

NEW HOPE ELEMENTARY SCHOOL

“SUCCESS, NOTHING LESS!”

2026-2027 STUDENT/PARENT HANDBOOK



HOME OF THE TIGERS

www.nhesd.net

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NEW HOPE ELEMENTARY SCHOOL DISTRICT

2026-27 School Calendar

Approved: 2/3/2026

MONTH	FIRST WEEK					SECOND WEEK					THIRD WEEK					FOURTH WEEK					FIFTH WEEK					INSTR DAYS	
	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F		
JUL			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	
AUG	3 SW PD	4 SW	5 1 st Day	6	7	10	11	12	13	14	17	18	19 MD	20	21	24	25	26 MD	27	28	31						19
SEP		1	2 MD	3	4	7	8	9	10	11	14	15	16 MD	17	18	21	22	23 MD	24	25	28	29	30 MD			21	
OCT				1	2	5	6	7 MD	8	9	12 *	13 *	14 *	15 *	16 *	19	20	21 MD	22	23	26	27	28 MD	29	30 1 st Trimester Ends	17	
NOV	2	3	4 MD	5	6	9	10	11	12	13 MD	16 MD PC	17 MD PC	18 MD PC	19 MD PC	20 MD PC	23 *	24 *	25 *	26	27	30					15	
DEC		1	2 MD	3	4	7	8	9 MD	10	11	14	15	16	17	18 MD	21 *	22 *	23 *	24	25	28	29	30	31		14	
JAN					1	4 *	5 *	6 *	7 *	8 *	11	12	13 MD	14	15	18	19	20	21	22	25	26	27 MD	28	29	14	
FEB	1	2	3 MD	4	5	8	9	10	11	12	15	16 SW PD	17	18	19	22	23	24 MD	25	26 2 nd Trimester Ends						17	
MAR	1	2	3 MD	4	5	8	9	10	11	12 MD	15 MD PC	16 MD PC	17 MD PC	18 MD PC	19 MD PC	22 *	23 *	24 *	25 *	26 *	29	30	31 MD			18	
APR				1	2	5	6	7 MD	8	9	12	13	14 MD	15	16	19	20	21 MD	22	23	26	27	28 MD	29	30	22	
MAY	3	4	5 MD	6	7	10	11	12 MD	13	14	17	18 Test	19 Test	20 Test	21 Test	24 Test	25 Test	26 MD	27 MD	28 MD	31					20	
JUN		1 MD	2 MD	3 MD Last Day	4 SW	7 *	8 *	9 *	10 *	11 *	14 *	15 *	16 *	17 *	18	21	22	23	24	25	28	29	30			3	
Breakfast 7:45-8:10 a.m. Classes begin 8:15 a.m. 1 st -8 th Regular Dismissal 2:30 p.m. Kinder Daily Dismissal 1:05 p.m. Mini Day Dismissal 1:05 p.m.																										180	
Expanded Learning After School Program begins immediately at dismissal and operates daily until 6:00 p.m. No Expanded Learning After School Program 12/18/26, 3/19/27, 6/3/27.																											

School Starts August 5
School Ends June 3

Student/Parent Welcome Back Meetings
K-8 Aug 13 at 5:30 p.m.

LOCAL HOLIDAYS
Fall Break Oct 12-16

Thanksgiving Break Nov 23-27
Winter Break Dec 21 - Jan 8
Spring Break Mar 22-26

LEGAL HOLIDAYS

July 3 Independence Day
Sept. 7 Labor Day Observed
Nov. 11 Veteran's Day
Nov. 26 Thanksgiving Day
Dec. 25 Christmas Day
Jan. 1 New Year's Holiday

Jan. 18 Martin Luther King Jr. Day Observed
Feb. 12 Lincoln's Birthday Observed
Feb. 15 President's Day
May 31 Memorial Day
June 18 Juneteenth

GRADING PERIODS

Tri Start End
1st Aug 5 - Oct 30 (57 Days)
2nd Nov 2 - Feb 26 (60 Days)
3rd Mar 1 - June 3 (63 days)

* EXPANDED LEARNING PROGRAM INTERSESSION DAYS

Fall Camp: 10/12/26-10/16/26* & 11/23 - 11/25/26*
Winter Camp: 12/21 - 12/23/26* & 1/4/27-1/8/27*
Spring Camp: 3/22/27-3/26/27*
Summer Camp: 6/7/27-6/17/27*

CALENDAR

No School/Holiday
First/Last Day
Staff Workday SW
Professional Development PD
State Testing TEST
Parent Conferences (PC)
Minimum Day (1:05 Dismissal) MD

July 30, 2026



A Message from Khushwinder Gill, Ed.D., Superintendent/Principal

Dear New Hope Students and Families,

Welcome to the 2026–2027 school year! We are ready and excited to begin another wonderful year at New Hope Elementary School District. I hope our students and families enjoyed a restful and memorable summer. There is a great deal of excitement and positive growth happening at New Hope, and I look forward to continuing this journey together.

