

11. Educational and graduation requirements for students in foster care, students experiencing homelessness, students from military families, students formerly in a juvenile court school, students who are migratory, and newcomer students (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

12. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)

13. Local control and accountability plan (Education Code 52075)
14. Physical education instructional minutes (Education Code 51210, 51222, 51223)

15. Student fees (Education Code 49010-49013)

16. Reasonable accommodations to a lactating student (Education Code 222)

17. Regional occupational centers and programs (Education Code 52300-52334.7)

18. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

19. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)
20. School Safety Plans (32280-32289)
21. State preschool programs (Education Code 8207-8225)
22. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

23. Any other state or federal educational program the SPI or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with federal, state, and local laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency (5 CCR 4611)

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services (5 CCR 4611)

3. Any complaint alleging that a student, while in an education program or activity, was subjected to conduct known to the district that may reasonably constitute sex discrimination under Title IX, including sex-based harassment, as defined in 34 CFR 106.2

   Discrimination on the basis of sex includes sex stereotypes; sex characteristics; sexual orientation; gender; gender identity; gender expression; pregnancy, childbirth, termination of pregnancy, or lactation, including related medical conditions or recovery; and parental, marital, and family status. Such a complaint shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in Administrative Regulation 5145.71 - Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures. (34 CFR 106.2,

106.10, 106.11, 106.44)

4. Except for complaints alleging sex discrimination, including sex-based harassment, any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulation 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department

   Employment complaints alleging sex discrimination, including sex-based harassment, shall be investigated and resolved as specified in 34 CFR 106.44 and 106.45 and Administrative Regulation 4119.12/4219.12/4319.12 - Title IX Sex Discrimination and Sex-Based Harassment Complaint Procedures.

5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with Administrative Regulation 6159.1 - Procedural Safeguards and Complaints for Special Education (5 CCR 3200-3205)

6. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15580-15584)

7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with Board Policy 3555 - Nutrition Program Compliance (5 CCR 15582)

8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with Administrative Regulation 1312.4 - Williams Uniform Complaint Procedures (Education Code 35186)

COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS BP 1312.2

The Board of Trustees uses a comprehensive process to adopt district instructional materials that is based on selection criteria established by law and Board policy and includes opportunities for the involvement of parents/guardians and community members. Complaints concerning the content or use of instructional materials, including textbooks, supplementary instructional materials, library materials, or other instructional materials and equipment, shall be properly and fairly considered using established complaint procedures.

Parents/guardians are encouraged to discuss any concerns regarding instructional materials with their child's teacher and/or the school principal. If the situation remains unresolved, a complaint may be filed using the process specified in the administrative regulation.

The district shall accept complaints concerning instructional materials only from staff, district residents, or the parents/guardians of children enrolled in a district school.

When deliberating upon challenged materials, the Superintendent and/or review committee shall consider the educational philosophy of the district, the professional opinions of teachers of the subject and of other competent authorities, reviews of the materials by reputable bodies, the teacher's stated objectives in using the materials, community standards, and the objections of the complainant.

Complainants are encouraged to accept the Superintendent's or review committee's decision. However, if the complainant finds that decision unsatisfactory, he/she may appeal the decision to the Board.

The district's decision shall be based on educational suitability of the materials and the criteria established in Board policy and administrative regulation.

Complaints related to sufficiency of textbooks or instructional materials shall be resolved pursuant to the district's Williams uniform complaint procedure at AR 1312.4.

SEXUAL HARASSMENT BP 5145.7

The district does not discriminate on the basis of sex in any of its programs or activities and complies with Title IX of the Education Amendments of 1972 and its implementing regulations.

The Governing Board is committed to maintaining a welcoming, safe, and supportive school environment that is free from discrimination and harassment. The Board prohibits at district or at district-sponsored or district-related activities, sexual harassment, as defined in the accompanying administrative regulation, targeted at any student.

Additionally, the Board prohibits retaliatory behavior or action against any person who reports, files a complaint, testifies about, assists with, or otherwise supports a complainant in alleging sexual harassment, or otherwise participates or refuses to participate in the complaint process established for the purpose of this policy. (Education Code 220.1, 221.8; 34 CFR 106.71)

The district strongly encourages students who feel that they are being or have experienced sexual harassment on district grounds or at a district-sponsored or district-related activity, or off-campus when the conduct has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee.

Any employee who receives a report or observes an incident of sexual harassment by or against a student in a district education program or activity shall report the incident to the Title IX Coordinator within one workday.

Once notified, the Title IX Coordinator shall ensure that the complaint alleging sexual harassment is addressed through Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures or Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures, as applicable. Additionally, the Title IX Coordinator shall ensure that any implementation of Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures concurrently meets the requirements of Board Policy/Administrative Regulation 1312.3 - Uniform Complaint Procedures.

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

The Superintendent or designee shall inform students and parents/guardians of this policy in the manner specified in the accompanying administrative regulation.

The Superintendent or designee shall ensure that all district staff are trained regarding this policy, and that employees required to receive training related to their duties under Title IX receive training as specified in Administrative Regulation 4119.11/4219.11/4319.11 - Sexual Harassment. (Government Code 12950.1; 2 CCR 11023, 11024; 34 CFR 106.45)

Instruction/Information

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

1. What acts and behavior constitute sexual harassment, including the fact that sexual

harassment could occur between people of the same sex and could involve sexual violence

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

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

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

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

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

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

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

Disciplinary Actions

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

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

Record-Keeping

The Superintendent or designee shall maintain records in accordance with law, including in accordance with Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures, and district policies and regulations, of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

NONDISCRIMINATION/HARASSMENT BP 5145.3

The Governing Board desires to provide a welcoming, safe, and supportive school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities.

This policy shall apply to all acts constituting unlawful discrimination or harassment related to district activity or attendance, to acts which occur off campus or outside of district-related or district-sponsored activities but which may have an impact or create a hostile environment at school, and to all acts of the Board and the Superintendent in enacting policies and procedures that govern the district.

