

Family-Student Handbook



EXCELLENCE IN EDUCATION

Please download and review.

During Data Confirmation, clicking on "Yes" indicates:

1. I have read and reviewed the provisions of the Family-Student Handbook.
2. I give permission for my child to use the Internet and District Chromebooks.
3. I give limited consent to media release.

All forms are available on the district website at

www.etiwanda.org

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Charlayne Sprague

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6061 East Avenue, Etiwanda, California 91739

www.etiwanda.k12.ca.us

(909) 899-2451 FAX (909) 803-3035

Dear Parents and Guardians,

Welcome to the new school year. In this handbook, you will find a variety of important information about the Etiwanda School District and your child's school. The information that follows includes notifications required by law and items relating to school safety and school operations. **Please take the time to review the information.** A copy of the handbook is available on the District website throughout the year at www.etiwanda.org and also in the office of your child's school.

Parents and guardians are our most important partners for student success working alongside teachers, administrators and support staff. I encourage you to be actively engaged in your child's education this year by monitoring your child's homework completion, spending time reading together, engaging in physical activity with your child, joining the school parent teacher association or organization, attending parent conferences and family engagement opportunities, and volunteering at school and classroom events.

Please do not hesitate to contact your child's school for more information about ways to get involved.

Have a great year!

Sincerely,

A handwritten signature in black ink, appearing to read "CSprague", is written over a horizontal line.

Charlayne Sprague
Superintendent

EMERGENCY BULLETIN
Important Information – Please retain

ETIWANDA SCHOOL DISTRICT
SCHOOL SCHEDULE DISRUPTION
NATURAL OR OTHER EMERGENCY/DISASTER
(FIRE, FOG, WIND, FLOODING, AND OTHER)

EMERGENCY INFORMATION NUMBER (909) 899-2451
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EMERGENCY INFORMATION WEBSITE <u>www.etiwanda.org</u>

GENERAL - Natural emergencies may arise each school year. Parents and employees can receive current information related to emergency conditions at the phone number and website listed above. It is the intent of this bulletin to give individuals some idea as to the course of action the district will take when these emergencies occur and the resulting action that is recommended for families. The district becomes responsible for the supervision of children once they have been dropped off at school by parents. Parents are responsible for their children prior to these times and in the event that schools are closed prior to the child's arrival time. During inclement conditions parents should ascertain if schools are open prior to dropping students off at school (see school closure). Once at school, students will be supervised by district personnel until the normal dismissal time.

FIRE - If a fire occurs which endangers individuals, students of that school will be evacuated to another school. Parents and employees will be notified of the evacuation in a timely manner. Students will remain at the evacuated school site for the duration of the normal school day or until released to a parent/guardian or someone authorized on the student release form. If fire officials close an area of the district to traffic while school is in session, students will remain on campus until a parent/guardian can safely travel to the site to pick up their child.

FOG/WIND - Dense fog and severe wind conditions occur every year in this area. Please note: The district will not close school during such periods unless road closures and/or imminent dangerous conditions exist in the proximity of school.

FLOODING - The schools in this district are constructed on sites which are not normally subject to flooding.

SCHOOL CLOSURE - When schools are closed because of emergency conditions, please dial (909) 899-2451, press 1, and select the option for the school in question. The district website www.etiwanda.org is also updated with information regarding emergency conditions and school closures. If possible, information related to school closing will be referred for dissemination over local television and radio stations, including but not limited to, KFI-640 AM, KFRG-95.1 FM, KGGI-99.1 FM, and KOLA 99.9 FM.

If you have any questions concerning this bulletin, please contact the school principal.

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

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Jeannie Tavalazzi

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FAX (909) 803-3035

Dear Parents and Guardians,

As one of our highest priorities, the Etiwanda School District continues to focus on the safety of students, staff, parents, and visitors. Effective campus safety and security efforts begin with providing schools an opportunity to practice emergency response procedures. To accomplish this goal, throughout the school year, staff and students will participate in various emergency preparedness drills. Practice drills will include but are not limited to fire, bus evacuation, earthquake, lockdown, and intruder/active shooter.

The goal of training exercises is to improve our skills to protect students, save lives, and reduce injuries. In an effort to understand our options and become proficient in our roles and responsibilities, certain drills may include evacuation procedures for students and staff. Please know, when the district office or a school site is practicing a drill, the following measures may be enacted:

- The district office and school site telephones might not be answered
- The district office and school site front doors might be locked
- Depending on the type of drill, the district office or school site parking lot might be closed

Please discuss your family's home emergency preparedness plan with your child and let them know their school will also conduct emergency drills. Additionally, maintaining accurate student emergency contact information is an important part of a school site's safety and crisis preparedness. Please ensure you have provided your child's school with current emergency contact information. As a community, we must make the commitment to internalize the need and value in planning and training for potential crisis and emergency situations. Practicing emergency drills and maintaining accurate emergency records are essential in safety preparedness.

If you have any questions or need further information, please contact the school office. Effective campus safety and security efforts begin with a partnership among parents, community members, schools, and local emergency services. Thank you for understanding and supporting our safety programs.

Sincerely,

Charlayne Sprague

Superintendent



IMPORTANT PARENT RIGHTS & RESPONSIBILITIES 2023-2024

Dear Parent/Guardian

Please download and review. Clicking on “Yes” indicates “I have read and reviewed the provisions of the Family-Student Handbook. I acknowledge that as a parent/guardian, I have been informed of my rights. I understand that I am neither giving nor withholding my consent for my student(s) to participate in any particular program.”

The intent of this material is to inform you of your rights and responsibilities as a parent or guardian and the rights and responsibilities of your child. It is important that you read this material so that you will be informed.

ECS 48980 - Requires the Governing Board of a school district to notify parents and guardians of minor children attending schools in the district of their rights and responsibilities.

TITLE VI, CIVIL RIGHTS ACT, TITLE IX, 1972 EDUCATION ACT, AND SECTION 504 OF THE REHABILITATION ACT OF 1973 (29 U.S.C. SECTION 794): Statement on Non-Discrimination - The District does not discriminate on the basis of race, color, national origin, sex, or handicap. The District will take steps to assure that the lack of English will not be a barrier to admission and participation.

- a. The Title IX Coordinator for the Etiwanda School District is the Assistant Superintendent of Personnel, 6061 East Ave., Etiwanda, CA, 91739, (909) 899-2451. The Section 504 compliance officer for the Etiwanda School District is the Administrator of Special Programs, 6061 East Ave., Etiwanda, CA 91739, (909) 899-2451.
- b. The Title IX Coordinator for the Etiwanda School District is the Assistant Superintendent of Personnel, 6061 East Ave., Etiwanda, CA 91739, and (909) 899-2451.
- c. Under ECS 221.61, on or before July 1, the District shall post in a prominent and conspicuous location on their Internet Web sites all of the following: (1) The name and contact information of the Title IX coordinator for the District which shall include the Title IX coordinator's phone number and email address. (2) The rights of a pupil and the public and the responsibilities of the District under Title IX, which shall include, but shall not be limited to, Internet Web links to information about those rights and responsibilities located on the Internet Web sites of the department's Office for Equal Opportunity and the United States Department of Education Office of Civil Rights, and the list of rights specified in Section 221.8. (3) A description of how to file a complaint under Title IX.

34 CFR 104.8 and 34 CFR 106.9: District's Nondiscrimination Policy - 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, application form, or other recruitment materials distributed to these groups.

The District's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand and, when required by law, in a language other than English.

Etiwanda School District Board Policy 410, Nondiscrimination in District Programs and Activities - The Governing Board is committed to equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

Access for Individuals with Disabilities (ADA) - District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations.

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.

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.

ECS 221.5: Prohibition of Sex Discrimination - All classes and courses, including non-academic and elective classes and courses, shall be conducted without regard to the sex of the student enrolled in such classes and courses. All classes and courses shall be offered to all students without regard to the sex of the student. No student will be prohibited from enrolling and pursuing study in a class or course based on the sex of the student, except a class subject to ECS 51930. No student of one sex shall be required to enroll in a particular class or course, unless the same class or course is also required of a student of the opposite sex. Participation in a particular physical education activity or sport, if required of students of one sex, shall be available to students of each sex. All students shall be permitted to participate in sex-segregated activities including athletic teams and competitions, and use facilities consistent with gender identity, regardless of the gender listed on the student's record.

ECS 221.5 (d) – A school counselor, teacher, instructor, administrator, or aide shall not, on the basis of sex of a pupil, offer vocational or school program guidance to a pupil of one sex that is different from that offered to a pupil of the opposite sex, or in counseling a pupil, differentiate career, vocational, or higher education opportunities on the basis of sex of the pupil.

Affirmative career counseling is offered to all students regardless of the sex of the student. Schools are required to send this general notification to parents of career counseling and course selection involving their child. The full text of the nondiscrimination/ harassment policy may be obtained upon request from the District office.

ECS 32255 - 32255.6: Alternative Education Project - Any pupil with a moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof, shall notify the teacher regarding this objection, upon notification of his or her rights pursuant to Section 32255.4. Parents and guardians are required to substantiate the student's objection in writing. Each teacher teaching a course that utilizes live or dead animals or animal parts shall inform the pupils of their rights.

If the pupil chooses to refrain from participation in an education project involving the harmful or destructive use of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with the pupil to develop and agree upon an alternate education project for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information, or experience required by the course of study in question.

The alternative education project shall require a comparable time and effort investment by the pupil. It shall not, as a means of penalizing the pupil, be more arduous than the original education project.

The pupil shall not be discriminated against based upon his or her decision to exercise his or her rights pursuant to this chapter.

Pupils choosing an alternative educational project shall pass all examinations of the respective course of study in order to receive credit for that course of study. However, if tests require the harmful or destructive use of animals, a pupil may, similarly, seek alternative tests pursuant to this chapter.

Classes and activities, conducted as part of a program in agricultural education that provide instruction on the care, management, and evaluation of domestic animals are exempt from the provisions of this chapter.

ECS 35183: District Dress Code – Authorizes school districts to adopt a reasonable dress code that would prohibit the wearing of gang-related clothing. It further authorizes school districts to adopt a dress code policy that would require students to wear a schoolwide uniform.

ECS 35183 (c) – If one is required, the uniform selection shall be determined by the principal, staff, and parents of the school.

A dress code policy that requires pupils to wear a schoolwide uniform shall not be implemented with less than six (6) months' notice to parents and the availability of resources to assist economically disadvantaged pupils. If the governing board chooses to adopt a dress code policy, the policy shall include a provision that no pupil shall be penalized academically or

otherwise discriminated against nor denied attendance to school if the pupil's parents chose not to have the pupil comply with the school uniform policy.

ECS 35183 (e) – School board shall provide a method whereby parents may choose not to have their children comply with an adopted school uniform policy.

ECS 35291 / 35291.5: Rules for Governance and Discipline - At the beginning of each school year and to transfer pupils, at the time of their enrollment in the school, parents shall be given a copy of rules and regulations governing the school. Such rules and procedures shall be consistent with the law, the governing board, state statutes governing school discipline, and rules prescribed by the State Board of Education.

ECS 48205: Excused Absences

- (a) Notwithstanding ECS 48200, a pupil shall be excused from school when the absence is:
- (1) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
 - (2) Due to quarantine under the direction of a county or city health officer.
 - (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
 - (4) For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
 - (5) For the purpose of jury duty in the manner provided for by law.
 - (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child for which the school shall not require a note from a doctor.
 - (7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the Governing Board.
 - (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
 - (9) For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
 - (10) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
 - (11) For the purpose of participating in a cultural ceremony or event.
 - (12) For the purpose of a middle school or high school pupil engaging in a civic or political event, provided that the pupil notifies the school ahead of the absence, the pupil is required to be excused for only one school-long absence per school year. The pupil may be permitted additional excused absences at the discretion of a school administrator as described in subdivision (c) of Section 48260.
 - (13) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.
- (b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of any class from which a pupil is absent shall determine the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
- (c) For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.
- (d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- (e) "Civic or political event" as used in this section, includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls. "Immediate family" as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil. "Cultural" as used in this section means relating to the habits, practices, beliefs, and traditions of a certain group of people.

ECS 48206.3: Individual Instruction for Pupils with Temporary Disability - Pupils with a temporary disability that makes attendance in the regular day classes or alternative education program in which the pupil is enrolled impossible or inadvisable shall receive either individual instruction at home provided by the school district in which the pupil is deemed to

reside, or individual instruction in a hospital or other residential health facility, excluding state hospitals, provided by the school district in which the hospital or other residential health facility is located.

ECS 48207: Pupils Hospitalized Outside School District - Pupils with a temporary disability who are in hospitals or residential health facilities, excluding a state hospital, located outside the school district in which the pupil's parent or guardian resides, shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. Notwithstanding any other law, a school district may continue to enroll a pupil with a temporary disability who is receiving individual instruction in a hospital or other residential health facility for the timely reentry of the pupil in the prior school after the hospitalization has ended, or to provide a partial week of instruction to a pupil who is receiving individual instruction in a hospital or other residential health facility, for fewer than five days of instruction per week, or the equivalent, as described in subdivision (c) of Section 48206.3.

ECS 48208: Parent's Duty to Notify District of Temporary Disability - It shall be the primary responsibility of the parent or guardian of a pupil with a temporary disability to notify the school district in which the pupil is deemed to reside pursuant to ECS 48207 of the pupil's presence in a qualifying hospital. The school district shall commence instruction within five (5) working days of determining whether pupil will be able to receive individual instruction, which will be determined within five (5) working days after notification. The District shall provide individual instruction in accordance with Section 48206.3.

ECS 48900: Pupil Suspension or Expulsions - A pupil shall not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed one or more of subdivisions (a) to (r), inclusive:

- a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
(2) Willfully used force or violence upon the person of another, except in self-defense.
- b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material, and represented it as a controlled substance, alcoholic beverage, or intoxicant.
- e) Committed or attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school property or private property.
- g) Stolen or attempted to steal school property or private property.
- h) Possessed or used tobacco or products containing tobacco, or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of the pupil's own prescription products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in section 11014.5 of the Health and Safety Code.
- k) (1) Disrupted school activities or otherwise willfully defied the valid authority of school personnel engaged in the performance of their duties.
(2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
(3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
(4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- l) Knowingly received stolen school property or private property.
- m) Possessed an imitation firearm. "Imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

- o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q) Engaged in, or attempted to engage in, hazing. "Hazing" is a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. "Hazing" does not include athletic events or school-sanctioned events.
- r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the stated meanings:
 - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2) (A) "Electronic act" means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
 - (i) A message, text, sound, video, or image.
 - (ii) A post on a social network internet website including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (iii) An act of cyber sexual bullying.
 - (I) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from photograph, visual recording, or other electronic act.
 - (II) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
 - (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.
 - (3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of the pupil's age with the pupil's exceptional needs.
- s) A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including but not limited to, any of the following:
 - 1. While on school grounds.
 - 2. While going to or coming from school.
 - 3. During the lunch period whether on or off the campus.
 - 4. During, or while going to or coming from, a school-sponsored activity.

- t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provision of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury shall be subject to discipline pursuant to subdivision (a).
- u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- v) For a pupil subject to discipline under this section, a superintendent or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.
- w) (1) It is the intent of the Legislature that alternatives to suspensions or expulsions be imposed against any pupil who is truant, tardy, or otherwise absent from school activities.
(2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

ECS 48900.1: Attendance of Parent/Guardian of Suspended Pupil - Parents or guardians of pupils suspended from school by a teacher pursuant to Section 48910 for reasons specified in ECS 48900(i) or (k) may be required by the school to attend a portion of the school day with their child. Written notice shall be provided to the parent or guardian by the principal that attendance is required by the parent pursuant to law.

ECS 48900.2 Sexual Harassment as Ground for Suspension or Recommendation for Expulsion - Conduct which constitutes sexual harassment of students impairs the ability of students to make full and effective use of the school district's instructional programs. Sexual harassment can cause embarrassment, feelings of powerlessness, reduced ability to perform schoolwork, and increased absenteeism and tardiness.

California Education Code, section 212.5 defines "sexual harassment" as unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature when:

- a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's academic status, or progress.
- b) Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
- c) The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
- d) Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

For the purposes of this policy, and according to Education Code section 48900.2, the conduct described in Section 212.5 must be considered, by a reasonable person of the same gender as the victim, to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This policy shall not apply to pupils enrolled in kindergarten and grades 1 through 3, inclusive.

Conduct which constitutes sexual harassment is prohibited and will not be tolerated at school or in connection with any school program or activity. Individuals who commit sexual harassment are subject to disciplinary action up to and including suspension and expulsion from the school district, dismissal from school district employment, the filing of criminal charges with the proper authorities, and liability through civil litigation as well.

ECS 48900.3: Participation in Act of Hate Violence as Ground for Suspension or Recommendation for Expulsion - A pupil in grades four (4) through twelve (12) may be suspended from school or recommended for expulsion if the superintendent or principal of the school determines the pupil causes, attempts to cause, threatens to cause, or participates in an act of hate violence. For the purposes of ECS 48900.3, "hate violence" includes any act punishable under Section 422.6, 422.7, or 422.75 of the Penal Code.

ECS 48900.4: Engaging in Harassment or Intimidation as Ground for Suspension or Recommendation for Expulsion - A pupil in grades four (4) through twelve (12) may be suspended from school or recommended for expulsion if the superintendent or principal of the school determines the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual

and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

ECS 48900.7: Making Terroristic Threats as Ground for Suspension or Recommendation for Expulsion - A pupil may be suspended from school, or recommended for expulsion, if it is determined that the pupil has made a terroristic threat against a school official and/or school property. Terroristic threats include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damages in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out which on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby reasonably causes that person to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of District property or their own personal property or immediate family.

ECS 48980(c): Schedule of Minimum Days and Non-Student Staff Development Days – The District is required to advise all parents and guardians of the schedule of minimum days and non-student staff development days. These dates are provided under separate cover. If any minimum or non-student staff development days are scheduled following the distribution of this notice, the District will notify you as early as possible, but not later than one month before the scheduled minimum day or non-student day.

ECS 48980(f): District's Sexual Harassment Policy - The District's sexual harassment Board policy shall be included in the District's yearly written notice. Pursuant to ECS 231.5, the District's sexual harassment Board policy is as follows: The District prohibits all forms of sexual harassment in the working or educational environment of the District, recognizing that students and employees have the right to learn and work in an atmosphere free of harassment. Each principal and supervisor is responsible for maintaining an educational and work environment free of sexual harassment.

Employees who permit or engage in sexual harassment may be subject to disciplinary action up to and including dismissal. Acts of sexual harassment are outside the scope and course of employment, and employees who engage in such acts may be subject to litigation and required to obtain legal counsel at their own expense.

An employee or student having knowledge of conduct by another employee, volunteer, student or other person in the school community which may constitute sexual harassment of employees, applicants, students, or others shall immediately report such conduct to a supervisor, principal, or the District Personnel Office. Any person reporting possible sexual harassment may bypass a supervisor or an administrator when the report or complaint of harassment in any way implicates that individual.

All allegations of such conduct shall be appropriately investigated. If the victim of known or suspected harassment is a minor, the allegations or suspicions must also be reported to any police department or sheriff's department, (not including a school district police or security department), county probation department, if designated by the county to receive mandated reports, or the county welfare department. Although efforts will be made to keep complaints confidential, complete confidentiality may not be possible in the course of a thorough investigation.

All employees shall cooperate with any investigation of an alleged act of sexual discrimination or harassment conducted by the District or by an appropriate state or federal agency. Retaliatory behavior or threats of retaliation against any complainant or any participant in the complaint or investigative process is prohibited and may result in disciplinary action.

Sexual Harassment Defined – Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting, whether against a student or an employee, when:

- a. Submission to the conduct is made, either expressly or by implication, a term or condition of any individual's employment or education.
- b. Submission to or rejection of such conduct by an individual is used as the basis for an employment or educational decision affecting the individual.
- c. The conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or of creating an intimidating, hostile, or offensive working or educational environment.
- d. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding employment actions, benefits and services, honors, programs, or activities available at or through the District.

Examples of Harassing Conduct –

- a. Unwelcome leering, sexual flirtations, or propositions.

- b. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
- c. Graphic verbal comments about an individual's body or overly personal conversation.
- d. Sexual jokes, stories, drawings, pictures, or gestures.
- e. Spreading sexual rumors.
- f. Touching an individual's body or clothes in a sexual way.
- g. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex.
- h. Displaying sexually suggestive objects in the educational or work environment.
- i. Any verbal, physical, or visual conduct of a sexual nature by a participant in a formerly consensual relationship or course of conduct, once the other participant has advised that such conduct is no longer welcome or consensual.

The designated Title IX Coordinator for the District is the Assistant Superintendent of Personnel Services.

The District prohibits harassment on the basis of any characteristic protected by law, including disability, gender, gender identity, gender expression, nationality, race or ethnicity, sexual orientation, or any other characteristic contained in the definition of hate crimes in Section 422.55 of the Penal Code. (See Board Policy and Administrative Regulations 4030).

Training – The Superintendent or designee shall ensure that supervisory employees receive at least two hours of interactive training and education regarding sexual harassment every two years. Newly hired or promoted supervisory employees will receive training within six months of their assumption of a supervisory position. (Government Code section 12950.1.) Employees who have received the training from another employer are not exempt from this requirement. (Board Approved July 24, 2008.)

ECS 48980(g): Statutory Attendance Options – The District will advise parents and guardians of existing statutory attendance options and local attendance options available in the District. These are options for attending schools other than the one assigned by District. Students that attend schools other than those assigned by the districts are referred to as transfer students throughout this notification.

In an effort to project enrollment and to inform parents of school placement as early and accurately as possible, the Etiwanda School District is notifying parents and or guardians that Requests for Intradistrict Transfers are available on the Etiwanda School District website. These requests are provided for residents who live within our district boundaries and who wish to have their child(ren) attend a school other than their assigned residential school.

Due to growth, class size limits, and school capacity, it may not be possible to approve transfers. Please be advised that some schools may be closed for transfers. A complete list of open/closed schools is available at www.etiwanda.org.

The District will seek to approve an intradistrict transfer request for a victim of an act of bullying unless the requested school is at maximum capacity, in which case the District must accept an intradistrict transfer request for a different school in the school district. Notwithstanding any other law, and regardless of whether an agreement exists or a permit is issued pursuant to this section, if the school district of residence has only one school offering the grade level of the victim of an act of bullying and therefore there is no option for an intradistrict transfer, the victim of an act of bullying may apply for an interdistrict transfer and the school district of residence shall not prohibit the transfer if the school district of proposed enrollment approves the application for transfer. A "victim of an act of bullying" means a pupil that has been determined to have been a victim of bullying by an investigation pursuant to the complaint process described in Education Code Section 234.1 and the bullying was committed by any pupil in the school district of residence, and the parent of the pupil has filed a written complaint regarding the bullying with the school, school district personnel, or a local law enforcement agency. (ECS 46600.)

Request will be granted based upon space availability. In an effort to project enrollment and to inform parents of school placement as early and accurately as possible, transfers may be submitted after winter break. Please visit the Etiwanda School District website for exact dates. After space availability has been determined, parents will be notified of approval or denial.

Transportation is the responsibility of the parent and/or guardian. Upon parent's request on behalf of pupil, a school district of enrollment shall provide transportation assistance to a pupil that is eligible for free or reduced-price lunch. Transfer requests submitted outside of the transfer timeline dates may not be processed until after the school year begins.

Choosing a School Within the District in Which Parent/Guardian Lives

ECS 35160.5(b) requires the school board of each district to establish by July 1, 1994, a policy that allows the parent or guardian to choose the schools their children will attend, regardless of where the parent or guardian lives in the district.

The law limits choice within a school district as follows:

- Students who live in the attendance area of a school must be given priority to attend that school over students who do not live in the school's attendance area. A pupil who currently resides in the attendance area of a school shall not be displaced by pupils transferring from outside the attendance area.
- In cases in which there are more requests to attend a school than there are openings, the selection process will be a random, unbiased process that prohibits an evaluation of whether a pupil should be enrolled based upon the pupil's academic or athletic performance. Etiwanda School District will calculate the capacity of the schools in a nonarbitrary manner using pupil enrollment and available space. However, Etiwanda School District may employ existing entrance criteria for specialized schools or programs if the criteria are uniformly applied to all applicants. This subdivision shall not be construed to prohibit school districts from using academic performance to determine eligibility for, or placement in, programs for gifted and talented pupils established pursuant to Chapter 8 (commencing with Section 52200) of Part 28 of Division 4 of the Education Code.
- Each district must decide the number of openings at each school which can be filled by transfer students. Each district also has the authority to keep appropriate racial and ethnic balances among its schools, meaning that a district can deny a transfer request if it would upset this balance or would leave the district out of compliance with a court-ordered or voluntary desegregation program.
- Etiwanda School District will only provide transportation assistance to pupils if required and financed by federal law and at the request of the pupil's parent or guardian.
- If a transfer is denied, a parent/guardian does not have an automatic right to appeal the decision.

Choosing a School Outside the District in Which Parent/Guardian Lives

The California Education Code provides for three (3) different options for choosing a school outside the district in which the pupil lives. The three options are described below.

Option 1: Districts of Choice (ECS 48300 through 48317): The law allows, but does not require, each school district to become a "district of choice" – that is, a district that accepts transfer students from outside the district under the terms of the referenced Education Code sections. The school board of a district that decides to become a "district of choice" must determine the number of students it is willing to accept in this category each year and make sure that the students are selected through a "random and unbiased" process, which generally means a lottery process. If the district chooses not to become a "district of choice", a parent may not request a transfer under these provisions. Other provisions of the "district of choice" option include:

- Communications to parents by school districts of choice shall be factually accurate and not target individual parents or residential neighborhoods on the basis of a pupil or pupils' actual or perceived academic or athletic skill or other personal characteristic. (ECS 48301.)
- A school district of choice shall give first priority for attendance to siblings of children already in attendance in that district; second priority to pupils eligible for free or reduced-price meals; and third priority to children of military personnel. (ECS 48306.)
- A district of choice must register with the Superintendent of Public Instruction and the county board of education. (ECS 48301.) The Department of Education will investigate complaints regarding a district of choice that operates without registering or providing the required data. (ECS 48317.)
- On request of a parent, a district of choice may provide transfer student transportation assistance to the extent it provides transportation to other students. (ECS 48311.)