This Student-Parent Handbook contains important information about New Hope Elementary, including school expectations, procedures, rules, and policies. Please take time to read and discuss the handbook as a family and keep it as a resource throughout the school year. We ask that you return the completed handbook verification form by **Friday, August 14, 2026**.

At New Hope, we believe that **every student can learn, grow, and succeed—All Means All**. Our commitment this year continues to focus on strong literacy and mathematics instruction, meaningful interventions and support, improved attendance, and opportunities that help students develop academically, socially, and emotionally. Our goal is to ensure that every child feels known, valued, supported, and challenged to reach their full potential.

Families, you are an essential part of our team. One of the most important things you can do to support your child's success is to make sure your child attends school every day and arrives on time, ready to learn. Please talk with your child regularly about school, encourage reading and learning at home, support completion of assignments, and maintain open communication with your child's teacher. When schools and families work together, our students are stronger and more successful.

Students, we believe in you! Your responsibility is to come to school every day ready to learn, treat others how you want to be treated, follow school expectations, work hard, and believe in your ability to succeed. Your effort, attitude, attendance, and choices matter every day.

As Superintendent/Principal, I am deeply committed to serving our students, families, and staff through **servant leadership, collaboration, equity, and excellence**. I am grateful for our dedicated staff and for the continued support of our families and community partners. Together, we will continue building a school community where every child has the opportunity to thrive.

Let us make the 2026–2027 school year a year of **learning, growth, kindness, achievement, and opportunity**. I am excited about what we will accomplish together and proud that we are all part of the New Hope family. If you have questions, concerns, or ideas, please do not hesitate to contact your child's teacher or schedule an appointment with me. My door is always open, and I look forward to partnering with you throughout the school year.

Sincerely, With appreciation and best wishes for an outstanding school year,

Khushwinder Gill, Ed.D.
Khushwinder Gill
Superintendent/Principal
New Hope Elementary School District

Handbook Verification

Your signature below indicates you have read and discussed with your child New Hope Elementary School's policies, rules and regulations. Please sign and return.

Student Name:

- 1. HAND BOOK VERIFICATION**
- 2. ANNUAL RIGHTS NOTIFICATION**
- 3. STUDENT ACCEPTABLE USE POLICY AND COMPUTER USE AGREEMENT**
- 4. ACKNOWLEDGEMENT OF PARENT/GUARDIAN OF ANNUAL RIGHTS NOTIFICATION**
- 5. PARENT CONSENT FORM**

Parent/Guardian Signature_____

Date: _____

Return this page to your child's teacher by Friday August 14, 2026.

**NEW HOPE SCHOOL DISTRICT
BOARD OF TRUSTEES**
Jim Allan, President
Jose Torres, Vice-President
Yvonne Rangel, Trustee

ADMINISTRATION
KHUSHWINDER GILL, Ed. D. - SUPERINTENDENT/PRINCIPAL
kgill@nhesd.net

STAFF ROSTER

TK/KINDERGARTEN

INEZ ROWLES
irowles@nhesd.net

GRADE 1

ANNA PIRES
apires@nhesd.net

GRADE 2/3

ROSA REYES
rreyes@nhesd.net

GRADE 4

ANA GARCIA
agarcia@nhesd.net

GRADE 5,6,7,8 SCIENCE

JILLIAN EASTON
jeaston@nhesd.net

GRADE 5,6 ELA/ELD & HISTORY

_____@nhesd.net

GRADE 5,6,7,8 MATH

HANNAH BETHARDS
hbethards@nhesd.net

GRADE 7, 8 ELA/ELD & HISTORY

FALLON BEHIEL
fbehiel@nhesd.net

PE TEACHER

MIKE DUTRA
midutra@nhesd.net

INSTRUCTIONAL ASSISTANTS

MARIA E. ALFARO
ELIZABETH BARRAGAN
AMADA BESERRA
REBECA GALLO
CLAUDIA TORRES

SPECIAL EDUCATION

TREVOR MABALON - RESOURCE TEACHER tmabalon@nhesd.net
TERESA RUIZ - RESOURCE ASSISTANT tuiz@nhesd.net

SUPPORT STAFF

LAURA RODRIGUEZ - PSYCHOLOGIST larodriguez@lodiussd.net
CHRISTIE WESTOVER - SPEECH THERAPIST cwestover@lodiussd.net
MADELINE AGUILERA-SCHOOL NURSE maguilera@sjcoe.net
PRISCILLA MEJIA - READING SPECIALIST pmejia@nhesd.net
MIKE DUTRA-TEACHER ON SPECIAL ASSIGNMENT midutra@nhesd.net
CHRISTINA SORIA-SCHOOL COUNSELOR csoria@nhesd.net

