

PALERMO UNION SCHOOL DISTRICT

7390 Bulldog Way
Palermo, CA 95968-9700
(530) 533-4842
Fax (530) 532-1047

Superintendent
Dr. Bryan L. Caples

Board of Trustees
Debbie Hoffman
Loretta Long
Susan Short
William Bynum
Jessica King

Helen Wilcox School
5737 Autrey Lane
Oroville, CA 95966
(530) 533-7626
Fax (530) 533-6949
Heather Scott, Principal

Honcut School
68 School Street
Oroville, CA 95966
(530) 742-5284
Fax (530) 742-2955
Kathleen Andoe-Nolind, Principal

Palermo School
7350 Bulldog Way
Palermo, CA 95968
(530) 533-4708
Fax (530) 532-7801
Andee Farrar, Principal

Golden Hills School
2400 Via Canela
Oroville, CA 95966
(530) 532-6000
Fax (530) 534-7982
Kristi Robinson, Principal

An Equal Opportunity Employer

BOARD MEETING AGENDA

November 1, 2017

Place: District Office

7390 Bulldog Way, Palermo, CA 95968
6:00 p.m. (Closed Session – Student Matters)
Approximately 6:15pm – Open Session

[Note: The Board of Trustees may take action on any item posted on this Agenda. Members of the public may directly address the Board concerning any item on this Agenda prior to or during the Board consideration of that item, as determined by the Board President. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in these meetings, please contact the Superintendent's Office (530) 533-4842, ext. 7. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to these meetings. This Agenda and all supporting documents are available for public review at the District Office, 7390 Bulldog Way, Palermo, CA. Documents that have been distributed to the Board less than 72 hours before the meeting are available for public inspection at the District Office, 7390 Bulldog Way, Palermo, CA 95968]

INTRODUCTION

1. **Call to Order.** (Time _____)
2. **Flag Salute.**
3. **Roll Call.**
4. **Approval of Agenda.**

ACTION _____ MOTION _____ SECOND _____ VOTE _____

CLOSED SESSION (Time _____)

Closed session for the purpose of discussing Student Matters/Discipline, in accordance with Education Code Sections 48918 and 35146, regarding Expulsion Case No. 05/18/04 ID#181509

OPEN SESSION (Time _____)

REPORT ON ACTION(S) TAKEN IN CLOSED SESSION

ACTIONS ITEMS

5. Action on Expulsion Case No. 05/18/04, I.D. No. 181509
 - a. Action No. 1 - Finding of Fact.

ACTION _____ MOTION _____ SECOND _____ VOTE _____

- b. Action No. 2 – Readmission to Palermo School.

ACTION _____ MOTION _____ SECOND _____ VOTE _____

6. **Audience with the Board.**

Non-Agenda Items:

At this time the Board President will invite anyone in the audience wishing to address the Board on a matter not listed on the agenda to stand, state your name for the record and make your presentation. Presentations may be limited to five (5) minutes. The Brown Act, however, does not allow the Governing Board to discuss or take action on any item that is not on the posted agenda. The item may, by Board direction, be placed on a later Board Meeting Agenda for discussion and/or action. The Board may direct the Superintendent to investigate the subject and present a follow-up report at a future Board Meeting.

7. **Audience with the Board.**

Agenda Items:

This is the time the Board President will invite anyone in the audience wishing to address the Board on a matter that is on the agenda to state your name and the agenda item on which you wish to speak. When that item comes up on the agenda you will be asked to stand and repeat your name for the record, and make your presentation [five (5) minute time limit per person].

8. **CONSENT AGENDA**

The consent agenda will be approved by a single motion and vote unless items are removed by a Board member and placed on the regular agenda for discussion and action.

Action Items

a. Minutes of October 18, 2017 Regular Board Meeting.

b. Surplus and Obsolete Requests.

Requests to declare surplus/obsolete equipment and District property be approved and the Superintendent be directed to dispose of said equipment and property, according to the appropriate method, including disposal, as per Education Code Sections 60500-01, 60510-11, 60520-21, 60530, and Board Policy #3270. Surplus/Obsolete Items (which may include disposal of surplus property in the local dump or donation to a charitable organization due to value of such property not defraying the cost of its sale. All items below are valued at less than \$2,500).

Surplus/Obsolete Items:

Note: Paperwork on these items is available at the District Office for review.

Zenith TV #2444

Brother Printer #3204

(9) I Mac #499, 509, 517, 2570, 2918, 2927, 3093, 3312, 13020

(13) Keyboard #879, 2168, 2634, 2640, 2920, 2923, 3054, 3095, 3106, 3311, 3327, 13541
13641

Laptop #776

Mac Tower #1038

Macbook #2679

Printer #1758

Projector #3414

Scanner #1036

8. **CONSENT AGENDA**

Reports

- c. Events Calendar. REFERENCE #1
- d. 2017/2018 Classified Substitutes list. REFERENCE #2
- e. 2017/2018 Certificated Substitutes list . REFERENCE #3
- f. Staff Development Report October 2017 REFERENCE #4
- g. The date of the Annual Governing Board Organizational Meeting be scheduled for December 6, 2017 at 6:00 p.m. Palermo Union School District Office, as per Education Code Section 35143 and 72000(c)(2)(A). The purpose of the meeting will be to elect a President, Vice-President, and Clerk of the Board, and to appoint the Superintendent as Secretary of the Board. REFERENCE #5
- h. New library books for Palermo School is presented for information and 30-day review. REFERENCE #6
- i. Donation from Melanie Sanford in the amount of \$734.94 to Club Live at Palermo School to send students to the REACH Conference.
ACTION____MOTION____SECOND____ VOTE_____

9. **ITEMS REMOVED FROM CONSENT AGENDA**

- a. ACTION____MOTION____SECOND____ VOTE_____
- b. ACTION____MOTION____SECOND____ VOTE_____

10. **Staff Reports/Business Items.**

- a. The 2017/2018 negotiations proposal from the Palermo Teachers Association to the Palermo Union School District is presented for public information (“sunshining”).

REFERENCE #7

- b. It is recommended that the Governing Board acknowledge receipt of and approve the Annual School Impact Fee Report.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #8

- c. It is recommended the district form a District Lottery Advisory Committee with members from all bargaining groups, leadership and board members to review requests and advise the Board for use of the lottery money.

ACTION____MOTION____SECOND____ VOTE_____

- d. California School Employees Association, Bargaining Unit 366. (Comments from CSEA, if any, to the Governing Board.)

- e. Palermo Teachers Association Bargaining Unit (PTA/CTA/NEA). (Comments from PTA, if any, to the Governing Board.)

11. **Board Policies and Administrative Regulations.**

- a. It is recommended the revised Board Policy #0410 Nondiscrimination in District Programs and Activities, be approved for second and final reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #9

- b. It is recommended the revised Administrative Regulation #3543 Transportation Safety and Emergencies, be approved for second and final Reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #10

- c. It is recommended the revised Board Policy #4030 Nondiscrimination in Employment, be approved for second and final reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #11

11. **Board Policies and Administrative Regulations.**

- d. It is recommended the revised Administrative Regulation #4030 Nondiscrimination in Employment, be approved for second and final reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #12

- e. It is recommended the revised Board Policy #5141.52 Suicide Prevention, be approved for second and final reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #13

- f. It is recommended the revised Administrative Regulation #5141.52 Suicide Prevention, be approved for second and final reading.

ACTION____MOTION____SECOND____ VOTE_____

REFERENCE #14

11. **Correspondence.**

12. **Superintendent's Reports.**

13. **Board Items.**

CLOSED SESSION (Time_____)

1. Closed session regarding matters of personnel/employment/ resignation/retirement (teacher, after school tutor, principal's secretary, chief business official) all in accordance with Government Code Section 54957.
2. Matters of negotiations with the Palermo Teachers Association (PTA/CTA/NEA) and Classified School Employees Association, Bargaining Unit 366, in accordance with Government Code Section 54957.6, with designated representative Dr. Bryan Caples, Superintendent; and matters of negotiations with unrepresented groups, certificated management and classified management/ confidential, in accordance with Government Code Section 54957.6, with designated representative Dr. Bryan Caples, Superintendent.

OPEN SESSION (Time_____)

REPORT ON ACTION(S) TAKEN IN CLOSED SESSION

ACTION ITEMS

14. **Personnel – Recommendation: Approval.** (Pending successful completion of pre-employment requirements.)

Certificated:

- a. Sherry Sparks, certificated teacher-in-charge, Honcut, retirement, effective June 16, 2018
- b. Brianna Corkin, after school tutor, Golden Hills, effective August 16, 2017
- c. Victor Borquez, after school tutor, Golden Hills, effective August 16, 2017
- d. Holly Perkins, after school tutor, Golden Hills, effective August 16, 2017
- e. Rebekah Zarzynski, after school tutor, Golden Hills, effective August 16, 2017
- f. Sandy Schlanser, after school tutor, Golden Hills, effective August 16, 2017

ACTION_____MOTION_____SECOND_____ VOTE_____

ADJOURNMENT (Time_____)

REGULAR BOARD MEETING

1. President Debbie Hoffman called the meeting to order at 6:00 p.m., and welcomed those in attendance.

CLOSED SESSION

The Board recessed into closed session at 6:00 p.m. for the purpose of discussing Student Matters/Discipline, in accordance with Education Code Sections 48918 and 35146, regarding Expulsion Case No. 04/28/05, ID# 186466.

OPEN SESSION

The Board reconvened into open session at 6:32 p.m.

REPORT ON ACTION(S) TAKEN IN CLOSED SESSION

There was no action taken in closed session.