NOTE: Etiwanda is currently not a "district of choice."

Option 2: Parental Employment in Lieu of Residency Transfers (ECS 48204[a]): Notwithstanding ECS 48200, a pupil shall be deemed to have complied with the residence requirements for school attendance in a district, provided he or she is a pupil placed within the boundaries of the district in a licensed children's institution, licensed foster home, or a family home pursuant to a commitment or placement under Welfare and Institutions Code section 200, et seq.; a pupil for whom interdistrict attendance has been approved pursuant to ECS 46600 et seq.; an emancipated student whose residence is located within the boundaries of the district; a pupil residing in a state hospital located within the district, or a pupil who lives in the home of a caregiving adult that is located within the boundaries of that school district if the caregiver has provided an affidavit signed under penalty of perjury. Applications for interdistrict (ECS 46600) and intradistrict transfer (ECS 35160.5) are available in the pupil/personnel office of the district. (b) The school district may deem a pupil to have complied with the residency requirements for school attendance in the district if at least one parent or the legal guardian of the pupil is physically employed within the boundaries of the district for a minimum of 10 hours during the school week.

- Either the district in which the parent or legal guardian lives or the district in which the parent or legal guardian works may prohibit the student's transfer if it is determined that there would be a negative impact on the district.
- The district in which the parent or legal guardian works may reject a transfer if it determines that the cost of educating the student would be more than the amount of government funds the district would receive for educating the student.
- There are set limits (based on total enrollment) on the net numbers of students that may transfer out of a district under this law, unless the district approves a greater number of transfers.
- There is no required appeal process for a transfer that is denied. However, the district that declines to admit a student must provide in writing to the parent the specific reasons for denying the transfer.

NOTE: Etiwanda does not approve transfers based upon parental employment under this section.

Open Enrollment

ECS 48352 - "Low-achieving school" means any school identified by the Superintendent pursuant to the following: (1) Excluding the schools, and taking into account the impact of the criteria in paragraph (2), the Superintendent annually shall create a list of 1,000 schools ranked by increasing API with the same ratio of elementary, middle, and high schools as existed in decile 1 in the 2008-09 school year; (2) In constructing the list of 1,000 schools each year, the Superintendent shall ensure each of the following: (A) A local educational agency shall not have more than 10 percent of its schools on the list. However, if the number of schools in a local educational agency is not evenly divisible by 10, the Superintendent shall round up to the next whole number of schools; (B) Court, community, or community day schools shall not be included on the list; (C) Charter schools shall not be included on the list. NOTE: Etiwanda currently does not have any schools listed on the "Low Achieving" list as identified by the state.

ECS 48354 - The parent of a pupil enrolled in a low-achieving school may submit an application for the pupil to attend a school in a school district of enrollment pursuant to this article. Consistent with the requirements of Section 1116(b)(1)(E) of the federal Elementary and Secondary Education Act of 2001 (20 U.S.C. Sec. 6301 et seq.), on or before the first day of the school year, or, if later, on the date the notice of program improvement, corrective action, or restructuring status is required to be provided under federal law the district of residence shall provide the parents and guardians of all pupils enrolled in a school determined in subdivision (a) of Section 48352 with notice of the option to transfer to another public school served by the school district of residence or another school district.

An application requesting a transfer pursuant to this article shall be submitted by the parent of a pupil to the school district of enrollment prior to January 1 of the school year preceding the school year for which the pupil is requesting to transfer. The school district of enrollment may waive the deadline specified in this paragraph. The application deadline specified herein does not apply to an application requesting a transfer if the parent, with whom the pupil resides, is enlisted in the military and was relocated by the military within 90 days prior to submitting the application. The application may request enrollment of the pupil in a specific school or program within the school district of enrollment. A pupil may enroll in a school in the school district of enrollment in the school year immediately following the approval of his or her application.

In order to provide priority enrollment opportunities for pupils residing in the school district, a school district of enrollment shall establish a period of time for resident pupil enrollment prior to accepting transfer applications pursuant to this article.

ECS 48355 - The school district of residence of a pupil or a school district of enrollment to which a pupil has applied to attend may prohibit the transfer of the pupil pursuant to this article or limit the number of pupils who transfer pursuant to this article if the governing board of the district determines that the transfer would negatively impact either of the following: (1) A court-ordered or voluntary desegregation plan of the district; or (2) The racial and ethnic balance of the district, provided that any policy adopted pursuant to this paragraph is consistent with federal and state law.

ECS 48356 - A school district of enrollment may adopt specific, written standards for acceptance and rejection of applications pursuant to this article. The standards may include consideration of the capacity of a program, class, grade level, school building, or adverse financial impact. Subject to subdivision (b), and except as necessary in accordance with Section 48355, the standards shall not include consideration of a pupil's previous academic achievement, physical condition, proficiency in the English language, family income, or any of the individual characteristics set forth in Section 200.

In considering an application pursuant to this article, a nonresident school district may apply its usual requirements for admission to a magnet school or a program designed to serve gifted and talented pupils. Subject to the rules and standards that apply to pupils who reside in the school district of enrollment, a resident pupil who is enrolled in one of the district's schools pursuant to this article shall not be required to submit an application in order to remain enrolled.

A school district of enrollment shall ensure that pupils enrolled pursuant to standards adopted pursuant to this section are enrolled in a school with a higher Academic Performance Index than the school in which the pupil was previously enrolled.

and are selected through a random, unbiased process that prohibits an evaluation of whether or not the pupil should be enrolled based on individual academic or athletic performance, or any of the other characteristics set forth in subdivision (a), except that pupils applying for a transfer pursuant to this article shall be assigned priority for approval as follows: (1) First priority for the siblings of children who already attend the desired school; (2) Second priority for pupils transferring from a program improvement school ranked in decile 1 on the Academic Performance Index determined pursuant to subdivision (a) of Section 48352; (3) If the number of pupils who request a particular school exceeds the number of spaces available at that school, a lottery shall be conducted in the group priority order identified in paragraphs (1) and (2) to select pupils at random until all of the available spaces are filled.

The initial application of a pupil for transfer to a school within a school district of enrollment shall not be approved if the transfer would require the displacement from the desired school of any other pupil who resides within the attendance area of that school or is currently enrolled in that school. A pupil approved for a transfer to a school district of enrollment pursuant to this article shall be deemed to have fulfilled the requirements of ECS 48204.

ECS 48357 - Within 60 days of receiving an application pursuant to Section 48354, a school district of enrollment shall notify the applicant parent and the school district of residence in writing whether the application has been accepted or rejected. If an application is rejected, the school district of enrollment shall state in the notification the reasons for the rejection.

ECS 48358 - A school district of enrollment that enrolls a pupil pursuant to this article shall accept credits toward graduation that were awarded to the pupil by another school district and shall graduate the pupil if the pupil meets the graduation requirements of the school district of enrollment.

ECS 48980(i): Grade Reduction/Loss of Academic Credit – No pupil may have a grade reduced or lose academic credit for any absence or absences excused pursuant to ECS 48205 if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

ECS 48980.3: Pesticide Products – Notification of all pesticide products expected to be applied at the school site during the upcoming year will be provided under separate cover.

ECS 49011: Pupil Fees –The Etiwanda School District's Board Policy:

The Governing Board recognizes its responsibility to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the district's educational program are made available to them at no cost.

No student shall be required to pay a fee, deposit, or other charge for participation in an educational activity which constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities. (Education Code 49010, 49011; 5 CCR 350)

As necessary, the Board may approve fees, deposits, and other charges which are specifically authorized by law. When approving such fees, deposits, or charges, establishing fee schedules, or determining whether waivers or exceptions should be granted, the Board shall consider relevant data, including the socio-economic conditions of district students' families and their ability to pay.

The prohibition against student fees shall not restrict the district from soliciting for voluntary donations, participating in fundraising activities, and providing prizes or other recognition for participants in such activities and events. However, the district shall not offer or award to a student any course credit or privileges related to educational activities in exchange for voluntary donations or participation in fundraising activities by or on behalf of the student and shall not remove, or threaten to remove, from a student any course credit or privileges related to educational activities, or otherwise discriminate against the student, due to a lack of voluntary donations or participation in fundraising activities by or on behalf of the student.

Whenever district employees, volunteers, students, parents/guardians, or educational or civic organizations participate in such events or activities, the Superintendent or designee shall emphasize that participation in the event or activity is voluntary.

A complaint alleging district noncompliance with the prohibition against requiring student fees, deposits, or other charges shall be filed in accordance with the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures. (Education Code 49013)

If, upon investigation, the district finds merit in the complaint, the Superintendent or designee shall recommend and the Board shall adopt an appropriate remedy to be provided to affected students and parents/guardians in accordance with 5 CCR 4600.

ECS 49063, 49068, 20 U.S.C. 1232h(c): Notification of Privacy Rights of Students and Parents

Types of Pupil Records: A pupil record is any item of information directly related to an identifiable pupil, other than directory information, which is maintained by the District or required to be maintained by a District employee in the performance of his/her duties, whether recorded by handwriting, print, tapes, film, microfilm or other means. Pupil records include a pupil's health record.

Responsible Official: The school principal is responsible for maintaining student records. Parents or an eligible student may review individual records by making a request to the principal. The principal will see that explanations and interpretations are provided, if requested.

Location of Log/Records: Student records shall be maintained in a central file at the school attended by the student or, when records are maintained in different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians shall be notified of the location of student records if not centrally located. (ECS 49069.7; 5 CCR 433)

A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the records and the legitimate educational interest of the requester. (Education Code 49064) The log is on the inside of the cumulative folder. In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

The log shall be accessible only to the parent/guardian, adult student, dependent adult student, student age 16 years or older or who has completed the 10th grade, custodian of records, and certain state/federal officials. (ECS 49064; 5 CCR 432)

School Officials and Employees/Legitimate Educational Interests: School officials and employees are officials or employees whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records. School officials and employees also include District contractors or vendors who have a legitimate interest in student records and who are advised of applicable prohibition on redisclosure of personally identifiable non-directory information.

A legitimate educational interest is one held by school officials or employees whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require they have access to student records.

Right of Access and Review/Expungement: The following persons or agencies shall have absolute access to any and all student records in accordance with law: Parents/guardians of students younger than age 18. (Education Code 49069) Access to student records and information shall not be denied to a parent because he/she is not the child's custodial parent. (Family Code 3025); An adult student age 18 or older or a student under the age of 18 who attends a postsecondary institution, in which case the student alone shall exercise rights related to his/her student records and grant consent for the release of records. (34 CFR 99.3, 99.5); Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena. (Education Code 49077).

Within five business days following the date of request, a parent/guardian or other authorized person shall be granted access to inspect, review, and obtain copies of student records during regular school hours. (Education Code 49069)

To inspect, review, or obtain copies of student records, authorized persons shall submit a request to the custodian of records.

Access to Student Records in Compliance with Court Order - Information concerning a student shall be furnished in compliance with a lawfully issued subpoena or a court order. The District shall make a reasonable effort to notify the parent or legal guardian and the pupil in advance of such compliance if lawfully possible within the requirement of the court order. (ECS 49077)

Access to Student Records without Written Parental Consent or Under Judicial Order - The District shall not authorize access to pupil records without written parental consent or judicial order except as set forth in Section 49076 and as permitted by Part 99 (commencing with Section 99.1) of Title 34 of the Code of Federal Regulations. Access to those particular records that are relevant to legitimate educational interests of the requestor shall be permitted to the following:

1. School officials, employees, members of a school attendance review board who are authorized representatives of the school district, or designated volunteers.
 "A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility." (U.S. Department of Education, Family Policy Compliance Office)
2. Officials or employees of other public schools or school systems, including correctional facilities.
3. Authorized representatives of the Comptroller General, Secretary of Education, the United States Office of Civil Rights, or representatives for state and local educational agencies.
4. Other state and local officials to the extent that information is specifically required to be reported pursuant to state law adopted prior to November 19, 1974.
5. Parents of a pupil 18 years of age or older who is a dependent pursuant to section 152 of the Internal Revenue Code.
6. A pupil who is at least 16 years of age and had completed at least the 10th grade.
7. A district attorney who is participating in, or conducting a truancy mediation program pursuant to section 48263.5 or 601.3 of the Welfare and Institutions Code, or participating in the presentation of evidence in a truancy petition pursuant to Section 681 of the Welfare and Institutions Code.
8. A prosecuting agency for consideration against a parent or guardian for failure to comply with compulsory education laws.
9. A probation officer, district attorney, or counsel of record for a minor for purposes of conducting a criminal investigation, investigation in regards to declaring a person a ward of the court, or involving a violation of a condition of probation.
10. A judge or probation officer for the purposes of conducting a truancy mediation program or presenting evidence in a truancy petition, pursuant to Section 681 of the Welfare and Institutions Code.
11. A county placing agency when acting as an authorized representative of a state or local educational agency pursuant to subsection (C) of Section 49076.
12. Where allowed by the Family Educational Rights and Privacy Act (20 U.S.C. 1232g) and/or state law.

The District may permit access to the following:

1. Appropriate persons in connection with an emergency if the information is required to protect the health or safety of the student or other persons.
2. Financial aid organizations.
3. County election officials for the purposes of voter registration.
4. Accrediting associations.
5. Organizations conducting studies for educational agencies or organizations.
6. Officials or employees of private schools or school systems where the pupil is enrolled or plans to attend.

Challenging the Content of Records: Only a parent/guardian having legal custody of the student or an adult student may challenge the content of a record or offer a written response to a record Information which is alleged to be inaccurate or inappropriate may be challenged pursuant to the provisions of ECS 49070.

The parent or guardian of a pupil may file a written request with the superintendent of the District to correct or remove any information recorded in the written records that the parent or guardian alleges to be: (1) inaccurate, (2) an unsubstantiated personal conclusion or inference, (3) a conclusion or inference outside of the observer's area of competence, (4) not based on the personal observation of a named person within the time and place of the observation noted, (5) misleading, or (6) in violation of the privacy or other rights of the pupil.

A conference with the parent or guardian, the superintendent or superintendent's designee, and the certificated employee who recorded the contested information, if the certificated employee is employed by the District, shall take place within thirty (30) days of receipt of the written request.

If the allegations are proven to be correct, the information shall be corrected or removed and the parent or guardian shall be informed in writing. The parent or guardian has the right to appeal in writing to the Board. The Board's decision is final.

If the superintendent or governing board of the school district sustains the parent's or guardian's request to change

the name, gender, or both, of a pupil or former pupil, the school district shall add a new document to the pupil's or former pupil's record that includes all of the following information:

- (1) The date of the request.
- (2) The date the requested records were corrected.
- (3) A list of the records that the parent or guardian of the pupil or former pupil requested to be corrected.
- (4) The type of documentation, if any, provided by the parent or guardian of the pupil or former pupil to demonstrate a legal change to the pupil's or former pupil's name, gender, or both. The parent or guardian of the pupil or former pupil is not required to provide documentation of a legal change to the pupil's or former pupil's name, gender, or both.
- (5) The name of the employee that completed the request.
- (6) The corrected and former names, genders, or both, of the pupil or former pupil.

The document generated regarding a parent's or guardian's request to change a pupil's or former pupil's name, gender, or both, shall be indefinitely maintained in a confidential manner.

If the final decision of the Board is unfavorable to the parent or guardian, or if the parent or guardian accepts an unfavorable decision by the Superintendent, the parent or guardian shall be informed and shall have the right to submit a written statement of the parent's or guardian's objections to the information. This statement shall become a part of the pupil's school record until the information objected to is corrected or removed.

Right to Include Statement or Response to Disciplinary Actions: When a pupil record includes information concerning any disciplinary action taken by school district personnel in connection with the pupil, the school district maintaining such a record or records shall allow the pupil's parent or guardian to include in such pupil record a written statement or response concerning the disciplinary action. (ECS 49072)

Copying Costs: To provide copies of any student record, the District shall charge a reasonable fee not to exceed the actual cost of furnishing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (ECS 49065)

Release of Directory Information: The Family Educational Rights and Privacy Act (FERPA) requires that the District, with certain exceptions, obtain a parent's written consent prior to the disclosure of personally identifiable information from their child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless the parent has advised the District to the contrary in accordance with District procedures. (34 CFR 99.37(d))

The primary purpose of directory information is to allow the District to include information from a student's education records in certain school publications, such as playbills showing a student's role in a drama production, annual yearbooks, Honor roll or other recognition lists, graduation programs, and sports activity sheets.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that publish yearbooks. Directory information does not include a student's citizenship status, immigration status, place of birth, or any other information indicating national origin. The District will not release this information without parental consent or a court order.

Parents must notify the District in writing if they do not want the District to disclose any or all of the types of information designated below as directory information from their child's education records without prior written consent. The District has designated the following information as directory information: (1) student's name, (2) dates of attendance, (3) awards received, (4) student's name and/or picture in the school yearbook, (5) at teacher's discretion, examples of student work, graded or ungraded, on classroom walls or bulletin boards for education purposes, and (6) student's ID number, user ID, or other unique personal identifier for electronic systems if the identifier cannot be used to gain access to education records.

No information may be released to private profit making entities other than employers, prospective employers, and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Directory information regarding a pupil identified as a homeless child or youth shall not be released unless a parent, or pupil given parental rights, has provided written consent that directory information may be released. (ECS 49073)

Disclosure of Personally Identifiable Information: Federal and state laws grant certain rights of privacy and rights of access to students and to their parents. Parents and guardians have the right to consent to disclosure of personally identifiable information contained in the student's records except when disclosure without consent is authorized by law.

Prospectus of School Curriculum: Each school site shall make available to parents/guardians and others, upon request, a copy of the prospectus, state content standards, elective course outline, and textbook list for each course, including the titles, descriptions, and instructional aims of the course. (ECS 49091.14)

Complaint: If you believe the District is not in compliance with 20 U.S.C. 1232g, you may file a complaint with the United States Department of Education. (ECS 49063)

Record Request Relating to Student Enrollment: When a student moves from one public school to another or to a private school, or transfers from a private school to a public school within the state, records will be forwarded no later than 10 school days following the date the request is received from the new public school or private school where the student intends to enroll.

Destruction of Pupil Records: Mandatory interim student records, unless forwarded to another district, shall be maintained subject to destruction during the third school year following a determination that their usefulness has ceased or the student has left the district. Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

ECS 49091.10, 20 U.S.C. 1232h(c): Right to Inspect Instructional Materials and Observe School Activities - Requires that all primary supplemental instructional materials and assessments be compiled, stored, and made available for inspection by parents or guardians, in accordance with District procedures. A parent or guardian may observe instruction and other school activities involving their child in accordance with District procedure. Upon written request by the parent or guardian, the District shall arrange parental observation of a requested class, classes, or activities that involve his or her child, within a reasonable time frame.

ECS 49091.12: Pupil World View, Religious Doctrine or Political Opinion - A pupil may not be compelled to affirm or disavow any particular personally or privately held world view, religious doctrine, or political opinion. This section does not relieve pupils of any obligation to complete regular classroom assignments. A pupil may not be tested for a behavioral, mental, or emotional evaluation without the informed written consent of the parent or guardian. A general consent does not constitute written consent under this section. Nothing in this chapter affects a pupil's right to obtain confidential medical care or confidential counseling relating to diagnosis or treatment of a drug or alcohol related problem, or mental health treatment or counseling on an outpatient basis, without the consent of the parent or guardian. Nothing in this section shall be construed to restrict the authority of school officials or law enforcement officials to investigate, or intervene in, cases of suspected child abuse.

ECS 49091.18: Prohibited Requirements - Notwithstanding any provision of law to the contrary, a school may not require a pupil or a pupil's family to submit to or participate in any of the following: (a) Any assessment, analysis, evaluation, or monitoring of the quality or character of the pupil's home life; (b) Any form of parental screening or testing; (c) Any non-academic home-based counseling program; (d) Parent training; (e) Any prescribed family education service plan; (f) Nothing in this section shall be construed as preventing the screening, testing, or training of public school employees.

ECS 49403, 48216: Immunization of Pupils - The District may administer immunizing agents to prevent or control communicable diseases to pupils whose parents have consented in writing to such immunization. Students failing to meet immunization requirements will be excluded from school.

ECS 49423: Administration of Prescribed Medication - Any pupil who is required to take, during the regular school day, medication prescribed for him or her by a physician and surgeon, or is ordered for him/her by a physician's assistant practicing in compliance with the Business and Professions Code may be assisted by the school nurse or other designated school personnel or may carry and self-administer prescription auto-injectable epinephrine if the school district receives the appropriate written statements.

In order for a pupil to be assisted by a school nurse or other designated school personnel, the school district shall obtain both a written statement from the physician detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken and a written statement from the parent, foster parent, or guardian of the pupil indicating the desire that the school district assist the pupil in the matters set forth in the statement of the physician.

In order for a pupil to carry and self-administer prescription auto-injectable epinephrine, the school district shall obtain both a written statement from the physician or surgeon detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer auto-injectable epinephrine, and a written statement from the parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the school nurse or other designated school personnel to consult with the health care provider of the pupil regarding any questions that may arise with regard to the medication, and releasing the school district and school personnel from civil liability if the self-administering pupil suffers an adverse reaction as a result of self-administering medication pursuant to this paragraph.

The written statements specified in this subdivision shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for administration changes.

A pupil may be subject to disciplinary action pursuant to Section 48900 if that pupil uses auto-injectable epinephrine in a manner other than as prescribed.

Pursuant to ECS 49428, families may access available pupil mental health services on campus or in the community by contacting the school site principal or the instruction department office for questions about health and wellness services for students.

ECS 49451: Withdraw Consent for Physical Examination - A parent or guardian having control or charge of any child enrolled in the public schools, may file annually with the principal of the school in which child is enrolled, a statement in writing, signed by the parent or guardian, stating that parent or guardian will not give consent for a physical examination of the child. Thereupon, the child shall be exempt from any physical examination, but whenever there is a good reason to believe that the child is suffering from a recognized contagious or infectious disease, child shall be sent home and shall not be permitted to return until the school authorities are satisfied that any contagious or infectious disease does not exist.

ECS 49472: Medical Insurance - The Governing Board may provide or make available medical or hospital services for injuries to students arising from school programs or activities while on the premises during the time such pupils are required to be therein. No student shall be compelled to accept such service without his/her consent, or, if a minor, without the consent of a parent or guardian. Student insurance for medical and hospital services is available through the district at minimal cost. Information and forms may be obtained at the school office.

ECS 49480: Medication Regimen for Nonepisodic Condition - The parent or legal guardian of any public school pupil on a continuing medication regime for a non-episodic condition, shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

ECS 49510 - 49520: Nutrition - Needy children may be eligible for free, or reduced price, nutritionally adequate meals. Parents who believe their children may qualify for these meals should contact their child's school for the application.

ECS 51101: Parental Involvement - Parents and guardians of public school pupils have the right to be informed by the school, and to participate in the education of their children, as follows:

- (1) Observe their child's class or classroom, upon reasonable notice.
- (2) Within a reasonable time from their request, meet with their child's teacher or teachers and the school's principal.
- (3) Volunteer their time and resources for the improvement of school facilities and school programs.
- (4) To be timely notified if their child is absent from school without permission.
- (5) To receive the results of their child's performance on standardized tests and statewide tests and information on the school's performance on standardized statewide tests.
- (6) To request a particular school for their child and to receive a response by the District. The District is not obligated to grant such a request.
- (7) To have a school environment for their child that is safe and supportive of learning.
- (8) To examine the curriculum materials of their child's class.
- (9) To be informed of their child's progress in school and whom to contact if problems arise concerning their child.
- (10) To have access to their child's school records.
- (11) To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
- (12) To be informed in advance about school rules, including disciplinary rules and procedures in accordance with 48980, attendance policies, dress codes, and procedures for visiting the school.

- (13) To receive information about any psychological testing involving their child and to deny permission for psychological testing.
- (14) To participate as a member of any school-site councils, parental advisory councils, or site-based management leadership teams at the school, in accordance with rules and regulations governing membership.
- (15) To question anything in their student's record you feel is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.
- (16) To be notified, as early in the school year as practicable pursuant to ECS 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal a decision to retain or promote their child.

Additionally, parents and guardians of pupils, including those parents and guardians whose primary language is not English, shall have the opportunity to work with schools to help their children succeed in school. The Governing Board shall develop jointly with parents and guardians, and adopt, a policy outlining how parents and guardians, school staff, and pupils may share the responsibility for continuing the intellectual, physical, emotional, and social development and well-being of pupils at each school site, including, but not limited to, the following:

- (1) The means by which the school and parents or guardians may help pupils to achieve academic and other standards of the school.
- (2) A description of the school's responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all pupils to meet the academic expectations of the school.
- (3) The manner in which the parents and guardians may support the learning environment, including, but not limited to, the following:
 - (A) Monitoring attendance.
 - (B) Ensuring homework is completed and turned in on a timely basis.
 - (C) Participation of the children in extracurricular activities.
 - (D) Monitoring and regulating the television viewed by their children.
 - (E) Working with their children at home in learning activities that extend learning in the classroom.
 - (F) Volunteering in their children's classrooms, or for other activities at the school.
 - (G) Participating, as appropriate, in decisions relating to the education of their child or the total school program.

This section does not authorize a school to inform a parent or guardian, as provided in this section, or to permit participation by a parent or guardian in the education of a child, if it conflicts with a valid restraining order, protective order, or order for custody or visitation issued by a court of competent jurisdiction.

ECS 51938: Sexual Health and HIV Prevention Education – At the beginning of each school year or at the time of the pupil's enrollment, the District shall notify the parent or guardian of each pupil about instruction in comprehensive sexual health education and HIV prevention education and research on student health behaviors and risks planned for the coming year.

The notice must advise that written and audiovisual education materials used in comprehensive sexual health education and HIV prevention education are available for inspection and state whether such education will be taught by District personnel or by outside consultants. Parents or guardians have the right to request a copy of the California Health Youth Act.

Parents or guardians have the right to excuse their child from comprehensive sexual health education and HIV prevention education in writing. A pupil will not be subject to disciplinary action, academic penalty, or other sanction if the pupil's parent or guardian declines to permit the pupil to receive comprehensive sexual health education or HIV/AIDS prevention education to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks. During delivery of such instruction, an alternative educational activity will be available.