CAFETERIA

KEESHA WEAVER

OFFICE STAFF

RACHEL SWANK- SECRETARY rswank@nhesd.net
GUADALUPE DURAN-ADMINISTRATIVE ASSISTANT gduran@nhesd.net
ALIE WOODS-BUSINESS MANAGER awoods@nhesd.net

MAINTENANCE AND OPERATIONS

TONY ROTHENBERGER- MAINTENANCE
MARIA SOUSA-CUSTODIAN/GARDENER
PATRICIA HARRISON – CUSTODIAN

EXPANDED LEARNING PROGRAM/AFTERSCHOOL

MIRIAM RODRIGUEZ – PROGRAM COORDINATOR
mirodriguez@nhesd.net

PROGRAM LEADERS

REBECA GALLO
ELIZABETH BARRAGAN
CLAUDIA TORRES

IMPORTANT INFORMATION

School begins on Wednesday, August 5, 2026, at 8:15 a.m. Breakfast is served at 7:45 a.m.

CLASS SCHEDULES

TK	Regular Day	11:00 a.m. – 2:30 p.m.
KINDER	Regular Day	8:15 a.m. – 1:05 p.m.
GRADES 1-8	Regular Day	8:15 a.m. – 2:30 p.m.

PARENT CONFERENCES

November 16-20, 2026
March 15-19, 2027

TRIMESTERS

First Trimester Ends	October 30, 2026
Second Trimester Ends	February 26, 2027
Third Trimester Ends	June 3, 2027

VISITORS....VOLUNTEERS.... GUESTS

IN ORDER TO MAINTAIN A SAFE, SECURE CAMPUS, ALL SCHOOL/CLASSROOM VISITORS, VOLUNTEERS, AND GUESTS MUST FIRST REPORT TO THE OFFICE TO SIGN-IN AND RECEIVE AN IDENTIFICATION PASS.

SCHOOL BOARD MEETING DATES

August 4, 2026- 6:00 p.m.	February 9, 2027- 6:00 p.m.
September 8, 2026- 6:00 p.m.	March 9, 2027- 6:00 p.m.
October 6, 2026- 6:00 p.m.	April 13, 2027- 6:00 p.m.
November 10, 2026- 6:00 p.m.	May 11, 2027- 6:00 p.m.
December 11, 2026- 7:30 a.m.	June 7, 2027- 6:00 p.m.
January 12, 2027- 6:00 p.m.	June 8, 2027- 6:00 p.m.

OUR DISTRICT MISSION

It is the mission of the New Hope School District to provide our students with a broad, engaging and comprehensive educational experience. We will promote and encourage responsible behavior, respect for self and others, and guide our students on their journey toward being tolerant, productive and educated members of their communities.

We believe that all children in this district...

- ☐ will meet or exceed our high expectations of achievement and conduct.
- ☐ will have extended learning opportunities.
- ☐ will be exposed to successful adults in the community.
- ☐ will be encouraged to reach their potential (educationally, socially, and emotionally).
- ☐ will have a wonderful opportunity to grow and learn to take responsibility for their own choices.
- ☐ will feel safe, secure, supported and empowered.
- ☐ will know what it takes to reach their individual goals.
- ☐ will have equal access to educational opportunities.

COMMUNICATION BETWEEN HOME AND SCHOOL

We value strong partnerships with our families and believe that open, respectful, and timely communication supports student success. Parents/guardians are encouraged to first communicate with their child's teacher or the staff member involved; if additional assistance is needed, the Superintendent/Principal is available to help resolve concerns collaboratively and respectfully, always keeping the best interests of the student in mind.

STUDENT ATTENDANCE MATTERS!

Your child's attendance at school has a direct impact on his/her academic success. To help get the word out about the importance of regular school attendance, New Hope Elementary School uses the motto: "On Time, All the Time!"

Our school challenge is to increase our average daily attendance (ADA). California pays school districts based on attendance, not enrollment. Each day a student is absent – excused or not – represents a loss of approximately \$87. Increasing the district's ADA by just 1 percent would result in additional \$9000 – money that can be spent in the classroom! Plus, students that are absent fall behind their peers in learning. It is difficult to make-up the hours of teaching they have missed.

Here are things that we can help partner to increase our student attendance:

- ☐ Make sure students are engaged in the classroom, so that they want to be here;
- ☐ Give students opportunities to become connected to others through school activities;
- ☐ Encourage students to keep up on their schoolwork, so they don't become overwhelmed or disinterested in school;
- ☐ Schedule appointments and obligations outside of the school day if possible;

- ❑ If students must attend an appointment during the school day, make sure they come to school at least part of the day;
- ❑ Encourage students to get a well-balanced diet, the required amount of sleep, and some exercise.

If you have ideas on how we can improve our attendance, please let us know.