ACTIONS ITEMS

2. Action on Expulsion Case No. 04/28/05, I.D. No. 186466.
 - a. Action No. 1 - Finding of Fact.

A motion was made by Loretta Long, seconded by Jessica King, that Student No. 04/28/05, I.D. No. 186466, did violate Education Code Section 48900 (c):

Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, as defined in the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind..

The Governing Board also found that other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

Debbie Hoffman, Loretta Long and Jessica King voted aye. Motion unanimously carried. Susan Short and William Bynum were absent.

REGULAR BOARD MEETING**ACTIONS ITEMS**

2. Action on Expulsion Case No. 04/28/05, I.D. No. 186466.

b. Action No. 2 – Action Pending Expulsion

- (1) The student participate in a counseling program approved by the Principal of Thermalito Community Day School.
- (2) The student remain off any school campus, until otherwise notified in writing by a school official (exception: during school hours at Thermalito Community Day School site).
- (3) The student demonstrate proper respect to and follow all directions of school officials.
- (4) The student demonstrate proper attitude toward school work, maintain a good attendance record, and demonstrate good school conduct with no disruptions.
- (5) The student maintain a portfolio that contains evidence of improved achievement in math and reading, a sample of a completed assignment, and a sample or picture of a completed project.
- (6) The student adhere to all laws and regulations, federal, state, and local, as a demonstration of rehabilitation success.

The student is referred to the Thermalito Community Day School through the end of the first trimester of the 2016/2017 for school attendance.

The student may apply to the Palermo Union School District for readmission into the regular education program at the end of the first trimester of the 2016/2017 school year.

If the student is not successful at the Thermalito Community Day School, the student may be referred to the Palermo Community Day School for school attendance.

If the student successfully completes the recommended behavior plan and maintains proper respect and conduct, the Order of Expulsion may be expunged from the student's school records upon meeting requirements for graduation from the Palermo Union School District, subject to approval of the Governing Board.

Debbie Hoffman, Loretta Long and Jessica King voted aye. Susan Short and William Bynum were absent for the vote. Motion unanimously carried.

REGULAR BOARD MEETING

3. President Debbie Hoffman led those in attendance in the flag salute.
4. Members of the Governing Board in attendance were: Debbie Hoffman, Loretta Long, and Jessica King. William Bynum arrived at 6:55pm. Susan Short was absent.

Others present were: Dr. Bryan Caples, Ruthie Anaya, Chris Sharp, Victor Borquez Kristi Robinson, Andee Farrar, Kathy Golde, Anna Johnson, Janet Ashley, Frank Maturino and Cindy Daniluke.

5. A motion was made by Loretta Long, seconded by Jessica King, recommending that the agenda be approved. Debbie Hoffman, Loretta Long, and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.

6. **Audience with the Board.**

Non-Agenda Items:

No one had business to bring before the Board.

7. **Audience with the Board.**

Agenda Items:

Janet Ashley asked to speak on multiple business items.

8. **CONSENT AGENDA**

A motion was made by Loretta Long, seconded by Jessica King, recommending that the following consent agenda items be approved. Debbie Hoffman, Loretta Long, Jessica King voted aye. Susan Short and William Bynum were absent. Motion unanimously carried.

Action Items

- a. Minutes of September 20, 2017 Regular Board Meeting.
- b. Warrant Numbers 00829384 – 00831712, \$322,518.33, Funds 1, 12, 13.

REGULAR BOARD MEETING**8. CONSENT AGENDA****Reports**

- a. Events Calendar
- b. August 2017 and September 2017 District-Wide Discipline Reports
- c. September 2017 Staff Development Report
- d. Quarterly Report on Williams Uniform Complaints [Education Code 35186] is presented for information. No complaints were filed with any school in the district during the quarter indicated (July, August, and September 2017).
- e. Palermo Account Ledger September 1, 2017 – September 29, 2017
- f. Donation from the Kula Foundation in the amount of \$3.94 to Helen Wilcox School.
- g. Donation from the SCRIP in the amount of \$94.50 to Helen Wilcox School.
- h. Donation from Carol Whitecomb of books in the amount of \$20.00 to Helen Wilcox School.
- i. Donation from Carol Brown of books to Helen Wilcox School.

9. ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

REGULAR BOARD MEETING

10. **Staff Reports/Business Items.**

- a. Kristi Robinson and Anna Johnson gave a presentation requesting the district pay for their Administrative Induction Programs, similar to district support for BTSA.
- b. Chris Sharp and Victor Borquez, 5th Grade team, Golden Hills, gave a presentation on the High Sierra Environmental Camp. They said the students had 'a blast', but that lessons and team building were also a fundamental part of the program. They appreciated the support for the 5th grade and asked that it continue to be funded.
- c. Kathy Golde, Reading Intervention Teacher, Helen Wilcox, presented the criteria and progress of the current reading intervention program. She thanked the Board for its' support by adding a .5 teacher last year.
- d. Kristi Robinson, Principal, Golden Hills, discussed the current promotion/retention policy requested changes for Golden Hills. Janet Ashley voiced concerns that the school in the middle would have different policies than the elementary and middle schools.
- e. Frank Maturino, Girls Basketball coach, Palermo School, requested \$935.76 for the balance due for game gear for the 7th and 8th Grade Girls Basketball team. Discussion was that items that were personalized could not be bought with district funds. The sweatshirts and shooting shirts would be personalized, so those would be purchased with fundraising monies. The gear bags for \$613.17 plus tax would be re-used by the teams. A motion was made by William Bynum, seconded by Loretta Long recommending the district purchase the gear bags. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- f. A motion was made by Loretta Long, seconded by William Bynum recommending that Board Resolution 17-07, Resolution to Designate Specified Position as Senior Management of the Classified Service be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.

REGULAR BOARD MEETING

10. **Staff Reports/Business Items.**

- g. A motion was made by Loretta Long, seconded by William Bynum recommending that the contract between Blackboard and Palermo Union School District for Mass Notifications for November 1, 2017 to October 31, 2018 be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- h. A motion was made by Loretta Long, seconded by William Bynum recommending that the 2016-2017 Unaudited Actuals Report (SACS) be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- i. A motion was made by Loretta Long, seconded by William Bynum recommending that the 2016-2017 actual and the 2017-2018 estimated School District GANN Limit Calculations be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- j. A motion was made by Loretta Long, seconded by William Bynum recommending that Board Resolution 17-08, for Adopting the "GANN" Limit be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- k. A motion was made by Loretta Long, seconded by William Bynum recommending that Board Resolution 17-09, Education Code 44256(b) Departmentalized Classroom Assignment, be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- l. A motion was made by Loretta Long, seconded by William Bynum recommending that Board Resolution 17-10, Education Code 44258.3(b) Departmentalized Classroom Assignment, be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.

REGULAR BOARD MEETING**10. Staff Reports/Business Items.**

- m. A motion was made by Loretta Long, seconded by William Bynum recommending that Board Resolution 17-11, Education Code 44263 Departmentalized Classroom Assignment, be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- n. There were no comments from the California School Employees Association Bargaining Unit 366.
- o. Janet Ashley from the Palermo Teachers Association Bargaining Unit (PTA/CTA/NEA), confirmed that negotiations are scheduled for November 6, 2017.

11. Board Policies and Administrative Regulations.

- a. A motion was made by Loretta Long, seconded by William Bynum, recommending that revised Administrative Regulation #3513.1, Cellular Phone Reimbursement, second and final reading, be approved. Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.
- b. Revised Board Policy #0410 Nondiscrimination in District Programs and Activities was presented for first reading.
- c. Revised Administrative Regulation and Board Policy #5148 Child Care and Development was presented for first reading.
- d. Revised Administrative Regulation #3543 Transportation and Safety and Emergencies was presented for first reading.
- e. Revised Board Policy #4030 Nondiscrimination in Employment was presented for first reading.
- f. Revised Administrative Regulation #4030 Nondiscrimination in Employment was presented for first reading.
- g. Revised Board Policy and Administrative Regulation #5141.52 Suicide Prevention was presented for first reading.

REGULAR BOARD MEETING**12. Correspondence.**

None.

12. Superintendent's Reports.

- a. District CAASSP Scores were presented and discussed.
- b. A discussion regarding School Safety was tabled.

13. Board Items.

William Bynum discussed the Chess Tournament.

CLOSED SESSION

1. The Board recessed into closed session at 8:50p.m. regarding matters of personnel/ employment/retirement (chief business official, teacher, substitute teacher, instructional aide stipend coach, principals secretary, instructional aid child development) all in accordance with Government Code Section 54957.
2. Matters of negotiations with the Palermo Teachers Association (PTA/CTA/NEA) and Classified School Employees Association, Bargaining Unit 366, in accordance with Government Code Section 54957.6, with designated representative Dr. Bryan Caples, Superintendent; and matters of negotiations with unrepresented groups, certificated management and classified management/ confidential, in accordance with Government Code Section 54957.6, with designated representative Dr. Bryan Caples, Superintendent and for the purpose of public employee performance evaluation (Superintendent), in accordance with Government Code Section 54957.2.

OPEN SESSION

The Board reconvened into open session at 9:55 p.m.

REPORT ON ACTION(S) TAKEN IN CLOSED SESSION

No action was taken in closed session.

ACTION ITEMS

REGULAR BOARD MEETING**14. Personnel – Recommendation: Approval.**

A motion was made by Loretta Long, seconded by William Bynum, recommending that the following personnel items be approved (pending successful completion of pre-employment requirements). Debbie Hoffman, Loretta Long, William Bynum and Jessica King voted aye. Motion unanimously carried. Susan Short was absent.