The District may administer anonymous, voluntary, and confidential research and evaluation tools to measure students' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about pupils' attitudes concerning or practices relating to sex. You will be notified in writing that any such test, questionnaire, or survey is to be administered; and you will be given the opportunity to review the test, questionnaire, or survey and request in writing that your child not participate.

ECS 56000, Individuals with Disabilities Education Act (IDEA), 20 U.S.C. Section 1400 et seq. - State and Federal laws require that a free and appropriate education in the least restrictive environment be offered to all disabled students. The District is required to pay the costs for an appropriate program.

The District provides a variety of special education classes designed to help pupils progress academically and socially. Disabled pupils and their parents have the right to obtain a pupil evaluation to determine whether the pupil requires special education and related services in order to receive a free and appropriate education. No student may be evaluated for or assigned to a special education program without parental consent.

If the appropriate services are not available in the District, an agreement may be made for a neighboring district or a private, non-sectarian school to provide an appropriate special education program. Parents have the right to appeal the District's recommendation as to whether the student is eligible for a special education program.

A copy of the District's notice of parent rights regarding special education programs and services is available upon request by calling (909) 899-2451.

TITLE 5, CCR, SECTION 4600, et seq.: Uniform Complaint Procedures – The District has adopted uniform complaint procedures for filing, investigation, and resolution of complaints regarding alleged violations of federal or state laws or regulations governing the educational programs of the District, including unlawful discrimination, harassment, intimidation or bullying, and compliance with Local Control Funding Formula (LCFF) requirements related to the Local Control and Accountability Plan (LCAP) under Article 4.5, ECS 52060 et seq. and sections 47606.5 and 47607.3. The following complaints shall be referred to the specific agencies for appropriate resolution and are not subject to the uniform complaint procedures:

- a) Allegations of child abuse shall be referred to the applicable County Department of Social Services (DSS), Protective Services Division or appropriate law enforcement agency.
- b) Health and safety complaints regarding a Child Development Program shall be referred to Department of Social Services for licensed facilities and to the appropriate child development regional administrator for licensing-exempt facilities.
- c) Employment discrimination complaints shall be sent to the State Department of Fair Employment and Housing (DFEH) pursuant to 22 C.C.R. section 98410.
- d) Allegations of fraud shall be referred to the responsible CDE Division Director who may consult with the CDE's Legal, Audits and Compliance Branch.

The full text of the uniform complaint policy and procedures and a complaint form may be obtained upon request from the District office. The Complaint Coordinator for the Etiwanda School District is the Assistant Superintendent of Instruction/ Pupil Services, 6061 East Ave., Etiwanda, CA 91739, (909) 899-2451.

ECS 51225.2: Acceptance of coursework by pupil in foster care, homeless child or youth, former juvenile court school pupil, child of military family, migratory child, or pupil in newcomer program – A local educational agency shall accept, full or partial credit for all full or partial coursework satisfactorily completed by a pupil in foster care, a pupil who is a homeless child or youth, a former juvenile court school pupil, a pupil who is a child of a military family, a pupil who is a migratory child, or a pupil participating in a newcomer program, while attending a public school, a juvenile court school, a charter school, a school in a country other than the United States, or a nonpublic, nonsectarian school. A complaint of noncompliance with the requirements of this section may be filed with the District under the Uniform Complaint Procedures.

HEALTH AND SAFETY CODE SECTION 124100/124105: Exclusion from School of Pupils Lacking Health Screening – Upon a pupil's enrollment in first grade, the governing board of the school district must notify the pupil's parent or guardian of the obligation to provide a certificate approved by the California Department of Health Services ("DHS") certifying that the student has completed a comprehensive health screening to the school where the child is to enroll within 18 months prior to entry into first grade or within 90 days thereafter.

Pursuant to Health and Safety Code section 124085, evidence of the comprehensive health screening must be provided on a form developed by the DHS. The District may obtain the DHS "Report of Health Examination for School Entry" certification form through the Child Health and Disability Prevention ("CHDP") program office at the local health department or on the CHDP website.

Parents and guardians must be notified of the availability for low-income children of free health screening for up to 18 months prior to entry into first grade through the Child Health Disabilities Prevention Program.

A waiver signed by the child's parents or guardian indicating that they do not want or are unable to obtain the health screening and evaluation services for their children shall be accepted by the school in lieu of the certificate. If the waiver indicates that the parent or guardian was unable to obtain the services for the child, then the reasons why should be included in the waiver.

Any first-grade student who lacks a health screening shall be excluded from school upon the 91st calendar day after entrance into the first grade for up to five (5) days unless the parent/guardian accomplishes one of the following:

- a) Supplies evidence that the student has obtained a health screening.
- b) Signs a waiver for the health screening.

Free health screening is available under the Child Health and Disability Prevention Program.

WELFARE AND INSTITUTIONS CODE SECTION 18976.5: Participation in Primary Prevention Program - Parents have the right to refuse to allow their children to participate in a primary prevention program.

ECS 46010.1: Excuse to Obtain Confidential Medical Services - The Governing Board of each school district shall, each academic year, notify pupils in grades seven (7) and eight (8), and the parents or guardians of all pupils enrolled in the district, that school authorities may excuse any pupil from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

ECS 46014: Absences for Religious Purposes - Pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at their respective places of worship or at other suitable locations. Such absences shall not be deemed an absence in computing average daily attendance, if the governing board adopts a resolution permitting such absences and the pupil attends school for at least the minimum school day for his/her grade. No more than four (4) school days per school month may be missed for religious purposes.

ECS 46015: Accommodations for Pregnant and Parenting Pupils; Complaint of Noncompliance - Pregnant and parenting pupils are entitled to accommodations that provide them with the opportunity to succeed academically while protecting their health and the health of their children. Pregnant and parenting pupils are entitled to eight weeks of parental leave, will not be required to complete academic work or other school requirements during leave, may return to school and the course of study pupil was enrolled in before taking parental leave, make up work missed during pupil's leave, and be provided with alternative educational programs if the pupil chooses not to return to school. The person holding the right to make educational decisions for the pupil should notify the school of the pupil's intent to exercise this right. A complaint of noncompliance may be filed with the local educational agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

ECS 222: Reasonable Accommodations for Lactating Pupil – A school operated by the District shall provide reasonable accommodations to a lactating pupil on a school campus to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. Reasonable accommodations under this section include, but are not limited to, all of the following: (1) access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child, (2) permission to bring onto a school campus a breast pump and any other equipment used to express breast milk, (3) access to a power source for a breast pump or any other equipment used to express breast milk, and (4) access to a place to store expressed breast milk safely. A lactating pupil on a school campus shall be provided a reasonable amount of time to accommodate her need to express breast milk or breastfeed an infant child. A pupil shall not incur an academic penalty as a result of her use, during the schoolday, of the reasonable accommodations specified in this section, and shall be provided the opportunity to make up any work missed due to such use.

ECS 221.51 / ECS 222.5: Notification of Pregnant and Parenting Pupils' Rights and Options – The District may not exclude nor deny any pupil from any educational program or activity solely on the basis of the pupil's pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom, and shall treat these conditions in the same manner and under the same policies as any other temporary disabling condition. A pregnant or parenting pupil is entitled to 8 weeks of parental leave, or additional leave if deemed medically necessary by the pupil's physician. During parental leave, absences shall be excused and the pupil shall not be required to complete academic work or other school requirements. After return from parental leave, a pupil may resume the course of study in which the pupil was previously enrolled, and is entitled to make up work missed. Pregnant or parenting pupils shall not be required to participate in pregnant minor programs or alternative education programs. A pupil may elect to attend an alternative education option instead of returning to the school in which the pupil was enrolled prior to parental leave.

ECS 48000: Early Enrollment into Transitional Kindergarten/Kindergarten - A parent/guardian who applies for early admission to transitional kindergarten or kindergarten for their child must be informed of the effects, advantages, and disadvantages of early kindergarten entry. In the 2023-24 school year, a child who will have their fifth birthday between September 2 and April 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

ECS 48213: Pupil Excluded from Attendance – If a pupil is excluded from attendance pursuant to Section 120230 of the Health and Safety Code or ECS 49451, or if a principal or the designee determines that the continued presence of the child would constitute a clear and present danger to the life, safety, or health of a pupil or school personnel, the governing board is not required to send prior notice of the exclusion to the parent or guardian of the pupil. The governing board shall send a notice of the exclusion as soon as is reasonably possible after the exclusion.

ECS 48216 / HSC 120325: Exclusion of Pupils Who Have Not Been Immunized/Exclusion of Immunization – State law requires pupils to be immunized against certain communicable diseases unless exempt for medical reasons. Pupils failing to meet immunization requirements will be excluded from school. The District shall notify parent or guardian of pupil that they have two weeks to supply evidence either that the pupil has been properly immunized or the pupil is exempted from the immunization.

ECS 48260: Truancy - Any pupil subject to compulsory full-time education or to compulsory continuation education, who is absent from school without valid excuse three (3) full days or tardy or absent for more than any 30-minute period during the school day without a valid excuse on each of three (3) or more days in one school year, or any combination thereof is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district. A valid excuse includes, but is not limited to, the reasons for which a pupil shall be excused from school pursuant to Sections 48205 and 48225.5 and may include other reasons that are within the discretion of school administrators and, based on the facts of the pupil's circumstances, are deemed to constitute a valid excuse.

ECS 48260.5: Notice to parents or guardian of pupil's truancy - Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by first-class mail, telephone call, or electronic mail, of the following:

- (a) That the pupil is truant.
- (b) That the parent or guardian is obligated to compel the attendance of the pupil at school.
- (c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290).
- (d) That alternative educational programs are available in the District.
- (e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- (f) That the pupil may be subject to prosecution under Education Code Section 48264.
- (g) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

ECS 48261: Subsequent report of truancy - Any pupil who has once been reported as a truant and who is again absent from school without valid excuse one (1) or more days, or tardy on one (1) or more days, shall again be reported as a truant to the attendance supervisor or the superintendent of the District.

ECS 48262: Habitual Truant - A pupil shall be deemed a habitual truant when they have been reported as a truant three (3) or more times per school year provided that no pupil shall be deemed a habitual truant unless an appropriate District official or employee has made a conscientious effort to hold at least one conference, which may be by telephone call or email, with the parent or guardian and the pupil himself, after the filing of either of the reports required by ECS 48260 or ECS 48261.

ECS 48263: Referral of pupil to school attendance review board - If a student is a habitual truant, is irregular in his/her attendance at school, or is habitually insubordinate and disorderly during attendance at school, the student may be referred to a School Attendance Review Board (SARB). The supervisor of attendance or a designee shall notify the student and parents or guardian in writing of the referral, the name and address of the SARB, the reason for the referral, and notice that the parents or guardian and pupil will be required to meet with the SARB. All pupils subject to compulsory full-time education who are absent from school for 10% or more of the school days in the year beginning with their date of enrollment are deemed chronic truants provided that the school has complied with ECS 48260, 48260.5, 48261, 48262, 4863, and 48291.

ECS 48264.5: Consequences of truancy – Any minor who is classified as truant pursuant to Section 48260 or 48261 may be required to attend makeup classes conducted on one day of a weekend pursuant to subdivision (c) of Section 37223.

ECS 48902: Notification to Law Enforcement Authorities - The principal or designee shall report to appropriate law enforcement prior to suspension or expulsion of a pupil for violations of Penal Code 245 (assault with a deadly weapon) and shall, within one (1) school day after suspension or expulsion of any pupil, notify appropriate law enforcement authorities of any acts of the pupil that may violate Education Code section 48900 (c) or (d) regarding unlawful possession, sale, furnishing or use of drugs, alcoholic beverages, intoxicants, and/or any liquid, substance or material represented as a controlled substance, alcoholic beverage or intoxicant. The administrator may not be held liable for reporting these

incidents. The principal of a school or the principal's designee reporting a criminal act committed by a school-age individual with exceptional needs, as identified in Section 56026, shall ensure that copies of the special education and disciplinary records of the pupil are transmitted, as described in Section 1415(k)(6) of Title 20 of the United States Code, for consideration by the appropriate authorities to whom he or she reports the criminal act. Any copies of the pupil's special education and disciplinary records may be transmitted only to the extent permissible under the federal Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Section 1232g et seq.).

The principal of a school or the principal's designee shall notify the appropriate law enforcement authorities of the county or city in which the school is located of any acts of a pupil that may involve the possession or sale of narcotics or of a controlled substance or a violation of Section 626.9 or 626.10 of the Penal Code. The principal of a school or the principal's designee shall report any act specified in paragraph (1) or (5) of subdivision (c) of Section 48915 committed by a pupil or nonpupil on a school site to the city police or county sheriff with jurisdiction over the school and the school security department or the school police department, as applicable.

ECS 48903: Duration of Suspension - Except as provided in subdivision (g) of ECS 48911 and ECS 48912, the total number of days for which a pupil may be suspended from school shall not exceed twenty (20) school days in any school year unless for purposes of adjustment, a pupil enrolls in or is transferred to another regular school, an opportunity school or class, or a continuation education school or class, in which case the total number of school days for which the pupil may be suspended shall not exceed thirty (30) days in any school year.

ECS 48904: Liability of Parent for Personal Injuries or Property Damage - The parent or guardian of any minor whose willful misconduct results in the injury or death of any pupil, employee, or volunteer of the District, or who willfully cuts, defaces, or otherwise injures any real or personal property of the District or the personal property of an employee of the District, shall be liable for all damages caused by minor. The liability of the parent or guardian shall not exceed ten thousand dollars (\$10,000), adjusted annually for inflation. The parent or guardian shall also be liable for any rewards paid pursuant to section 53069.5 of the Government Code and any district property loaned to the minor and not returned upon request of a District employee. The District may withhold the grades, diploma, and transcripts of any pupil or guardian who fails to pay any damages owed pursuant to this section until the damages are paid. The parent or guardian shall be informed in writing of the pupil's alleged misconduct prior to withholding the pupil's grades, diploma, or transcripts. If the parents or guardian are unable to pay for damages or return the property, the District shall provide a program of voluntary work for the minor in lieu of the payment of monetary damages. Upon completion of the work, the grades, diploma, and transcripts of the pupil shall be released.

ECS 48904.3: Withholding of grades, diploma, or transcript - Upon receiving notice that a school district has withheld the grades, diploma, or transcripts of any pupil pursuant to Section 48904, any school district to which the pupil has transferred shall likewise withhold the grades, diploma, or transcripts of the pupil until the decision has been rescinded. The receiving district shall notify the parent or guardian of the pupil in writing that the decision to withhold will be enforced.

ECS 48906: Notice of release of pupil to peace officer - School officials shall take immediate steps to notify a parent, guardian, or responsible relative of the minor when a child is taken into custody by a peace officer regarding the place to which the child is reportedly taken, except when the child is taken into custody as a victim of suspected child abuse as defined in Penal Code section 11165.6 and Welfare and Institution Code section 305. In suspected child abuse cases, law enforcement will assume all notification responsibilities.

ECS 48910: Suspension by Teacher - A teacher may suspend any pupil from his/her class, for any act enumerated in Education Code section 48900, for the day of the suspension and the day following. The teacher shall report the suspension to the principal of the school and send the pupil to the principal or principal's designee. The child shall be under appropriate supervision during this suspension. As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent-teacher conference regarding the suspension. The pupil shall not be returned to the class from which he/she was suspended during the time of the suspension without the concurrence of the teacher and the principal. (ECS 48900.)

ECS 48911: Right to Request Conference Before Suspension - A pupil may be suspended for a period of no more than five (5) consecutive days without affording the pupil an opportunity for a conference if the principal, principal's designee, or superintendent determines that the presence of the pupil constitutes a clear and present danger to the lives, safety or health of pupils or school personnel. If the pupil is suspended without a conference, the pupil and the pupil's parent or guardian, or, if the pupil is a foster child, the foster child's educational rights holder, attorney, and county social worker, or, if the pupil is an Indian child, as defined in Section 224.1 of the Welfare and Institutions Code, the Indian child's tribal social worker and, if applicable, county social worker shall be notified of the pupil's right to request a conference before the suspension. The school shall make a reasonable effort to contact the pupil's parent or guardian or, if applicable, the foster child's educational rights holder, attorney, and county social worker, or, if applicable, the Indian child's tribal social worker and, if

applicable, county social worker in person, by email, or by telephone. If a pupil is suspended from school, the parent or guardian or, if applicable, the foster child's educational rights holder, attorney, and county social worker, or, if applicable, the Indian child's tribal social worker and, if applicable, county social worker shall be notified in writing of the suspension.

The suspension shall be reported to the superintendent or his designee.

Parents or guardians of pupils, or, if applicable, the foster child's educational rights holder attorney, and county social worker, or, if applicable, the Indian child's tribal social worker and, if applicable, county social worker shall respond without delay to a request from school officials to attend a conference regarding the child's behavior. Penalties shall not be imposed on a pupil for failure of the pupil's parent or guardian or, if applicable, the foster child's educational rights holder, attorney and county social worker, or, if applicable, the Indian child's tribal social worker and, if applicable, county social worker to attend a conference with school officials.

A pupil suspension may be extended in writing pending an expulsion hearing and board action for expulsion only if the superintendent or designee, after a meeting with the pupil and the pupil's parent or guardian, determines the pupil's presence at school would cause a danger to persons or property or a threat of disrupting the instructional process.

Suspension should be preceded by an informal conference with the teacher or person who referred the pupil. At the conference, the pupil shall be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension, and the evidence against the pupil, and shall be given the opportunity to present the pupil's version and evidence in the pupil's defense.

ECS 48911.1(d): Notification of Supervised Suspension - This section requires at the time a student is assigned to supervised suspension that a school employee shall notify, in person, by email, or by telephone, the student's parent or guardian, or, if the pupil is a foster child, the foster child's educational rights holder, attorney, and county social worker, or, if the pupil is an Indian child, as defined in Section 224.1 of the Welfare and Institutions Code, the Indian child's tribal social worker and, if applicable, county social worker. If the student is assigned to supervised suspension for longer than one class period, a school employee shall notify, in writing, the pupil's parent or guardian or, if applicable, the foster child's educational rights holder, attorney, and county social worker, or, if applicable, the Indian child's tribal social worker and, if applicable, county social worker.

ECS 48912: Suspension by Governing Board - Written notice shall be given to the pupil and the pupil's parent or guardian or just the pupil if the pupil is an adult by registered or certified mail, or personal service, of the Board's intentions to conduct a closed session hearing for suspension, disciplinary action, or other action against the pupil, except expulsion. The pupil or pupil's parent or guardian may, in writing, within 48 hours after receipt of the written notice of the board's intention, request that the hearing be held as a public meeting.

ECS 48913: Completion of Assignments and Tests Missed during Suspension - The teacher of any class from which a pupil is suspended may require the suspended pupil to complete any assignments and tests missed during the suspension.

ECS 48913.5: Homework for Suspended Pupils

- a) Upon the request of a parent, a legal guardian, or other person holding the right to make educational decisions for the pupil, or the affected pupil, a teacher shall provide to a pupil in any of grades 1 to 12, inclusive, who has been suspended from school for two or more school days the homework that the pupil would otherwise have been assigned.
- b) If a homework assignment that is requested pursuant to subdivision (a) and turned in to the teacher by the pupil either upon the pupil's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation of the pupil's overall grade in the class.

ECS 48915: Grounds for Expulsions

- a) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend a pupil's expulsion for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct:
 - 1) Causing serious physical injury to another person, except in self-defense.
 - 2) Possession of any knife or other dangerous object of no reasonable use to the pupil. "Knife" is any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 3 1/2 inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.
 - 3) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following:

- (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
- (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
- 4) Robbery or extortion.
- 5) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- b) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of ECS 48918, the Governing Board of a school district may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of ECS 48900. A decision to expel shall be based on a finding of one or both of the following:
 - 1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
 - 2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- c) The principal or superintendent of schools shall immediately suspend, pursuant to ECS 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:
 - 1) Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.
 - 2) Brandishing a knife at another person.
 - 3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
 - 4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of ECS 48900 or committing a sexual battery as defined in subdivision (n) of ECS 48900.
 - 5) Possession of an explosive. This means under ECS 48915(h) a 'destructive device' as described in Section 921 of Title 18 of the United States Code which includes '(A) any explosive, incendiary or poison gas', (i) bomb, (ii) grenade, (iii) rocket having a propellant charge of more than four ounces, (iv) missile having an explosive or incendiary charge of more than one-quarter ounce, (v) mine, or (vi) device similar to any of the devices described in the preceding clauses.
- d) The Governing Board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program that meets all of the following conditions:
 - 1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.
 - 2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.
 - 3) Is not housed at the school site attended by the pupil at the time of suspension.
- e) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of ECS 48918, the Governing Board may order a pupil expelled upon finding that the pupil, *at school or at a school activity off of school grounds*, violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of ECS 48900, or ECS 48900.2, or 48900.3, or 48900.4, and either of the following:
 - 1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
 - 2) That due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

The Governing Board shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study that meets all of the conditions specified in subdivision (d). Notwithstanding this subdivision, with respect to a pupil expelled pursuant to subdivision (e) if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or an elementary school, and that the only option for placement is at another comprehensive middle, junior, or senior high school, or another elementary school, the pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.

ECS 48915.1: Request for Enrollment of Expelled Pupil - A school district shall hold a hearing to determine if a pupil expelled from another school district for actions other than those listed in subdivision (a) or (c) of ECS 48915 to determine if they will enroll the pupil, deny enrollment, or enroll conditionally based on a determination of whether the pupil poses a continuing danger either to the pupils or employees of the school district. Such hearing shall follow the procedures set forth in ECS 48918. This shall apply only to pupils whose parents have moved into another school district pursuant to ECS 48200, or have enrolled pursuant to an interdistrict attendance agreement executed between the affected school districts pursuant to ECS 46600 et seq. The school district may consider the following options:

1. Deny enrollment
2. Permit enrollment
3. Permit conditional enrollment in a regular school program or another education program

ECS 48915.5: Expulsion or Suspension of Individual with Exceptional Needs

- (a) An individual with exceptional needs, as defined in Section 56026, may be suspended or expelled from school in accordance with subsection (k) of Section 1415 of Title 20 of the United States Code, the discipline provisions contained in Sections 300.530 through 300.537, inclusive, of Title 34 of the Code of Federal Regulations, and other provisions of this part that do not conflict with federal law and regulations.
- (b) A free appropriate public education for individuals with exceptional needs suspended or expelled from school shall be in accordance with paragraph (l) of subsection (a) of Section 1412 of Title 20 of the United States Code and subsection (d) of Section 300.530 of Title 34 of the Code of Federal Regulations.
- (c) If an individual with exceptional needs is excluded from school bus transportation, the pupil is entitled to be provided with an alternative form of transportation at no cost to the pupil or parent or guardian if that transportation is specified in the pupil's individualized education program.
- (d) If the individual with exceptional needs is a foster child, as defined in Section 48853.5, and the local educational agency has proposed a change of placement, the educational rights holder, attorney, and county social worker for the individual with exceptional needs shall be invited to participate in the individualized education program team meeting that makes a manifestation determination pursuant to subsection (k) of Section 1415 of Title 20 of the United States Code. The invitation may be made using the most cost-effective method possible, which may include, but is not limited to, email or a telephone call.
- (e) If the individual with exceptional needs is a homeless child or youth, as defined in Section 11434a(2) of Title 42 of the United States Code, and the local educational agency has proposed a change of placement due to an act for which a decision to recommend expulsion is at the discretion of the principal or the district superintendent of schools, the local educational agency liaison for homeless children and youth designated pursuant to Section 11432(g)(1)(J)(ii) of Title 42 of the United States Code shall be invited to participate in the individualized education program team meeting that makes a manifestation determination pursuant to Section 1415(k) of Title 20 of the United States Code. The invitation may be made using the most cost-effective method possible, which may include, but is not limited to, email or a telephone call.
- (f) If the individual with exceptional needs is an Indian child, as defined in Section 224.1 of the Welfare and Institutions Code, and the local educational agency has proposed a change of placement, the tribal social worker and, if applicable, county social worker for the individual with exceptional needs shall be invited to participate in the individualized education program team meeting that makes a manifestation determination pursuant to Section 1415(k) of Title 20 of the United States Code. The invitation may be made using the most cost-effective method possible, which may include, but is not limited to, email or a telephone call.

ECS 48916: Duration of Expulsion - This section requires that a description of the readmission process from expulsion be made available to the student and the parent/guardian at the time of expulsion. Additionally, if the Governing Board denies readmission following a review, the board must notify the student's parents/guardian in writing, of the reasons for the denial. Further, the notification shall include the education program to which the student is to be assigned.

ECS 48918: Notification of Expulsion Procedures - The pupil shall be entitled to a hearing to determine whether the pupil should be expelled. The expulsion hearing shall be held within thirty (30) school days after the date the pupil has been determined to have committed the offense. The parents or guardians shall be provided notice that the pupil may be represented by an attorney or a non-attorney advisor, although such representation is not required. The parent or guardian of a pupil has the right to obtain copies of all documentation and oral evidence concerning a recommendation for expulsion of their child and to confront and question witnesses who testify, to question all other evidence presented and to provide oral and documentary evidence on their child's behalf. The parents (or guardians) shall be notified in writing of their rights and the rights of their child, including the right to appeal. The pupil shall be notified in writing ten (10) days prior to the hearing of: (1) the date and place of the hearing; (2) the specific facts and charges upon which the proposed expulsion is based; (3) a copy of the disciplinary rules relating to the violation; and (4) a notice of the parent, guardian, or pupil's obligation under ECS 48915.1(b). Notice of the opportunity for the pupil or the pupil's parent or guardian to appear in person or to be represented by legal counsel or by a non-attorney advisor, to inspect and obtain copies of all documents to be used at the hearing, to confront and question all witnesses who testify at the hearing, to question all other evidence presented, and to present oral and documentary evidence on the pupil's behalf, including witnesses shall be given. The Board of Trustees shall make their decision to expel the pupil within ten (10) calendar days after the conclusion of the hearing. Parents have a right to make a written request to delay the Administrative Panel Hearing for a maximum of thirty (30) days. There shall be a record kept of the hearing. Technical rules of evidence do not apply, but relevant evidence may be admitted and given probative effect only if it is the kind of evidence upon which reasonable persons are accustomed to rely in the conduct of serious affairs.