The Board prohibits, at any district school or activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, against an individual or group based on one, or a combination of two or more, protected characteristics, which include, but may not be limited to, race or ethnicity; ancestry; color; ethnic group identification; nationality; national origin; immigration status; sex; sexual orientation; sex stereotypes; gender; gender identity; gender expression; religion; disability; medical condition; genetic information; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 200, 210.1, 210.2, 212, 212.1, 220, 221.51, 230, 260; Government Code 11135, 12926; 20 USC 1681-1688, 42 USC 2000d-2000d-7)

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational

program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in district programs or activities or the provision or receipt of educational benefits or services.

Because unlawful discrimination could occur when disciplining students, including suspension and expulsion, the Superintendent or designee shall ensure that staff enforce discipline rules fairly, consistently and in a non-discriminatory manner, as specified in Board Policy and Administrative Regulation 5144 - Discipline, Board Policy and Administrative Regulation 5144.1 - Suspension and Expulsion/Due Process, and Administrative Regulation 5144.2 - Suspension and Expulsion/Due Process (Students With Disabilities).

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates, participates, or refuses to participate in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's website in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation. (Education Code 234.1, 234.6; 34 CFR 106.8)

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination related to a district activity, attendance, or district-related or district-sponsored activity, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

When a student has been suspended, or other means of correction have been implemented against the student for an incident of racist bullying, harassment, or intimidation, the principal or designee may engage both the victim and perpetrator in a restorative justice practice suitable to the needs of the students. The principal or designee may also require the perpetrator to engage in a culturally sensitive program that promotes racial justice and equity and combats racism and ignorance and regularly check on the victim to ensure that the victim is not in danger of suffering from any long-lasting mental health issues. (Education Code 48900.5)

The Principal or designee will focus their support to ensure the district pillar: Wellness, Safety, and Equity for All, is upheld.

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

Complaints alleging unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with Board Policy 1312.3 - Uniform Complaint Procedures, when required by law. However, complaints alleging sexual harassment under Title IX shall be investigated and resolved in accordance with the procedures specified in Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures.

BULLYING **BP 5131.2**

This policy shall apply to all acts constituting bullying related to school activity or to school attendance occurring within a district school, to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school, and to all acts of the Governing Board and the Superintendent in enacting policies and procedures that govern the district.

The Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a welcoming, safe, and supportive school environment that protects students from physical, mental, 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.

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.

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.

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 Administrative Regulation 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.

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 intradistrict or interdistrict transfer, as applicable.

District families are encouraged to model respectful behavior, contribute to a safe and supportive learning environment, and monitor potential causes of bullying.

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

Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

CELLULAR PHONES AND OTHER ELECTRONIC SIGNALING DEVICES

The Governing Board recognizes that student use of smartphones and other mobile communication devices on campus could be harmful and disruptive of the instructional program in some circumstances.

Partial Ban: Students cell phones, smart watches, pagers, or other mobile communication devices will be turned off and stored away for the school day. The "school day" encompasses the duration between a student's arrival on campus and their subsequent departure, while under the supervision of district personnel. This definition may exclude certain extracurricular or co-curricular activities occurring outside regular instructional hours.

However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

1. In the case of an emergency, or in response to a perceived threat of danger

2. When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator

3. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being

4. When the possession or use is required by the student's individualized education program

The Superintendent or designee may undertake measures or strategies in accordance with law, to limit student access to smartphones and other mobile communication devices on campus. (Education Code 48901.7)

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

A student's personal electronic device shall not be searched without the consent of the student's parent/guardian, except pursuant to a lawfully issued warrant, when a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device information, or when the search is otherwise permitted pursuant to Penal Code 1546.1.

When a student uses a mobile communication device in an unauthorized manner while at a school site or under the supervision and control of a district employee, the student may be disciplined and the district employee may temporarily confiscate the device. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate.

BP 5131.8(b)

MOBILE COMMUNICATION DEVICES

A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

The district will not be responsible or liable for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

The Board shall review and, as necessary, update this policy at least once every five years. Any such review or update shall include significant stakeholder participation to ensure that the policy is responsive to the unique needs and desires of the school community.

✂✂✂

Scheduling: Visits shall be scheduled by the classroom teacher for a time and date convenient to both the parent and the teacher. The parental observation date shall be within a reasonable time frame following the initial request. A request for a specific date must be made no less than 48 hours in advance.

Frequency and Duration: To minimize interruptions and distractions during valuable classroom time, parental classroom observations are limited to two visits per month per related student with a maximum duration of one hour per visit. If there is a need for more parental observation, additional visits may be scheduled through the Principal.

Parental Conduct during Classroom Visitation: Parents may enter and exit the classroom only once during each visit. Parents shall remain in the back of the classroom and may not interact with students or the teacher unless the interaction is initiated by the classroom teacher. Unnecessary noise and/or movement must be kept to a minimum.

The classroom teacher may direct a parent to leave the room if the parent's presence or conduct unduly interferes with the instructional program, and the parent must leave the classroom if directed to do so. Any concerns or complaints may be addressed directly to the classroom teacher after regular school hours or to the Principal.

Violation of Classroom Visitation Rules: A violation of the classroom visitation rules may be resolved by the classroom teacher through counseling of the offending parent privately. If this form of correction is not effective, the Principal may, as necessary, temporarily preclude a parent from visiting his/her child's classroom during regular school hours for a period of time not to exceed 14 continuous days.

When a parent has been precluded by the Principal from visiting his/her child's classroom, the parent may appeal the decision to the District's Assistant Superintendent in charge of Educational Services who will investigate and consider the matter in a timely fashion.

Notification of Classroom Visitation Procedures: Parents shall receive notification of classroom visitation procedures. The notification used should be substantially as follows:

"Parents are encouraged to visit their child's classroom and observe the instructional program. Visits must be scheduled directly with the classroom teacher and, generally, at least 48 hours in advance.

"Distractions and interruptions seriously impair the educational process. To minimize distractions during valuable classroom time, parental visits are limited to twice per month for a maximum of one hour per visit. Additional visits may be scheduled through the principal if more observation time is needed.

"While visiting, parents are generally required to remain quiet and in the back of the room in order to minimize the classroom interruption which a visitor's presence typically causes.

“Copies of the school’s classroom observation procedures are available upon request.”