Certificated:

- a. Haylee Diamond, certificated substitute, effective September 18, 2017
- b. Grace Keller, certificated teacher, column I, step 1, Helen Wilcox, effective August 14, 2017
- c. Kelsi Greathouse, certificated teacher, column 3, step 5, Palermo School, effective October 25, 2017

Classified:

- d. Betty Armitage, instructional aide, 3.5 hours, class 4, step 1, Golden Hills, effective October 19, 2017.
- e. Maria Garcia, instructional aide, 3.5 hours, class 4, step 1, Palermo School, effective October 19, 2017.
- f. Jessica Oxley, instructional aide, 6.0 hours, class 4, step 3, Community Day School, effective October 19, 2017
- g. Cyra Baker, substitute instructional aide, class 4, step 1, effective October 9, 2017
- h. Cyra Baker, instructional aide, 3.5 hours, class 4, step 4, Palermo School, effective October 19, 2017
- i. Kristina Warner, volleyball coach, Palermo School, effective October 19, 2017
- j. Lynne Storrs, principals secretary, Palermo School, retirement, effective January 16, 2018

Child Development:

- k. Sonia Soria, instructional aide, child development, resignation effective October 4, 2017
- l. Sandra Jamison, instructional aide, child development, 3.75 hours, class 4, step 1, Helen Wilcox Preschool, effective October 19, 2017
- m. Soua Lor, instructional aide, child development, 3.75 hours, class 4, step 1, 3.Palermo Preschool, effective October 19, 2017
- n. Randi Branistareanu, instructional aide, child development, transfer to extended days position at Palermo Preschool of 213 days

REGULAR BOARD MEETING

ADJOURNMENT

President Debbie Hoffman declared the meeting adjourned at 9:56 p.m.

Respectfully submitted,

Bryan L. Caples, Ed.D
Secretary to the Governing Board

EVENTS CALENDAR

October 31, 2017	Halloween Parade	<i>Helen Wilcox 8:45am-9:15am</i>
November 1, 2017	Regular Board Meeting	<i>6:00pm</i>
November 10, 2017	Veteran's Day	<i>No school – students, teachers, staff</i>
November 15, 2017	Regular Board Meeting	<i>6:00pm</i>
November 16, 2017	Thanksgiving Luncheon	<i>Helen Wilcox</i>
November 20-24, 2017	Thanksgiving Break	<i>No school – students, teachers (staff 23rd & 24th)</i>
December 1, 2017	Kinder Christmas Performance	<i>Helen Wilcox 9:30am</i>
December 6, 2017	Regular Board Meeting – Organizational Meeting	<i>6:00pm</i>
December 20, 2017	Christmas Performance at OroNaz (<i>tentative</i>)	<i>Helen Wilcox 1st-3rd</i>
December 22-29, 2017 January 1-5, 2018	Christmas Break	<i>No school – students, teachers (no staff 25th, 26th 1st, 2nd)</i>

Revised: 10/25/17 cc: L. Storrs; L. Davis; D. Dudley; C. Wiemers; R. Anaya; K. Ray

**PALERMO UNION SCHOOL DISTRICT
CLASSIFIED SUBSTITUTE LIST
AS OF NOVEMBER 1, 2017**

CLASSIFIED SUBSTITUTE

Full Name	Bus Driver	Transp Aide/Driver	Cafeteria Cashier	Cafeteria Aide	Cafeteria Cook	Cafeteria Helper	Health/Clerk Typist	Custodian	Custodian/Van Driver	Hr/Mng Translator	Instructional Aide	Personnel Technician	School Secretary	Attendance/Health Aide	Instructional Aide - Child Dev	Site Supervisor - Ch Dev
ADES, KATHLEEN											Y					
AESCHBOCKER, ROSEANNE											Y					
AGUILAR, JACQUELYN							Y									
BALLARD, JEREMIAH			Y		Y		Y	Y								
CASTRO, JASMINE							Y									
COX, ROBIN							Y				Y					
GARCIA, MARIA											Y					
HULTZ, JOSHUA											Y					
JAMISON, SANDRA											Y			Y		
JOYCE, MICHAEL							Y									
LOOMIS, NONA								Y								
MARTINEZ, IMELDA							Y									
ROBLES, ALICIA							Y									
RODRIGUEZ, BIANCA						Y				Y						
TULL, MARVIN							Y									
ULLMAN, RONALD							Y									
WEBBER, VICTOR							Y									

Full Name - Employees	Bus Driver	Transp Aide/Driver	Cafeteria Cashier	Cafeteria Aide	Cafeteria Cook	Cafeteria Helper	Clerk Typist	Custodian	Custodian/Van Driver	Hr/Mng Translator	Instructional Aide	Personnel Technician	School Secretary	Attendance/Health Aide	Instructional Aide - Child Dev	Site Supervisor - Ch Dev
BLANKENSHIP, DONNA							Y									
BROWN, LILA				Y												
CARSON, RON				Y												
CASTRO, MELINDA	Y				Y											
COOK, SHARON												Y	Y			
CUEBA, CONNIE				Y												
DAVIS, ALEXANDER							Y			Y						
DAVIS, JESSICA			Y													
DAVIS, LINDA							Y				Y					
ROMERO, MIREYA										Y						
EKDAHL, PAUL							Y									
GRISWOLD, MIKE							Y									
HEATH, CORINNE				Y			Y									
MCKEE, RACHEL							Y									
MUNOZ, ESTELA														Y		
OXLEY, JESSICA										Y						
PETERSON, HEATHER			Y			Y						Y	Y			
RODRIGUEZ, LYSSETTE														Y		
SCHNABEL, WILLIAM							Y									
SMITH, DEL							Y									
SMITH, KASEY		Y	Y		Y											
THAO, CINDY									Y							
TRINNAMAN, KATHLEEN										Y						
TWEEDT, RACHEL						Y										
WARNER, KRISTINA			Y	Y	Y					Y						
WIEMERS, CARLA											Y					

CERTIFICATED - TEACHER SUBSTITUTE

Full Name	
ANDERSON, JAMES	(530)990-9124
ARCHIE, DEVIN	(530)403-8896
BECKER, SANDY	(530)520-4184
BRUCE, AUDREY	(530)538-9763
BURLESON HILLMAN, LAURA	(530)624-2881
CAPUT PHILLIP	(530)533-0780
CARR, GRACE	(831)588-1343
CONWAY, JANA	(530)534-0234
CRANE, RAINBOW (Employee)	(530)864-6545
DAVIS, LAURAINÉ	(530)873-0187
DEANDA, EDWARD	(530)990-5150
DIAMOND, HAYLEE	(530)774-6362
GRUTTER, KATHARINE	(530)949-1370
HAGERMAN, JEANNE	(530)327-7327
HETHERWICK, MELISSA	(530)990-2450
HUGHBANKS, GREGORY	(530)415-3549
HUYNH, NHUUYEN	(530)282-3047
JACKSON, WILLIAM	(530)533-1290
LAIBINIS, KATHLEEN	(530)774-4808
LIX, ELIZABETH	(530)990-5616
LOGSDON, JESSICA	(530)321-3229
LUBNER, PAULA	(415)850-7268
LYON, ROBIN	(530)532-0744
McCOY, NANCY	(530)282-6803
NELSON, FREJA	(530)933-9506
NOVAK, REBECCA	(530)589-5907
OXLEY, ROBERT	(530)693-8222
PADILLA, RICHARD	(408)607-2907
PYLE-SEWELL, KORINNE (Employee)	(530)370-8110
ROCKWELL, BRENDA	(530)519-2527
SMITH, LARRY	(530)589-2085
STANTON, TIMOTHY	(530)282-6525
SYKES, JAN	(530)353-9054
TAYLOR, CAROLE	(916)717-3174
VALLERGA, ED	(530)228-1454
WALBERG, MARCUS	(530)519-2713
WALLACE, KATELYND	(530)990-2627
WILKERSON-NUNEZ, SHEILA	(530)533-1104
ZANCANELLA, ERIC	(530)589-7917

STAFF DEVELOPMENT REPORT
October 2017

American Speech & Hearing Association Convention

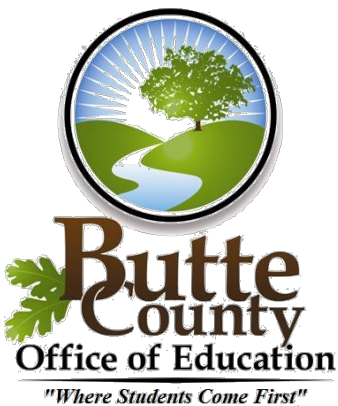
Sturm

11/9-11/11/17

Los Angeles, CA

Funding: 061310(Medi-Cal)

approx \$1060.95



Tim Taylor
Superintendent
ttaylor@bcoe.org

Mia Osborne-Ng
Sr. Executive Assistant
mng@bcoe.org

Board of Education

Amy Christianson
Howard Ferguson
Ryne Johnson
Jeannine MacKay
Brenda J. McLaughlin
Roger Steel
Mike Walsh

1859 Bird Street
Oroville, CA 95965
(530) 532-5761
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An Equal Opportunity
Employer

TO: District Superintendent's Secretaries

FROM: Mia Osborne-Ng, Sr. Executive Assistant to
Tim Taylor, County Superintendent
Butte County Office of Education

DATE: October 11, 2016

SUBJECT: **Date of Annual Organizational Board Meeting**

Education Code § 35143 *The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. Unless otherwise provided by rule of the governing board, the day and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the county superintendent of schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.*
Education Code § 72000(c)(2)(A) *makes the same provision for a community college district.*

To comply with this requirement, please note the action of your district governing board by completing the statement that appears below. So indicate if local charter provisions or other rules prevail relative to such an organizational meeting. Please return one copy to Tim Taylor, County Superintendent, within 10 days of the organizational meeting, retaining a copy for your district files.