ECS 49067: Notification of Failure of Course - The teacher shall require a conference with, or a written report to, the parent or guardian of any pupil whenever it becomes evident to the teacher that the pupil is in danger of failing a course. The Governing Board may adopt regulations which authorize a teacher to assign a failing grade to any pupil whose unexcused absences from the teacher's class exceed or equal a maximum number which shall be specified by the Board. The pupil or his or her guardian shall be given a reasonable opportunity to explain the absences. A method of identification in the pupil's record of the failing grades assigned to the pupil on the basis of excessive unexcused absences shall be made.

These provisions shall apply without regard to the age of the pupil.

20 U.S.C. 6312: Local Educational Agency Plans – Prior notice must be given to parents of limited English proficient students regarding limited English proficiency programs, including the reasons for the identification of the student as limited English proficient, the need of placement in a language instruction educational program, the student's level of English proficiency, how such level was assessed, the status of the student's academic achievement, the methods of instruction used in the programs available, how the recommended program will meet the student's educational strengths and needs, how the program will help the student learn English and meet age appropriate academic achievement standards for promotion and graduation, parent rights to remove a student from a program and/or to decline initial enrollment, and exit requirements for the program, including expected rate of transition into classrooms not tailored for limited English proficient students, and the expected rate of graduation from secondary school, and in the case of a child with a disability, how such program meets the objectives of the individualized education program of the child.

The District will provide parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including whether the student's teacher has met State qualification and licensing criteria; is teaching under emergency or other provisional status; and is teaching in the field of discipline of the certification of the teacher; and whether the child is provided services by paraprofessionals and, if so, their qualifications.

ECS 49452.5: Scoliosis Test - This section requires notification to parents or guardians of any pupil suspected of having scoliosis. The notification must include an explanation of scoliosis, the significance of treatment at an early age, and public services available for treatment.

ECS 49455: Vision Appraisal - This section requires notice to parents or guardians of their right to refuse vision appraisal of their pupils due to religious beliefs. It also requires notice that parents or guardians may waive the vision evaluation if the parent files a copy of his/her private physician and surgeon or by a physician's assistant licensed under the Business and Professions Code or optometrist's report.

ECS 49456: Health Report to Parent or Guardian - This section requires District supervisor of health to report to parents or guardians any noted health (including visual) defects. It further requires that the report ask the parent or guardian to take action to cure or correct the defect.

ECS 51513, 20 U.S.C. 1232h(b): Pupil Survey - No test, questionnaire, survey, or examination containing any questions about the pupil's, parents' or guardians' personal beliefs or practice in sex, family life, morality, and religion shall be administered to any pupil without the written consent and permission of the parents or guardians for the pupil to take such test, questionnaire, survey, or examination, after written notice by the District.

No student shall be required, as part of any applicable program, to submit to a survey, analysis, or evaluation that reveals information concerning:

1. political affiliations or beliefs of the student or the student's parent;
2. mental or psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating, or demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or student's parent; or
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

ECS 56321: Consent to Conduct Assessment of Pupil - This section requires the District to provide a proposed assessment plan 15 days prior to conducting a special education assessment or assessment review. It specifically requires the notification of parents' or guardians' rights to be included in this 15-day notice. The proposed assessment plan given to parents or guardians shall meet all of the following requirements:

1. Be in a language easily understood by the general public;
2. Be provided in the native language of the parent or guardian or other mode of communication used by the parent or guardian, unless to do so is clearly not feasible;
3. Explain the types of assessments to be conducted; and
4. State that no individualized education program will result from the assessment without the consent of the parent or guardian.

The local educational agency proposing to conduct an initial assessment to determine if the child qualifies as an individual with exceptional needs shall make reasonable efforts to obtain informed consent from the parent of the child before conducting the assessment, in accordance with subparagraph (D) of paragraph (1) of subsection (a) of Section 1414 of Title 20 of the United States Code. If the parent of the child does not provide consent for an initial assessment, or the parent fails to respond to a request to provide the consent, the local educational agency may, but is not required to, pursue the initial assessment utilizing the procedures described in Section 1415 of Title 20 of the United States Code and in accordance with paragraph (3) of subdivision (a) of ECS 56501 and subdivision (e) of ECS 56506. The parent or guardian shall have at least 15 days from the receipt of the proposed assessment plan to arrive at a decision. The assessment may begin immediately upon receipt of the consent. In accordance with subparagraph (ii) of paragraph (3) of subsection (a) of Section 300.300 of Title 34 of the Code of Federal Regulations, the local educational agency does not violate its obligation under Section 300.111 and Sections 300.301 to 300.311, inclusive, of Title 34 of the Code of Federal Regulations if it declines to pursue the assessment.

Consent for initial assessment may not be construed as consent for initial placement or initial provision of special education and related services to an individual with exceptional needs, pursuant to subclause (I) of clause (i) of subparagraph (D) of paragraph (1) of subsection (a) of Section 1414 of Title 20 of the United States Code.

In accordance with paragraph (1) of subsection (d) of Section 300.300 of Title 34 of the Code of Federal Regulations, parental consent is not required before reviewing existing data as part of an assessment or reassessment, or before administering a test or other assessment that is administered to all children, unless before administration of that test or assessment, consent is required of the parents of all the children.

Pursuant to subparagraph (E) of paragraph (1) of subsection (a) of Section 1414 of Title 20 of the United States Code, the screening of a pupil by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an assessment for eligibility for special education and related services.

In accordance with paragraph (5) of subsection (d) of Section 300.300 of Title 34 of the Code of Federal Regulations, to meet the reasonable efforts requirement in obtaining informed consent from the parent of the child before conducting the assessment, the local educational agency shall document its attempts to obtain parental consent using the procedures in ECS 56341.5(h).

ECS 56321.5 and 56341.1: Notice to Electronically Record - This section requires that parents be given specific notification of the right to electronically record the proceedings of individualized education program meetings, as specified in ECS 56341.1(g). Notice of intent to record must be provided to the district by the parent at least 24 hours prior to the meeting.

ECS 56329: Notice of Assessment Meeting - This section requires the District to notify parents or guardians in writing that they may request a copy of the findings of a special education assessment and the documentation of determination of eligibility. A parent or guardian has the right to obtain, at public expense, an independent educational assessment of the pupil from qualified specialists, as defined by regulations of the board, if the parent or guardian disagrees with an assessment obtained by the public education agency, in accordance with Section 300.502 of Title 34 of the Code of Federal Regulations. A parent or guardian is entitled to only one independent educational assessment at public expense each time the public agency conducts an assessment with which the parent or guardian disagrees.

ECS 58502: Alternative School Program - The parent or guardian of any pupil may request the Governing Board to establish an alternative school program or programs in the District pursuant to ECS 58500 et seq.

CODE OF FEDERAL REGULATIONS, TITLE 40, 763.84 (c): General Local Education Agency Responsibilities – Each local education agency shall ensure that workers and building occupants, or their legal guardians, are informed at least once each school year about asbestos inspections, response actions, and post-response action activities, including periodic reinspection and surveillance activities that are planned or in progress.

CODE OF FEDERAL REGULATIONS, TITLE 40, 763.84 (f): General Local Education Agency Responsibilities – The District's management plan may be reviewed at the District office.

5 CCR section 852/ECS 60615: Participation in Assessments Parents are to be notified of their pupil's participation in the CAASPP assessment system in accordance with Education Code section 60604. A parent's or guardian's written request to school officials to excuse his or her child from any or all parts of the assessments administered pursuant to Education Code section 60615 shall be granted.

ECS 32390: Fingerprinting Program – Each District that elects to provide a fingerprinting program must inform parents or guardians of the program.

ECS 51240: Health Instruction Conflicting with Religious Training and Beliefs of Parent or Guardian - If any part of a school's instruction in health conflicts with the religious training and beliefs of a parent or guardian of a pupil, the pupil, upon written request of the parent or guardian, shall be excused from the part of the instruction that conflicts with the religious training and beliefs.

ECS 51101.1: Parental Involvement of Parents/Guardians of English Learners – For parents/guardians of English learners, to support their child's advancement toward literacy. The Superintendent or designee may make available, to the extent possible, surplus or undistributed instructional materials to parents/guardians pursuant to Education Code section 60510, in order to facilitate parental involvement in their children's education.

Parents or guardians of English learners shall be informed, through the school accountability report card, about statewide and local academic standards, testing programs, accountability measures, and school improvement efforts. Parents and guardians of English learners shall be given any required written notification in English and the pupil's home language.

ECS 44050: Employee Interactions with Pupils Section in Code of Conduct – Schools that have adopted policies on employee-student interactions must distribute those policies to parents. The District's policy (Board Policy 4040) is below: "District employees who participate in official District social media platforms must adhere to all applicable policies and regulations, including but not limited to professional standards related to interactions with students, staff, and the public. Employees should not communicate with current District students through social media sites that are personal to staff members or students, do not have an instructional or educational purpose, or do not communicate relevant information about school-related activities. Employees should be mindful about maintaining appropriate professional boundaries with students. If a student directly or indirectly communicates to a staff member about known or suspected child abuse or neglect, a threat of harm to the student or others, or evidence of a crime, the staff member must immediately notify the appropriate authorities and the site administrator or designee. Use of official District social media platforms in violation of this administrative regulation may result in disciplinary action, up to and including dismissal from employment. The District may suspend or revoke user privileges of individuals who violate District standards on social media."

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

Assistant Superintendent of Personnel Services

Jeannie Tavolazzi

Assistant Superintendent of Instruction and Pupil Services

Elizabeth Freer

Executive Director of Special Education



Board of Trustees

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April McAllaster

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(909) 899-2451 FAX (909) 803-3025

NOTICE OF TITLE IX SEXUAL HARASSMENT POLICY

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

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

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

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

Director of Pupil Services

6061 East Avenue

Etiwanda, CA 91739

(909) 899-2451

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

To view an electronic copy of the District Board Policies and Administrative Regulations addressing sexual harassment, including the grievance process that complies with 34 CFR 106.45, please see BP/AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures on the district website at www.etiwanda.org. To inspect or obtain a copy, please contact the Etiwanda School District at (909) 899-2451 or email alicia_lyon@etiwanda.org.

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

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

Assistant Superintendent of Personnel Services

Jeannie Tavolazzi

Assistant Superintendent of Instruction and Pupil Services

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Board of Trustees

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NOTICE OF DISTRICT ANTI-DISCRIMINATION, ANTI-HARASSMENT, ANTI-INTIMIDATION, AND ANTI-BULLYING POLICIES

The Etiwanda School District is committed to providing a safe school environment that allows students equal access and opportunities in academic, extracurricular, and other educational support programs, services, and activities. Etiwanda School District policies, including Board Policies 5131, 5131.2, and 5145.3, and Administrative Policies 5131.2 and 5145.3, prohibit discrimination, harassment, intimidation, or bullying of students and staff based on actual or perceived protected characteristics, as listed below, including sexual harassment, hate-motivated behavior, cyberbullying, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption. This policy applies to all acts related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of Etiwanda School District.

Protected characteristics include:

- Disability
- Gender
- Nationality
- Race or ethnicity
- Religion
- Association with a person or group with one or more of these actual or perceived characteristics
- Sexual orientation
- Gender identity
- Gender expression
- Immigration status

Pursuant to Education Code 48900 (r), “bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils, directed toward one or more pupils that have or can be reasonably predicted to have the effect of one or more of the following:

- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
- (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

To the extent possible, District and school strategies shall focus on the prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of the District and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

Pupils in grades 4 through 9 in violation of the District anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies may be suspended from school or recommended for expulsion pursuant to Education Code sections 48900 et seq. if the superintendent or the principal of the school in which the pupil is enrolled determines

that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

REPORTING

Any person who has been a target of, or who has witnessed, discrimination, harassment, intimidation, or bullying on school grounds, during school activities, or going to/coming from school is highly encouraged to report the incident immediately to a counselor, administrator, or other adult personnel on campus. Students have an option of reporting the incident anonymously through the Bullying/Harassment Complaint form located at the school or online on the District webpage at <https://www3.etiwanda.org/ReportBullying/>.

School personnel who witness an act of discrimination, harassment, intimidation, or bullying based on actual or perceived protected characteristics, as listed above, must take immediate steps to intervene when it is safe to do so.

COMPLAINT PROCESS

All complaints of discrimination, harassment, intimidation, or bullying based on any of the actual or perceived protected characteristics, as listed above, will be investigated and resolved in accordance with law and the Etiwanda District's Uniform Complaint Procedures specified in AR 1312.3. The student who filed the complaint shall have an opportunity to describe the incident, present witnesses and other evidence of the bullying or harassment, and put his/her complaint in writing. Within 60 days of written notification of the alleged incident, the principal or designee shall present documentation to the parent of the student who filed the complaint. The documentation shall include findings, the decision, and the reason for the decision. If the student/parent disagrees with the resolution of a complaint, they may appeal the Etiwanda School District findings to the California Department of Education by filing a written appeal within 30 days of the date of the investigation report.

TRANSFER REQUEST

A child who has been reported as the target of a violent offense or bullying as defined by state law is entitled to transfer to another school within or outside the District, under California Education Code § 46600(b). School placement is contingent upon space availability. Transfer requests can be obtained at the Etiwanda Education Center, Instruction/Pupil Services Department located at 6061 East Avenue, Etiwanda, CA 91739.

CONTACT INFORMATION

Director of Pupil Services
6061 East Avenue
Etiwanda, CA 91739
(909) 899-2451



STUDENT DRESS STANDARDS

Student Dress Standards

The Etiwanda School District has developed these standards to create an atmosphere for learning, ensure students will graduate ready for college and careers, minimize barriers to student success, maximize learning time, as well as keep the school and students free from threats of harmful influence from individuals, groups, or gangs/crews who advocate disruptive and hostile behavior. The District understands that trends and clothing styles change. In order for our standards to remain inclusive and relevant, an ongoing committee will annually review the standards listed below.

School staff shall enforce the Student Dress Standards in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

Parents/Guardians/Caregivers have the primary responsibility for students complying with the District Student Dress Standards. The standards below will apply to all students. The only exception is school-related organizations wearing designated uniforms for a specific purpose and school-sponsored activities such as spirit days and athletic events, as approved by the administration.

- Attire that is revealing (displaying undergarments or private areas), bare midsection, strapless tops, and pajamas are not allowed.
- Jewelry or clothing that present a safety hazard, e.g. large rings, belt buckles, or spiked/sharp earrings, are not allowed.
- Chains such as those attached to belts or wallets present a safety hazard and are not allowed.
- Shoes with an open heel or without a strap across the back, house slippers, shoes with wheels or rails, steel toe-shoes/boots, and untied shoes are not allowed. Closed-toe shoes must be worn for PE.
- Hats or caps may be worn outdoors for sun protection.
- Personal belongings and/or attire that advertise and/or promote alcohol, tobacco, vaping, drugs, weapons, hate, gangs, violence, vulgar/obscene/sexual language or imagery, or any illegal or prohibited item or activity is not allowed.
- Clothing, jewelry, headgear, accessories, personal belongings, or personal protective equipment determined by the administration and/or law enforcement agencies to represent or support a gang /crew or creates a hostile and/or intimidating disruptive educational environment are not allowed.

Prohibited Gang-Related Apparel

1. Clothing that depicts tagging or spraying of graffiti.
2. Clothing marked with numerals, letters, or words that may be interpreted as demonstrating gang affiliation.
3. Wearing an overwhelming amount of red (“Bloods”) and/or blue (“Crips”) clothing garments on a continuous basis.
4. Bandanas worn as head coverings, accessories, or hanging from pockets.
5. Clothing that depicts violence, weapons, brass knuckles, or knives.

Board Approved:
March 2, 2023

ATTENDANCE

EVERY SINGLE DAY COUNTS

Regular attendance is one of the most important habits you can teach your child.

The Etiwanda School District has several programs in place to monitor attendance and to help improve attendance issues if they arise. Good communication is always important when your child is absent from school. If your child is absent, you will receive a call verifying that your child is not present. There are two types of absences: excused and unexcused. Please see the list below for “excused” absence reasons according to California Education Code. Unexcused absences may cause confusion among families. Even though you might call in your child’s absence reporting a missed day, it will be counted as unexcused if the reason for the absence is something other than those listed below. Regardless of the type of absence, your child misses out on a day of instruction; and the school district misses out on funding for that lost instructional day.

School Attendance Review Team (SART)

An attendance meeting held at a school site to address ongoing attendance issues (absences, lates, tardies, truancy, etc.). A SART contract is written specifying requirements for attendance.

District Attendance Review Team (DART)

Families are referred to DART from school sites when SART contracts have failed to bring about positive changes in attendance. DART meetings are held monthly at the Etiwanda School District office. Contract and plans are again written to improve attendance.

School Attendance Review Board (SARB)

If any of the above measures fail to bring about changes in attendance, families are referred to and then summoned by the San Bernardino County District Attorney’s office to attend a formal hearing at the courthouse whereby an attendance contract is developed. Financial penalties may be levied by the SARB panel. (EC 48293)

Excused Absences

Periodically students do become ill and family matters arise that might require a student to miss a day of school. Listed below are some reasons per California Education Code 48205 that are considered “excused” absences. Please communicate with your school principal if situations arise requiring your child to miss school.

1. Personal illness, including absence for the benefit of the student's mental or behavioral health. School may require a doctor’s note verifying absences for more than 3 consecutive days.
2. Quarantine under the direction of a county or city health officer. Documentation must be provided.
3. Student medical, dental, optometrical, or chiropractic appointments. Requires a doctor’s note.
4. Attendance at funeral services for a member of the student's immediate family. One day if service is conducted in California and up to three days if service is conducted outside of California.
5. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to:
 - a. Appearance in court
 - b. Observance of a religious holiday or ceremony
 - c. Attendance at religious retreats for no more than four hours per semester
6. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment.
7. Attendance at a naturalization ceremony to become a United States citizen.
8. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain group of people.
9. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school.
10. Work in the entertainment or allied industry. Work for a student who holds a work permit authorizing work in the entertainment or allied industries for a period of not more than five consecutive days. For this purpose, student absence shall be excused for a maximum of up to five absences per school year.
11. Participation with a nonprofit performing arts organization in a performance for a public school audience. A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school.
12. Short-term independent study approved in advance by the principal.

Good attendance benefits your child's education. Every day a student is absent from school, student gets more than two days behind peers because child must make up missed learning and catch up with new learning at the same time.

EC 46010, 46010.5 Student must be given an opportunity to complete work which is reasonable, close to, but not necessarily identical to, missed work.

Excuse to Obtain Confidential Medical Services

The Governing Board of each school district shall, each academic year, notify pupils in grades seven (7) and eight (8), and the parents/guardians of all students enrolled in the district, that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent or guardian. (*EC 46010.1*)

Short-Term Independent Study

An educational alternative in which no pupil may be required to participate. In a case where a student will be absent 5 days or more, an *Independent Study Agreement* may be entered into by the student and parent/guardian upon signing and agreeing to the terms of the *Independent Study Agreement*. This should be done at least 5 days in advance of the student's absence. Assignments and resources will be given in the subject matters and quantity so the student may fulfill attendance requirements and keep up with the class. At the end of the absence period, the classroom teacher will evaluate the amount and quality of work to determine the attendance credit earned.

Excessive "Excused" Absences

Even though an absence might qualify as excused, the Etiwanda School District must have programs in place that monitor and limit excused absences. The school principal or district administrator will notify parents/guardians in writing according to the Attendance Letter Chart on the next page. The attendance codes reference the letter codes in the chart.

Attendance Code	Description	Attendance Code	Description
A	Unverified absence events	R	Truant /unverified absence
E	Early P/U < 31 minutes	S	Suspended
I	Illness Excused absence	T	Tardy >30 min. (counts towards truant)
M	Late < 31 minutes	U	Unexcused absence
P	Early P/U >30 minutes (counts towards truant)		

Attendance Letter Chart

Residency	Letter #1 3-5 days of A,P,R,T,U 5-9 days of I 10-14 days of M	Letter #2 6-7 days of A,P,R,T,U 10-14 days of I 15-19 days of M	Letter #3 8-10 days of A,P,R,T,U 15-19 days of I 20-24 days of M	Letter #4 11+ days of A,P,R,T,U 20+ days of I 25+ days of M
Etiwanda School District Resident	Family receives letter #1 as a written warning by first-class mail.	Family receives letter #2 with date for SART by first-class mail. SART (School Attendance Review Team) meeting held at school site.	Family receives letter #3 by first-class mail to attend DART meeting. DART (District Attendance Review Team) meeting held at 6061 East Avenue.	Referral to SARB. SARB (School Attendance Review Board) meeting held at Rancho Cucamonga Superior Court 8303 Haven Avenue.
Intradistrict Transfer (within Etiwanda School District)	Family receives letter #1 as a written warning by first-class mail. Letter includes notification as to the possibility of transfer being revoked.	Family receives letter #2 with date for SART by first-class mail. Additional written warning that current transfer may be revoked.	Family receives letter revoking intradistrict transfer. Parent/guardian must enroll in resident school.	N/A Student Dropped
Interdistrict Transfer (outside of Etiwanda School District)	Family receives letter #1 as a written warning by first-class mail. Letter includes notification as to the possibility of transfer being revoked.	Family receives letter #2 with date for SART by first-class mail. Additional written warning that current transfer may be revoked.	Family receives letter revoking interdistrict transfer. Parent/guardian must enroll in district of residence.	N/A Student Dropped

Truancies and Unexcused Absences

The California Legislature defined a truant in very precise language. In summary, it states that a student missing more than 30 minutes of instruction without an excuse three times during the school year must be classified as a truant and reported to the proper school authority. This classification and referral helps emphasize the importance of school attendance and is intended to help minimize interference with instruction. The Education code that defines a truant reads as follows:

EC Section 48260 (a) A pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse three full days in one school year or tardy or absent for more than a 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, shall be classified as a truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

California law additionally states the school district must notify the parent or guardian of the truant by the most cost-effective method possible, and the notification must include specific information related to the student's unexcused absences. The *EC* section regarding notification reads as follows: *EC section 48260.5*: Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by using the most cost-effective method possible, which may include electronic mail or a telephone call:

- (a) That the pupil is a truant.
- (b) That the parent or guardian is obligated to compel the attendance of the pupil at school.
- (c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with section 48290) of Chapter 2 of Part 27.
- (d) That alternative educational programs are available in the district.
- (e) That parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- (f) That the pupil may be subject to prosecution under section 48264.
- (g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to section 13202.7 of the Vehicle Code.
- (h) That it is recommended the parent/guardian accompany the pupil to school and attend classes with the pupil for one day.

Reasons NOT acceptable for being absent from school may be considered truancies or unexcused absences. These absences must still be reported to the school office within 48 hours by a parent/guardian. Always communicate with your school principal if an absence will occur even if it is outside of those reasons listed as an excused absence.

A truancy can occur if a student is absent from school for the following reasons:

- Going to work with parent/guardian or other family member
- Visiting family
- Going on vacation - See Independent Study
- Babysitting, taking care of other family members
- Under the influence of alcohol or drugs
- "Personal" reasons or traffic
- Waiting for service or repair people to arrive
- Shopping
- Attending a sporting event
- Any other reason not included in "Excused Absences"

Truancy Levels

Initial truancy - Reported to the attendance supervisor (*EC 48260*)

Second Truancy - Reported to the attendance supervisor (*EC 48261*)

Third Truancy - The District has authorization to refer habitual truants to a SARB, a county truancy mediation program (*EC 485263, 48264.5*)

Fourth Truancy - The student shall be within the jurisdiction of the juvenile court (*EC 48264.5; Welfare and Institutions Code 601*)

Chronic Truancy is 10% or more of the school days in one school (from date of enrollment to the current date) – Parent/guardian may be found guilty of a misdemeanor (Penal Code 270.1)

Parents/guardians are responsible for a child's attendance from age 6 until age 18. (EC 48200)

School Attendance Review Team (SART)

Site principal will notify parent/guardian based upon the Attendance Letter Chart on the previous page.

First Referral: Three (3) unexcused absences or over 30 minutes tardy or combination thereof = one truancy and is reported to the attendance administrator.

Second Referral: Six (6) unexcused absences or over 30 minutes tardy or combination thereof = second truancy. (EC 48261) The student is reported to the attendance administrator. A SART meeting is set up with the parent/guardian.

Third Referral: Eight (8) unexcused absences or over 30 minutes tardy or combination thereof = third truancy. (EC 48262)

The student is classified as a habitual truant and is subject to a summons to appear at a School Attendance Review Board (SARB) hearing.

****EC 48260 – Any pupil subject to full-time education or to compulsory education who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is truant and shall be reported to the attendance supervisor of the school district.***

District Attendance Review Team (DART)

As an intervention between a SART meeting and a SARB referral, Etiwanda has a DART program that can be used at the discretion of the site. DART meetings represent one additional opportunity for the school site and district to work with families to ultimately improve attendance and behavior. DART meetings will review the laws of school attendance with parents/guardians and students. DART will differ from SARB in that it will be based upon *incentives* for the students to improve. Once a student attends a DART meeting, attendance will be reviewed on a weekly basis until patterns of behavior are changed.

School Attendance Review Board (SARB)

1. A letter will be sent to the parent/guardian from the SARB requesting their attendance to a mandatory hearing with the SARB members. The SARB members' goal is to identify a solution or appropriate resources for resolving the student's attendance problem.
2. An administrator from the student's school will present the information to the SARB.
3. Parent/guardian will have an opportunity to address the SARB.
4. The SARB chairperson will ask the parent/guardian and the student to sign an attendance contract once the terms have been identified.

Penalties for Poor Attendance EC 48293

Failure to comply with the SARB hearing contract will result in the order of a citation to appear in court.

First Conviction: A fine of not more than \$100.00 plus penalties that could amount to as much as \$375.00.

Second Conviction: A fine of not more than \$320.00 plus penalties that could amount to as much as \$750.00.

Third Conviction: A fine of not more than \$500.00 plus penalties that could amount to \$1,500.00.

13202.7 Vehicle Code: Any minor under the age of 18 years, but 13 years of age or older, who is a habitual truant may have his/her driving privilege suspended for one year.

272 (a)(i) Penal Code: Failure to enroll your student in an approved educational program could result in a \$2,500.00 fine + 1 year county jail + probation up to 5 years.

Definitions

Truancy: In California, a student is truant if absent or tardy by more than 30 minutes without a valid excuse on 3 occasions in a school year.

Habitual truancy: Student is habitually truant if absent without a valid excuse for 5 days during a school year.