REFERENCES:
Education Code Sections 32212, 35160, 49091.10, 51101
PBVUSD Board Policy 1250

Parent and Family Engagement Policy
Panama-Buena Vista Union School District
Board Approval: April 14,2026

Superintendent:	Katie Russell, Ed.D.
Address:	4200 Ashe Rd.,, Bakersfield, Ca 93313
Phone:	661-831-8331
Email Address:	
Website:	https://www.pbvusd.k12.ca.us/

Panama-Buena Vista Union School District provides opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), which includes providing information and school reports, in a format and, to the extent practicable, in a language such parents understand.

The LEA Parent and Family Engagement Policy are distributed to all families, including parents and families of Title I students, via the District Parent Handbook and available on the District website (https://www.pbvusd.k12.ca.us). In addition, paper copies can be found at the District office, free of charge. The Policy is translated into Spanish and other languages as required by statute. Parents and families wishing to provide ongoing support and input into the Policy can participate through the School Site Council, the District Advisory Committee, and other committees. Additionally, parents and families can provide input by completing the parent surveys distributed throughout the school year.

1.0 The local governing board shall establish and implement a policy on parent and family engagement. (California Education Code [EC] sections [§§] 11500-11504, 51101[b]; 20 United States Code [U.S.C.] § 6318[a][1], 6318[a][2])

1.1 Panama-Buena Vista Union School District (P-BVUSD) has developed a written Title I parent and family engagement policy with input from parents and family members of participating children.

P-BVUSD develops its written Title I Parent and Family Engagement Policy with input from parents and family members of participating students. Parents and family members are provided opportunities to review, comment on, and provide feedback on the policy annually through participation in the District Advisory Committee (DAC), District English Learner Advisory Committee (DELAC), and other educational partner groups. In addition, Title I parents may provide input by completing the annual LEA Parent and Family Engagement Policy input form.

To involve parents and family members in the Title I program at Panama-Buena Vista Union School District, the following practices have been established:

a) P-BVUSD incorporates the parent and family engagement policy into the P-BVUSD level plan. (20 U.S.C. § 6312, 6318[a][2])

The District incorporates the Parent and Family Engagement Policy into its LEA-level planning documents, including the Local Control and Accountability Plan (LCAP) and the LCAP Federal Addendum.

The District involves parents and family members in the joint development of the Local Control and Accountability Plan (LCAP)/LCAP Federal Addendum and school support and improvement development. Review of and comments on the LCAP/LCAP Federal Addendum are encouraged through discussions with the DAC, DELAC, School Site Councils (SSC), and other educational partner meetings/listening posts. Parents and families are provided surveys where they can give the District feedback regarding the LCAP goals. Information about the LCAP/LCAP Addendum is shared through local Board of Education reports, the District's website, the LEA report card, and through reports at DAC and DELAC meetings on each school's progress in meeting all accountability measures and in the annual evaluation of the LCAP/LCAP Addendum. Parents have the opportunity to address the Board regarding the LCAP at a separate public hearing held before the scheduled Board meeting to review and approve the LCAP.

Copies of the working drafts of the LCAP/LCAP Addendum in a practicable format, in a language the parents and family members can understand, are available. Parent and Family Engagement Policies at the school level address parents' and family members' roles on school site councils and the development of all school plans.

While no schools have been identified for Comprehensive Support and Improvement (CSI) or Additional Targeted Support and Improvement (ATSI), three schools have been identified for Targeted Support and Improvement (TSI). Parents and family members at those schools are provided information on the school's progress and opportunities to offer input on improving the instructional program.

b) P-BVUSD involves parents and family members in the joint development of the local educational agency planning efforts and in the process of school review and improvement. (20 U.S.C. § 6318[a][2][A])

The District builds the capacity of all participating schools to plan and implement effective parent and family engagement activities by providing parents and family members opportunities to serve as committee and advisory members. These include, but are not limited to, safety planning committees, School Site Councils (SSC), English Learner Advisory Committees (ELAC), District English Learner Advisory Committee (DELAC), District Advisory Committee (DAC), Parent Clubs, and other educational partner groups throughout the year.

Parents and family members participate in school review and improvement through their involvement in the

development, implementation, and evaluation of the School Plan for Student Achievement (SPSA). Each Title I school develops a school-level Parent and Family Engagement Policy with input from parents, staff, and advisory committee members to address the specific needs of its students and families. School sites identify parent and family engagement needs within the SPSA, and district-level staff use this information to guide the development of targeted and universal engagement activities. District specialists provide technical assistance and support to ensure parent and family engagement requirements are met and that strategies outlined in the SPSA are effectively implemented.

The District also supports parent and family engagement by communicating school and district information through multiple platforms, including the District website, ParentSquare, and District social media outlets.

P-BVUSD collaborates with community-based organizations and partners with demonstrated expertise in parent and family engagement to support LEA planning efforts and school improvement initiatives. These partnerships include, but are not limited to:

- American Red Cross
- Bakersfield Museum of Art
- Bakersfield Police Department
- California Spectrum Services
- California State University, Bakersfield (CSUB)
- Coach Art
- First 5 Kern
- Kern County Fair
- Kern County Network for Children
- Kern County Public Health
- Kern County Public Library
- Kern Literacy Council
- Kern Regional Center
- OneSight EssilorLuxottica Foundation
- Parent Institute for Quality Education (PIQE)
- Panama-Buena Vista Foundation
- Scholastic
- Valley Strong Credit Union

c) P-BVUSD provides coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the P-BVUSD in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance. (20 U.S.C. § 6318[a][2][B])

The District coordinates and integrates parent and family engagement strategies with other relevant federal, state, and local programs and requirements by providing guidance, technical assistance, and oversight to schools. This includes reviewing each school's School Plan for Student Achievement (SPSA), with specific attention to parent and family engagement goals and actions, and supporting schools in the development and implementation of those strategies.

Parent and family engagement strategies are embedded within school reform and improvement initiatives and are integrated into school plans for academic accountability. Parents and family members are involved in school planning processes to support student learning and school improvement. All Title I schools are required to conduct no fewer than three parent and family engagement activities annually to build capacity and support parents in assisting with their child's educational program.