SARB Process and After-School Attendance Recovery Program

As stated above, regular attendance is essential to student learning and success. When attendance concerns arise, the District may follow the School Attendance Review Board (SARB) process to work with families and identify solutions to improve attendance; eligible students may also participate in the District's **After-School Attendance Recovery Program** to make up qualifying absences through additional academic support and learning activities.

NEW HOPE SCHOOL DISTRICT SCHOOL SITE EXPECTATIONS

Any behavior, even if not specifically mentioned below, which creates a safety concern, distracts from the educational process, or causes disturbances among other students will not be allowed. The District reserves the right to determine and enforce appropriate behavior at school and at school sponsored events.

THE SCHOOL RULES

- ☐ Be on time and be prepared to work.
- ☐ Show respect for school property and the property of others.
- ☐ Show courtesy and respect for yourself and others.

STUDENT RESPONSIBILITY:

1. Pursue the required course of study in a diligent manner by:
 - ☐ Listening attentively to teachers, staff and to each other;
 - ☐ Completing assigned work on time;
 - ☐ Being on time and attending school daily;
 - ☐ Showing a willingness to improve his/her academic and social skills;
 - ☐ Being prepared with homework, supplies;
 - ☐ Being dressed appropriately and prepared to learn;
2. Respect the property of others, including the school, at all times.
3. Respect school personnel.
4. Display proper conduct to and from school, on the school grounds, on school buses and at school-related activities.
5. Follow the rules and regulations of the District.

STUDENT VIOLATIONS:

1. Disrupting class
2. Not cooperating/refusing to work/being unprepared
3. Refusing to do homework
4. Violating classroom rules

CONSEQUENCES OF VIOLATIONS:

Depending on the nature and severity of the violation, a student may be given one or more of the following consequences:

- ☐ Written warning from the teacher
- ☐ Written notice mailed to the parent
- ☐ Parent contact by phone or in person
- ☐ Parent Conference with teacher administrator
- ☐ Suspension from class and/or school

SCHOOL INFORMATION AND CONSEQUENCES

ARRIVAL TIME/ TARDINESS:

Breakfast will be served at 7:45 a.m. School begins at 8:15 a.m. Students will be considered tardy after 8:20 a.m. and must come to the office for a pass.

BREAKFAST/ LUNCH:

Breakfast and lunch are free and will be served daily to those students who order one in the morning.

GOING TO AND FROM SCHOOL:

For the welfare and safety of your child, please instruct your child not to play or loiter coming to or going from school. All children are instructed to go home at the end of the school day. If your child is to remain at school you will be notified. Review with your child the desired school route you wish them to walk to and from school. Emphasize the use of crossing at the corners and walking with a friend.

ABSENCES:

State law requires that parents inform the school when a student is absent. Please call the office each morning that your child(ren) will be absent. Absences more than 3 days in a row will require a Doctor's note. California law states that absences are excused only if the child is ill or there is an excuse which meets the requirements of the California Education Code section 48205. Education Code section 48260 defines a truant as a pupil who has missed more than 30 minutes on three days without a valid excuse in one school year. Our goal is to have all children present in school every day and on time. Our district's policy is that we may require verification of absences due to illness or quarantine, if your child has missed school for three consecutive days. Please be aware that going "out of town" when school is in session with your child is an unexcused absence.

TRIP/ ILLNESS/ PERSONAL:

Per Education Code 51475(a)(6), this need may be based on a student being put at risk by in-person instruction, as determined by the parent/guardian. In accordance with AB 130, LEAs must notify parents of options to enroll children in in-person or independent study. The requirement to provide an Independent Study Program pursuant to AB 130 may be waived by the Contra Costa County Superintendent of Schools if providing the program is too burdensome or expensive for the District.

For the 2025-2026 school year and thereafter, as a parent/guardian you may place your children on Independent Study if they will be out of school for 1 day or more. Independent Study will help them keep up with their classroom assignments and get credit for any work completed. In order to be eligible for Independent Study, the following criteria must be met:

1. Prior independent study must have been successfully completed.
2. Current daily attendance must be at 90% or higher.
3. Current classwork and homework completion must be at 90% or higher.

The school office must be notified at least two weeks in advance. Upon determination of eligibility, your child's teacher will prepare assignments for your child to complete. All assignments are due the first day after the contract date. Your child will only get credit for work completed and turned in on the due date.