Chronic truancy: Student is chronically truant if absent without a valid excuse for at least 10% of the school year.

Chronic absence: In California, chronic absence is defined as being absent for any reason (excused or unexcused) for at least 10% of the school year.

Excused absence: In California, valid excuses may include illness, doctor or dentist appointments, funeral services for immediate family, court, religious holidays, spending time with immediate family on active duty, prior principal approval.

Attendance Tips for Parents/Guardians

- Allow your child to stay home only when child has a contagious illness or is too sick to be comfortable.
- Get your child to school on time, every day, and make sure homework assignments are complete.
- Being in school every day raises your child's chances for scoring well on important tests throughout the year.
- Visit the Etiwanda School District website for important information. Post important dates on a family bulletin board or on the refrigerator.
- Give your child enough time to get ready for school in the morning. Try preparing lunches, packing school bags, and laying out clothing the night before.
- Plan a family vacation during non-school days.
- Try to schedule appointments for your child after school hours.

The Governing Board believes that regular attendance plays an important role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. BP 5113

Revised 8/25/22

HEALTH SERVICES

State Immunization Requirements

New California State regulations effective July 1, 2019, require ALL California students be fully immunized before entering school (including preschool) and before advancing to TK/Kindergarten and seventh grade. Students advancing to the 7th grade and above must also provide documentation of having received a Tdap booster against pertussis after the age of 7 and two varicella vaccines, as well as be fully immunized for their age prior to entering school. Students entering in, enrolling in or transferring will be required to provide documentation of the following vaccines: 4 Polio, 5 DTP, 3 Hep B, 2 MMR, and 2 varicella.

To ensure your student is ready to begin school in the fall, documentation of the required immunizations must be provided to your child's school prior to the beginning of the school year.

State Requirement Regarding Personal Beliefs Exemptions Requests

Effective on January 1, 2016, new California State regulations require that before entering a new grade span all students must provide official documentation of having all immunizations required for school entry. This applies to all students entering preschool/TK/Kindergarten or seventh grade, as well as students newly enrolling in other grades. Personal beliefs exemptions (PBEs) on file with a California public or private school before January 1, 2016, and official records provided upon enrollment may be accepted until the student reaches a new grade span. Grade spans are birth to preschool, TK/Kindergarten to sixth grade, and seventh to twelfth grades.

Wellness Program Facts

- Childhood obesity is a serious problem in the United States putting kids at risk for poor health. Despite recent declines in the prevalence among preschool-aged children, obesity amongst all children is still too high. The prevalence of obesity has remained fairly stable at about 17% and affects about 12.7 million children and adolescents.
- Obesity and chronic disease are increasing. Children have diseases formerly classed as those of adulthood, such as heart disease, type-2 diabetes, and many forms of cancer.
- The U.S. spends more on health care than any other industrialized country, yet has one of the highest rates of life-threatening disease. Research has shown that student wellness is related to academic progress in school. Because of startling facts like these, the Etiwanda School District has developed a comprehensive Wellness Program. Program components include physical activity, nutrition education, nutritional food standards, school-based activities guidelines, and program evaluation. We hope parents will partner with us to build healthy children. How can you help?
- Balance the calories your child consumes from foods and beverages with the calories your child uses through physical activity and normal growth.
- Pack healthy snacks for recess break.
- Encourage your child to participate in the school's walking program.
- Limit lunch sweets and sweet rewards.
- Avoid packing sodas for lunch and recess.
- Please do not send unsolicited food to school. Teachers who are having class celebrations will notify families with what they need. Nothing extra please.
- Rethink class birthday treats. Try bringing in pencils or small toys instead of sweet food items. If your child chooses to bring in a birthday treat, it should be a small, individual serving, such as a mini cupcake, a cookie, donut hole, Popsicle, or ice cream cup. Check your child's school policy regarding treats in the classroom.

California Education Code Section 49452.7 requires schools to provide information regarding type 2 diabetes to parents and guardians of seventh grade students. The information below was developed by the California Department of Education (CDE) in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County.

Description: Type 2 diabetes is the most common form of diabetes in adults.

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

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

- The body turns the carbohydrates in food into glucose, the basic fuel for the body's cells.
- The pancreas makes insulin, a hormone that moves glucose from the blood to the cells.
- In type 2 diabetes, the body's cells resist the effects of insulin and blood glucose levels rise.
- Over time, glucose reaches dangerously high levels in the blood which is called hyperglycemia.
- Hyperglycemia can lead to health problems like heart disease, blindness, and kidney failure.

Risk Factors Associated with Type 2 Diabetes

It is recommended that students displaying or possibly experiencing the risk factors and warning signs associated with type 2 diabetes be screened (tested) for the disease. Researchers do not completely understand why some people develop type 2 diabetes and others do not; however, the following risk factors are associated with an increased risk of type 2 diabetes in children:

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

Warning Signs and Symptoms Associated with Type 2 Diabetes

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

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

Type 2 Diabetes Prevention Methods and Treatments

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

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

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

Types of Diabetes Screening Tests That Are Available

- Glycated hemoglobin (A1C) test. A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- Random (non-fasting) blood sugar test. A blood sample is taken at a random time. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes. This test must be confirmed with a fasting blood glucose test.
- Fasting blood sugar test. A blood sample is taken after an overnight fast. A fasting blood sugar level less than 100 mg/dL is normal. A level of 100 to 125 mg/dL is considered pre-diabetes. A level of 126 mg/dL or higher on two separate tests indicates diabetes.
- Oral glucose tolerance test. A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

Type 2 diabetes in children is a preventable/treatable disease. Guidance provided in this information sheet is intended to raise awareness of diabetes. For concerns or further information, contact your District Nurse at District Health Services by calling (909) 899-8286.

References

[American Diabetes Association Clinical Journal](#)
[Helping Children with Diabetes Succeed: A Guide for School Personnel](#)
[KidsHealth](#)

[Mayo Clinic](#)
[National Library of Medicine \(NLM\) and National Institutes of Health's \(NIH\) MedLine](#)
[US Centers for Disease Control and Prevention](#)

Type 1 Diabetes Information

Pursuant to California Education Code Section 49452.6, this type 1 diabetes information is for local educational agencies to provide to parents and guardians of incoming elementary school students beginning January 1, 2023. Type 1 diabetes in children is an autoimmune disease that can be fatal if untreated, and the guidance provided in this information sheet is intended to raise awareness about this disease.

Description

Type 1 diabetes usually develops in children and young adults but can occur at any age

- According to the U.S. Centers for Disease Control and Prevention (CDC), cases of type 1 diabetes in youth increased nationally from 187,000 in 2018 to 244,000 in 2019, representing an increase of 25 per 10,000 youths to 35 per 10,000 youths, respectively.
- The peak age of diagnosis of type 1 diabetes is 13-14 years, but diagnosis can also occur much earlier or later in life.

Type 1 diabetes affects insulin production

- As a normal function, the body turns the carbohydrates in food into glucose (blood sugar), the basic fuel for the body's cells.
- The pancreas makes insulin, a hormone that moves glucose from the blood into the cells.
- In type 1 diabetes, the body's pancreas stops making insulin, and blood glucose levels rise.
- Over time, glucose can reach dangerously high levels in the blood, which is called hyperglycemia.
- Untreated hyperglycemia can result in diabetic ketoacidosis (DKA), which is a life-threatening complication of diabetes.

Risk Factors Associated with Type 1 Diabetes

It is recommended that students displaying warning signs associated with type 1 diabetes, which are described below, should be screened (tested) for the disease by their health care provider.

Risk Factors

Researchers do not completely understand why some people develop type 1 diabetes and others do not; however, having a family history of type 1 diabetes can increase the likelihood of developing type 1 diabetes. Other factors may play a role in developing type 1 diabetes, including environmental triggers such as viruses. Type 1 diabetes is not caused by diet or lifestyle choices.

Warning Signs and Symptoms Associated with Type 1 Diabetes and Diabetic Ketoacidosis

Warning signs and symptoms of type 1 diabetes in children develop quickly, in a few weeks or months, and can be severe. If your child displays the warning signs below, contact your child's primary health care provider or pediatrician for a consultation to determine if screening your child for type 1 diabetes is appropriate:

- Increased thirst
- Increased hunger, even after eating
- Unexplained weight loss
- Feeling very tired
- Blurred vision
- Very dry skin
- Slow healing of sores or cuts
- Moodiness, restlessness, irritability, or behavior changes
- Increased urination, including bed-wetting after toilet training

DKA is a complication of untreated type 1 diabetes. DKA is a medical emergency. Symptoms include:

- Fruity breath
- Dry/flushed skin
- Nausea
- Vomiting
- Stomach pains
- Trouble breathing
- Confusion

Types of Diabetes Screening Tests That Are Available

- Glycated hemoglobin (A1C) test. A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- Random (non-fasting) blood sugar test. A blood sample is taken any time without fasting. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes.
- Fasting blood sugar test. A blood sample is taken after an overnight fast. A level of 126 mg/dL or higher on two separate tests indicates diabetes.
- Oral glucose tolerance test. A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

Type 1 Diabetes Treatments

There are no known ways to prevent type 1 diabetes. Once type 1 diabetes develops, medication is the only treatment. If your child is diagnosed with type 1 diabetes, their health care provider will be able to help develop a treatment plan. Your child's health care provider may refer your child to an endocrinologist, a doctor specializing in the endocrine system and its disorders, such as diabetes.

Contact your student's school nurse, school administrator, or health care provider if you have questions.

References

[KidsHealth](#)

[Mayo Clinic](#)

[Centers for Disease Control and Prevention](#)

[National Library of Medicine and National Institutes of Health's MedLine](#)

AR-5141 Health Care and Emergencies

Emergency Contact Information

In order to facilitate contact in case of an emergency or accident, parents/guardians shall furnish the principal or designee with the information specified below:

1. Home address and telephone number.
2. Parent/guardian's business address and telephone number.
3. Parent/guardian's cell phone number and e-mail address, if applicable.
4. Name, address, and telephone number of a relative or friend to whom the student may be released and who is authorized by the parent/guardian to care for the student in cases of emergency or when the parent/guardian cannot be reached.
5. Local physician to call in case of emergency.

In addition, parents/guardians shall be encouraged to notify the school whenever their emergency contact information changes.

Notification/Consent for Medical Treatment

Whenever a student requires emergency or urgent medical treatment while at school or a school-sponsored activity, the principal or designee shall contact the parent/guardian or other person identified on the emergency contact form in order to obtain consent for the medical treatment.

If the student's parent/guardian or other contact person cannot be reached to provide consent, the principal may seek reasonable medical treatment for the student as needed, unless the parent/guardian has previously filed with the district a written objection to any medical treatment other than first aid.

A person who has filed with the district a completed caregiver's authorization affidavit pursuant to Family Code 6550-6552 shall have the right to consent to or refuse school-related medical care on behalf of the minor student. The caregiver's authorization shall be invalid if the district receives notice that the minor student is no longer living with the caregiver or if the Superintendent or designee has actual knowledge of facts contrary to those stated on the affidavit. (Family Code 6550)

The caregiver's consent to medical care shall be superseded by any contravening decision of the parent or other person having legal custody of the student, provided that this contravening decision does not jeopardize the student's life, health, or safety. (Family Code 6550)

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MEDICATION ADMINISTRATION TO PUPILS DURING REGULAR SCHOOL HOURS

The Etiwanda School District has implemented a policy regarding the dispensing of all medication including prescription, non-prescription, and disaster medication to students during regular school hours. This policy is adopted for the protection of the pupil involved and the safety of other pupils.

"Medication" may include, but is not limited to, over-the-counter remedies, nutritional supplements, herbal remedies, topical creams, and any substance dispensed by prescription.

Please review the following information so that any use of medication by your child at school complies with District policy.

ALL MEDICATION

All medications, including prescription and over-the-counter, require written physician instructions and written parent consent. (If your child needs medication, a form is available in the school office or on the district website at www.etiwanda.org under "Parents/Forms and Documents/Medical Forms".) The physician instructions must include the pupil's name, date of birth, the name of the medication, correct dosage, maximum dosage, time interval between dosages, method of administration, and should include reason for administration and side effects. Any special storage requirements, such as refrigeration, must also be included. Physician Instructions must be renewed each school year.

All medications, including prescription, non-prescription, and emergency medication must be personally delivered to the school office by the pupil's parent, guardian, or authorized parent designee. In order for the appropriate school staff to assist with medications at school, parents must provide all necessary supplies and equipment. Pupils *may not* bring medication to school in book bags, lunch boxes, sealing plastic bags, purses, pockets, or in any other carrying case.

Pupils with medical conditions requiring them to carry medication must obtain appropriate authorization under the District policy prior to bringing any medication to school. (Please see the section below under Self-Administered Medications.)

Outdated or unused prescriptions or medication no longer used due to a change in prescription must be personally picked up by the pupil's parent or guardian. School personnel will not send medication home with the pupil. The District will dispose of outdated or unused medication in accordance with federal and state laws if the medication is not retrieved by the parent at the end of each school year.

PRESCRIPTION MEDICATION

All prescription medication must be labeled by a licensed pharmacist and in a manner that is consistent with the treating physician's written statement. All prescription medication must be in the original container with a separate labeled container for each medication. This requirement enables the designated school personnel to properly identify the medication and ensure appropriate administration.

Please note that all prescription medications must be prescribed by a physician licensed in the state of California and filled by a pharmacist licensed in a state of the United States of America.

NON-PRESCRIPTION MEDICATION

Any over-the-counter medication such as Tylenol, Advil, cough drops, or Benadryl may be administered during school hours only when accompanied by the written instructions of the treating physician and the signed consent of a parent or guardian. Again, medication must be properly labeled and in the original manufacturer's container.

Parents should administer pupil medication at home, before and after school hours, whenever possible.

SELF-ADMINISTERED MEDICATION

In the case of a life-threatening medical condition, your child's physician may wish to prescribe that your child be allowed to carry and administer his or her own medication, in writing. In this instance, the parent should immediately contact the principal at the student's school site to schedule a parent, district nurse, and/or principal conference and to receive a request form for self-administered medication while at school. This form must include detailed instructions from the physician for the student to self-carry and self-administer along with the parent request for the student to self-carry and self-administer the medication. **The completed self-administration medication request form, along with the instructions from the physician, must be provided to the school BEFORE the medication is allowed on the school campus or bus.** Physician instructions should include safe maintenance for the medication and an explanation of why the child should carry the medication rather than keeping it in a secure place in the school office for regular administration of the medication.

SEVERE ALLERGIC REACTIONS

The District permits certain trained school personnel to administer auto-injectors of epinephrine to students in the event of an emergency allergic reaction, as authorized by Education Code section 49423. As required by Education Code 49414 the school site has emergency epinephrine auto-injectors available to trained personnel for emergency use. We are aware that different brands of auto-injector devices are manufactured for this purpose. After reviewing the available devices and consulting the appropriate resources, the District has determined there are several devices, including **EpiPen, the Adrenaclick, AUVI-Q, and similar devices**, that will be authorized for administration by school staff. Alternate devices that may be inappropriate for use by school personnel will not be authorized if there is exposure to a contaminated needle. The California Division of Occupational Safety and Health prohibits such exposure by employees. (8 CCR, section 5193 (d) (3) (B) (2).) If a student's physician prescribes an injector with exposure to a contaminated needle, the District will request that the physician alternately prescribe **EpiPen, Adrenaclick, AUVI-Q**, or a similar device. Your cooperation is requested in advising your child's physician of the District's requirement that staff use the **EpiPen, Adrenaclick, AUVI-Q**, or similar devices.

EMERGENCY MEDICATION

Natural emergencies may arise during a school year so it is wise to be prepared. In an effort to be better prepared in the event of a disaster, please supply the school with at least a 72-hour supply of medication your child is taking. Again, this medication must be properly labeled and in the original container and the physician's instructions and parent consent form must accompany the medication.

Please do not send any medications to school with your child. We ask that you follow our policy and procedures for the safety and protection of all pupils.

Thank you for your cooperation in this matter. If you have any questions or concerns regarding the above information, feel free to contact the school health office or the school district nurses.

CALIFORNIA EDUCATION CODE 49423

California Education Code section 49423 provides that any pupil who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel. Education Code section 49423.5 provides that any individual with exceptional needs who requires specialized physical health care services, during the regular school day, may be assisted by the following individuals:

- a) Qualified persons who possess an appropriate credential issued pursuant to Education Code section 44267 (services credential in a specialization in clinical or rehabilitative services), or hold a valid certificate of public health and nursing issued by the State Department of Health Services, or
- b) Qualified designated school personnel trained in the administration of specialized health care provided they perform such services under the supervision of a school nurse, public health nurse, or licensed physician and surgeon.



HEALTH RECORD INQUIRY

Form also available at: www.etiwanda.k12.ca.us

Dear Parent/Guardian:

In order for us to better serve your child, we are asking you to answer the following questions. Information you provide will be kept confidential and be shared with staff or emergency personnel, as necessary, to ensure your child's safety. If your answers to the questions below change during the current school year, please notify your child's school.

Student: _____ Date of Birth: _____ School: _____ Grade: _____

If your child has no health issues, please check the box, mark your initials & return this form to your child's school.

☐ **My child has no health issues.** Parent Initials: _____

If your child has any new or existing health issues, please complete the following, sign, date & return this form to your child's school.

• Health Conditions/Concerns

- **Does your child have any diagnosed medical conditions or illnesses** (i.e. food or any other allergies, diabetes, epilepsy, heart condition, etc.)? ☐ Yes ☐ No

If yes, please explain: _____

- **Does your child take daily medications at home?** ☐ Yes ☐ No

Under Education Code section 49480, if your child is on continuing medication for an ongoing (non-episodic) condition, **you are required** to provide the following information to the school:

Medication: _____; Current Dosage: _____

My/our child ☐ is / ☐ is not on continuing medication for an ongoing (non-episodic) condition.

- **Does your child take any medication(s) other than those listed above?** ☐ Yes ☐ No

If yes, list any other medications not listed above such as those taken on a non-regular basis (i.e.: as needed medication for asthma, allergies, etc): _____

If your child requires medications during school hours, you must sign and have your physician complete and sign the "Medication Parental Consent Form" available on our website www.etiwanda.org under "Student Services/Health & Wellness Resources/At School Health Services/Medical Forms".

• Asthma

- Has your child been diagnosed with asthma or have a history of asthma? ☐ Yes ☐ No

- Has your child recently experienced symptoms of asthma and/or is your child at risk for potentially severe asthma attacks? ☐ Yes ☐ No

If yes to any of the questions regarding asthma, please explain: _____

• Seizures

- Has your child been diagnosed with seizures/epilepsy or have a history of seizures? ☐ Yes ☐ No

- Has your child recently experienced symptoms of seizures? ☐ Yes ☐ No

If yes to any of the questions regarding seizures, please explain: _____

• Special Meals

- **Does your child require special meal accommodations for allergies or other medical needs or currently has eating, feeding or swallowing difficulties?** ☐ Yes ☐ No

- If yes, your physician must complete and sign the "Medical Statement to Request Special Meals and/or Accommodations" form available on our website www.etiwanda.org under "Student Services/Health & Wellness Resources/At School Health Services/Medical Forms".

• Operation

- Has your child ever had an operation? ☐ Yes ☐ No

- If yes, when and for what specific condition? _____

Please print the name of your physician and their phone number. This information is necessary in the event that we are not able to contact you in an emergency.

Physician Name (please print)

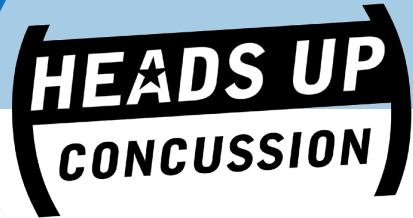
Phone Number

Parent/Guardian Signature

Phone Number

Date

CONCUSSION INFORMATION SHEET



This sheet has information to help protect your children or teens from concussion or other serious brain injury. Use this information at your children's or teens' games and practices to learn how to spot a concussion and what to do if a concussion occurs.

WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.

DOWNLOAD THE APP



You can also download the CDC HEADS UP app to get concussion information at your fingertips. Just scan the QR code pictured at left with your smartphone.

Talk with your children and teens about concussions.

Tell them to report their concussion symptoms to you and their coach right away.

HOW CAN I SPOT A POSSIBLE CONCUSSION?

Children and teens who show or report one or more of the signs and symptoms listed below—or simply say they just “don’t feel right” after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

SIGNS OBSERVED BY PARENTS OR COACHES

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent.
- Moves clumsily.
- Answers questions slowly.
- Loses consciousness (even briefly).
- Shows mood, behavior, or personality changes.
- Can’t recall events prior to or after a hit or fall.

SYMPTOMS REPORTED BY CHILDREN AND TEENS

- Headache or “pressure” in head.
- Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.
- Confusion, or concentration or memory problems.
- Just not “feeling right,” or “feeling down.”

WHAT ARE SOME MORE SERIOUS DANGER SIGNS TO LOOK OUT FOR?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your child or teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- One pupil larger than the other.
- Drowsiness or inability to wake up.
- A headache that gets worse and does not go away.
- Slurred speech, weakness, numbness, or decreased coordination.
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching).
- Unusual behavior, increased confusion, restlessness, or agitation.
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously.

WHAT SHOULD I DO IF MY CHILD OR TEEN HAS A POSSIBLE CONCUSSION?

As a parent, if you think your child or teen may have a concussion, you should:

1. Remove your child or teen from play.
2. Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a health care provider and only return to play with permission from a health care provider who is experienced in evaluating for concussion.
3. Ask your child's or teen's health care provider for written instructions on helping your child or teen return to school. You can give the instructions to your child's or teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a health care provider should assess a child or teen for a possible concussion. Concussion signs and symptoms often show up soon after the injury. But you may not know how serious the concussion is at first, and some symptoms may not show up for hours or days.

The brain needs time to heal after a concussion. A child's or teen's return to school and sports should be a gradual process that is carefully managed and monitored by a health care provider.

HOW CAN I HELP KEEP MY CHILDREN OR TEENS SAFE?

Sports are a great way for children and teens to stay healthy and can help them do well in school. To help lower your children's or teens' chances of getting a concussion or other serious brain injury, you should:

- Help create a culture of safety for the team.
 - » Work with their coach to teach ways to lower the chances of getting a concussion.
 - » Talk with your children or teens about concussion and ask if they have concerns about reporting a concussion. Talk with them about their concerns; emphasize the importance of reporting concussions and taking time to recover from one.
 - » Ensure that they follow their coach's rules for safety and the rules of the sport.
 - » Tell your children or teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your children or teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. However, there is no "concussion-proof" helmet. So, even with a helmet, it is important for children and teens to avoid hits to the head.



TO LEARN MORE GO TO >> [cdc.gov/HEADSUP](https://www.cdc.gov/HEADSUP)

JOIN THE CONVERSATION AT

➔ www.facebook.com/CDCHEADSUP

Sudden Cardiac Arrest

SCA AWARENESS

Etiwanda School District



Information Sheet for Athletes and Parents/Guardians

Recognize the Warning Signs & Risk Factors of Sudden Cardiac Arrest (SCA)

Tell your teacher/coach and consult your doctor if these conditions are present:

POTENTIAL SCA INDICATORS THAT MAY OCCUR

- ☐ Fainting or seizure, especially during or right after exercise
- ☐ Collapsed and unresponsive: gasping, gurgling, snorting, moaning, or labored breathing noises
- ☐ Fainting repeatedly or with excitement or startle
- ☐ Excessive shortness of breath during exercise
- ☐ Racing or fluttering heart palpitations or irregular heartbeat
- ☐ Repeated dizziness or lightheadedness
- ☐ Chest pain or discomfort with exercise
- ☐ Excessive, unexpected fatigue during or after exercise

FACTORS THAT INCREASE THE RISK OF SCA

- ☐ Family history of known heart abnormalities or sudden death before age 50
- ☐ Specific family history of Long QT Syndrome, Brugada Syndrome, Hypertrophic Cardiomyopathy, or Arrhythmogenic Right Ventricular Dysplasia (ARVD)
- ☐ Family members with unexplained fainting, seizures, drowning or near drowning or car accidents
- ☐ Known structural heart abnormality, repaired or unrepaired
- ☐ Use of drugs, such as cocaine, inhalants, "recreational" drugs, excessive energy drinks or performance-enhancing supplements

Early Recognition of Sudden Cardiac Arrest



Collapsed and unresponsive.
Gasping, gurgling, snorting, moaning or labored breathing noises.
Seizure-like activity.

Early Access to 9-1-1



Confirm unresponsiveness.
Call 9-1-1 and follow emergency dispatcher's instructions.
Call any on-site Emergency Responders.

Early Advanced Care



Emergency Medical Services (EMS)
Responders begin advanced life support including additional resuscitative measures and transfer to a hospital.

REMOVAL FROM ACTIVITY

A student-athlete who faints during or following participation in an athletic activity must be removed from play and may not return to play until he or she is evaluated and cleared by a physician, nurse practitioner, or physician's assistant.



A brief video, available for parents who want to learn more about Sudden Cardiac Arrest (SCA) in youth, is located at: epsavealife.org/law/law-cif

Enroll. Get Care. Renew.

Free or Low Cost Health Coverage
Exists for ALL Lower-Income
California Families (options on page 2)

CALIFORNIA

Information for other
states is different.



Renew Your Coverage in 2023-24!

IMPORTANT for 2023 and 2024: CONTINUOUS MEDI-CAL COVERAGE PROTECTIONS END STARTING APRIL 2023.

Do you or a family member have Medi-Cal coverage? If so, you may need to take steps to keep it. You will need to renew your Medi-Cal at some point between April 2023 and May 2024. Annual renewals are usually due in the same month you first enrolled in Medi-Cal.

What to Do to Stay Covered:

- **Update your contact information.** Tell your county Medi-Cal office about any changes in your contact information (mailing address, phone number, email) so they can contact you with information about how to renew your coverage.
- **Check your mail.** When it is time to renew coverage, Medi-Cal will mail you a letter to let you know if you need to complete a renewal form or if your renewal can be completed automatically.
- **Complete your renewal form.** If you receive a renewal form, your coverage will not be renewed unless you complete it. Renewal forms will be sent in a **YELLOW ENVELOPE**. Fill out the form and answer any county follow up questions right away by phone, online, mail or in person to help avoid a gap in your coverage.