To further support schools and families, the District provides coordinated services through the Student Support Services Department, including Title I– and Title IV–funded School Social Workers who address the social-emotional learning needs of students and families. Additional technical assistance and support are provided through the District English Learner Program Specialists, State Preschool Coordinator, Director of Special Education, District Specialists, and the Foster Youth and Homeless Liaison.

d) P-BVUSD coordinates and integrates Title I, Part A parent and family engagement strategies with parent and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs. (20 U.S.C. § 6318[a][2][C])

The District conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of this Parent and Family Engagement Policy in improving the academic quality of all schools served under Title I, Part A. The evaluation includes parent input and survey results from all schools to assess the effectiveness of parent and family engagement strategies.

A parent and family engagement survey is administered annually, and the results are used to revise the policy for the following school year. The District also provides multiple parent meetings at various sites and times to increase participation and gather feedback.

All Title I schools conduct an annual evaluation of program effectiveness through their Comprehensive Needs Assessment. Findings are shared with school site educational partners and inform the development of SPSA goals, strategies, and actions for the subsequent school year.

Committee and advisory groups, including DAC and DELAC, are provided opportunities through surveys, open forums during scheduled meetings, and electronic communication to review and provide input on the current policy.

e) P-BVUSD conducts, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served under Title I, Part A. (20 U.S.C. § 6318[a][2][D])

The District identifies and addresses barriers to greater participation by parents and family members through strategies such as flexible meeting schedules, meetings held at various school sites, in-person and virtual meeting options, free childcare during meetings when feasible, and the provision of interpreters to meet multiple language needs. Additional barriers that may limit participation, including homelessness, immigration status, parent literacy, and disabilities, are also considered as part of the evaluation process.

The District uses multiple methods, including focus groups, surveys, and workshops, to evaluate parent and family satisfaction with the quality, accessibility, and frequency of District and school communications. The District collaborates with school sites, Consolidated Programs English Learner Services, and Special Services to ensure full and equitable participation for parents with disabilities and parents with limited English proficiency, including providing information and school reports in languages parents can understand.

Data on parent and family participation, including the number of participants and the types of activities offered, are collected and reviewed annually. Evaluation findings are used to revise the Parent and Family Engagement Policy and to improve parent and family engagement strategies at both the district and school levels.

To address identified needs and barriers, the District provides resources and literature in print and digital formats, in English, Spanish, and other languages as appropriate, to support parents in assisting their children's learning and engaging with school staff. The District also offers parent workshops at Title I schools focused on strengthening school–family partnerships, including how to communicate with teachers and school staff, prepare for parent-teacher

conferences, access summer learning opportunities, and understand assessment and accountability systems such as the California School Dashboard.

P-BVUSD identifies the following:

1. Barriers to greater participation by parents in activities authorized by this section (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). (20 U.S.C. § 6318[a][2][D][i])

P-BVUSD identifies and addresses barriers to parent and family engagement, with particular attention to parents who are economically disadvantaged, have disabilities, have limited English proficiency, have limited literacy, or belong to any racial or ethnic minority group.

The District conducts an annual evaluation of the Parent and Family Engagement Policy with meaningful parent involvement, including the following actions:

- Parent input and survey results from all schools are used to evaluate the content and effectiveness of the policy and to identify barriers to participation.
- A Title I parent and family engagement survey is administered annually, and multiple parent meetings are held at various sites and times to maximize parent participation.
- All Title I schools conduct an Annual Program Review that uses data-driven and evidence-based decision-making based on student academic needs.
- Advisory and committee members, including ELAC, SSC, DAC, and DELAC, review the policy and provide input.
- Evaluation findings, including survey and committee input, are used to revise the policy and improve parent and family engagement strategies for the following year.

2. The needs of parents and family members so that they may assist with the learning of their children, including engaging with school personnel and teachers. (20 U.S.C. § 6318[a][2][D][ii])

P-BVUSD identifies the needs of parents and family members to help them support their children's learning and engage effectively with school personnel and teachers. The District involves parents and family members in school activities through representation on advisory committees, including DELAC, DAC, and other school-based committees. Each Title I school provides at least one parent representative to participate on these committees.

School site representatives bring forward information about parent and family needs and have multiple opportunities throughout the year to share input with committee members. This input is used to develop, review, and revise the Parent and Family Engagement Policy, ensuring that it reflects the ongoing needs of families and supports meaningful engagement with their children's education.

3. Strategies to support successful school and family interactions. (20 U.S.C. § 6318[a][2][D][iii])

Each school develops a site Parent and Family Engagement Policy and School–Parent Compact designed to meet the needs of their families. Schools host family information nights, such as Math or Literacy Night, informal meetings with the principal, and other opportunities for families to engage with staff.

The School–Parent Compact describes how families and school staff share responsibility for improving student achievement and how the school and families will collaborate to assist students in achieving the state academic standards.

f) P-BVUSD uses the findings of such evaluation in subparagraph (e) to design evidence-based strategies for more effective parental involvement and to revise, if necessary, the parent and family engagement policy. (20 U.S.C. § 6318[a][2][E]

P-BVUSD uses the findings of the annual evaluation to design evidence-based strategies for more effective parental involvement. Evaluation results are used to revise the Parent and Family Engagement Policy as needed to strengthen family engagement practices across the District.

g) P-BVUSD involves parents in activities of schools served under Title I, Part A to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent and family engagement policy. (20 U.S.C. § 6318[a][2][F])

P-BVUSD involves parents in activities of schools served under Title I, Part A to adequately represent the needs of the population served for the purposes of developing, revising, and reviewing the Parent and Family Engagement Policy.

Each school designates family members to serve on the District Advisory Committee (DAC) and District English Learner Advisory Committee (DELAC). These committees review the annual evaluation results and input from educational partners and use this information to develop, revise, and review the Parent and Family Engagement Policy.