Pursuant to **§ 35143** and **§ 72000(c)(2)(A)** of the **Education Code** the Governing Board of the _____ School District, at its meeting on _____, 20____, has selected _____, 20____, as the date of the annual organizational meeting of said board.

The meeting will be held at _____ beginning at _____ .

Secretary/Clerk

Date

“WHERE STUDENTS COME FIRST”

PALERMO SCHOOL PREVIEW LIST

NOVEMBER 2017

SHIP OF THE DEAD – RIORDAN

TALES FROM A NOT SO SECRET CRUST CATASTROPHE - RUSSELL

THE WAY TO BEA – YEH

THE BURNING MAZE – RIORDAN

TIMELESS: DIEGO AND THE RANGERS OF THE VASTLANTIC - BALTAZAR

MUTANT BUNNY ISLAND – SKYE

THE GETAWAY - KINNEY

Palermo Teachers Association
September 25, 2017
Sunshine Items

PTA is interested in opening the following four articles, but also has some clarifying questions regarding article V and XII.

- **Article XIV: Compensation:** PTA is interested in the continued pursuit of equitable and proportionate sharing of LCFF money.
- **Article X Association Rights:** PTA is interested in clarifying the use of facilities for association business and building additional support of association leadership.
- **Article VII Certificated Employee Evaluation:** In an effort to value administrator's and teacher's time, PTA is interested in aligning the frequency of formal evaluations with educational code.
- **Article VI Hours/Adjunct Duties:** PTA is interested in investigating the merits and drawbacks of issues surrounding the topics of length of work year, adjunct duties, class loads/combo classes.

We also have questions regarding:

- **Article V Employee Safety:** Should the "Help Desk" be included here? 5-A
 - Other concerns?
- **Article XII Leaves of Absence:** What are "fringe benefits"? 13-6

Thank you,

Andy McCoy
Palermo Negotiations Chair

INTEROFFICE MEMORANDUM

To: Board of Trustees
Dr. Bryan Caples, Superintendent

From: Ruthie Anaya, Chief Business Official

Subject: Annual Disclosure of Developer Fees Fund 25 for fiscal year 2016-17

Date: 10/25/2017

Government Code Section 66006 requires any public agency collecting developer fees to report annually on the status of these funds. Government Code Section 66001(d) requires information to be presented for the past 5 years for any uncommitted or unexpended funds. The attached report presents the required information.

Currently the district's school impact fee for residential construction is \$3.48 per square foot and \$0.56 per square foot for commercial construction. Amounts collected from this fee are deposited in the Capital Facilities Fund.

There are no expenditures budgeted for 2017-18. A future budget revision will include a proposal to use some of the funds for a developer fee justification study. The remaining balance will be reserved in the Capital Facilities Fund for future appropriate expenditures.

RECOMMENDATION:

That the Board acknowledges receipt of the annual review of the School Impact Fees.

Palermo Union School District
Developer Fee Summary Report

	Actual 2012-13	Actual 2013-14	Actual 2014-15	Actual 2015-16	Actual 2016-17	Budget 2017-18
Beginning Balance	\$ 1,962.35	\$ 15,794.40	\$ 27,832.63	\$ 65,410.51	\$ 87,365.71	\$ 123,214.71
Revenues						
Fees Collected	13,887.93	16,390.99	37,074.01	21,203.72	35,070.00	8,200.00
Interest Earned	58.17	147.32	508.99	776.84	1,054.00	600.00
Fair Market Value Investment Change	(114.05)	82.57	(5.12)	(25.36)	(275.00)	-
Transfers In	-	-	-	-	-	-
Total Revenues	13,832.05	16,620.88	37,577.88	21,955.20	35,849.00	8,800.00
Expenditures						
Developer Fee Study	-	4,470.15	-	-	-	-
Professional Fees Rio D'Oro Development	-	112.50	-	-	-	-
Total Expenditures	-	4,582.65	-	-	-	-
Increase/(Decrease) in Fund Balance	13,832.05	12,088.23	37,577.88	21,955.20	35,849.00	8,800.00
Ending Fund Balance	\$ 15,794.40	\$ 27,832.63	\$ 65,410.51	\$ 87,365.71	\$ 123,214.71	\$ 132,014.71

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; 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.

- (cf. 1240 - Volunteer Assistance)
- (cf. 4030 - Nondiscrimination in Employment)
- (cf. 4032 - Reasonable Accommodation)
- (cf. 4033 - Lactation Accommodation)
- (cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
- (cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)
- (cf. 5131.2 - Bullying)
- (cf. 5145.3 - Nondiscrimination/Harassment)
- (cf. 5145.7 - Sexual Harassment)
- (cf. 5146 - Married/Pregnant/Parenting Students)
- (cf. 6145 - Extracurricular and Cocurricular Activities)
- (cf. 6145.2 - Athletic Competition)
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
- (cf. 6164.6 - Identification and Education Under Section 504)
- (cf. 6178 - Career Technical Education)
- (cf. 6200 - Adult Education)

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

- (cf. 1330 - Use of Facilities)

All allegations of unlawful discrimination in district programs and activities shall be investigated and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

- (cf. 1312.3 - Uniform Complaint Procedures)

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups and, as applicable, to the public. As appropriate, such notification shall be posted in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on the district's web site and, when available, district-supported social media.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

(cf. 6163.2 - Animals at School)
(cf. 7110 - Facilities Master Plan)
(cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school web sites, notetakers, written materials, taped text, and Braille or large print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

(cf. 6020 - Parent Involvement)
(cf. 9320 - Meetings and Notices)
(cf. 9322 - Agenda/Meeting Materials)

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws is hereby designated as the district's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Superintendent

7390 Bulldog Way, Palermo, CA 95968

(530) 533-4842

(email)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
36.303 Auxiliary aids and services
CODE OF FEDERAL REGULATIONS, TITLE 34
100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI
104.1-104.39 Section 504 of the Rehabilitation Act of 1973
106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:
106.9 Dissemination of policy
Management Resources:
CSBA PUBLICATIONS
Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016
Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS
California Law Prohibits Workplace Discrimination and Harassment
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016
Dear Colleague Letter: Title IX Coordinators, April 2015
Dear Colleague Letter: Harassment and Bullying, October 2010
Dear Colleague Letter: Electronic Book Readers, June 29, 2010
Notice of Non-Discrimination, January 1999
Protecting Students from Harassment and Hate Crime, January 1999
Nondiscrimination in Employment Practices in Education, August 1991
U.S. DEPARTMENT OF JUSTICE PUBLICATIONS
2010 ADA Standards for Accessible Design, September 2010
Accessibility of State and Local Government Websites to People with Disabilities, June 2003
WORLD WIDE WEB CONSORTIUM PUBLICATIONS
Web Content Accessibility Guidelines, December 2008
WEB SITES
CSBA: <http://www.csba.org>
California Department of Education: <http://www.cde.ca.gov>
California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>
Safe Schools Coalition: <http://www.casafeschools.org>
Pacific ADA Center: <http://www.adapacific.org>
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>
U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov>
U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>
World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>
(3/12 2/14) 10/16

Policy adopted: October 12, 1999
Revised:

PALERMO UNION SCHOOL DISTRICT
Palermo, California

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

~~The Governing Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.~~

~~(cf 4030 Nondiscrimination in Employment)
(cf 4032 Reasonable Accommodation)
(cf 4119.JJ/4219.JJ/4319.11 Sexual Harassment)
(cf 5145.3 Nondiscrimination/Harassment)
(cf 5145.7 Sexual Harassment)
(cf 5146 Married/Pregnant/Parenting Students)
(cf 6145.2 Athletic Competition)
(cf 6164.4 Identification of Individuals for Special Education)
(cf 6164.6 Identification and Education under Section 504)
(cf 6178 Vocational Education)
(cf 6200 Adult Education)~~

~~District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act. The Superintendent or designee shall ensure that interested persons, including those with impaired vision and hearing, can obtain information about available programs, facilities and activities.~~

~~The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.~~

~~(cf 6020 Parent Involvement)~~

~~Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.~~

~~(cf 9320 Meetings and Notices)
(cf 9322 Agenda/Meeting Materials)~~

~~The Superintendent or designee shall notify students, parents/guardians, employee organizations and sources of referral and applicants for admission and employment about the district's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin or application form distributed to these groups. (34 CFR 104.8, 106.9)~~

~~NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES (continued)~~

~~The Superintendent or designee shall also provide information about related complaint procedures.~~

~~(cf 1312.3 Uniform Complaint Procedures)
(cf 4031 Complaints Concerning Discrimination in Employment)~~

~~To the extent possible, the district's nondiscrimination policy shall be published in the individual's primary language.~~

~~(cf 5145.6 Parental Notifications)~~

~~Legal Reference:~~

~~EDUCATION CODE~~

~~200 262.4 Prohibition of discrimination~~

~~GOVERNMENT CODE~~

~~11000 Definitions~~

~~11138 Rules and regulations~~

~~11340 11356 Administrative regulations and rulemaking~~

~~UNITED STATES CODE, TITLE 20~~

~~1400 1491 Individuals with Disabilities in Education Act~~

~~1681 1688 Discrimination based on sex or blindness, Title IX~~

~~2301 2471 Carl D. Perkins Vocational and Applied Technology Act~~

~~UNITED STATES CODE, TITLE 29~~

~~794 Section 504 of the Rehabilitation Act of 1973~~

~~UNITED STATES CODE, TITLE 42~~

~~2000d 2000d 7 Title VI, Civil Rights Act of 1964~~

~~2000h 2000h 6 Title IX~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~100.1 100.13 Nondiscrimination in federal programs, effectuating Title VI~~

~~104.1 104.39 Section 504 of the Rehabilitation Act of 1973~~

~~106.1 106.61 Discrimination on the basis of sex or blindness, effectuating Title VI especially:~~

~~106.9 Dissemination of policy~~

Policy
adopted: October 12, 1999
Revised: May 15, 2008

PALERMO UNION SCHOOL DISTRICT
Palermo, California

TRANSPORTATION SAFETY AND EMERGENCIES

Cautionary Notice: Government Code 17581.5 relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2016 (SB 826, Ch. 23, Statutes of 2016) extends the suspension of these requirements through the 2016-17 fiscal year. As a result, certain provisions of the following administrative regulation related to transportation safety plans and safety instruction for students may be suspended.