BICYCLES/ SKATES:	Bicycle racks are located in front of the school by the Kindergarten playground. All bikes MUST be locked at school. A simple lock may prevent the loss of a bicycle. Children should not lend their bicycles to friends for any reason. New Hope is not responsible for lost or stolen bicycles. For safety reasons we ask that children do not ride their friends on the bike. Please walk all bikes while on school grounds. Skates, roller blades, skate boards, scooters, etc. are not allowed on school grounds.
NO GUM POLICY:	For the safety, cleanliness, and care of our school facilities, gum chewing is not permitted on school grounds or during school-sponsored activities. Students are expected to follow this policy and help keep our classrooms, playgrounds, and common areas clean.
PROGRESS REPORT:	Progress reports are sent home three (3) times a year. Progress reports are not report cards. They serve to show how well your child is progressing. You will receive your child's progress report in October, February and May. If you wish to arrange a conference with your child's teacher after receiving this report, please call the school office.
REPORT CARDS:	Report cards are sent home three (3) times a year. They will be distributed during conferences or at the end of the first two trimesters and given to the student at the end of the school year.
2026/2027 CALENDAR:	The 2026/2027 school year calendar is located in the front of this handbook.
SCHOOL ACCOUNTABILITY REPORT CARD:	Available on the district's website; www.nhesd.net
VOLUNTEERS/ VISITORS:	If you wish to volunteer in the classroom on a regular basis, you must provide proof of a current tuberculosis screening, Megan's Law and fingerprint clearance. Forms are available in the front office. There is a fee for fingerprint clearance.
PHONE MESSAGES/ USE OF PHONE:	We are unable to send messages to students during class time, except when there is an emergency . All students should leave home with an understanding of what they are to do during or after school. We do our best not to interrupt instruction. Students can call home only for an emergency. Students cannot call home for homework, etc., unless a teacher has requested that he/she do so.

Report Card Grades and Honor Roll Determination:

Grade Book weights to establish report card scores and the average of the scores that are received on daily work and tests throughout the trimester would correlate to the following:

For grades K-8, grades for academic performance shall be reported for each grading period as follows:

A	(90-100%)	Outstanding Achievement	4.0 grade points
B	(80-89%)	Above Average Achievement	3.0 grade points
C	(70-79%)	Average Achievement	2.0 grade points

D	(60-69%)	Below Average Achievement	1.0 grade points
F	(0-59%)	Little or No Achievement	0 grade points
I		Incomplete	0 grade points

An Incomplete shall be given only when a student's work is not finished by the end of the grading period because of illness or other excused absence. If not made up within six weeks, the Incomplete shall become an F.

Report Card Scores for Honor Roll Determination

Superintendent's Honor Roll:

All A's in all academic and behavior/effort areas for the trimester.
(No N's in behavioral/effort areas in K-3)

Teacher's Honor Roll:

All B's and above in all academic and behavior/effort areas.
(No N's in behavioral/effort areas in K-3)
(3.0-3.9 average with no 2's in any area)

Honorable Mention:

Teacher Discretion for students that have shown a significant improvement in academic areas due to their outstanding effort, positive attitude and citizenship.

DRESS AND GROOMING CODE FOR STUDENTS

Parents or guardians of students have the primary responsibility for establishing and implementing appropriate standards of dress and grooming. New Hope Elementary School believes that it is the responsibility of the school to:

- ☐ Exercise legal and ethical responsibility for establishing a classroom and campus atmosphere, which creates the appropriate environment for learning and teaching;
 - ☐ Establish and maintain appropriate standards of dress and grooming that support a positive, wholesome and safe learning environment;
 - ☐ Enhance/support classroom and campus deportment by providing guidance and direction in manners, decency, dress and grooming as elements of good citizenship;
 - ☐ Acknowledge reasonable expression of individual taste or expression in clothing and grooming styles, but restrict dress or grooming which is distracting, dangerous, profane, insightful/offensive to individuals or groups or simply inappropriate for an elementary school setting;
 - ☐ Support and encourage dress and grooming practices that will enable students to be successful in the professional world of work or education.
1. Shoes must be worn at all times. Bedroom slippers are prohibited. Sandals, especially, backless sandals are dangerous during recess and P.E. Flat shoes are required.
 2. Clothing, jewelry and body markings must be free of writing, pictures or any other insignia, which are crude, vulgar, profane or sexually suggestive, or which advocate or depict: violence, racial, ethnic or religious prejudice, the use of alcohol, tobacco products or drugs, slang, or remarks that are considered sarcastic, rude, disrespectful or otherwise inappropriate for school age children.
 3. Students are not allowed to wear hats indoors. Exceptions to this may occur in physical education where wearing a hat is considered appropriate attire for the educational activity.
 4. Students will not be permitted to wear hair rollers, shower caps, hair rags, hair nets or other such grooming items to school.
 5. No sagging pants are permitted. "Saggy" pants are more than one size larger than the waist and cannot stay up without a belt. Pants and bib overalls are to be properly fastened.
 6. All clothing shall be within the bounds of decency and good taste as appropriate for school. Clothing that is disruptive to the learning environment will not be permitted. Shorts or skirts must be at least mid-thigh length.
 - a. Clothing shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, halter tops, off-the shoulder or low-cut tops, short/crop tops, muscle shirts, bare midriffs, muscle shirts with revealing arm holes, micro-mini skirts and short-shorts are prohibited.
 7. Any apparel, jewelry, accessory, notebook, personal belonging, or manner of grooming which by virtue of its color, arrangement, trademark, or other attribute, which advocates drug or alcohol use, violence or disruptive behavior, is prohibited. Contents within the notebook that advocate or depict:
 - a. Drugs and alcohol use
 - b. Violence, gang affiliation and/or racist/hate messages.
 - c. Sexual innuendos

Will be confiscated by staff and returned only to parent.