1.2 The P-BVUSD policy on parent and family engagement for all schools (including Title I and non-Title I) in the district shall be consistent with the goals and purposes listed below. (EC §§ 11502, 11504, 11506)

a) Engage parents positively in their children's education by helping parents to develop skills to use at home that support their children's academic efforts at school and their children's development as responsible future members of our society. (EC § 11502[a])

All schools develop site Parent and Family Engagement Policies and School–Parent Compacts to address the needs of parents at their school. Each school offers parent and family engagement activities designed to help families support learning at home. Examples include:

- Parent information nights
- Coffee with the Principal
- Literacy and Math nights
- Parent–teacher conferences
- Parent workshops

- Resources shared via the District website and materials sent home

b) Inform parents and family members that they can directly affect the success of their children's learning by providing parents with techniques and strategies that they may utilize to improve their children's academic success and assist their children in learning at home. (EC § 11502[b])

Parents are provided with strategies and techniques to improve their children's academic success and assist learning at home. Resources are shared through parent meetings, family nights, and school communications.

c) Build consistent and effective communication between the home and the school so that parents may know when and how to assist their children in support of classroom learning activities. (EC § 11502[c])

Schools regularly evaluate the effectiveness of communication with parents. Results from the annual LCAP survey are used to improve services each year. Additionally, school sites utilize ParentSquare messages and other tools to facilitate ongoing home–school communication.

d) Train teachers and administrators to communicate effectively with parents. (EC § 11502[d])

Site principals provide resources, information, workshops, and training to teachers and administrators on evidence-based strategies for effectively communicating with families.

e) Integrate parent involvement programs into the school's master plan for academic accountability. (EC § 11502[e])

Each site annually develops a School Plan for Student Achievement (SPSA), which includes goals, actions, strategies, and expenditures for family engagement, as well as goals to improve academic achievement and the overall learning environment.

1.3 The LEA receiving more than $500,000 in Title I, Part A funds reserves at least one percent of its allocation to carry out parent and family engagement activities. (20 U.S.C. § 6318[a][3][A])

P-BVUSD receives more than $500,000 in Title I, Part A funds and reserves at least one percent of its allocation to carry out parent and family engagement activities. These activities are included in the District's Local Control and Accountability Plan (LCAP) and LCAP Federal Addendum.

District-level staff provide support to schools in implementing family engagement strategies, including guidance on planning, oversight of activities, and coordination with school sites. The reserved funds are used to strengthen family engagement across the District and ensure compliance with federal requirements.

1.4 Parents and family members of children receiving Title I, Part A services are involved in the decisions regarding how funds reserved are allotted for parental involvement activities. (20 U.S.C. § 6318[a][3][B])

Parents and family members of children receiving Title I, Part A services are meaningfully involved in decisions regarding how funds reserved for parental involvement activities are allocated. Each school designates family members to serve on the District Advisory Committee (DAC) and District English Learner Advisory Committee (DELAC).

These committees review input gathered from educational partners about family engagement needs and activities. Based on this input, the committees provide recommendations that guide the use of the 1% Title I set-aside funds at both the school and district levels. This information is incorporated into the District's LCAP and LCAP Federal Addendum annually, including planned actions and services to strengthen family engagement.

1.5 Not less than 90 percent of the funds reserved are distributed to schools served, with priority given to high-need schools. (20 U.S.C. § 6318[a][3][C])

P-BVUSD distributes at least 90 percent of the funds reserved for parent and family engagement under Title I, Part A directly to schools. Distribution is based on a funding formula that considers the number of eligible Title I students at each school, with priority given to high-need schools.

1.6 Funds reserved by P-BVUSD are used to carry out activities and strategies consistent with the district's parent and family engagement policy, including not less than one of the following: (20 U.S.C. § 6318[a][3][D])

a) Supporting schools and nonprofit organizations in providing professional development for district and school personnel regarding parent and family engagement strategies. (20 U.S.C. § 6318[a][3][D][i])

b) Supporting programs that reach parents and family members at home, in the community, and at school. (20 U.S.C. § 6318[a][3][D][ii])

c) Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members. (20 U.S.C. § 6318[a][3][D][iii])

d) Collaborating or providing sub-grants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement. (20 U.S.C. § 6318[a][3][D][iv])

e) Engaging in any other activities and strategies that P-BVUSD determines are appropriate and consistent with the parent and family engagement policy. (20 U.S.C. § 6318[a][3][D][v])

P-BVUSD allocates 100% of the required Title I, Part A parent and family engagement funds directly to Title I schools. These funds support school-level activities consistent with this policy and federal law (20 U.S.C. § 6318[a][3][D]), including:

- Parent workshops on supporting student learning and understanding state assessments
- Family literacy and math nights
- Staff professional development on family engagement strategies
- Translation and interpretation services for school meetings and communications
- Partnerships with local organizations to provide mentoring, homework support, or family education resources

The District provides guidance and oversight to ensure that schools use these funds effectively to strengthen

parent and family engagement and meet the requirements outlined in federal law.

Panama-Buena Vista Union School District's Title I, Part A LEA Parent and Family Engagement Policy was developed jointly and agreed on with parents and family members of children participating in Title I, Part A programs on March 18, 2026. The LEA will distribute the Policy to all parents and family members of participating Title I, Part A students annually on or before September 30, 2026.

Katie Russell, Ed.D., Superintendent

Name and Title of Authorized Official



Signature of Authorized Official

March 18, 2026

Date

GUIDELINES FOR SUSPECTED HEAD INJURIES AND CONCUSSIONS

What is a concussion?

A concussion is a type of brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head. Concussions can also occur from a blow to the body causing the head and brain to move rapidly back and forth. Even what seems to be a mild bump to the head can be serious.



What are the signs and symptoms of a concussion?

You can't see a concussion. Signs and symptoms of concussions can show up right after an injury or may not appear or be noticed until hours or days after the injury. It is important to watch for changes in how the student is acting or feeling, if symptoms are getting worse, or if s/he just "doesn't feel right." Most concussions occur without loss of consciousness.