Each day, prior to driving a school bus, each school bus driver shall inspect the bus to ensure that it is in safe operating condition and equipped as required by law and that all equipment is in good working order. At the completion of each day's work, the driver shall prepare and sign a written report of the condition of the equipment specified in 13 CCR 1215. The report shall indicate any defect or deficiency discovered by or reported to the driver which would affect safe operation or result in mechanical breakdown of the bus or, if no defect or deficiency was discovered or reported, shall so indicate. Any defect or deficiency that would affect safe operation shall be repaired prior to operating the bus. (13 CCR 1215)

(cf. 3540 - Transportation)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 3542 - School Bus Drivers)

Passenger Restraint Systems

The Superintendent or designee shall ensure that any school bus or student activity bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)

1. Is a Type 1 school bus manufactured on or after July 1, 2005 which is designed for carrying more than 16 passengers and the driver
2. Is a Type 2 school bus or student activity bus manufactured on or after July 1, 2004 which meets one of the following criteria:
 - a. Is designed for carrying 16 or fewer passengers and the driver
 - b. Has a manufacturer's vehicle weight rating of 10,000 pounds or less and is designed for carrying not more than 20 passengers and the driver

The Superintendent or designee shall prioritize the allocation of school buses purchased, leased, or contracted to ensure that elementary students receive first priority for new school buses equipped with passenger restraint systems whenever feasible.

When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)

Bus drivers shall be instructed regarding procedures to enforce the proper use of the passenger restraint system. Students who fail to follow instructions of the bus driver may be subject to discipline, including suspension of riding privileges, in accordance with Board policy and administrative regulations.

(cf. 5131.1 - Bus Conduct)

(cf. 5144 - Discipline)

Fire Extinguishers

Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment which meets the standards specified in law. In addition, a wheelchair school bus shall have another fire extinguisher placed at the wheelchair loading door or emergency exit. All fire extinguishers shall be regularly inspected and serviced in accordance with regulations adopted by the State Fire Marshal. (Education Code 39838; 13 CCR 1242; 19 CCR 574-575.3)

Electronic Communications Devices

A bus driver is prohibited from driving a school bus or student activity bus while using a wireless telephone or other electronic wireless communications device except for work-related or emergency purposes, including, but not limited to, contacting a law enforcement agency, health care provider, fire department, or other emergency service agency or entity. In any such permitted situation, the driver shall only use a wireless telephone or device that is specifically designed and configured to allow voice-operated and hands-free operation or a function that requires only a single swipe or tap of the driver's finger provided the device is mounted on the windshield, dashboard, or center console of the bus. (Vehicle Code 23123.5, 23125)

Safe Bus Operations

School buses and student activity buses shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that individuals be transported immediately to ensure their safety. (Education Code 39834)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home-to-school transportation service. Bus drivers for school activity trips may discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)

Unauthorized Entry

The Superintendent or designee may place a notice at bus entrances that warns against

unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization. (Education Code 39842; 13 CCR 1256.5)

(cf. 3515.2 - Disruptions)

Transportation Safety Plan for Boarding and Exiting Buses

The Superintendent or designee shall develop a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of students. The plan shall address all of the following: (Education Code 39831.3)

1. Determining if students in grades prekindergarten through 8 require an escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112
2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops
3. Boarding and exiting a school bus at a school or other trip destination
4. Procedures to ensure that a student is not left unattended on a school bus, student activity bus, or youth bus

Such procedures shall include, on or before the beginning of the 2018-19 school year, the installation of a child safety alert system at the interior rear of each bus that requires the driver to either manually contact or scan the device, thereby prompting the driver to inspect the entirety of the interior of the vehicle before exiting. A student activity bus may be exempt from this requirement under the conditions specified in Vehicle Code 28160.

5. Procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a school activity bus

A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol (CHP). (Education Code 39831.3)

Parental Notifications

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through 6 who have not previously been transported in a district school bus or student activity bus. This information shall be provided upon registration and shall contain: (Education Code 39831.5)

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions

4. A description of the school bus danger zone
5. Instructions for safely walking to and from school bus stops

(cf. 5145.6 - Parental Notifications)

Student Instruction

Students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety as follows: (Education Code 39831.5; 5 CCR 14102)

1. Each year, all students who receive home-to-school transportation in a school bus shall be provided appropriate instruction in safe riding practices and emergency evacuation drills.
2. At least once each school year, all students in grades prekindergarten through 8 who receive home-to-school transportation shall receive safety instruction which includes, but is not limited to:
 - a. Proper loading and unloading procedures, including escorting by the driver
 - b. How to safely cross the street, highway, or private road
 - c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use
 - d. Proper passenger conduct
 - e. Bus evacuation procedures
 - f. Location of emergency equipment

As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.

Each time the above instruction is given, the following information shall be documented:

- a. District name
- b. School name and location
- c. Date of instruction

- d. Names of supervising adults
- e. Number of students participating
- f. Grade levels of students
- g. Subjects covered in instruction
- h. Amount of time taken for instruction
- i. Bus driver's name
- j. Bus number
- k. Additional remarks

This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the CHP.

(cf. 3580 - District Records)

3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to, the location of emergency exits and the location and use of emergency equipment. This instruction also may include responsibilities of passengers seated next to an emergency exit.

Bus Accidents

In the event of a school bus accident, the driver shall immediately notify the CHP and the Superintendent or designee. The driver shall not leave the immediate vicinity of the bus to seek aid unless necessary. (13 CCR 1219)

The Superintendent or designee shall maintain a report of each accident that occurred on public or private property involving a school bus with students aboard. The report shall contain pertinent details of the accident and shall be retained for 12 months from the date of the accident. If the accident was not investigated by the CHP, the Superintendent or designee shall forward a copy of the report to the local CHP within five work days of the date of the accident. (13 CCR 1234)

The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

Legal Reference:

EDUCATION CODE

39830-39843 Transportation, school buses

39860 Contract for transportation; requirement that student not be left unattended

51202 Instruction in personal and public health and safety

PENAL CODE

241.3 Assault against school bus driver

243.3 Battery against school bus driver

VEHICLE CODE

415 Definition of motor vehicle

545-546 Definition of school bus and student activity bus

22112 Loading and unloading passengers

23123.5 Use of wireless telephone or communications device while driving; exceptions

23125 Use of wireless telephone prohibited while driving school bus

27316-27316.5 Passenger restraint systems

28160 Child safety alert system

34500 California Highway Patrol responsibility to regulate safe operation of school buses

34501.5 California Highway Patrol responsibility to adopt rules re: safe operation of school buses

34501.6 School buses; reduced visibility

34508 California Highway Patrol responsibility to adopt rules re: equipment and bus operations

CODE OF REGULATIONS, TITLE 5

14100-14105 School buses and student activity buses

CODE OF REGULATIONS, TITLE 13

1200-1293 Motor carrier safety

2480 Airborne toxic control measure; limitation on bus idling

CODE OF REGULATIONS, TITLE 19

574-575.3 Inspection and maintenance of fire extinguishers

CODE OF FEDERAL REGULATIONS, TITLE 49

571.1-571.500 Motor vehicle standards, including school buses

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Passenger Restraints Frequently Asked Questions

WEB SITES

California Association of School Business Officials: <http://www.casbo.org>

American School Bus Council: <http://www.americanschoolbuscouncil.org>

California Association of School Transportation Officials: <http://www.castoways.org>

California Department of Education, Office of School Transportation: <http://www.cde.ca.gov/ls/tn>

California Highway Patrol: <http://www.chp.ca.gov>

National Transportation Safety Board: <http://www.nts.gov>

U.S. Department of Transportation, National Highway Traffic Safety Administration:

<http://www.nhtsa.dot.gov>

(11/08 11/12) 12/16

Regulation adopted: February 12, 1998

Revised:

PALERMO UNION SCHOOL DISTRICT

Palermo, California

TRANSPORTATION SAFETY AND EMERGENCIES

Safety Equipment

~~Each school bus shall be equipped with at least one fire extinguisher located in the driver's compartment which meets the standards specified in law. (Education Code 39838, CCR 1242)~~

~~The Superintendent or designee shall ensure that any school bus which is purchased or leased by the district is equipped with a combination pelvic and upper torso passenger restraint system at all designated seating positions if that bus: (Vehicle Code 27316, 27316.5; 13 CCR 1201)~~

- ~~1. Is a Type 1 school bus designed for carrying more than 16 passengers and the driver and is manufactured on or after July 1, 2005~~
- ~~2. Is a Type 2 school bus or student activity bus designed for carrying 16 or fewer passengers and the driver, or designed for carrying 20 or fewer passengers and the driver and having a manufacturer's vehicle weight rating of 10,000 pounds or less, and is manufactured on or after July 1, 2004~~