How to Renew your Medi-Cal Coverage and Report Changes:

- **Set up an account online.**
Visit: <https://benefitscal.com/> OR
- **Contact your county Medi-Cal office.**
To find your county Medi-Cal office, visit dhcs.ca.gov/COL or call (800) 541-5555.

What if You No Longer Qualify for Medi-Cal Coverage?

If your family income increased above Medi-Cal eligibility levels (see income chart on second page), you may qualify for discounted premiums through Covered California. If so, when your Medi-Cal coverage ends, Covered California will send you information about your automatic enrollment and what you need to do to activate it. Your Covered California coverage would begin when:

- You pay your premium, OR
- If you have no premium, when you accept the coverage online or by phone.

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

Enroll.

Ways to enroll in Medi-Cal and Covered California:

- ☎ **1(800) 300-1506**
- 🌐 **www.coveredca.com**
- 🏠 **In-person: dhcs.ca.gov/COL**
- ✉ **Apply by mail:** Medi-Cal printable applications here: www.dhcs.ca.gov/services/medi-cal/eligibility/Pages/SingleStreamApps.aspx
- 👥 **Find Help in Your Community:**
Scan the QR code below or go to: allinforhealth.org/HealthCoverageResources to locate help near you.

Get Care.

- Find a primary care doctor. Ask your health plan for help locating an available doctor near you.
- Schedule an annual checkup for you and your child(ren). Young children need frequent well-child visits within a year.
- Your health plan is required to help you make appointments and get interpretation services. Additionally, Medi-Cal is required to help you get free transportation to your appointments.
- Find a dentist. Visit SmileCalifornia.org to find a Medi-Cal dentist and a dental home near you.
- In Covered California, dental care is covered for children. Adults will need to purchase an additional dental plan.

Renew.

DHCS Medi-Cal must be renewed every year except for those listed below. It is important to ensure that Medi-Cal has your current address so that when it's time to renew your coverage, they can contact you. If you receive a renewal notice, be sure to act! Children in foster care and former foster care youth are not required to renew their coverage. Postpartum individuals also do not need to renew their coverage within 12 months postpartum



Covered California health plans must be renewed every year. Renewal information will be mailed at the end of the year, or you can contact Covered California directly.

➔ **Scan the QR code** for information about when and how to renew!



A PROJECT OF
The Children's Partnership

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**Need
Help?**

Scan this
QR code for
LOCAL HELP in your area.

OR GO TO:

www.allinforhealth.org

Options for Health Coverage

Medi-Cal:

- ▶ Children and adults qualify for full-scope Medi-Cal benefits depending on their income. Children, pregnant and postpartum individuals have higher income eligibility levels than other adults (see chart below).
- ▶ Medi-Cal covers ALL COSTS for screenings, immunizations, checkups, specialists, mental health, vision, dental services, and all other medically necessary care.
- ▶ Medi-Cal enrollment is available year round.
- ▶ Most Medi-Cal enrollees must enroll in a Medi-Cal health plan that will manage their health care coverage. Each health plan is different and has their own list of healthcare providers. Learn more about health plans at: <https://www.healthcareoptions.dhcs.ca.gov>
- ▶ Medi-Cal plans offer services using telehealth. Ask your provider about accessing care over video or phone.

- ▶ For more information about services covered under Medi-Cal for Kids & Teens, go to www.allinforhealth.org or click for the [DHCS webpage](#), flier for [kids](#) and [teens](#) and [know your rights letter](#).

Covered California:

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



Immigrant Families

Expansion of Medi-Cal

- ▶ Currently, every income-eligible child or person under the age of 26, every adult 50 years and older, DACA recipients, pregnant persons and recently pregnant persons are eligible for Medi-Cal health coverage and benefits **REGARDLESS OF IMMIGRATION STATUS**.
- ▶ Young people who are undocumented and turning 26 in 2023 will continue on Medi-Cal until 2024. By 2024, these individuals will be sent information about when and how to renew their Medi-Cal.
- ▶ In 2024, California is removing all barriers to Medi-Cal based on immigration status. Beginning on January 1, 2024, all California residents with qualifying incomes will be eligible for full Medi-Cal benefits regardless of their immigration status.

Covered California

- ▶ Those with immigration documentation can qualify for Covered California and its financial

assistance. Some counties offer other health care options regardless of immigration status

Updated Public Charge Rule

- ▶ In December 2022, the federal government updated the public charge rule and made clear that using Medi-Cal is not considered for purposes of public charge (except in the case of long-term institutionalized care, also known as skilled nursing home care).
- ▶ Your child's enrollment in Medi-Cal and use of health care services will not impact your immigration status.

- ▶ While the public charge test may make you nervous, use this **Public Charge Roadmap** to better understand whether it applies to you or your family member.



Go to: allinforhealth.org/public-charge

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

SEE NOTE BELOW FOR INCOMES IN THIS RANGE	Covered California Premium Subsidies**									Tax credit continues beyond 400%
	American Indian / Alaska Native (AI/AN) Zero Cost Sharing									AI/AN Limited Cost Sharing
% FPL	100%	138%	150%	200%	213%	250%	266%	300%	322%	400%
Household Size	If 2023 household income is at or less than									
1	\$13,590	\$18,755	\$20,385	\$27,180	\$28,947	\$33,975	\$36,150	\$40,770	\$43,760	\$54,360
2	\$18,310	\$25,268	\$27,465	\$36,620	\$39,001	\$45,775	\$48,705	\$54,930	\$58,959	\$73,240
3	\$23,030	\$31,782	\$34,545	\$46,060	\$49,054	\$57,575	\$61,260	\$69,090	\$74,157	\$92,120
4	\$27,750	\$38,295	\$41,625	\$55,500	\$59,108	\$69,375	\$73,815	\$83,250	\$89,355	\$111,000
5	\$32,470	\$44,809	\$48,705	\$64,940	\$69,162	\$81,175	\$86,371	\$97,410	\$104,554	\$129,880
6	\$37,190	\$51,323	\$55,785	\$74,380	\$79,215	\$92,975	\$98,926	\$111,570	\$119,752	\$148,760
	Medi-Cal for Adults		Medi-Cal for Pregnant & Postpartum Individuals			Medi-Cal Access for Pregnant & Postpartum Individuals				
	Medi-Cal for Kids (0–18 Yrs.)							CCHIP***		

* For information on calculating income and household size visit: healthcare.gov/income-and-household-information

** For Covered California, these 2023 income eligibility levels are effective at the beginning of the upcoming open enrollment period starting in November 1, 2023.

*** For San Francisco, San Mateo, and Santa Clara County residents only.

Note: Consumers after 138% FPL may qualify for a Covered California health plan with financial help including: federal premium tax credit, Zero Cost Sharing and Limited Cost Sharing AI/AN plans. Source: www.coveredca.com/pdfs/FPL-chart.pdf



HEALTH CARE FOR ALL FAMILIES
A PROJECT OF
The Children's Partnership 52

OUR PARTNERS:



FOR MORE INFORMATION GO TO: www.allinforhealth.org

Be A School Wellness Champion



We need your help to keep our schools healthy!

Children spend most of their day at school. So, it is important they have healthy foods and drinks while they are there. Good nutrition also helps kids learn better at school. Our school wellness policy supports students and the learning environment so our students can thrive.

4 ways families can help:

1 Follow the District Wellness Committee

The Etiwanda School District Wellness Committee meets twice a year to discuss and develop annual wellness goals to help make our schools healthy places for students to learn and grow.



2 Read through the District Annual Wellness Goals

The annual Wellness Goals can be found on the Etiwanda School District Wellness webpage at <https://etiwandasdca.sites.thrillshare.com/page/wellness>



3 Support Healthy Classrooms and Schools

Keep the wellness policy in mind when planning for activities, foods and beverages at events, and celebrations.



4 Provide us with input regarding healthy schools.

Share your input through public comment at Wellness meetings, annual surveys, and LCAP Community Forums.



What is in our District Wellness Policy?

Check out the Etiwanda School District Board Policy [6140](#) and Administrative Regulations [6140](#) for more information on:



- **Nutrition education and promotion**



- **Physical activity**



- **Other wellness activities** (family and community involvement)



- **Nutrition standards** for all foods and drinks **sold** to kids at school



- Foods and drinks that may be **given** to students (such as at classroom celebrations or foods given as rewards for behavior)



- Food and beverage **marketing** and guidelines for **fundraisers**

We are looking forward to working with you to ensure our school continues to be a healthy place that supports growth and learning.

**Better Health =
Better Learners**

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

Assistant Superintendent of Personnel Services

Jeannie Tavalazzi

Assistant Superintendent of Instruction and Pupil Services

Elizabeth Freer

Executive Director of Special Education



Board of Trustees

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6061 East Avenue, Etiwanda, California 91739

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VOLUNTARY STUDENT ACCIDENT AND SICKNESS INSURANCE 2023-2024

The safety of our students is one of our most important concerns. Even so, accidents do happen and resulting medical treatment (ambulance, transport, surgery, hospitalization, etc.) can be very expensive.

Please know that the District **does not** assume responsibility for these costs. However, as a service to you and your child, your school has joined with thousands of others by offering you access to a low cost, voluntary purchase student accident/sickness insurance program. The program is arranged and administered by Myers-Stevens & Toohey & Co., Inc., a firm that has specialized in such coverages for over 50 years.

The plans can be used on a stand-alone basis or, if your child has other insurance coverage, they can be used as a low-cost supplement to expand your choice of providers and help cover the high deductible and co-pay requirements.

Options are available to cover your child 24/7, anywhere in the world or you can limit coverage to school-related injuries only. The plans do not restrict your choice of doctors or hospitals. However, you'll also have access to an extensive network of providers with discounted fees. Seeking care through contracted providers may further reduce your out-of-pocket costs, particularly if your child needs surgery or hospitalization.

Also offered is the pay-as-you-go *Student Accident & Sickness Plan* which covers sickness as well as injury, in and out of school. The *Dental Accident* plan can be of particular value with younger students as final treatment to injured teeth often needs to be deferred until after they mature.

Common emergency benefits – Regardless of the benefit level selected, all of the accident medical plans and the *Student Accident & Sickness Plan* will cover eligible charges for *Ambulance, Emergency Room and Emergency Room Physician* at 100% of Usual, Customary and Reasonable charges (UCR) up to plan limits.

Enhanced benefits for qualified concussions – If an insured student suffers a concussion while participating in any covered activity and is consequently removed from play from his/her interscholastic sport per the school's formal concussion protocols, then any deductible or inside limit features of the plan are waived and eligible charges for the evaluation and treatment of the concussion are paid at 100% of UCR subject to remaining policy terms and conditions.

Interscholastic Sports – Please know that all plans offered (other than the Dental Accident Plan) may be used to comply with applicable state and local insurance requirements for participation in interscholastic sports (coverage for high school tackle football is offered on a stand-alone basis).

You are strongly encouraged to carefully review the information provided. If your child already has health coverage, the student insurance plans offered can also be used to expand your choice of providers and help cover the high deductibles and 30% to 40% cost sharing obligations imposed by many health plans today.

To enroll, please visit www.myers-stevens.com; instructions for enrollment are available on the website. While your child is eligible to enroll at any time, one-time-pay rates for the accident medical plans and Dental Accident Plan are the same regardless of enrollment date. As such, you are encouraged to consider enrollment now in order to include coverage for this summer and the full 2023-2024 School Year. Once processing is completed, an ID card verifying coverage will be mailed home to you.

If you have any questions concerning the coverages available or need help with enrollment, please call Myers-Stevens & Toohey at (800) 827-4695. Bilingual representatives are available for parents who need assistance in Spanish.

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SUBSTANCE ABUSE AWARENESS

The Etiwanda School District provides an age-appropriate Substance Abuse Awareness unit for students in grades 5-8 through the physical education coursework. The instructional unit will be taught at various points throughout the school year during PE.

The scope and sequence of the Substance Abuse Awareness unit is included below. The media utilized for instruction is available for parent preview and may be viewed by contacting your child's school administration. Copyrighted video materials must be viewed on the school site.

You may opt your child out of the Substance Abuse Awareness unit by providing your school principal with a written request.

Substance Abuse Awareness Unit

All instructional materials are videos from Discovery Education or Human Relations Media.

5th Grade

Vaping Health Awareness

7th Grade

Tobacco Health Awareness
Alcohol and Underage Drinking
Drug Abuse
Marijuana
Prescription Drugs and OTC Drugs

6th Grade

Vaping Health Awareness

8th Grade

Alcohol Abuse
Vaping and e-Cigarettes
Marijuana
Inhalant Abuse
Caffeine Abuse
Fentanyl Awareness

California Health Standards

- 1.1.A Describe the harmful short- and long-term effects of alcohol, tobacco, and other drugs, including steroids, performance-enhancing drugs, and inhalants.
- 1.2.A Describe the relationship between using alcohol, tobacco, and other drugs and engaging in other risky behaviors.
- 1.3.A Explain the dangers of drug dependence and addiction.
- 1.6.A Explain the short- and long-term consequences of using alcohol and other drugs to cope with problems.
- 1.7.A Explain why most youths do not use alcohol, tobacco, or other drugs.
- 1.8.A Explain school policies and community laws related to the use, possession, and sale of alcohol, tobacco, and illegal drugs.

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COMPREHENSIVE SEXUAL HEALTH EDUCATION/FAMILY LIFE

The Etiwanda School District provides an age-appropriate Comprehensive Sexual Health Education/Family Life unit in grades 6-8 only. This unit is taught in November/December by intermediate teachers. The scope and sequence of the instructional unit is below. Materials are available for parent preview in September during parent conferences at each intermediate school.

Families may opt their child out of the Comprehensive Sexual Health Education/Family Life unit by providing the school principal with a written request.

Comprehensive Sexual Health Education/Family Life Scope and Sequence

6th Grade

Personal Hygiene

Healthy Growth and Development

Puberty

Physical, Social, and Emotional Changes in Adolescence

Reproduction System

Sexually Transmitted Diseases

Responsible Digital Citizenship

7th Grade

Personal Hygiene

Healthy Growth and Development

Puberty

Physical, Social, and Emotional Changes in Adolescence

Reproduction System

Sexually Transmitted Diseases

HIV/AIDS Education and Prevention

Stages of Pregnancy

Abstinence and FDA-approved Methods of Contraception

Responsible Digital Citizenship

8th Grade

Healthy Growth and Development

Human Reproduction and Childbirth

Sexually Transmitted Diseases

HIV/AIDS Education and Prevention

Abstinence and FDA-approved Methods of Contraception

Pregnancy and Parenting Responsibilities

Dating Violence and Right of Refusal

Safe Surrender Law

Responsible Digital Citizenship

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ENGLISH LANGUAGE PROFICIENCY ASSESSMENTS FOR CALIFORNIA (ELPAC)

In California public schools, all students entering school for the first time will be assessed with the Initial English Language Proficiency Assessments for California, Initial ELPAC, if their home language is not English.

If a family indicates their child's primary language is not English when enrolling in school, the child will be assessed for English language fluency using the Initial ELPAC.

The Initial ELPAC is the test used to determine if a student is an English learner or is fluent in English. This required test will help identify students who need help learning English and the supports they need to gain English language fluency and be successful in school.

Families can support multilingual proficiency in both English and the home language by:

- Reading stories in both languages to build fluency and comprehension.
- Using pictures or household items to describe people or events to build vocabulary in both languages.
- Talking with your child's teacher about your child's listening, speaking, reading, and writing skills.

Please go to the California Department of Education Parent Guide to Understanding the ELPAC website at <https://www.cde.ca.gov/ta/tg/ca/documents/elpacpgtu.pdf> to learn more about the ELPAC.

The ELPAC Practice and Training Test website includes examples of the types of test questions at <https://www.elpac.org/resources/practicetests/>.

If you have any questions about your child taking the ELPAC, please contact your child's school.

NOTIFICATIONS

Student Possession of Cell Phone/Smartwatch on Campus

The Etiwanda School District Board of Education recognizes the desire for families to provide their children with a cell phone/smartwatch for convenience or safety. The Board also realizes that in many cases cell phones/smartwatches have been misused at school or school functions. It has therefore become necessary to develop rules and consequences regarding cell phones/smartwatches. The use of cell phones/smartwatches or any other electronic devices is strictly prohibited on school premises, at any school-sponsored activity, on buses, and at any time while students are under the supervision and control of District employees. This means students must wait until they have exited the school gate, not just their classroom, before they use their cell phones/smartwatches. School officials will follow progressive discipline for defiance/violation of school rules according to the site discipline plan if or when students choose to use their cell phone/smartwatch or any electronic device during the school day. Serious offenses involving the use of cell phones/smartwatches may result in immediate consequences including suspension/expulsion from school.

Administrative Regulation 3513.3 Tobacco-Free Schools

Information about the District tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420) The Superintendent or designee may disseminate this information through annual written notifications, District and school websites, student and family handbooks, and/or other appropriate methods of communication. Signs stating that tobacco use is prohibited shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420)

Enforcement/Discipline

Any employee or student who violates the District tobacco-free schools policy shall be asked to refrain from the prohibited activity and shall be subject to disciplinary action as appropriate. Any other person who violates the District policy on tobacco-free schools shall be informed of the District policy and asked to refrain from the prohibited activity. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property.
2. Request local law enforcement assistance in removing the person from school premises.
3. If the person repeatedly violates the tobacco-free schools policy, prohibit person from entering District property for a specified period of time.

The Superintendent or designee shall not be required to physically eject a nonemployee who is in violation of the tobacco-free schools policy or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the District or any employee. (Labor Code 6404.5)

Board Policy 3515 Campus Security (Video Camera Surveillance)

The Board believes that reasonable use of surveillance cameras will help the District achieve its goals for campus security. In consultation with relevant District staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the District surveillance equipment shall be disabled so that sounds are not recorded. Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the District system is actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the District surveillance system, including the locations where surveillance may occur, explaining that the recordings may be used in disciplinary proceedings and that matters captured by the camera may be referred to local law enforcement, as appropriate. Recorded video images stored shall be maintained for a period up to 20 days from the date which the image was recorded. To the extent that any images from the District surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with the law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

30 Day Notice for Change of Residency

I understand if the address I provided as our place of residence changes, I am to notify the school within 30 days. I also understand I will need to provide the school with new proofs of residence for my new address and if applicable apply for an inter or intradistrict transfer. All transfers will be considered on space availability. (The District will process the transfer request and inform me as to the status of the transfer once it is submitted.) I understand that failure to provide updated information concerning my residence to the school within 30 days may result in my child being withdrawn from

the assigned school. I further understand that the Etiwanda School District may investigate at any time to ensure the current validity of my address as well as my student's.

Local Parks and Recreation Agency

The Etiwanda School District collaborates with the local parks and recreation agency to use the local parks for sports programs or other opportunities for physical education and activity.

EZSchoolPay Program

Conveniently pay for lunch and other school purchases using EZSchoolPay. Register today at www.ezschoolpay.com.

Child Nutrition/Lunch Information

As a partner in education, the Etiwanda School District Child Nutrition Department participates in the USDA National School Lunch & Breakfast Programs. Nutritious meals are available every school day to students in grades TK-8 attending Etiwanda School District classes.

Under the California Universal Meals Program, breakfast and lunch are free to all students in grades TK-8 attending Etiwanda School District classes. You are not required to fill out a meal application to receive free meals. We encourage you to fill out a meal application. The data collected helps ensure our schools receive adequate funding. It also may qualify your household for other benefits, such as Summer EBT & discounted internet through the Affordable Connectivity Program.

Quick and secure online Meal Applications are available at EZMealApp.com. If you prefer, paper applications can be obtained online at www.etiwanda.org/page/child-nutrition or by contacting the Child Nutrition office at 909-803-3155. You can mail or hand deliver complete applications to ESD Child Nutrition 12999 Victoria Street, Etiwanda, CA 91739.

Revised July 2023

Visitors

The Etiwanda School District (ESD) considers the safety and health of our staff and students a top priority. To further safeguard the safety of your child while in our care, we have implemented a new visitor management system to ensure individuals visiting our campuses and interacting with our students are authorized to do so. ESD believes there is a safer way to monitor visitors on our campuses and has replaced the paper visitor sign-in sheets with the Raptor Tech Visitor Management System. You will continue to be required to present your identification to the office staff.

Accepted forms of identification are as follows:

- Any state-issued driver's license or identification card
- Mexican Matrícula Consular card
- Military ID (active duty or retired)
- Permanent resident card

Once the front desk staff scans the identification, Raptor Tech instantly checks the name against registered sex offender lists nationwide. Once cleared through Raptor Tech, the system prints a visitor badge with your name, picture, and destination. It is important to note the Raptor Tech system only scans the visitor's name, date of birth, and photo for comparison with the national database of registered sex offenders. Any additional information is not gathered nor stored.

The Raptor Tech system is not connected to any other system such as the Department of Motor Vehicles (DMV), Department of Justice (DOJ), or Immigration and Naturalization Services (INS). Any other information on the ID is not visible or accessible to any Raptor Tech users. The data we screen is not shared or communicated. It is confidential and stored securely in a web-based system.

Our goal is to continue to provide a welcoming environment for our families, students, and staff while simultaneously communicating a culture of safety and security to the community. All parents/guardians are urged to continue to participate in their child's education.

If you currently do not have access to a government-issued form of identification, below are some resources to assist you:

- For a CA license, visit a local DMV office or go to www.dmv.org.
- For a Mexican Matrícula Consular card, please visit a consular office. The card is issued without regard to immigration status and provides no immigration information.
- For a Military ID card, please go to www.cac.mil/uniformed-services-id-card/.
- For a Permanent Resident Card, please go to www.uscis.gov/i-90.

All parents/guardians have a right to participate in their child's education. If you have any questions or concerns about the implementation of this system, please schedule a meeting with the principal. We hope you will find Raptor Tech a welcome addition to the continuing effort to provide the most secure learning environment for our students.

For further information regarding Raptor Tech, please visit <https://raptortech.com/>.

The Healthy Schools Act of 2000

This act requires all California school districts to notify parents and guardians of pesticides they expect to apply during the year. In keeping with this state requirement, we are notifying you of the pesticides we may use at your child's school. Certain individuals may have conditions that may be aggravated by the use of these materials. As a result, your school will establish a list of parents or guardians who want to be notified of any pesticide application in advance. To be placed on this list, call the school office and tell them to place you on the pesticide notification list. The school or district will then notify you in advance of any scheduled pesticide applications. No pesticides will be applied in eating areas or in classrooms during school hours. It is our intent to not expose students to any pesticide at any time. Most applications will be conducted on weekends or after school hours where the pesticide will dissipate overnight. Prior to applying pesticides, alternative measures will be considered, such as improving the cleanliness of areas and removing other sources that may attract pests. Following is a list of chemicals that may be applied at your school during the year. More information regarding these pesticides and pesticide use reduction is available at the California Department of Pesticide Regulation website www.cdpr.ca.gov. If you have any questions, please contact (909) 899-2451 x3150.