8. Any clothing or combination of clothing and/or accessories deemed or identified, as gang apparel by the local law enforcement gang task force will not be permitted.

Consequences for violation of the dress code will be as follows:

- 1st Offense:** Warning/change of clothing. Note will be sent to Principal for informational purposes.
2nd Offense: Change of clothing call home.
3rd Offense: Change of clothing call home.
4th Offense: Parent Meeting

Prohibited Items *No electronic devices or accessories during school hours.*

Bring at your own risk. The school assumes no responsibility for lost or stolen electronic devices.

Cell Phone/Smartphone Procedures and Consequences

To comply with California's Phone-Free Schools Act (AB 3216), students must have cell phones and smartphones **turned off and stored in their backpack or designated location throughout the school day**, unless an exception permitted by law applies. Students may not use phones for calls, texting, photographs, social media, games, or other activities during the school day without staff permission.

Consequences for violations:

- **1st Violation:** Phone is confiscated and returned to the student at the end of the school day; student is reminded of the policy.
- **2nd Violation:** Phone is confiscated, parent/guardian is notified, and the phone is returned according to school procedures.
- **3rd and Subsequent Violations:** Phone is confiscated, parent/guardian is contacted, and the phone must be picked up by a parent/guardian. Additional school consequences may apply.

The District recognizes legally required exceptions, including emergencies, authorized staff use, documented health needs, and accommodations required by a student's IEP (Education Code section 48901.5; Education Code section 48901.7). Parents/guardians are encouraged to contact the **school office** when they need to reach their child during the school day.

- 1st Offense:** Item will be held until parent retrieves item in the office.
2nd Offense: Item will be held until parent retrieves item in the office.
3rd Offense: Parent Conference

Tobacco-Free Schools

Use of Tobacco Products (Education Code 48901). The District prohibits the use of tobacco or any product containing tobacco or nicotine or imitation tobacco products (including but not limited to e-cigarettes, hookah pens, and vaping devices) at all times while on District property and in District vehicles. This applies to all employees, students, visitors and other persons at any school or school-sponsored activity or athletic event. It applies to any meeting on any property owned, leased or rented by or from the District.

K–12th Grade

(including transitional kindergarten)

Grade	Number of Doses Required of Each Immunization ^{1, 2, 3}				
K-12 Admission	4 Polio⁴	5 DTaP⁵	3 Hep B⁶	2 MMR⁷	2 Varicella
(7th-12th)⁸	K-12 doses	+ 1 Tdap			
7th Grade Advancement^{9,10}		1 Tdap⁸			

- Requirements for K-12 admission also apply to transfer pupils.
- Combination vaccines (e.g., MMRV) meet the requirements for individual component vaccines. Doses of DTP count towards the DTaP requirement.
- Any vaccine administered four or fewer days prior to the minimum required age is valid.
- Three doses of polio vaccine meet the requirement if one dose was given on or after the 4th birthday. Oral polio vaccine (OPV) doses given on or after April 1, 2016, do not count.
- Four doses of DTaP meet the requirement if at least one dose was given on or after the 4th birthday. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the 7th birthday (also meets the 7th-12th grade Tdap requirement: see fn. 8). One or two doses of Td vaccine given on or after the 7th birthday count towards the K-12 requirement.
- For 7th grade admission, refer to Health and Safety Code section 120335, subdivision (c).
- Two doses of measles, two doses of mumps, and one dose of rubella vaccine meet the requirement, separately or combined. Only doses administered on or after the 1st birthday meet the requirement.
- For 7th-12th graders, at least one dose of pertussis-containing vaccine is required on or after the 7th birthday.
- For children in ungraded schools, pupils 12 years and older are subject to the 7th grade advancement requirements.
- The prior 2-dose varicella requirement for 7th grade advancement expired June 30, 2025.

DTaP/Tdap = diphtheria toxoid, tetanus toxoid, and acellular pertussis vaccine

Hep B = hepatitis B vaccine

MMR = measles, mumps, and rubella vaccine

Varicella = chickenpox vaccine

Instructions:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. See shotsforschool.org for more information.