~~When a school bus or student activity bus is equipped with a passenger restraint system, all passengers shall use the passenger restraint system. (5 CCR 14105)~~

~~Bus drivers shall be informed of procedures to be followed to reasonably enforce proper use of the passenger restraint system.~~

Transportation Safety Plan for Boarding and Exiting Buses

~~The Superintendent or designee shall develop a transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of the students. The plan shall include all of the following: (Education Code 39831.3)~~

- ~~1. Procedures for determining if students in grades prekindergarten through 8 require escort to cross a private road or highway at a bus stop pursuant to Vehicle Code 22112~~

~~(cf. 3542 School Bus Drivers)~~

- ~~2. Procedures for all students in grades prekindergarten through 8 to follow as they board and exit the bus at their bus stops~~
- ~~3. Procedures for boarding and exiting a school bus at a school or other trip destination~~

~~A copy of the plan shall be kept at each school site and made available upon request to the California Highway Patrol. (Education Code 39831.3)~~

~~TRANSPORTATION SAFETY AND EMERGENCIES (continued)~~~~Safe Bus Operations~~

~~School bus operations shall be limited when atmospheric conditions reduce visibility on the roadway to 200 feet or less during regular home to school transportation service. Bus drivers for school activity trips shall have the authority to discontinue bus operation whenever they determine that it is unsafe to continue operation because of reduced visibility. (Vehicle Code 34501.6)~~

~~(cf 3540 Transportation)~~

~~(cf 3541.1 Transportation for School Related Trips)~~

~~(cf 6118 Weather Related Schedules)~~

~~School buses and school student activity buses also shall not be operated whenever the number of passengers exceeds bus seating capacity, except when necessary in emergency situations which require that students be moved immediately to ensure their safety.~~

~~(cf 3516 Emergencies and Disaster Preparedness Plan)~~

~~The Superintendent or designee may place a notice at bus entrances that warns against unauthorized entry. The driver or another school official may order any person to disembark if that person enters a bus without prior authorization and has intent to commit a crime. (13 CCR 1256.5)~~

~~A person shall not drive a motor vehicle while using a wireless telephone, except under the following conditions: (Vehicle Code 23123, 23125)~~

- ~~1. When he/she uses a wireless telephone that is specifically designed and configured to allow hands free listening and talking, provided it is used in that manner while driving~~
- ~~2. For emergency purposes, including, but not limited to, an emergency call to a law enforcement agency, health care provider, fire department, or other emergency service agency or entity~~
- ~~3. In the case of a school bus driver, for work related purposes~~

~~(cf 3513.1 Cellular Phone Reimbursement)~~

~~(cf 4040 Employee Use of Technology)~~

~~A person shall not drive a motor vehicle while using an electronic wireless communications device to write, send, or read a text based communication, including, but not limited to, text messages, instant messages, and email. This prohibition does not include reading, selecting, or entering a telephone number or name in an electronic wireless communications device for the purpose of making or receiving a telephone call. (Vehicle Code 23123.5)~~

~~(cf 4112.42/4212.42/4312.42 Drug and Alcohol Testing for School Bus Drivers)~~

~~TRANSPORTATION SAFETY AND EMERGENCIES (continued)~~

~~The Superintendent or designee shall review all investigations of bus incidents and accidents to develop preventative measures.~~

~~**Student Instruction**~~

~~All students who are transported in a school bus or student activity bus shall receive instruction in school bus emergency procedures and passenger safety. (Education Code 38048)~~

- ~~1. Each school year, the Superintendent or designee shall provide appropriate instruction in safe riding practices and emergency evacuation drills. Each student who receives home to school transportation in a school bus shall be required to receive this instruction. (5 CCR 14102)~~
- ~~2. At least once each school year, all students in grades prekindergarten through 8 who receive home to school transportation shall receive safety instruction which includes, but is not limited to: (Education Code 38048)~~
 - ~~a. Proper loading and unloading procedures, including escorting by the driver~~
 - ~~b. How to safely cross the street, highway, or private road~~
 - ~~c. In school buses with passenger restraint systems, instruction in the use of such systems as specified in 5 CCR 14105, including, but not limited to, the proper fastening and release of the passenger restraint system, acceptable placement of passenger restraint systems on students, times at which the passenger restraint systems should be fastened and released, and acceptable placement of the passenger restraint systems when not in use~~
 - ~~d. Proper passenger conduct~~

~~(cf. 5131.1 Bus Conduct)~~
 - ~~e. Bus evacuation procedures~~
 - ~~f. Location of emergency equipment~~

~~TRANSPORTATION SAFETY AND EMERGENCIES (continued)~~

~~As part of this instruction, students shall evacuate the school bus through emergency exit doors. Instruction also may include responsibilities of passengers seated next to an emergency exit.~~

~~Each time the above instruction is given, the following information shall be documented:~~

- ~~a. District name~~
- ~~b. School name and location~~
- ~~c. Date of instruction~~
- ~~d. Names of supervising adults~~
- ~~e. Number of students participating~~
- ~~f. Grade levels of students~~
- ~~g. Subjects covered in instruction~~
- ~~h. Amount of time taken for instruction~~
- ~~i. Bus driver's name~~
- ~~J. Bus number~~
- ~~k. Additional remarks~~

~~This documentation shall be kept on file at the district office or the school for one year and shall be available for inspection by the California Highway Patrol.~~

- ~~3. Before departing on a school activity trip, all students riding on a school bus or student activity bus shall receive safety instruction which includes, but is not limited to: (Education Code 38048)~~
 - ~~a. Location of emergency exits~~
 - ~~b. Location and use of emergency equipment~~

~~This instruction also may include responsibilities of passengers seated next to an emergency exit.~~

~~TRANSPORTATION SAFETY AND EMERGENCIES~~ (continued)

Notifications

~~The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades prekindergarten through 8 who have not previously been transported in a school bus or school activity bus. This information shall be provided upon registration and shall include: (Education Code 39831.5)~~

- ~~1. A list of school bus stops near each student's home~~
- ~~2. General rules of conduct at school bus loading zones~~
- ~~3. Red light crossing instructions~~
- ~~4. School bus danger zone~~
- ~~5. Safety while walking to and from school bus stops~~

~~) (cf 5145.6 Parental Notifications)~~

Legal Reference:-

EDUCATION CODE

~~38045-38059 Transportation, school buses, especially:~~

~~38048 Student instruction in bus safety; notifications~~

~~38051 Excess of seating capacity~~

~~38056 Fire extinguisher on school buses~~

~~39831.3 Transportation safety plan~~

~~51202 Instruction in personal and public health and safety~~

VEHICLE CODE

~~34500 California Highway Patrol responsibility to regulate safe operation of school buses~~

~~34501.6 School buses; reduced visibility~~

~~34508.5 Investigation of accidents~~

CODE OF REGULATIONS, TITLE 5

~~14102 Instruction in bus safety and evacuation~~

~~14103 Authority of the driver~~

CODE OF REGULATIONS, TITLE 13

~~1256.5 Notice warning against unauthorized entry on school buses~~

Regulation
approved: February 12, 1998
revised: February 5, 2009

PALERMO UNION SCHOOL DISTRICT
Palermo, California

NONDISCRIMINATION IN EMPLOYMENT

The Governing Board is determined to provide district employees, interns, volunteers, and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. This policy shall apply to all district employees and, to the extent required by law, to interns, volunteers, and job applicants.

(cf. 1240 - Volunteer Assistance)
(cf. 4111/4211/4311 - Recruitment and Selection)

No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation or his/her association with a person or group with one or more of these actual or perceived characteristics.

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

Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:

1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment
2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training

(cf. 4151/4251/4351 - Employee Compensation)
(cf. 4154/4254/4354 - Health and Welfare Benefits)

3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment
4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code 12940 or 2 CCR 11006-11086, such as:
 - a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity,

including transgender status

(cf. 4033 - Lactation Accommodation)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

b. Religious creed discrimination based on an employee's religious belief or observance, including his/her religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement.

c. Disability discrimination based on a district requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity

(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

d. Disability discrimination based on the district's failure to make reasonable accommodation for the known physical or mental disability of an employee or to engage in a timely, good faith, interactive process with an employee, to determine effective reasonable accommodations for the employee, when he/she has requested reasonable accommodation for a known physical or mental disability or medical condition

(cf. 4032 - Reasonable Accommodation)

The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who reports such incidents from retaliation.