<u>Name of Pesticide</u>	<u>Active Ingredient(s)</u>
Advion (ant & roach)	Indoxacarb
Advion Fire Ant Bait	Indoxacarb 0.045%
Advance G Carpenter Ant Bait	Abamectin 0.0011%, soybean oil 15.0%, sucrose 10.0%
Advance 375A	Abamectin 0.0011%
Alpine	Dinotefuran
Alpine Flea	BASF
American Bio-Systems Biomop Plus	Organic Cleaning Bio Enzymes
American Bio-Systems Drain Gel	Blend of Bacillus Spores
Aprehend RTU	Beauveria bassiana Strain GHA* 2.0%
Arilon Insecticide	Indoxacarb (S)-methyl 7-chloro-2,5-dihydro-2-[[(methoxy-carbonyl) [4(trifluoromethoxy)phenyl]amino]-carbonyl]indenol[1,2-e] [1,3,4]oxadiazine-4a-(3H)-carboxylate
Avert Dry Flowable	Abamectin 0.05%
Barricade	Profluminate 40.7%
Bedlam Plus	Imidacloprid 0.05% MGK 264 1% Phenothrin 0.4%
Bifen I/T	Bifenthrin 7.9%
Bora-care	Disodium Octaborate tetrahydrate 40%
Boractin	Orthoboric Acid 99%
Cimexa Insecticidal Dust	Silicon Dioxide as Amorphous Silica....92.1%
Cyanarox	Cyantraniliprole – 0.5%
Delta Dust	Deltamethrin
Demand CS	Lambda-cyhalothrin 1 9.7%
Dimension	Dithiopyr
Distance Fire Ant Bait	2-[1-Methyl-2-(4 phenoxyphenoxy) ethoxy] Pyridine 0.50%
Domin-Ant 1%	5.4% BORax
Re-Juv-nal (DSV)	Octyl Decyl Dimethyl Ammonium Chloride 1.65%, Didecyl Dimethyl Ammonium Chloride .825%, Dioctyl Dimethyl Ammonium Chloride .825%, Alkyl Dimethyl Benzyl Ammonium Chloride 2.200%
DeTour for Rodents	White Pepper 3%

Eagle	Myclobutanil
Eco PCO AR X (Aerosol, residual)	2-Phethyl Propionate 1% Pyrethrins 0.4%
EcoVia EC	Thyme Oil, Rosemary Oil
Endzone	Acetamiprid 4.4%
Essentria G	Eugenol 2.9%, Thyme oil 0.6%
Essentria IC3	Rosemary oil 10%, Geraniol 5%, Peppermint oil 2%
EverGreen Pyrethrum Conc.	Pyrethrins, a botanical insecticide 5 %
EverGreen Pyrethrum Dust	Pyrethrins 1%
Exponent	Piperonyl butoxide, technical
Extinguish Fire Ant bait	Hydramethylnon 0.36%, S-Methoprene 0.25%
First Strike soft bait	Difethialone .0025%
Flatline Soft Bait	Chlorophacinone 0.0005%
Fusilade II	Fluazifop-p-butyl
Gallery	Isoxaben
Gentrol IGR	9% S-Hydroprene
Gentrol Point Source	(S)-Hydroproene 90.6%
Gopher getter Type 2 by Wilco	Diphacinone 0.05%
Ground Squierrel Bait by Wilco Ag	Diphacinone 0.05%
Horticultural Oil	Refined Petroleum Distillate
Intice Thiquid Ant Bait	Borax (B4Na2O7.10H2O) 5%
InVade Bio Foam	none
Lifeline Herbicide	Glufosinate-ammonium 24.5%
Liquid Tox II	Diphacinone, sodium salt 0.11%
Magnetic Roach Bait	Boric Acid 33%
Maki Mini Blocks	bromadiolone
Maxforce FC Fire ant Bait	Fipronil 0.00045%
Maxforce G Fly Bait	imidacloprid, 1-[(6-Chloro-3-pyridinyl)methyl]-N nitro-2-imidazolidinimine .5%, z-9-Tricosene .10%
Maxforce Impact Roach Gel Bait	Clothianidin
Maxforce Quantum	imidacloprid, 1-. (6-chloro-3-pyridinyl)methyl/-N nitro-2-imidazolidinimine 0.03%
Mosquito Dunks	Bacillus thuringi- ensis subspecies israelensis
Niban-FG Fine G Bait	Orthoboric Acid 5%
Nibal Granular Bait	Orthoboric Acid 5%
Nibor-D	Disodium Octaborate Tetrahydrate 98%
No Tox	No toxins and no poison
Nyguard Plus Flea & Tick	3-phnoxybenzyl-(1RS, 3RS, 1RS, 3SR)-2, 2-dimethyl-3-(2-methylprop-1-enyl) cyclopropanecarboxylate .40%, N-Octyl bicycloheptene dicarboximide 1.6%, Pyriproxyfen .10%
Nyguard IGR Concentrate	2-[1-Methyl-2-(4-phenoxyphenoxy)ethoxy] pyridine 10%
Oneguard	Piperonyl butoxide 6% Prallethrin 0.4% Pyriproxyfen 1.3% lambda-Cyhalothrin 4%
Onslaught	Esfenvalerate
Optigard Ant Gel Bait	Thiamethoxam 0.010%
Phantom	Chlorfenapyr:4-bromo-2-(4-chlorophenyl)-1-(ethoxymethyl)5-(trifluoromethyl)-1H-pyrrole-3-carbonitrile 21.45%
Phantom Pressurized	Chlorfenapyr:4-bromo-2-(4-chlorophenyl)-1-(ethoxymethyl)5-(trifluoromethyl)-1H-pyrrole-3-carbonitrile 0.5%
PIGNX	Capsaicin

Pre-M/Pendulum	Pendimethalin
Premise 2	Imidacloprid, 1-[(6-Chloro-3-pyridinyl)methyl]-N-nitro-2-imidazolidinimine 21.4%
ProFoam Platinum	Sodium Decyl Sulfate, Sodium Lauroampho Acetate, Sodium lauryl Sulfate 60%
Quick Clean Foam	Sodium Dodecyl sulphate, dodecan-1-ol ®-p-mentha-1, 8-diene
Rhomene MCPA	Nufarm 228-143-71368
Rodeo Herbicide	Glyphosate
Ronstar G/Ronstar Flo	Oxadiazon
Rozol Blue Tracking Powder	Chlorophacinone 0.2%
Rozol Pocket Gopher Bait	Chlorophacinone 0.005%
Scythe	Pelargonic Acid
Selontra	Cholecalciferol
Siesta Insecticide Fire Ant Bait	Metaflumizone 0.063%
Sluggo (Leaf Life)	Iron Phosphate 1%
Snapshot 2.5 Herbicide	Isoxaben/Trifluralin
Specticle	Idaziflam
Speed Zone	2,4-D, Cafentrazone, MCPP, Dicamba
Steri-fab	3-phenoxybenzyl D-CIS and Trans*2.2dimethyl (2-methylpropenyl)Cyclopropanecarboxylate .22%, Isopropyl Alcohol 60.39%, Didecyl dimethyl ammonium chloride .114%, Dimethyl Benzyl Ammonium Chloride .076%
Suspend Polyzone	Deltamethrin 4.75%
Takedown soft bait	bromethalin
Talpirid	Bromethalin 0.02%
Talstar Xtra with Verge Technology	Bifenthrin and zeta-cypermethrin
Terad-3 blox AG	Vitamin D3
Tempo Ultra WP	B-cyfluthrin,cyano(4-fluoro-3-phenoxyphenyl)methyl 3-2,2-dichloroethenyl)-2,2-dimethylcyclo-propanecarboxylate 10%
Termidor SC	Fipronil
Turflon Ester Herbicide	Triclopyr
ULD BP 100 Contact Insecticide II	Pyrethrins 1%, Piperonyl butoxide 5%
ULD BP 300 Contact Insecticide II	Pyrethrins 3%, Piperonyl butoxide 15%
VanQuish	Nufarm 228-397
Vista XRT	Fluroxypyr 1-methylheptyl ester: ((4-amino-3,5-dichloro-6-fluoro-2-pyridinyl)loxy)acetic acid, 1-methylheptyl ester 45.52%
Vendetta Nitro	Clothianidin 0.50% Pyriproxyfen 0.50%
Wasp Freeze II	Prallethrin [(RS)-2-Methyl-4-oxo-3-(2-propynyl) cyclopent-2-enyl-(1RS)-cis, trans-chrysanthemate] 0.1%

Revised 7/3/2023

Firearms Safety - California Law Regarding Safe Storage of Firearms

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

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

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent/guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including any preschool or school grades kindergarten through twelfth grade, or any school-sponsored event, activity, or performance; or (3) unlawfully brandishes the firearm to others.¹
 - Note: The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor never actually accesses the firearm.²
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.³
- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.⁴

Effective 7/1/23

¹ See California Penal Code sections 25100 through 25125 and 25200 through 25220.

² See California Penal Code section 25100(c).

³ See California Civil Code Section 29805.

⁴ See California Civil Code Section 1714.3.

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www.etiwanda.org

(909) 899-2451 FAX (909) 803-3025

DIGITAL LOCKERS

In an effort to improve communication and access for parents/guardians, the Etiwanda School District has developed Digital Lockers for virtual school-to-home communication.

Parents/guardians will receive an email at the address provided in their Aeries Parent Portal. Email notifications include a secure link to their Digital Locker. From there, parents/guardians enter uniquely identifying information about their child to open the locker, view, download, and/or save the documents to personal devices.

Please note, documents placed in the Digital Lockers will expire in 30 days. A reminder email is sent to families who have not viewed the document within 10 days of receiving the email.

If you have questions about your Digital Locker or how to access your documents, please contact your school office.



Revised 7.1.23

TECHNOLOGY ACCEPTABLE USE

Student Acceptable Use Agreement

The Etiwanda School District computers, network, Internet access, and other technologies are important tools for you to use in your education. Students who use District technology tools must adhere to all applicable District policies and regulations. When you use the District technology tools, you must use them responsibly.

- 1) **Use the District computers, network, and other technologies for only school-related work.**
 - a) Your use of District Internet, computers, Chromebooks, or technology devices must be related to school work assigned or approved by your teachers.
 - b) You must follow all classroom, school, and District rules for accessing the Internet at school. Any device or network you use to access the Internet must be approved by your teacher or responsible staff member.
 - c) Internet searches must be approved by your teacher or responsible staff member.
 - d) Never access anything inappropriate on the Internet. If you are not sure if something is inappropriate, ask your teacher or parent/guardian.
 - e) Do not access anything on the Internet that is for adults only or encourages things like the use of alcohol, drugs, or illegal activities.
- 2) **Protect your passwords and other personal information when using District technology.**
 - a) Remember what you do or post online is not private because this can be accessed by your teachers, administrators, and others.
 - b) Do not share your passwords with anyone except a teacher, school administrator, or parent/ guardian. Never use or attempt to find out others' passwords.
 - c) Do not give out your or anyone else's full name, address, phone number, or personal information on the Internet.
 - d) Do not post pictures or videos of yourself or others on the Internet without asking your parent/guardian or your teacher.
- 3) **Always be a good "Cyber-Citizen" when using District technology.**
 - a) Do not cyberbully or be mean to others. Cyberbullying includes the transmission, communication, or posting of harassing messages, threats, or other harmful texts, sounds, or images on the Internet, social networking sites, or other digital technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity to damage that person's reputation.
 - b) When using technology, treat others as you would in the classroom.
 - c) Do not lie about yourself or others. Be truthful.
 - d) Do not use crude, obscene, or mean words or pictures.
 - e) Do not use technology to cheat on your school assignments.
 - f) If you see something online that breaks these rules, tell your teacher or your parent/guardian right away.
- 4) **Respect other people's ideas and property.**
 - a) Do not take other peoples' writings, pictures, or ideas from the Internet and present them as your own. This is plagiarism and is against school rules.
 - b) Do not download, copy, or share copyrighted music, pictures, images, videos, movies, files, or other works that do not belong to you. This may lead to student discipline, civil damages, or criminal prosecution.
- 5) **Do not misuse or harm the District's computer system or network.**
 - a) Do not do anything to damage any computer system, network, or other technologies.
 - b) Do not use or distribute viruses, "hack," or tamper with any computer system or network.
 - c) Never access a District computer or network unless you have permission. Do not access or change any District program, file, or software without permission.
 - d) Do not install any software or install any "Apps" on District technology devices without permission. Only run licensed software or applications on District technology devices.

The District has the right to make the decision about whether these rules have been broken or whether other inappropriate use of the District's technology devices or network has happened.

STAY CONNECTED

Follow the Etiwanda School District on Instagram, Facebook, and Twitter @EtiwandaSD



TEXTBOOK AND LIBRARY SERVICES

Textbooks and Library Materials

The Etiwanda School District provides a full complement of textbooks for all academic subjects for students in grades K-8. Schools also provide full library services for students including recreational reading, digital, and audiobooks as well as supplementary instructional materials. Parents/guardians are encouraged to review all materials checked out of school libraries for what is appropriate for their child's reading skills, maturity level, and interests. Please help your child by providing a sturdy backpack and establishing a storage area where books and school materials will receive the care they deserve.

Textbooks are to be covered with an easily removable non-damaging type cover. **UNDER NO CIRCUMSTANCES** are adhesive/sticky book covers allowed. Tape is to be used only on the book cover, not on the textbook. Textbooks are to be covered for the entire year. The replacement cost of textbooks lost and/or damaged while issued to students is listed below. Please note that unpaid library/textbook fines and/or charges may affect access to AERIES.

APPROXIMATE TEXTBOOK PRICES

(Subject to change)

Updated 6/14/23

Textbooks

Reading/Language Arts:	McGraw Hill <i>Wonders</i> (K-5) and <i>StudySync</i> (6-8)
Mathematics:	Houghton Mifflin-Harcourt <i>Go Math!</i> (K-5) and Glencoe <i>California Math</i> (6-8)
Science:	<i>Amplify Science</i> (K-8)
History-Social Science:	TCI <i>Social Studies Alive!</i> (K-5)/ <i>History Alive!</i> (6-8)

Price

Language Arts/Reading.....	up to \$90.00
Language Arts/Reading Workbooks	up to \$30.00
Math Textbook.....	up to \$25.00
Math Workbooks.....	up to \$25.00
Science Workbooks.....	up to \$35.00
Social Studies Textbook.....	up to \$120.00
Social Studies Workbooks	up to \$60.00

Library Materials

Library Book and/or Audio Book (CD or Playaway)	up to \$150.00
Replacement CD Case/Playaway Case	\$10.00
Missing Barcode/Lanyard/Battery/Battery Cover.....	\$5.00

In addition to the print texts, students/parents/guardians have access to Math, Science, Language Arts, and Social Studies textbook resources online through their students' Clever portal or at

<https://www.etiwanda.org/o/lms/page/online-textbooks>.

****There is a ONE-WEEK period at the beginning of the school year during which students may inspect their textbooks for damage. Students must report any problems to the library staff within this time period. After this one-week inspection period, the student may be held responsible for damage to textbooks. Please keep all materials in a dry and safe location. Parents/guardians will be charged for library books and textbooks that are returned damaged including materials that are wet or were obviously wet while checked out to their child. Please encourage your child to return their materials on time.****

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

Assistant Superintendent of Personnel Services

Jeannie Tavolazzi

Assistant Superintendent of Instruction and Pupil Services

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April McAllaster

6061 East Avenue, Etiwanda, California 91739

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(909) 899-2451

FAX (909) 803-3025

SUPPLEMENTARY INSTRUCTIONAL MATERIALS

In the Etiwanda School District, teachers use state-approved instructional materials that are aligned with the academic standards at each grade level. Teachers also have the discretion to utilize supplementary instructional materials to enhance instruction, enrich the subject area content, and support students in making critical judgments.

Teachers may use supplementary instructional materials which are relevant to curriculum objectives and compatible with District goals and objectives. When using such materials, teachers carefully preview all supplementary instructional materials to ensure that, in their professional judgment, the materials are:

1. Directly related to the course of study in which they are being used.
2. Appropriate for students' ages and maturity levels.

When using supplementary materials, teachers will provide appropriate introductory and follow-up activities. In addition, teachers will ensure that supplementary materials do not supplant the use of the District provided instructional materials and are used within legal copyright limits.

If you would like to preview the supplementary instructional materials that will be used in your child's classroom this school year, please contact your child's teacher to schedule an appointment.

TRANSPORTATION

Transportation Rules and Safety

This information has been developed to assist parents and students with the responsibilities and regulations that apply to student conduct and the safe transportation of your child. The transportation of your child to and from school is a privilege provided by Board policy and not a legal mandate. The Etiwanda School District regards the responsibility of safe transportation as the most important part of school bus operations. All school rules apply while riding on the bus as well as additional bus safety rules. Please review the **Transportation Rules and Safety** with your child, emphasizing the importance of following bus rules and following the bus driver's instructions.

School Bus and Bus Stop Safety Information

Section 39831.5 of the California Education Code reads as follows:

Upon registration, the parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are prekindergarten, kindergarten, and grades 1 to 6, inclusive, shall be provided with written information on school bus safety. The following information shall include, but not limited to, all of the following:

1. A list of school bus stops near each pupil's home.
2. General rules of conduct at school bus loading zones.
3. Red light crossing instructions.
4. School bus danger zones.
5. Walking to and from bus stops.

General Rules of Conduct at School Bus Loading Zones

1. Arrive 5 minutes early. Bus driver will not wait for students.
2. Line up when you see the bus coming and stay completely out of the roadway while at the bus stop.
3. Stand back from the bus at least 12 feet. Practice any social distancing required.
4. Wait in an orderly manner, do not push or shove, and take your turn entering or leaving a bus.
5. Respect other people's property and belongings.
6. Respect the property at the bus stop. Do not stand on people's yards. Do not leave litter or damage property (flowers, shrubs).
7. Do not throw things into the street, at passing cars, at other students, or at other people's home.

Red Light Cross Instruction

1. Always cross at least 12 feet in front of the bus and only when you see the red light and stop sign are working.
2. Always follow the bus driver's instructions.
3. Never cross behind the bus.

Bus Danger Zones

The "danger zone" is the space around the school bus out to a distance of twelve feet where the driver cannot see children. Please remind children of these rules:

1. Do not cross between two or more parked buses.
2. Never try to retrieve something dropped around or under the bus without telling the driver or teacher first.
3. Do not stand behind buses.

Walking To and From School Bus Stops

1. Never run to or from bus stop. Safely walk when approaching and leaving a bus stop.
2. Leave home plenty of time to get to the bus stop.
3. Stay out of the street.
4. Use sidewalks and crosswalks.
5. Do not play in other people's yards or destroy their property along the way.

Follow the bus driver's direction(s): BUS PASS REQUIRED FOR HOME TO SCHOOL TRANSPORTATION

- | | | |
|---|-------------------------------|---|
| • Be seated in your assigned seat promptly | • No profanity or vulgarity | • No skateboards |
| • Remain seated and face the front of the bus | • No fighting | • No loud talking |
| • Cell phones and electronic devices may not be used while on the bus | • No throwing of objects | • Be respectful |
| | • Keep bus clean at all times | • Keep hands/feet/objects inside the bus at all times |
| | • No eating or drinking | |

Payment Information: Payments must be received by the last business day of the month in order to ride the following month.

In person: Etiwanda School District, 6061 East Avenue, Etiwanda, CA 91739

Online: www.ezschoollpay.com

CONSEQUENCES FOR RIDING WITHOUT A BUS PASS:

(Version 11/28/2022)

- A pass must be presented daily when boarding the bus—or upon request by the bus driver or other school administrator. Copies of payment receipts are not accepted in lieu of a bus pass.
- Replacement passes may be purchased at the Etiwanda School District Office: 6061 East Avenue, Etiwanda. Cost for a Replacement Pass: \$5.00.

<input type="checkbox"/> 1st Occurrence: Bus Referral Warning	A copy of the bus referral is given to the student. A copy is given to the Principal/Designee. A copy is mailed to the student's home.
<input type="checkbox"/> 2nd Occurrence: Bus Referral Contact Parent	The School Site will contact the Parent/Guardian to alert and reinforce the directive that the student must have a bus pass in order to ride the bus.
<input type="checkbox"/> 3rd Occurrence: Bus Referral Contact Parent to Pick-Up Student	The School Site will contact the Parent/Guardian to alert/notify that an authorized individual will need to pick-up the student at the end of the school day—if the student did not have or present a pass to the Bus Driver when boarding that morning. The Transportation Office will provide the School Site with referral paperwork by 1:00 p.m. in the afternoon, so that the Site has sufficient time to call the Parent/Guardian. A Certified Letter is sent to the student's home.
<input type="checkbox"/> 4th Occurrence: Loss of Busing Privilege for Remainder of the Month	Loss of busing privilege for remainder of the month. Pass fees are not refunded.

Payment Information

Preferred Payment Method – Debit/Credit Card Pay On-line at: www.ezschooldpay.com	<i>It is recommended to purchase the next month's pass by the 15th of the preceding month—in order to ensure that the student receives the next pass prior to the start of the new month.</i> ADVISORY: Payment must be received by no later than the last business day of the month in order to ride the following month.
In-Person or By Mail: <i>(cash or personal check only)</i> Etiwanda School District 6061 East Avenue Etiwanda, CA 91739 Bus Pass Desk – Hours of Operation: Monday thru Friday: 7:30 a.m. -- 4:00 p.m.	
For bus pass information, E-Mail: BusPass@etiwanda.org or Telephone (909) 899-2451 Bus route/stop information is available at: www.etiwanda.org/page/bussing	
For questions/concerns other than pass information, contact: transportation@etiwanda.org or call the Transportation Office at (909) 899-1809.	

What happens at your check-up?



Your provider will:

- Do a physical exam
- Check your growth and development
- Ask about your family's health history
- Give recommended shots, when needed
- Talk about dental health and, when needed, give you fluoride supplements and help find a dentist
- Check your hearing and vision
- Ask about your mental health and emotional well-being, and any alcohol or drug use, to find if you need resources or support
- Discuss important health topics such as sexual health, nutrition, safety, and protecting skin from the sun

Your provider will also check for:

- **Depression, anxiety, and suicide risk**
- **Tuberculosis (TB)**, if at risk
- **Cholesterol**, if at risk
- **Anemia**, if at risk
- **Sexually transmitted infections (STIs)**, if at risk
- **Other health issues** or concerns you have

February 2023 for teens and young adults age 12 to 21

If you have questions or want to learn more

Your Medi-Cal managed care plan

The phone number is on your plan ID card and your plan's website
Or go to www.dhcs.ca.gov/mmchpd

Medi-Cal Member Help Line

Call **1-800-541-5555** (TDD 1-800-430-7077)
Or go to www.dhcs.ca.gov/myMedi-Cal

Medi-Cal Dental

Call Smile, California at **1-800-322-6384** (TTY 1-800-735-2922)
Or go to smilecalifornia.org or www.dhcs.ca.gov/MCP

Specialty Mental Health

Call **1-888-452-8609**
To ask about services for a serious mental health condition, contact your county Mental Health Plan at
www.dhcs.ca.gov/CMHP

Alcohol or drug use

Call the Department of Health Care Services (DHCS) Substance Use Resource Center 24/7 at **1-800-879-2772**
Or go to www.dhcs.ca.gov/SUD-NETRL

Crisis support

Call the National Suicide Prevention Line at **988**
Or call **1-833-317-HOPE** (4673)
For live CalHOPE crisis counseling, go to
www.calhopeconnect.org

Your rights and responsibilities

Call **1-888-452-8609**



www.dhcs.ca.gov/kidsandteens⁷¹



Medi-Cal for Kids & Teens

Preventive and treatment services for teens and young adults to age 21



Medi-Cal offers services for teens and young adults to age 21

If you are under age 21 and enrolled in Medi-Cal, you can get the check-ups, services, and supports you need to stay or get healthy.

It's important to have a check-up once a year to help keep you healthy, even if you're not sick. They can prevent health problems, and find and address them early.

Even if you just had a check-up, you can make an appointment with your doctor any time you have health concerns.

You should also go to the dentist every 6 months to keep your teeth healthy.



Plan your check-up

Call your managed care plan. Or call the Medi-Cal Member Help Line at **1-800-541-5555** (TDD 1-800-430-7077). You can get help to:

- **Find a doctor** or set up an appointment
- **Get a free ride** to and from your appointment or to pick up medication, medical equipment, and supplies
- **Ask for language assistance** at your appointment
- **Ask for interpretive services**

If you need this flyer or other Medi-Cal materials in an **alternative format** such as larger font, audio format, CD, or braille, call **1-833-284-0040**.

Medi-Cal services are free for most teens and young adults to age 21

All the care you need is free unless you were found to have Share of Cost when you qualified for Medi-Cal. Care includes check-ups, shots, health screenings, and treatment for physical, mental, sexual, and dental health problems.

Sexual health services can include:

- Family planning counseling and education
- Birth control and emergency contraceptives
- Abortion services
- STI testing and treatment
- HIV testing
- Gender-affirming care

Behavioral health services can include:

- Individual, group, and family therapy
- Crisis counseling
- Case management
- Medication for mental health conditions
- Depression and anxiety screenings
- Drug and alcohol treatment services



Medi-Cal for Kids & Teens covers services to manage and treat health problems

If a doctor finds a physical, mental, sexual, or dental health concern that needs treatment or management, Medi-Cal must provide and cover the needed care.

Care covered by Medi-Cal for Kids & Teens:

- Physical health services, including primary care and specialist visits
- Mental health and drug or alcohol treatment services, including therapy
- Dental check-ups and follow-up services
- Vision services, including eyeglasses
- Hearing services
- COVID-19 testing and treatment
- Medical equipment and supplies, including durable medical equipment
- Medication
- Lab tests, including STI testing, and any needed follow-up care
- Sexual and reproductive health services
- Physical, occupational, and speech therapy
- Pregnancy check-ups
- Home health services, including nursing care
- Hospital and residential treatment
- All other needed services, as your provider determines





Please keep!

**Important information
to help children and
youth to age 21 get all
the care they need**

What services can children and youth get if they are in Medi-Cal?

Under California and federal law, all children and youth to age 21 enrolled in Medi-Cal have the right to regular **check-ups** and other **preventive** and **treatment** services needed to stay or get healthy.

This right is known in federal law as the Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) requirement. It ensures that every child enrolled in Medi-Cal gets the care they need to grow up as healthy as possible. In California, EPSDT is called **Medi-Cal for Kids & Teens**.

The services are **free**, unless the child or youth was found to have a Share of Cost when they qualified for Medi-Cal.

Medi-Cal for Kids & Teens must cover these services if needed, without limits:

- Physical health services, including primary care and specialist visits
- Vision services, including eyeglasses
- Hearing services
- Dental check-ups and follow-up services
- Mental health and drug or alcohol addiction services, including therapy
- Physical, occupational, and speech therapy
- Medical equipment and supplies, such as wheelchairs, including durable medical equipment
- Medication, both over-the-counter and prescribed
- Lab tests, including blood tests to check lead levels and sexually transmitted infection (STI) testing, and any needed follow-up care
- Home health services, including nursing care
- Hospital and residential treatment
- Reproductive and sexual health services, such as birth control and abortion care
- Pregnancy check-ups
- COVID-19 testing and treatment
- Care coordination, if enrolled in a managed care plan
- All other needed medical services that can be covered under Medi-Cal (known as “medically necessary services”) as determined by your medical provider



If you need this letter or any Medi-Cal materials in an alternative format such as larger font, audio format, CD, or braille, call 1-833-284-0040.

Children and youth have the right to free supports to get care, such as:

- Getting a free ride to and from your appointment or to pick up medication, medical equipment, and supplies
- Support in making medical appointments
- Help finding a doctor or health care provider
- Language interpretation services (you should not need to bring your own interpreter to a medical appointment)

What does “medically necessary” mean?

For children and youth, **medically necessary** means the services needed to treat, correct, manage, or improve an illness or health condition.

Your child’s doctor or health care provider usually decides if something is medically necessary.

Some services may need pre-approval. If services are medically necessary for children or youth to age 21, the number of services or treatments cannot be limited. For example, a child cannot be limited to one pair of glasses every two years. If a child has glasses but has trouble seeing, they have a right to a new prescription and new glasses when necessary.

BOX 1

Your child’s Medi-Cal



Children and youth in Medi-Cal get their benefits in one of these two ways:

1. **Managed care** by a health insurance plan, mental health plan, or dental health plan, **or**
2. **Fee for service** by the California Department of Health Care Services (DHCS), the State Medi-Cal agency

This document explains what to do if an enrolled child or youth does not get a needed service through **managed care** or **fee for service**. It explains how to:

- File an appeal
- Ask for a State Fair Hearing
- Submit a grievance

For help getting services or for questions about your benefits, call the Medi-Cal Member Help line at **1-800-541-5555**.

What should you do if your child's care is denied, delayed, reduced, or stopped?

If your child's care is denied, delayed, reduced, or stopped and you do not agree with the decision as described in your written notice, you can ask to have the decision reviewed and reversed.

This is to support your child in getting the care they need and have the right to get. Your child has the right to file an **appeal**, ask for a **State Fair Hearing**, or submit a **grievance**. There is no penalty for taking any of these actions.

Whether your appeal, State Fair Hearing, or grievance succeeds or not, your child's Medi-Cal coverage will **not** end because you took any of these actions.

An **appeal** requires your child's managed care plan to review any service denial, delay, reduction, or stopping to find out if they agree with you.

A **State Fair Hearing** is a chance to speak before a judge to review a decision your child's managed care plan or DHCS (the State Medi-Cal agency) made that you disagree with.

A **grievance** is for any matter you are not satisfied with or do not agree with that an appeal or State Fair Hearing does not cover. It is for issues or concerns with your child's managed care plan or DHCS that are not a denial, delay, reduction, or stopping of services.