Signs of a Concussion
Appears to be dazed or stunned
Is confused about events
Answers slowly
Repeats questions
Can't recall events prior to the hit, bump, or fall
Loses consciousness (even briefly)
Shows behavior or personality changes
Forgets class schedule or missing assignments
Slurred speech
One pupil (the black part in the middle of the eye) is larger than the other

Symptoms of a Concussion	
Thinking/Remembering:	**Emotional:**
Difficulty thinking clearly	Irritable
Difficulty concentrating or remembering	More emotional than usual
Feeling more slowed down	Sad
Feeling sluggish, hazy, or groggy	Nervous
Physical:	**Sleep*:**
Headache or "pressure in head	Drowsy
Balance problems or dizziness	Sleeps more than usual
Blurry or double vision	Has trouble falling asleep
Sensitivity to light or noise	**Only ask about sleep symptoms if the injury occurred on a prior day*
Numbness or tingling	

Know how to assess consciousness:

It is important to know whether or not the victim is conscious, as the victim needs special positioning if unconscious, paying particular attention to breathing. To check the consciousness of the victim, try the AVPU code:

- **A** - is the victim ***alert***? - are your questions being answered? (What happened to you?) Instruct a responsive patient to remain still. Look for any obvious injuries to the head.
- **V** - does the victim respond to ***voice***? - give spoken commands or ask questions (What is today's date?)
- **P** - does the victim respond to ***pain*** or touch? - pinch skin to see if there is movement or eyes opening
- **U** - is the victim ***unresponsive*** to anything attempted?

What should I do if someone has a concussion?

Suspect a brain injury when a blow to the head results in confusion or disorientation. Activate EMS

immediately and provide spinal motion restriction. Do not try to stop the flow of blood or fluid from the ears or nose. If the injured has a seizure, maintain spinal motion restriction and protect them from bumping into nearby objects. Do not restrain them tightly and do not place anything in their mouth. Seizures generally last for just a few minutes. Seek medical attention right away. A health care professional experienced in evaluating for concussions can determine how serious the concussion is and when it is safe to return to normal activities, including physical activity and school (concentration and learning activities).

Concussion Treatment
1. Prevent Swelling and Further Injury
a. Apply ice wrapped in a washcloth to the bumped area.
b. Have the person stop activity and rest.
c. Never let a concussed person out of your sight until medical attention arrives.
2. When to Seek Medical Attention
a. When their headache seems to be getting worse
b. Continued vomiting
c. Increased drowsiness or dizziness
d. Increased confusion
e. Heart palpitations, seizures, or loss of consciousness
f. Neck pain after fall



Make sure the injured individual talks to their physician about concussions. Each concussion is different and how to treat them can be different, too. It is a very individualized plan based on the diagnosis and conversations with the physician.

Concussions in Sports

Concussions have been called the 'silent epidemic'. The Centers for Disease Control says about 3 million young athletes suffer from sports related concussions each year, but there are concerns many more are not being diagnosed. If left untreated, some concussion symptoms can lead to a lifetime of problems.

California has implemented a new concussion safety law:
Education Code 49475, formerly Assembly Bill 25, addresses concussion in high school athletics and was recently signed into law by the Governor. This is a measure the CATA (California Athletic Trainers' Association) sponsored last year and supported this year, with the NFL being the primary sponsors. The new state law is fundamentally similar to the CIF (California Interscholastic Federation) rule which came into play last year. It states:

"This bill requires a school district that elects to offer athletic programs to immediately remove from a school-sponsored athletic activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The bill would prohibit the return of the athlete to that activity until he or she is evaluated by, and receives written clearance from, a licensed healthcare provider, as specified. The bill would require, on a yearly basis, a concussion and head injury information sheet to be signed and returned by the athlete and the athlete's parent or guardian before the athlete's initiating practice or competition."

PANAMA-BUENA VISTA UNION SCHOOL DISTRICT
4200 Ashe Road
Bakersfield, CA 93313-2029
(661) 831-8331 ❖ FAX (661) 832-8002

HEALTH CARE PROVIDER INFORMATION FORM

Dear Parents/Guardians,

School districts providing school-based health services have an opportunity to bill private and government insurance companies for those services. Receiving insurance reimbursements helps districts ensure students can get the care and support they need at school through special programs including theLocal Educational Agency Medi-Cal Billing Option and Children and Youth Behavioral Health Initiative (CYBHI). In order for the District to sustain and expand essential school-based services at no additional cost to your family and to offset costs to the school, the federal government permits districts to bill insurance if and when a reimbursable service is provided to your child.. Again, there will not be any charges made to you and there are no out-of-pocket costs to your family.

Please print:

Student's Name_____

Birthdate_____ Grade _____ Today's Date: _____

This student receives health insurance coverage through:

_____ Medi-Cal _____ Medicaid _____ Disability Insurance

_____ Private Health Insurance Provider: _____

Policy Number: _____ Group Number: _____

Policy Holder's Name: _____

Your and your child's information is private and protected under all privacy laws, including the Family Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPAA).

Sharing this information will not change your child's insurance or their ability to receive services. You will never be asked to pay anything. The school will not charge co-pays or deductibles for any care your child gets through us.

Authorization and Permission

I give permission for the School District to bill my insurance company for any health services provided by District healthcare providers, and I authorize release of any medical information by the school district and its providers to my insurance carrier as is necessary to make payments directly to the school district.

Signature of Parent/Guardian _____Date_____

Please return this form to your school's health office. This authorization will remain in effect for the 2026-2027 school year.

PANAMA-BUENA VISTA UNION SCHOOL DISTRICT

Health, Safety and Wellness
4200 Ashe Rd, Bakersfield, CA 93313
Phone (661) 831-8331 ext. 6548 Fax: (661) 832-8002

PHYSICIAN'S AUTHORIZATION FOR MEDICATION TO BE TAKEN AT SCHOOL

(A separate form must be signed for each medication and is considered current for the noted school year)

Student's Name _____ Date of Birth _____

School _____ Teacher _____ Grade_____

The prescribed medication must be clearly labeled and brought to the school office in a pharmacy-labeled container. The health and well-being of the above named student is dependent upon them taking this medicine during school hours. Students will be assisted by designated/assigned, trained school personnel according to the following information:

Physical condition for which medication is to be given: _____

Name of medication:_____

Method of administration (check one): □ Tablets □ Liquid □ Topical □ Other: _____

Dose: _____ Time of Day to be Given: _____ As Needed:_____
(Be specific, i.e., milligrams, number of puffs, etc.) *(PRN)*

If medication is to be given "as needed," describe indications: _____

This medication is to be continued as indicated above until: _____

Precautions, possible reactions and/or side effects: _____

Student may be allowed the privilege of possessing and self-administering certain life-sustaining medications when the physician believes it is necessary, the child is capable, and the medicine can be stored and taken in a safe manner (Examples: asthma inhalers, allergic reaction kits, enzymes, insulin delivery systems). **The following conditions must be met for self-administration at school:**

(MEDICAL PROVIDER'S INITIALS ARE *REQUIRED* NEXT TO THE SELECTED RESPONSE):

- *It is essential that this student carry medications at all times. Yes _____ No _____*
- *This student has been trained by the medical provider to carry and self-administer medication safely. Yes ____ No ____*

We agree to notify the school office immediately of any change in the medication, dosage, or frequency, and to sign a new statement when appreciable differences occur from the above directions. We agree to mutual sharing of information between our doctor authorized school personnel about our child's need for the medication and the expected effects or possible side effects.