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy. He/she shall provide training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The

Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

In addition, the Superintendent or designee shall post, in a conspicuous place on district premises, the California Department of Fair Employment and Housing publication on workplace discrimination and harassment issued pursuant to 2 CCR 11013.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

CIVIL CODE

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

11006-11086 Discrimination in employment

11013 Recordkeeping

11019 Terms, conditions and privileges of employment

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 29

621-634 Age Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age discrimination in federally assisted programs
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 34
100.6 Compliance information
104.7 Designation of responsible employee for Section 504
104.8 Notice
106.8 Designation of responsible employee and adoption of grievance procedures
106.9 Dissemination of policy
110.1-110.39 Nondiscrimination on the basis of age
COURT DECISIONS
Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863
Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS
California Law Prohibits Workplace Discrimination and Harassment, December 2014
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Notice of Non-Discrimination, August 2010
U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS
Questions and Answers: Religious Discrimination in the Workplace, 2008
New Compliance Manual Section 15: Race and Color Discrimination, April 2006
Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors,
June 1999
WEB SITES
California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>
U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

(12/14 5/16) 12/16

Policy adopted: July 10, 2001
Revised:

PALERMO UNION SCHOOL DISTRICT
Palermo, California

NONDISCRIMINATION IN EMPLOYMENT

~~The Governing Board prohibits unlawful discrimination against and/or harassment of district employees and job applicants on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex, or sexual orientation at any district site and/or activity. The Board also prohibits retaliation against any district employee or job applicant who complains, testifies or in any way participates in the district's complaint procedures instituted pursuant to this policy.~~

~~(cf. 4031 - Complaints Concerning Discrimination in Employment)~~

~~(cf. 4032 - Reasonable Accommodation)~~

~~(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)~~

~~(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)~~

~~Any district employee who engages or participates in unlawful discrimination, or who aids, abets, incites, compels or coerces another to discriminate, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.~~

~~(cf. 4117.4 - Dismissal)~~

~~(cf. 4118 - Suspension/Disciplinary Action)~~

~~(cf. 4218 - Dismissal/Suspension/Disciplinary Action)~~

~~Equal employment opportunity shall be provided to all employees and applicants. Physically or mentally disabled employees or applicants may request reasonable accommodation.~~

~~(cf. 4032 - Reasonable Accommodation)~~

~~Any district employee who observes or has knowledge of an incident of unlawful discrimination or harassment shall report the incident to the principal, district administrator or Superintendent as soon as practical after the incident. Failure of a district employee to report discrimination or harassment may result in disciplinary action.~~

~~All employees are expected to carry out their responsibilities in a manner that is free from discriminatory statements or conduct. Employees who permit or engage in discrimination or harassment may be subject to disciplinary action up to and including dismissal.~~

~~(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)~~

~~The Board also prohibits retaliation against any district employee or job applicant who opposes any discriminatory employment practice by the district or its employee, agent, or representative or who complains, testifies, assists, or in any way participates in the district's complaint procedures pursuant to this policy. No employee or job applicant who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)~~

NONDISCRIMINATION IN EMPLOYMENT (continued)

~~Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.~~

~~The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)~~

~~The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)~~

~~The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:~~

~~Superintendent
7390 Bulldog Way, Palermo, CA 95968
Telephone: (530) 533-4842, ext. 7~~

~~Other Remedies~~

~~An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:~~

- ~~1. To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960. (Government Code 12960)~~
- ~~2. To file a valid complaint directly with EEOC, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier. (42 USC 2000e-5)~~

~~Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.~~

~~Legal Reference (next page):~~

NONDISCRIMINATION IN EMPLOYMENT (continued)

Legal Reference:-

CIVIL CODE

~~51.7 Freedom from violence or intimidation~~

GOVERNMENT CODE

~~11135 Unlawful discrimination~~

~~12900 12996 Fair Employment and Housing Act~~

PENAL CODE

~~422.56 Definitions, hate crimes~~

CODE OF REGULATIONS, TITLE 2

~~7287.6 Terms, conditions and privileges of employment~~

CODE OF REGULATIONS, TITLE 5

~~4900 4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance~~

UNITED STATES CODE, TITLE 20

~~1681 1688 Discrimination based on sex or blindness, Title IX~~

UNITED STATES CODE, TITLE 29

~~794 Section 504 of the Rehabilitation Act of 1973~~

UNITED STATES CODE, TITLE 42

~~2000d 2000d 7 Title VI, Civil Rights Act of 1964~~

~~2000e 2000e 17 Title VII, Civil Rights Act of 1964 as amended~~

~~2000h 2 2000h 6 Title IX, 1972 Education Act Amendments~~

~~12101 12213 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 28

~~35.101 35.190 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~100.6 Compliance information~~

~~104.8 Notice~~

~~106.8 Designation of responsible employee and adoption of grievance procedures~~

~~106.9 Dissemination of policy~~

COURT DECISIONS

~~Carter v. California Department of Veterans Affairs (2003) 2003 Cal.LEXIS 5694~~

~~Shephard v. Loyola Marymount (2002) 102 Cal.App.4th 837~~

Management Resources:-

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

~~Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999~~

~~Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, March, 1999~~

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS

~~Notice of Non-Discrimination, January, 1999~~

WEB SITES

~~EEOC: <http://www.eeoc.gov>~~

~~OCR: <http://www.ed.gov/offices/OCR>~~

~~DFEH: <http://www.dfeh.ca.gov>~~

Policy
adopted: July 10, 2001
Revised: June 29, 2016

PALERMO UNION SCHOOL DISTRICT
Palermo, California

NONDISCRIMINATION IN EMPLOYMENT

All allegations of discrimination in employment, including those involving an intern, volunteer, or job applicant, shall be investigated and resolved in accordance with procedures specified in this administrative regulation.

The district designates the position identified below as its coordinator for nondiscrimination in employment (coordinator) to coordinate the district's efforts to comply with state and federal nondiscrimination laws and to answer inquiries regarding the district's nondiscrimination policies. The coordinator may be contacted at:

Superintendent

7390 Bulldog Way
Palermo, CA 95968
(530) 533-4842

Measures to Prevent Discrimination

To prevent unlawful discrimination, harassment, and retaliation in district employment, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and regulation, including the complaint procedures and the coordinator's contact information, by: (5 CCR 4960; 34 CFR 100.6, 106.9)
 - a. Including them in each announcement, bulletin, or application form that is used in employee recruitment
 - b. Posting them in all district schools and offices, including staff lounges and other prominent locations
 - c. Posting them on the district's web site and providing easy access to them through district-supported social media, when available

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

2. Disseminate the district's nondiscrimination policy to all employees by one or more of the following methods: (2 CCR 11023)
 - a. Printing and providing a copy of the policy to all employees, with an acknowledgment form for each employee to sign and return

- b. Sending the policy via email with an acknowledgment return form
- c. Posting the policy on the district intranet with a tracking system ensuring all employees have read and acknowledged receipt of the policies
- d. Discussing the policy with employees upon hire and/or during a new hire orientation session
- e. Any other way that ensures employees receive and understand the policy

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

- 3. Provide to employees a handbook that contains information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to anyone who feels that he/she has been the victim of any discriminatory or harassing behavior
- 4. Provide training to employees, volunteers, and interns regarding the district's nondiscrimination policy, including what constitutes unlawful discrimination, harassment, and retaliation and how and to whom a report of an incident should be made

Training for supervisors shall include the requirement to report any complaint of misconduct to a designated representative, such as the coordinator, human resources manager, or Superintendent or designee as a topic in the sexual harassment prevention training required pursuant to 2 CCR 11024 (2 CCR 11023)

(cf. 1240 - Volunteer Assistance)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

- 5. Periodically review the district's recruitment, hiring, and promotion processes and regularly monitor the terms, conditions, and privileges of employment to ensure district compliance with law
- 6. For any district facility where 10 percent of employees have a language other than English as their spoken language, translate the policy into every language spoken by at least 10 percent of the workforce

Complaint Procedure

Any complaint alleging unlawful discrimination or harassment shall be addressed in accordance with the following procedures:

- 1. Notice and Receipt of Complaint: A complainant may inform his/her direct supervisor, another supervisor, the coordinator, the Superintendent or, if available, a complaint hotline or an ombudsman.

The complainant may file a written complaint in accordance with this procedure, or if he/she is an employee, may first attempt to resolve the situation informally with his/her supervisor.

A supervisor or manager who has received information about an incident of discrimination or harassment, or has observed such an incident, shall report it to the coordinator, whether or not the complainant files a written complaint.

The written complaint should contain the complainant's name, the name of the individual who allegedly committed the act, a description of the incident, the date and location where the incident occurred, any witnesses who may have relevant information, other evidence of the discrimination or harassment, and any other pertinent information which may assist in investigating and resolving the complaint.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4032 - Reasonable Accommodation)

2. Investigation Process: The coordinator shall initiate an impartial investigation of an allegation of discrimination or harassment within five business days of receiving notice of the alleged discriminatory or harassing behavior, regardless of whether a written complaint has been filed or whether the written complaint is complete.

The coordinator shall meet with the complainant to describe the district's complaint procedure and discuss the actions being sought by the complainant in response to the allegation. The coordinator shall inform the complainant that the investigation of the allegations will be fair, timely, and thorough and will be conducted in a manner that provides all parties due process and reaches reasonable conclusions based on the evidence collected. He/she shall also inform the parties that the investigation will be kept confidential to the extent possible, but that some information may be revealed as necessary to conduct an effective investigation.

(cf. 3580 - District Records)
(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

If the coordinator determines that a detailed fact-finding investigation is necessary, he/she shall begin the investigation immediately. As part of this investigation, the coordinator should interview the complainant, the person accused, and other persons who could be expected to have relevant information.

The coordinator shall track and document the progress of the investigation to ensure reasonable progress and shall inform the parties as necessary.

When necessary to carry out his/her investigation or to protect employee safety, the coordinator may discuss the complaint with the Superintendent or designee, district legal counsel, or the district's risk manager.

The coordinator also shall determine whether interim measures, such as scheduling changes, transfers, or leaves, need to be taken before the investigation is completed to ensure that further incidents are prevented. The coordinator shall ensure that such interim measures do not constitute retaliation.

3. **Written Report on Findings and Remedial/Corrective Action:** No more than 20 business days after receiving the complaint, the coordinator shall conclude the investigation and prepare a written report of his/her findings. This timeline may be extended for good cause. If an extension is needed, the coordinator shall notify the parties and explain the reasons for the extension.

The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If a determination has been made that discrimination or harassment occurred, the report also shall include any corrective action(s) that have been or will be taken to address the behavior, provide appropriate options for remedial actions and resolutions for the complainant, and ensure that retaliation or further discrimination or harassment is prevented.