Unconditionally Admit a pupil whose parent or guardian has provided documentation of any of the following for each immunization required for the pupil's age or grade as defined in the table above:

- Receipt of immunization.
- A permanent medical exemption.*

Conditionally Admit any pupil who lacks documentation for unconditional admission if the pupil has:

- Commenced receiving doses of all the vaccines required for the pupil's grade (table above) and is not currently due for any doses at the time of admission (as determined by intervals listed in the Conditional Admission Schedule, column entitled "Exclude If Not Given By"), or
- A temporary medical exemption from some or all required immunizations.*

Conditional Admission Schedule for Grades K-12

Before admission a child must obtain the first dose of each required vaccine and any subsequent doses that are due because the period of time allowed before exclusion has elapsed.

Dose	Earliest Dose May Be Given	Exclude If Not Given By
Polio #2	4 weeks after 1st dose	8 weeks after 1st dose
Polio #3¹	4 weeks after 2nd dose	12 months after 2nd dose
Polio #4¹	6 months after 3rd dose	12 months after 3rd dose
DTaP #2	4 weeks after 1st dose	8 weeks after 1st dose
DTaP #3²	4 weeks after 2nd dose	8 weeks after 2nd dose
DTaP #4	6 months after 3rd dose	12 months after 3rd dose
DTaP #5	6 months after 4th dose	12 months after 4th dose
Hep B #2	4 weeks after 1st dose	8 weeks after 1st dose
Hep B #3	8 weeks after 2nd dose and at least 4 months after 1st dose	12 months after 2nd dose
MMR #2	4 weeks after 1st dose	4 months after 1st dose
Varicella #2	Age less than 13 years: 3 months after 1st dose	4 months after 1st dose
Varicella #2	Age 13 years and older: 4 weeks after 1st dose	8 weeks after 1st dose

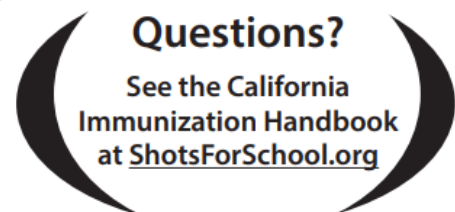
1. Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday. If polio #3 is the final required dose, polio #3 should be given at least six months after polio #2.
2. If DTaP #3 is the final required dose, DTaP #3 should be given at least six months after DTaP #2, and pupils should be excluded if not given by 12 months after second dose. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the seventh birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.

Continued attendance after conditional admission is contingent upon documentation of receipt of the remaining required immunizations. The school shall:

- review records of any pupil admitted conditionally to a school at least every 30 days from the date of admission,
- inform the parent or guardian of the remaining required vaccine doses until all required immunizations are received or an exemption is filed, and
- update the immunization information in the pupil's record.

For a pupil **transferring** from another school in the United States whose immunization record has not been received by the new school at the time of admission, the school may admit the child for up to 30 school days. If the immunization record has not been received at the end of this period, the school shall exclude the pupil until the parent or guardian provides documentation of compliance with the requirements.

* In accordance with 17 CCR sections 6050-6051 and Health and Safety Code sections 120370-120372.



NEW HOPE SCHOOL BUS CONDUCT RULES

1. Students are to ride sitting up properly in their seats, with their feet on the floor.
2. No one is to leave their seat while the bus is in motion, and only when given permission by the driver while stopped.
3. Pupils are to be at the bus stop when the bus arrives.
4. No eating, drinking or gum-chewing on the bus.
5. Heads, arms, possessions, etc. must never extend outside the bus windows.
6. The school office should be notified in advance if a student will not be on the bus.
7. Permission to leave or board the bus at other than the normal stop is to be given by note to the school office.
8. Students will follow all safety rules according to the district and California State Safety Code.
9. Students may lose the privilege of riding on the bus if bus riding rules are not followed accordingly.

Bus transportation is a privilege. A student will first be warned verbally that they are not obeying the rules. The second offense the same day will result in a notice being sent home. A student who has more than two (2) notices sent home will be refused bus transportation for three (3) days. Further violations will result in loss of bus transportation for a longer period of time. Parents must arrange for transportation of their child to and from school during this time.

PARENT NOTICE OF RIGHTS AND RESPONSIBILITIES

State law requires that parents or guardians be notified of their rights and responsibilities in certain matters pertaining to their children's education.

1. **Absence for Religious Exercises and Instruction:** Pupils may be excused, with written permission from a parent or guardian, in order to participate in religious exercises or receive moral and religious instruction away from school property. Every pupil so excused must attend at least the minimum school day. No pupil shall be excused from school for such purpose on more than four days per school month. (Ed. Code, § 46014)
2. **Comprehensive Sexual Health Education and HIV/AIDS Prevention Education:** A parent or guardian has the right to excuse their child from comprehensive sexual health education, human immunodeficiency virus ("HIV") prevention education, and assessments related to that education. A parent or guardian who wishes to exercise this right must state their request in writing. (Ed. Code, § 51938) A parent or guardian may inspect the written and audiovisual educational materials used in comprehensive sexual health education and HIV and acquired immunodeficiency syndrome ("AIDS") prevention education. Parents have a right to request that the District provide them with a copy of the California Healthy Youth Act. (Ed. Code, § 51930 et. seq.)