How to file an appeal, ask for a State Fair Hearing, or submit a grievance

Read the written notice. If a managed care plan, DHCS (the State Medi-Cal agency), or provider denies, reduces, or stops your child's services, they must send a written Notice of Action (also called "Notice of Adverse Benefit Determination") with their decision.

You must get this notice at least **10** days before your child's treatment or service will be reduced or stopped. The notice explains:

- Why and how your child's managed care plan or DHCS made its decision
- Your child's rights
- How to file an appeal or ask for a State Fair Hearing

If you disagree with the decision, it is important to appeal **before** the services stop or are reduced so they can continue during the appeal or State Fair Hearing.

If you did not get a notice, call the Health Consumer Alliance (HCA) number below. You can still file an appeal if you did not get a notice. To learn how to file an appeal, ask for a State Fair Hearing, or submit a grievance, read the pages below.

How to get help

Medi-Cal Member Help Line

The Medi-Cal Member Help Line provides free support. They can connect you to your local Medi-Cal office, your managed care plan, or to other Medi-Cal resources to help answer your questions about Medi-Cal.

- Phone: 1-800-541-5555
- Online: www.dhcs.ca.gov/myMedi-Cal

Health Consumer Alliance (HCA)

HCA gives free phone or in-person help to Medi-Cal enrollees to resolve health problems. They may also be able to connect you with free resources to help address legal issues related to health care.

- Phone: 1-888-804-3536
- Online: healthconsumer.org

BOX 2

If you think a decision is wrong

If you believe your child's Medi-Cal was wrongly stopped or your child was wrongly found not eligible for Medi-Cal:

- Follow the instructions on the notice to appeal, **or**
- Find your local county human services agency at dhcs.ca.gov/COL



What are your child's rights in Medi-Cal managed care?

The following information on pages 5-8 applies to all managed care systems in Medi-Cal. Most children enrolled in Medi-Cal get their care through a **Medi-Cal managed care plan**. The plan is for physical health services. It is also for limited mental health services called “non-specialty mental health services.”

Other managed care systems include:

- **Specialty Mental Health Services** for intensive behavioral health services through a separate mental health plan.
 - **Drug Medi-Cal Organized Delivery System** for drug and alcohol addiction treatment.
 - **Dental Managed Care** for dental care in Los Angeles and Sacramento counties.
- Read **Table 1** on page 8.

If your child has problems getting or keeping a service you think one of the plans above should cover, read below. If your child is not in a plan, read about **fee for service** on page 9.

What can you do if your child's care is denied, delayed, reduced, or stopped in managed care?

File an appeal with your child's managed care plan

You must start by filing an **appeal** with the managed care plan. To find your plan, go to www.dhcs.ca.gov/mmchcpd. An appeal requires your child's plan to review any service denial, delay, reduction, or stopping to find out if they agree with you. You must file the appeal before you can ask for a State Fair Hearing.

- After your child gets the written Notice of Action from their managed care plan, you can file an appeal. You may also file an appeal if you did **not** get a Notice of Action.
- You have **60** calendar days after you get the Notice of Action to file an appeal with the managed care plan. You can file an appeal with the plan in writing, by phone, or online. You can find contact numbers in **Table 1** on page 8.
- If the Notice of Action says that a service your child already gets will stop or be reduced, you may also ask that your child keep getting the service during the appeal. This is called **continuation of benefits**. To learn how to ask for this, read **Box 3**.

BOX 3

How to ask for a continuation of benefits in managed care



If the notice says that a service your child already gets will stop or be reduced, you can ask for a **continuation of benefits** (also called “Aid Paid Pending”) for your child during the appeal or State Fair Hearing.

- You must appeal or ask for a State Fair Hearing **before** the service stops or is reduced.
- The managed care plan must give you written notice at least **10** calendar days before they plan to stop or reduce the service for your child.

- Your child's managed care plan must acknowledge the appeal in writing within **5** calendar days of the date they get the appeal. The plan must also tell you the name, phone number, and address of the person at the plan who can tell you more about the appeal and its status. The plan must send you a written decision within **30** calendar days of the appeal request. This is called a Notice of Resolution.
- If your child's situation is urgent and waiting 30 days will make their condition worse, you can ask for an **expedited** (faster) decision. For how to do this, read **Box 4**.
- You can contact your child's managed care plan with questions about your child's appeal at any time. For contact numbers, read **Table 1** on page 8.
- Your child's managed care plan may include a process called an Independent Medical Review Board. Your child's Notice of Action will explain this process. If your child's managed care plan offers this process, it would be after you complete your child's appeal. To learn more about the Independent Medical Review Board, call the California Department of Managed Health Care at 1-888-466-2219 (TDD 1-877-688-9891). Or, go to <https://bit.ly/IMRCR>.

BOX 4

Expedited (faster) appeal or State Fair Hearing



If your child needs an **expedited** (faster) appeal or State Fair Hearing because your child's life, health, or ability to function is in danger, call **1-800-743-8525**.

You can read more in your Member Handbook on how to ask for an expedited process.

Ask for a Medi-Cal State Fair Hearing

If the managed care plan's appeal process is complete and you still disagree with the plan's decision, you can ask for a **State Fair Hearing** for your child. You can also ask for a State Fair Hearing if your child's managed care plan does not send a notice about your child's right to appeal or does not send it in a reasonable time.

The State Fair Hearing is a chance to speak before a judge to review the managed care plan's decision that you disagree with. The judge works for the California Department of Social Services, not for your child's plan.

- You must ask for a State Fair Hearing within **120** calendar days of the date you get the managed care plan's written decision on your child's appeal. An impartial judge will review your child's case. If the decision you asked for a hearing on stops a service your child already gets, you may also ask for a continuation of benefits for your child. Read **Box 3** on page 5.
- You may ask for a State Fair Hearing by phone, mail, fax, or online. Call 1-800-743-8525. Or, go to www.cdss.ca.gov/hearing-requests.
- You have the right to bring a person to represent you at your child's State Fair Hearing. You can bring a friend, relative, attorney, or anyone you choose. To learn how to get free legal help, read **How to get help** on page 4.

- You do not have to pay for a State Fair Hearing. It is free.
- The State has **90** calendar days after the date of your child's request for a State Fair Hearing to make a final decision. If your child needs services right away and waiting 90 days will make their condition worse, you can ask for an **expedited** (faster) decision. Read **Box 4** above.
- For more help, read the notices from your child's managed care plan. Or, call 1-800-743-8525. Or, go to www.dhcs.ca.gov/fair-hearing.

Contact the Ombudsman

An **Ombudsman** is a person who works for DHCS (the State Medi-Cal agency). Their job is to help you and your child try to fix disagreements with your child's managed care plan. You can call the Ombudsman at any time. This includes when your child got a notice, filed an appeal, asked for a State Fair Hearing, or submitted a grievance. The Ombudsman is only for people enrolled in a managed care plan.

You can contact the Ombudsman by:

- Phone: 1-888-452-8609
- Email: MMCDOmbudsmanOffice@dhcs.ca.gov
 - » Do not put personal health information in an email.

To learn more about the Ombudsman, go to www.dhcs.ca.gov/ombudsman.

What if you are not happy with your child's care, doctor, or health care provider in managed care?

Submit a grievance

If a doctor treated your child poorly or rudely, or you are not satisfied with the quality of care, or you cannot find a doctor, you can submit a **grievance** for your child. A grievance is for any disagreement on anything an appeal or State Fair Hearing does not cover. It is for issues or concerns that do not deny, delay, reduce, or stop any of your child's services.

- You may submit a grievance for your child any time. You can submit it by phone, or in writing online or by mail. To submit a grievance, contact your child's managed care plan. For contact numbers, read **Table 1** on page 8.
- Your child's managed care plan must acknowledge your grievance in writing within **5** calendar days of the date they get it. This must include the name, phone number, and address of the person at the plan who can tell you more about your child's grievance and its status.
- Your child's managed care plan has **30** calendar days from the date you submit the grievance to resolve your child's grievance.

Who should you contact with questions?

TABLE 1

Managed care systems overview and contact information

Medi-Cal Managed Care (MCMC)

Most children get most of these services through Medi-Cal managed care plans:

- Physical health needs, such as well-child check-ups and shots
- Non-specialty mental health needs, such as therapy and medication
- Care coordination

If your child is not getting needed services or has concerns, call your child's Medi-Cal managed care plan. The plan's phone number is on your child's plan ID card. It is also on the plan's website. You can also find their phone number at www.dhcs.ca.gov/mmchpd. Or, call 916-449-5000.

Specialty Mental Health Services (SMHS)

Some children who need specialty mental health services, such as care for a serious mental health condition, get this care through Specialty Mental Health Services. Each county has a mental health plan.

If your child is not getting needed services or has concerns, call your child's county mental health plan. You can find the phone number at www.dhcs.ca.gov/CMHP.

Drug Medi-Cal Organized Delivery System (DMC-ODS)

Children who need substance use services such as drug or alcohol treatment, including counseling and other clinical treatments, such as inpatient drug or alcohol residential treatment, when necessary, get this care through the Drug Medi-Cal Organized Delivery System. Each county either has a DMC-ODS plan or is in Drug Medi-Cal. To learn more on Drug Medi-Cal, read **Table 2** on page 11.

If your child is not getting needed services or has concerns, call your child's DMC-ODS plan. Find the phone number at www.dhcs.ca.gov/sud-cal.

Dental Managed Care (Dental MC)

Some children who live in Los Angeles County or Sacramento County get dental services, including dental check-ups and cleanings twice a year and oral health care, through Dental Managed Care plans. Children who live in all other counties get their dental care through Dental Fee for Service (Dental FFS). To learn more on Dental FFS, read **Table 2** on page 11.

If you live in Los Angeles or Sacramento and your child is not getting needed services or has concerns, call your child's Dental MC plan. The phone number is on your child's Dental MC ID card. It is also on your child's Dental MC plan's website. Or, call 1-800-322-6384. You can also find the plan's phone number at <https://bit.ly/DMC-Contact>.

What are your child's rights in Medi-Cal Fee For Service?

The following information on pages 9-11 applies to Medi-Cal Fee For Service (FFS). Some children enrolled in Medi-Cal get their care through FFS. FFS is also called “regular” Medi-Cal. Children in FFS get their care through DHCS (the State Medi-Cal agency). No managed care plan is involved. FFS includes Medi-Cal FFS for physical health services and a limited set of mental health services called “non-specialty mental health services,” Drug Medi-Cal for drug and alcohol treatment services, Dental FFS for dental care, and Medi-Cal Rx for medications. To learn more, read **Table 2** on page 11.

If your child has problems getting or keeping a service that you think DHCS should cover, read below. Even if your child is not in a managed care plan, if your child needs care for a serious mental health condition, they will get this care through a Specialty Mental Health Services mental health plan. To learn more and find out where to call for help from the county's mental health plan, read **Table 1** on page 8.

What can you do if your child's care in FFS is delayed, denied, reduced, or stopped?

Ask for a Medi-Cal State Fair Hearing

A **State Fair Hearing** is a chance to speak before a judge to review the decision by DHCS that you disagree with. This includes any service denial, delay, reduction, or stopping. The judge works for the California Department of Social Services, not DHCS.

- After your child gets the Notice of Action from DHCS, you may ask for a State Fair Hearing. You may also ask for a State Fair Hearing if you did not get a Notice of Action.
- You must ask for a State Fair Hearing within **90** calendar days of the date you get the written Notice of Action by DHCS. An impartial judge will review your child's case. You may also ask for a State Fair Hearing at any time without a Notice of Action. If the decision you asked for the hearing on would stop a service your child already gets, you may ask for a continuation of benefits for your child. Read **Box 5** above.
- You may ask for a State Fair Hearing by phone, mail, fax, or online. Call 1-800-743-8525. Or, go to www.cdss.ca.gov/hearing-requests.
- You have the right to bring a person to represent you at the hearing. You can bring a friend, relative, attorney, or anyone you choose. For free legal help, read **How to get help** on page 4.

BOX 5

How to ask for a continuation of benefits in fee for service



If the notice says the service your child already gets will stop or be reduced, you may also ask for a **continuation of benefits** (also called “Aid Paid Pending”) during the State Fair Hearing.

- You must ask for the State Fair Hearing **before** the service stops or is reduced.
- DHCS must give you written notice at least **10** calendar days before they plan to stop or reduce the service for your child.

- You do not have to pay for a State Fair Hearing. It is free.
- The state has **90** calendar days after the date of your child's request for a State Fair Hearing to make a final decision. If your child needs services right away and waiting 90 days will make their condition worse, you can ask for an **expedited** (faster) decision. Read **Box 6** above.
- For more help, read the notices your child got from DHCS. Or, call 1-800-743-8525. Or, go to www.dhcs.ca.gov/fair-hearing.

BOX 6

Expedited (faster) appeal or State Fair Hearing



If your child needs an **expedited** (faster) State Fair Hearing because your child's life, health, or ability to function is in danger, call 1-800-743-8525.

What if you are not happy with your child's care, doctor, or health care provider in FFS?

Submit a grievance

If a doctor treated your child poorly or rudely, or you are not satisfied with the quality of care, or you cannot find a doctor, you may submit a **grievance** for your child. A grievance is for any disagreement on anything a State Fair Hearing does not cover. It is for issues or concerns that do **not** deny, delay, reduce, or stop any of your child's services.

- You may submit a grievance for your child for Drug Medi-Cal, Dental FFS, or Medi-Cal Rx at any time. You can submit it by phone, or in writing online or by mail. To submit a grievance, contact Drug Medi-Cal, Dental FFS, or Medi-Cal Rx. For contact numbers, read **Table 2** on page 11. There is **no** grievance process for Medi-Cal FFS for physical health services and non-specialty mental health services.
- DHCS must acknowledge your grievance in writing within **5** calendar days of the date they get it. It must include the name, phone number, and address of the person at DHCS who can tell you more about your child's grievance and its status.
- DHCS has **30** calendar days from the date you submit the grievance to resolve your child's grievance for Dental FFS and Medi-Cal Rx. Drug Medi-Cal has **90** calendar days to resolve your child's grievance.

Who should you contact with questions?

TABLE 2

Fee for service overview and contact information

Medi-Cal Fee For Service (Medi-Cal FFS)

Some children, such as some children in foster care, get their physical health services through Medi-Cal FFS.

If your child is not getting these services or has concerns, call 1-800-541-5555 (TDD 1-800-430-7077).

Drug Medi-Cal (DMC)

Children who need substance use services such as drug or alcohol treatment, including counseling and other clinical treatments, such as inpatient drug or alcohol residential treatment, when necessary, get this care through Drug Medi-Cal. Each county either has a DMC-ODS plan or is in DMC. To learn more on DMC-ODS, read **Table 1** on page 8.

If your child is not getting these services or has concerns, call your child's DMC program. To find the phone number, go to www.dhcs.ca.gov/sud-cal.

Dental Fee For Service (Dental FFS)

Most children get their Medi-Cal dental services through Dental FFS. This includes dental check-ups and cleanings twice a year and oral health care.

If your child is not getting these services or has concerns, call 1-800-322-6384. To learn more, go to smilecalifornia.org.

Medi-Cal Rx

Children get their Medi-Cal pharmacy services through Medi-Cal Rx. These include prescription and over-the-counter outpatient drugs, enteral nutrition products such as a feeding tube, and medical supplies.

If your child is not getting these services or has concerns, call 1-800-977-2273. Learn more at <https://bit.ly/3D1rQFV>.

MEDIA RELEASE FORM

Photographs, videos, and other recordings

I give LIMITED CONSENT by clicking on the “I have read the required document, Family-Student Handbook.”

If LIMITED CONSENT is declined, please print this form and submit to school office.

LIMITED CONSENT: I GIVE CONSENT for my child to be photographed, videotaped, recorded by any means, and interviewed, singly or in a group, by the **Etiwanda School District ONLY**. I consent to the use of my child's name, photograph, video/audio or other recordings, school work, and interview comments, for the educational and promotional purposes of the Etiwanda School District. I understand this consent includes but is not limited to use of such materials in newsletters, brochures, District/School web sites, District/School social media, slide shows, and audio/video presentations and other materials shared with parents, e.g., class pictures, panoramic pictures, or “memory” DVDs sent home to all parents. **My consent does NOT extend to the other uses described in the “FULL CONSENT” paragraphs above.**

IF I GIVE FULL OR LIMITED CONSENT, I understand that photographs or recordings may be taken at any time during the school year while my child is enrolled and may be taken in the classroom or during any school-related activity. I may inspect or view these materials upon request while they are in the possession of the Etiwanda School District. I further agree that neither my child nor I shall have any right, title, or interest in the photographs, recordings, or other materials that may include my child's name or likeness which are created by the news media, the Etiwanda School District, the District's agents, or any organization or association connected with the Etiwanda School District. I, on behalf of myself, my child, our heirs, executors, and assigns agree to release and hold harmless the District, its officers, employees, and agents for any and all liabilities, including but not limited to, personal injuries arising out of the creation or use of my child's likeness in such materials.

I understand that my consent and signature on this release are NOT a condition of enrolling my child in any program operated by the Etiwanda School District.

- ☐ FULL CONSENT: I GIVE consent for my child, _____, to be photographed, videotaped, recorded by any means, and interviewed, singly or in a group, by the **Etiwanda School District, the District's agents, the news media, and any other organization or association connected with the Etiwanda School District.**

I consent to the use of my child's name, photograph, video/audio or other recordings, school work, and interview comments, for the educational and promotional purposes of the Etiwanda School District. I understand this consent includes but is not limited to use of such materials in press releases, newsletters, brochures, web sites, social media, computer software, slide shows, and audio/video presentations. I understand that a likeness of my child may be reproduced or created digitally or transformed into an electronic format to which the general public may have access, and the District/School is unable to exercise control over the persons who may view and copy (“download”) my child's likeness and the uses to which such persons may put such information.

- ☐ NO CONSENT: I **DO NOT** GIVE consent for my child, _____, to be photographed, videotaped, or recorded by any means, singly or in a group, by the news media, the Etiwanda School District, the District's agents, and any other organization or association connected with the Etiwanda School District, **e.g., class pictures, 5th or 8th grade panoramic pictures, or “memory” DVDs** sent home to all parents. I understand my child's picture will be taken for the yearbook and office use. I understand that my child has the right to speak to the news media without my permission.

Print Parent/Guardian Name

√ **Signature** of Parent/Guardian

Date

Print Student Name

Date

School Name

Teacher Name

Grade

ETIWANDA SCHOOL DISTRICT STUDENT ACCEPTABLE USE AGREEMENT

I give permission for my child to use the Internet and the District computers, Chromebooks, network, technologies, and technology devices by clicking on the “I have read the required document, Family-Student Handbook.”

If permission is not allowed, please print this form and submit to school office.

Parent/Guardian/Student Consent

I have read the District policies and rules regarding student use of technology, including the Student Acceptable Use Agreement, District Board policy and administrative regulation 1114 (social media), Board policy and administrative regulation 6163.4 (student use of technology), and the Parent-Student Handbook for my child's school.

I agree I will discuss these rules with my child and agree my child will abide by these policies and rules. I understand if my child breaks any of these rules or uses the District computers, devices, technologies, or network inappropriately, my child's privilege to use these technologies may be taken away, parent/guardian may be called, and child may be subject to discipline.

I release and agree to indemnify and hold harmless the District, its personnel, governing board, and any affiliated persons or institutions from any and all costs incurred, claims, or damages of any nature arising from my child's use of, or inability to use, the Internet or the District computers, network, or other technologies or technology devices including, but not limited to, claims that may arise from the unauthorized purchase of products or services, failure of any District technology or Internet protection measures, copyright infringement, user mistakes or negligence, or exposure to potentially harmful or inappropriate material or behavior.

I understand I can be held liable for damages caused by my child's intentional misuse of the Internet or District computers, network, technologies, or technology devices.

I will discuss the policies and rules with my child and instruct my child regarding the importance of following the rules for personal safety, ethics, and proper technology use and not accessing restricted materials.

If permission is not allowed, please print this form and submit to school office.

- ☐ I **do not** want my child to access the Internet or the District computers, Chromebooks, network, technologies, and technology devices. **I understand that by withholding my permission for my child to use District technology, I am precluding my child from using a Chromebook or other digital device that may be a significant component of classroom learning activities.** The school may attempt to assign my child alternative activities which are similar to the online activities and assignments.

Print Parent/Guardian Name

√ Parent/Guardian **Signature**

Date

Print Student Name

School Name

Teacher Name

Grade

Charlayne Sprague

Superintendent

Douglas M. Claflin

Assistant Superintendent of Business Services

Laura Rowland

Assistant Superintendent of Personnel Services

Jeannie Tavolazzi

Assistant Superintendent of Instruction and Pupil Services

Elizabeth Freer

Executive Director of Special Education



Board of Trustees

Robert Garcia

Matthew Gordon

Dr. Fermín Jaramillo

Dayna Karsch

April McAllister

6061 East Avenue, Etiwanda, California 91739

www.etiwanda.org

(909) 899-2451

FAX (909) 803-3025

SCHOOL COUNSELING SERVICES

Counseling & Advocacy for Relational & Emotional Support (C.A.R.E.S.)

Etiwanda School District offers a no-cost school-based counseling program for students. The C.A.R.E.S. program assists students who are struggling with social, emotional, or mental well-being challenges that may impact learning and provides counseling services to students and resources or support to their families as needed.

Services for students may include individual counseling, group counseling, crisis support, case management, and parent support/education. Student issues that may be addressed within our program include social skills, anxiety, adjustment and transitions, grief and loss, trauma, or emotional distress.

In addition to individual and group counseling services, C.A.R.E.S. counselors provide classroom lessons on social skills and mental well-being at the elementary level. These lessons are facilitated by undergraduate and graduate-level counseling interns who are supervised by licensed/credentialed program supervisors.

If you believe your child needs additional school-based counseling support services and would like to consult with the District C.A.R.E.S. counselor, please reach out to your school administrator or school counselor to begin the referral process. A referral made to the C.A.R.E.S. counseling program is not a guarantee of specific services; however, support and services will be provided on a case-by-case basis based on the need of each referral. Additionally, a parent/guardian must participate in the initial assessment process for a child to receive C.A.R.E.S. services. An attempt will be made to contact the parent/guardian by phone and/or email three times prior to the referral being closed.

Our counseling team consists of undergraduate and graduate-level counseling interns. C.A.R.E.S. counseling services begin the last week of August and range from 3-12 weeks based on the needs of the student. When a referral is made, the parent/guardian will be contacted by a counselor to determine concerns, needs, and unique and specific recommendations. If there is a waitlist at the time of the referral, the parent/guardian will also be provided a referral to Care Solace.

Families that require a higher level of care beyond short-term counseling support or counseling support services outside of school, please contact Care Solace at 888-515-0595 or weserve@caresolace.org for assistance with being connected to a community provider.

Etiwanda School District C.A.R.E.S. Counseling Supervisors

Ariel Macon-Richard, LCSW, PPSC

Lilly Damen, LCSW, PPSC



Calming the Chaos of Mental Health Care

OUR PURPOSE

Care Solace connects communities to reliable, ethical and high-quality mental healthcare services. Care Solace makes it easier for Etiwanda families to connect with mental healthcare resources and providers in their communities.

CONTACT CARE SOLACE

PHONE:
1(888)515-0595

EMAIL:
weserve@caresolace.org

WEBSITE:
caresolace.com/etiwandafamilies



CARE CONCIERGE TEAM

The Care Concierge Team is available 24/7. This team of experts will guide and support our Etiwanda families throughout the entire process.

24/7 CARE CONCIERGE TEAM WILL

- Access to vetted mental health providers
- Assist in discovering virtual therapy options
- Assess provider availability
- Reduce wait times into care
- Navigate insurance or no insurance
- Schedule appointment(s)



EMERGENCY INFORMATION

Etiwanda School District

(909) 899-2451
6061 East Avenue
Etiwanda, CA 91739
www.etiwanda.org

Emergency Condition Information

(909) 899-2451 Press "1"
Elementary Schools Press "1"
Intermediate Schools Press "2"
District Education Center (Operator) Press "O"

Elementary Schools

Carleton P. Lightfoot

(909) 989-6120
6989 Kenyon Way
Alta Loma, CA 91701

Caryn

(909) 941-9551
6290 Sierra Crest View Loop
Alta Loma, CA 91737

Cecilia Lucero Solorio

(909) 357-8691
15172 Walnut Street
Fontana, CA 92336

David W. Long

(909) 463-1626
5383 Bridlepath Drive
Fontana, CA 92336

East Heritage

(909) 823-5696
14250 East Constitution Way
Fontana, CA 92336

Etiwanda Colony

(909) 803-3911
13144 Banyan Street
Etiwanda, CA 91739

Falcon Ridge

(909) 463-6111
5470 Lytle Creek Road
Fontana, CA 92336

Grapeland

(909) 463-7026
7171 Etiwanda Avenue
Etiwanda, CA 91739

Elementary Schools

John L. Golden

(909) 463-9105
12400 Banyan Street
Etiwanda, CA 91739

Perdew

(909) 803-3316
13051 Miller Avenue
Etiwanda, CA 91739

Terra Vista

(909) 945-5715
7497 Mountain View Drive
Rancho Cucamonga, CA 91730

West Heritage

(909) 899-1199
13690 West Constitution Way
Fontana, CA 92336

Windrows

(909) 899-2641
6855 Victoria Park Lane
Etiwanda, CA 91739

Other Educational Programs

Preschool CLOUDS

(909) 803-3201
6061 East Avenue
Etiwanda, CA 91739

Alternative Studies Center (ASC)

(909) 803-3319
5470 Lytle Creek Road
Fontana, CA 92336

Intermediate Schools

Day Creek

(909) 803-3300
12345 Coyote Drive
Etiwanda, CA 91739

Etiwanda

(909) 899-1701
6925 Etiwanda Avenue
Etiwanda, CA 91739

Heritage

(909) 357-1345
13766 South Heritage Circle
Fontana, CA 92336

Summit

(909) 899-1704
5959 East Avenue
Etiwanda, CA 91739

Community Day School

(909) 899-1704
5959 East Avenue
Etiwanda, CA 91739

Child Care

(909) 803-3988
13144 Banyan Street
Etiwanda, CA 91739

Transportation

(909) 899-1809

For information regarding the high schools, please call
[Chaffey Joint Union High School District](#)
(909) 988-8511