Signature: Parent or Guardian Date	Signature: Physician/Licensed Health Care Provider Date
Please Print: Parent or Guardian	Please Print: Physician
Address	Address
Home Phone Work Phone	Phone Fax

Please request and complete form 709020 "Request for Special Consideration During School Hours." This form enables you to provide the additional information about your child's medical condition, early warning signs and symptoms, and list other medications taken outside of school hours.

THIS FORM IS VALID FOR THE REMAINDER OF THE SCHOOL YEAR

(See reverse side for procedures)

Rev. 10/10/22tt White: School Yellow: School Nurse 709030

SAMPLE - VOID

PHYSICIAN'S AUTHORIZATION FOR MEDICATION TO BE TAKEN AT SCHOOL

TO PARENTS/PHYSICIANS:

The following principles and procedures will be followed in the Panama-Buena Vista Union School District when a parent requests that a student take medication at school:

1. The assistance of medication to pupils by designated school personnel may be done only when the student's health may be jeopardized without the medication and when such assistance has been requested in writing and approved by **both** the treating physician **and** the student's parent.

2. Students requiring medication during school hours **(either prescription or non-prescription)** are to have the original container brought to the school office by the parent. It will be kept in a safe and secure place and given to the child as indicated on the container this form (front).
   a. Prescription medication to be taken at school must be in the original container with the pharmacist's label attached describing the name of the person for whom the medication is prescribed, the kind of medication, dosage, how often it should be taken, and the prescribing doctor's name (C.E.C. 49423, 49480). You may request that your physician ask the pharmacist to prepare a separate container for the school use.
   b. Over-the-counter medications also require a physician's signature indicating the necessity for medication to be taken during school hours. OTC medications must be in the original retail container with the student's name clearly written on the container.

3. A written statement is required of both:
   a. The treating licensed health care provider, who shall indicate the necessity of the medication being taken by the pupil during school hours, and;
   b. The parent(s), who shall request and authorize the designated school personnel to give said medication in the dosage as prescribed by the physician.

4. Under the following circumstances, students may be allowed the privilege of possessing and self-administering certain life-sustaining medications (i.e., asthma inhalers, allergic reaction kits, enzymes, insulin delivery systems):
   a. The parent and physician believe self-administration is in the best interest of the child.
   b. Both the parent and physician agree that the child's knowledge and maturity level are sufficient to self-medicate **safely.**
   c. The appropriate sections on the front of this form are completed and approved by the physician and the student has been trained in the proper storage and administration of the medication.
   d. This privilege will be reviewed by a District school nurse and can be revoked if the student is observed using unsafe practices, such as sharing/loaning medication, excessive use, improper storage or transport of medication, etc.

5. **Under no circumstances are school personnel to provide medications** such as aspirin or any other patent medicine or nostrum to students.

6. To increase your child's safety at school, it is recommended that in addition to this medication form, the parent complete the "Request for Special Consideration During School Hours" (Form 709020). This form enables the parent to provide detailed information about the child's medical condition, symptoms, early warning signs, and to list other medications taken outside school hours. Forms are available in the school office.

BACK

PANAMA-BUENA VISTA UNION SCHOOL DISTRICT
Health, Safety and Wellness
4200 Ashe Rd., Bakersfield, CA 93313
Phone (661) 831-8331 ext. 6548 Fax: (661) 832-8002

REQUEST FOR SPECIAL CONSIDERATION DURING SCHOOL HOURS

(Confidential)

Student's Name _____ Date of Birth _____

School _____ Teacher _____ Grade _____

Parent's Name _____ Address _____ Phone _____

Condition(s) _____ School Year _____

Dear Parent:

You have indicated that this student has a condition which may require special consideration during school hours. For the most part, school personnel will try to safely minimize the effects of this condition by helping the student fit into the regular school routines. However, in order to act in his/her best interests, we are requesting further information.

A brief history of the condition(s): _____

_____

Primary Physician: _____ Phone: _____ Fax: _____

Address: _____

Symptoms which could develop in the school setting:	Parents would like this response from school personnel:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Medications taken regularly (include medications taken during and after school hours): (C.E.C. 49480)

Name of Medication	Dosage	Time of Day When Taken	Prescribing Physician
1. _____	1. _____	1. _____	1. _____
2. _____	2. _____	2. _____	2. _____
3. _____	3. _____	3. _____	3. _____

(FOR MEDICINE TO BE GIVEN DURING SCHOOL HOURS, REQUEST MEDICATION FORM 703030)

We agree to mutual sharing of information by our doctor and the school personnel about our child's need for the medication and the expected effects and side effects.

Parents: Please keep emergency information at the school updated. Feel free to contact the school secretary, child's teacher, school principal or district nurse if additional assistance is needed. Please return both copies as soon as possible. Thank you for your cooperation.

Parent Signature: _____ Date: _____

Rev. 10/10/22tt White: Teacher Yellow: School Nurse Pink: School 709020

SAMPLE - VOID

Panama-Buena Vista Union School District

KATIE RUSSELL, Ed.D.
District Superintendent

4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331 Fax (661) 398-2141

BOARD OF TRUSTEES
Chad Blain
Bryan Easter
Linda Garcia
Paula Van Auken
Keith C. Wolaridge, Ed.D.

School Year 2026-2027

To the Parents/Guardians of a P-BVUSD Student

We are pleased to inform you that the Panama-Buena Vista Union School District will be offering free breakfast and free lunch to all enrolled students who attend classes on campus during the 2026-2027 school year. This has been made possible through the California Universal Meals Program.