The report shall be presented to the complainant, the person accused, and the Superintendent or designee.

4. **Appeal to the Governing Board:** The complainant or the person accused may appeal any findings to the Board within 10 business days of receiving the written report of the coordinator's findings. The Superintendent or designee shall provide the Board with all information presented during the investigation. Upon receiving an appeal, the Board shall schedule a hearing as soon as practicable. Any complaint against a district employee shall be addressed in closed session in accordance with law. The Board shall render its decision within 10 business days.
(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 9321 - Closed Session Purposes and Agendas)

Other Remedies

In addition to filing a discrimination or harassment complaint with the district, a person may file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:

1. To file a valid complaint with DFEH, within one year of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code 12960
2. To file a valid complaint directly with EEOC, within 180 days of the alleged discriminatory act(s) (42 USC 2000e-5)
3. To file a valid complaint with EEOC after first filing a complaint with DFEH, within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier (42 USC 2000e-5) (12/15) 12/16

Regulation adopted:

PALERMO UNION SCHOOL DISTRICT
Palermo, California

NONDISCRIMINATION IN EMPLOYMENT

~~Unlawful harassment based on a person's race, sex, or other attribute listed in the district's nondiscrimination policy includes, but is not limited to, the following:~~

- ~~1. Slurs, epithets, threats, or verbal abuse~~
- ~~2. Derogatory or degrading comments, descriptions, drawings, pictures or gestures~~
- ~~3. Unwelcome jokes, stories or teasing~~
- ~~4. Any other verbal, visual or physical conduct which adversely affects the individual's employment opportunities or has the purpose or effect of unreasonably interfering with his/her work performance or creating an intimidating, hostile or offensive working environment~~

~~Harassment may arise not only as a result of the offender's intention, but also as a result of the offended person's perception of the offensive conduct and the way in which it affects him/her.~~

~~Any employee or applicant for employment who feels that he/she is being unlawfully discriminated against or harassed should immediately contact his/her supervisor or the Superintendent/nondiscrimination coordinator in order to obtain procedures for reporting a complaint. Such complaints can be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment.~~

~~Any supervisor who receives a discrimination/harassment complaint shall notify the Superintendent/nondiscrimination coordinator, who shall ensure that the complaint is appropriately investigated. Discrimination complaint procedures prohibit retaliatory behavior against any complainant or any participant in the complaint process.~~

~~The Superintendent or designee shall ensure that annual training is provided to all employees regarding the issues of discrimination.~~

~~(cf 4031 - Complaints Concerning Discrimination in Employment)~~

Regulation
approved: July 10, 2001
Revised: May 15, 2008

PALERMO UNION SCHOOL DISTRICT
Palermo, California

SUICIDE PREVENTION

Staff Development

Suicide prevention training shall be provided to teachers, counselors, and other district employees who interact with students at the secondary level. The training shall be offered under the direction of a district counselor/psychologist and/or in cooperation with one or more community mental health agencies.

- (cf. 4131 - Staff Development)
- (cf. 4231 - Staff Development)
- (cf. 4331 - Staff Development)

Materials for training shall include how to identify appropriate mental health services at the school site and within the community, and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials. (Education Code 215)

Staff development shall include research and information related to the following topics:

1. The higher risk of suicide among certain groups, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth
2. Individual risk factors such as previous suicide attempt(s) or self-harm, history of depression or mental illness, family history of suicide or violence, feelings of isolation, interpersonal conflicts, a recent severe stressor or loss, family instability, impulsivity, and other factors

(cf. 5131.6 - Alcohol and Other Drugs)
3. Warning signs that may indicate depression, emotional distress, or suicidal intentions, such as changes in students' personality or behavior and verbalizations of hopelessness or suicidal intent
4. Protective factors that may help to decrease a person's suicide risk, such as resiliency, problem-solving ability, access to mental health care, and positive connections to family, peers, school, and community
5. Instructional strategies for teaching the suicide prevention curriculum and promoting mental and emotional health
6. School and community resources and services, including resources and services that meet

the specific needs of high-risk groups

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

7. District procedures for intervening when a student attempts, threatens, or discloses the desire to die by suicide

Instruction

The district's comprehensive health education program shall promote the healthy mental, emotional, and social development of students and shall be aligned with the state content standards and curriculum framework. Suicide prevention instruction shall be incorporated into the health education curriculum at appropriate secondary grades and shall be designed to help students:

1. Identify and analyze signs of depression and self-destructive behaviors and understand how feelings of depression, loss, isolation, inadequacy, and anxiety can lead to thoughts of suicide

2. Develop coping and resiliency skills and self-esteem

3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent

4. Identify trusted adults, school resources, and/or community crisis intervention resources where youth can get help and recognize that there is no stigma associated with seeking services for mental health, substance abuse, and/or suicide prevention

(cf. 1020 - Youth Services)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5141.6 - School Health Services)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6164.2 - Guidance/Counseling Services)

Intervention

Students shall be encouraged to notify a teacher, principal, counselor, or other adult when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions.

Every statement regarding suicidal intent shall be taken seriously. Whenever a staff member suspects or has knowledge of a student's suicidal intentions based on the student's verbalizations or act of self-harm, he/she shall promptly notify the principal or school counselor.

Although any personal information that a student discloses to a school counselor shall generally not be revealed, released, referenced, or discussed with third parties, the counselor may report to the principal or student's parents/guardians when he/she has reasonable cause to believe that disclosure is necessary to avert a clear and present danger to the health, safety, or welfare of the student. In addition, the counselor may disclose information of a personal nature to psychotherapists, other health care providers, or the school nurse for the sole purpose of referring the student for treatment. (Education Code 49602)

(cf. 5141 - Health Care and Emergencies)

A school employee shall act only within the authorization and scope of his/her credential or license. An employee is not authorized to diagnose or treat mental illness unless he/she is specifically licensed and employed to do so. (Education Code 215)

Whenever schools establish a peer counseling system to provide support for students, peer counselors shall receive training that includes identification of the warning signs of suicidal behavior and referral of a suicidal student to appropriate adults.

(cf. 5138 - Conflict Resolution/Peer Mediation)

When a suicide attempt or threat is reported, the principal or designee shall ensure student safety by taking the following actions:

1. Immediately securing medical treatment and/or mental health services as necessary
2. Notifying law enforcement and/or other emergency assistance if a suicidal act is being actively threatened
3. Keeping the student under continuous adult supervision until the parent/guardian and/or appropriate support agent or agency can be contacted and has the opportunity to intervene
4. Removing other students from the immediate area as soon as possible

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5141 - Health Care and Emergencies)

The principal or designee shall document the incident in writing, including the steps that the school took in response to the suicide attempt or threat.

(cf. 5125 - Student Records)

The Superintendent or designee shall follow up with the parent/guardian and student in a timely manner to provide referrals to appropriate services as needed. If the parent/guardian does not access treatment for the student, the Superintendent or designee may meet with the parent/guardian to identify barriers to treatment and assist the family in providing follow-up care for the student. If follow-up care is still not provided, the Superintendent or designee shall

consider whether he/she is required, pursuant to laws for mandated reporters of child neglect, to refer the matter to the local child protective services agency.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

For any student returning to school after a mental health crisis, the principal or designee and/or school counselor may meet with the parents/guardians and, if appropriate, with the student to discuss re-entry and appropriate next steps to ensure the student's readiness for return to school.

Postvention

In the event that a student dies by suicide, the Superintendent or designee shall communicate with the student's parents/guardians to offer condolences, assistance, and resources. In accordance with the laws governing confidentiality of student record information, the Superintendent or designee shall consult with the parents/guardians regarding facts that may be divulged to other students, parents/guardians, and staff.

The Superintendent or designee shall implement procedures to address students' and staff's grief and to minimize the risk of imitative suicide or suicide contagion. He/she shall provide students, parents/guardians, and staff with information, counseling, and/or referrals to community agencies as needed. School staff may receive assistance from school counselors or other mental health professionals in determining how best to discuss the suicide or attempted suicide with students.

Any response to media inquiries shall be handled by the district-designated spokesperson who shall not divulge confidential information. The district's response shall not sensationalize suicide and shall focus on the district's postvention plan and available resources.

(cf. 1112- Media Relations)

After any suicide or attempted suicide by a student, the Superintendent or designee shall provide an opportunity for all staff who responded to the incident to debrief, evaluate the effectiveness of the strategies used, and make recommendations for future actions.

(6/96 7/09) 3/17

Regulation adopted:

PALERMO UNION SCHOOL DISTRICT
Palermo, California

SUICIDE PREVENTION

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

In developing measures and strategies for use by the district, the Superintendent or designee may consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, local health agencies, mental health professionals, and community organizations.

(cf. 1020 - Youth Services)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Such measures and strategies shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students in the secondary grades

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

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

(cf. 6142.8 - Comprehensive Health Education)

3. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that is characterized by caring staff and harmonious interrelationships among students

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

4. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis
5. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
6. Crisis intervention procedures for addressing suicide threats or attempts
7. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

Legal Reference:

EDUCATION CODE

215 Student suicide prevention policies

32280-32289 Comprehensive safety plan

49060-49079 Student records

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

GOVERNMENT CODE

810-996.6 Government Claims Act

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5850-5883 Mental Health Services Act

COURT DECISIONS

Corales v. Bennett (Ontario-Montclair School District), (2009) 567 F.3d 554

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:
<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services
Administration: <http://www.samhsa.gov>

(6/96 7/09) 3/17

Policy adopted:

PALERMO UNION SCHOOL DISTRICT
Palermo, California