MEAL SERVICE
One free breakfast and one free lunch per school day is available to all enrolled students attending classes on campus at no charge, regardless of income or need.

Breakfast is available approximately 15-20 minutes before the morning bell at all Panama-Buena Vista school sites. Please see your student's school site bell schedule for more details.

A la Carte Milk: The *universal meals* program is for a complete meal and does not cover the purchase of a milk outside of a meal. The cost for a milk outside of a complete meal is 50¢ and payment must be made in advance or at time of the purchase. Payments for milk may be made in person at any of the school site kitchens, or by using the drop boxes located in the cafeteria and school office. Please be sure to include the student's name and ID number on the outside of the pre-payment envelope.

The Panama-Buena Vista Union School District takes part in the *offer versus serve* program to minimize food waste. In *offer versus serve*, students are offered five components for lunch (protein, grain, vegetable, fruit, and milk) and are required to take a minimum of three of these components, with at least one of them being a serving of fruit or vegetable. Students are always allowed to take all five components.

If your student brings lunch from home, they can complement this meal with the "Pick 3 Free" option by selecting a fruit, vegetable, and milk.

EDUCATION BENEFIT FORM
Although meals are provided at no charge, district and school sites rely on income forms for maximum funding allocations. Education Benefit Forms are included in back-to-school packets and at www.pbvusd.k12.ca.us.

SUMMER-EBT CARDS
Summer EBT is a federal program that is administered through the California Department of Social Services in association with the California Department of Education (CDE). School districts do not issue or reload the cards. For more information, please contact the Summer EBT Hotline at (877) 328-9677 or the United States Department of Agriculture at https://www.fns.usda.gov/sedt/household.

Sincerely yours,

Kristi Sepsey

Kristi Sepsey
Director of Nutrition Service

This institution is an equal opportunity provider.

Requirement to Stock Menstrual Products

Panama-Buena Vista Union School District

Notice to Parents, Guardians, Pupils, and Teachers

2026-2027

Section 35292.6 is added to the Education Code, to read:

(a) On or before the start of the 2022–23 school year, a public school, including a school operated by a school district, county office of education, or charter school, maintaining any combination of classes from grades 6 to 12, inclusive, shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom.

(b) A public school described in subdivision (a) shall not charge for any menstrual products provided to pupils.

(c) A public school described in subdivision (a) shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section. This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.

(d) For purposes of this section, "menstrual products" means menstrual pads and tampons for use in connection with the menstrual cycle.

(e) This section shall become operative on July 1, 2022.

HPV and HPV Vaccination: What Every Parent Should Know

What is HPV?

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

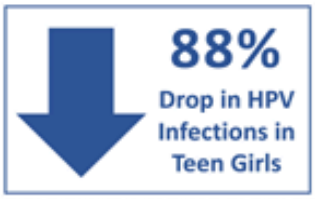


HPV is estimated to cause about 37,000 cases of cancer in men and women every year in the U.S. – that's the same as the average attendance for a major league baseball game!

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

How can I protect my child from HPV?

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



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

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

HPV and HPV Vaccination: What Every Parent Should Know

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



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

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

Where can I get the HPV vaccine for my child?

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

Ask your healthcare provider or local health department about VFC. Find doctors participating in VFC in your area.

For more information on HPV, the vaccine, and cancer prevention, visit the Centers for Disease Control and Prevention.

Fast Facts

Program Summary

CalKIDS is a children's development account program administered by the ScholarShare Investment Board, an agency of the State of California. The program provides children born in California and eligible public school students with a CalKIDS Scholarship worth up to $1,500 for college or career training!

Eligibility

There are two eligible groups for the program, each with unique award amounts.

Newborns + Young Children

- All children born in California on or after July 1, 2022, can claim a CalKIDS Scholarship:

Up to $100

All children born on or after July 1, 2023, have a **$100 CalKIDS Scholarship** waiting to be claimed. Children born between July 1, 2022, and June 30, 2023, have a $25 scholarship waiting.

+ $25

Parents who claim their child's CalKIDS Scholarship will receive an **additional $25 contribution** into their child's CalKIDS Scholarship Account.

+ $50

Parents who link a CalKIDS Account with a ScholarShare 529 Account, California's official college savings plan, will receive an **additional $50 contribution** into their child's CalKIDS Account.

= Up to $175 in scholarship funds

Students

- California's low-income public school students enrolled in grades 1 through 12, during the 2021-2022 academic year, and second graders in subsequent academic years, may be eligible.
- All eligible public school students can claim a CalKIDS Scholarship:

$500

Eligible public school students have a **$500 CalKIDS Scholarship** waiting to be claimed.

+ $500

Eligible students identified as **foster youth** will receive an **additional $500 contribution** into their CalKIDS Scholarship Account.

+ $500

Eligible students identified as **homeless** will receive an **additional $500 contribution** into their Account.

= Up to $1,500 in scholarship funds

Claiming a CalKIDS Scholarship

Scholarships are automatically created for eligible children and students. However, parents or students must claim their CalKIDS Scholarship to access the funds. Claiming a scholarship is quick and easy. Visit CalKIDS.org and have the information below ready.

Newborns + Young Children

- The **county** where the child was born
- Child's **date of birth**
- **Local Registration Number** (LRN) found on the child's birth certificate

Students

- The **county** where the student attended school when they became eligible
- Student's **date of birth**
- **Statewide Student Identifier** (SSID), which can be obtained by contacting the student's school

Request a Distribution

- Requesting funds from a CalKIDS Scholarship Account can be done online at CalKIDS.org.
- Funds are sent directly to the eligible institution of higher education.
- Students must be at least 17 years old and enrolled at the institution where the funds are being sent.
- Students have until they reach age 26 to use the funds in their CalKIDS Account.

Eligible Use of Funds

Money in a CalKIDS Account can be used for qualified higher education expenses, such as:

- Tuition and fees
- Books and required supplies
- Computer equipment

Once funds are requested, they are sent directly to the institution.

To learn more, visit CalKIDS.org today!

CalKIDS

To learn more about CalKIDS, including eligibility and scholarship amounts, or to opt out of the program entirely visit CalKIDS.org