Parents or guardians shall be notified in writing if the District plans to administer an anonymous, voluntary and confidential test, questionnaire, or survey containing age-appropriate questions about the pupils' attitudes concerning or practices related to sex in grades 7 to 12 and given the opportunity to review the test, questionnaire, or survey. A parent or guardian has the right to excuse their child from the test, questionnaire, or survey by stating their request in writing. (Ed. Code, § 51938)

Every child's parent will be notified prior to the commencement of any comprehensive sexual health education and HIV/AIDS prevention education instruction whether the instruction will be taught by District personnel or by outside consultants. If outside consultants or guest speakers are used, the notice shall include the date of the instruction, and the name of the organization or affiliation of each guest speaker will be identified. Parents have a right to request that the District provide them with a copy of Education Code sections 51933, 51934, and 51938. (Ed. Code, § 51938) If arrangements for instruction by outside consultants or guest speakers are made after the beginning of the school year, the Superintendent or designee shall notify parents/guardians no less than 14 days before instruction is given. (Ed. Code, § 51938)
3. **Excuse from Instruction in Health:** Upon written request of a parent or guardian, a pupil may be excused from any part of instruction in health which conflicts with the parent(s)' or guardian(s)' religious training or beliefs (including personal moral convictions). (Ed. Code, § 51240)
4. **Administration of Medication:** Medication prescribed by a physician or ordered by a physician assistant for a child may be administered during the school day by the school nurse or other designated school personnel, or the student may carry and self-administer a prescription epinephrine delivery system, but only if the parent consents in writing and provides detailed written instructions from a physician, or a physician assistant as specified by law.

In order for a student to be assisted by a school nurse or other designated school personnel, the District must obtain both (1) a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and (2) a written statement from the parent, foster parent, or guardian indicating the desire that the District assist the student in the matters set forth in the statement of the physician and surgeon or physician assistant.

In order for a child to carry and self-administer a prescription epinephrine delivery system, the District must obtain both (1) a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the student is able to self-administer the epinephrine delivery system, and (2) a written statement from the parent, foster parent, or guardian 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 student regarding any questions that may arise regarding the medication, and releasing the District and school personnel from civil liability if the self-administering student suffers an adverse reaction as a result of self-administering medication pursuant to this section.

The written statements specified in this section shall be provided at least annually and more frequently if the medication, dosage, frequency of administration, or reason for administration changes. Forms for administering medication may be obtained from the school secretary. A student may be subject to disciplinary action if the student uses an epinephrine delivery system in a manner other than as prescribed. (Ed. Code, §§ 49423, 49423.5)

5. **Students on Medication:** Parents are to notify the school nurse or other designated certificated school employee if their child is on a continuing medication regimen. This notification shall include the name of the medication being taken, the dosage, and the name of the supervising physician. With parental consent, the school nurse may confer with the physician regarding possible effects of the drug, including symptoms of adverse side effects, omission or overdose and counsel with school personnel as deemed appropriate. (Ed. Code, §§ 49423, 49480)

6. **Immunizations:** The District shall exclude from school any pupil who has not been immunized properly, unless the pupil is exempted from the immunization requirement pursuant to Chapter 1 (commencing with section 120335) of part 2 of division 105 of the Health and Safety Code. The immunization exemption based on personal beliefs has been eliminated. (Health & Saf. Code, § 120325) A student who, prior to January 1, 2016, submitted a letter or affidavit on file at the District, stating beliefs opposed to immunization, is permitted to enroll in that institution until the student enrolls in the next grade span. Grade span means: 1) birth to preschool; 2) kindergarten and grades 1 through 6, inclusive, including transitional kindergarten; and 3) grades 7 through 12, inclusive. On or after July 1, 2016, the District shall exclude from school for the first time or deny admittance or deny advancement to any student to the 7th grade unless the student has been immunized for their age as required by law. (Health & Saf. Code, § 120335) A student may still be exempted from the immunization requirement based on medical condition or circumstances. A licensed physician or surgeon must transmit a completed medical exemption certification form from the California Department of Public Health directly to the local educational agency and the California Immunization Registry. The standardized medical exemption form shall be the only documentation of a medical exemption that shall be accepted by the District. (Health & Saf. Code, §§ 120370, 120372)

A parent or guardian may consent in writing for a physician, surgeon, or health care practitioner acting under the direction of a supervising physician and surgeon to administer an immunizing agent to a pupil at school. The health care practitioner may administer immunizations for the prevention and control of diseases that present a current or potential outbreak as declared by a federal, state, or local public health officer. (Ed. Code, §§ 48216, 48980(a), 49403; Health & Saf. Code, §§ 120325, 120335)
Students are advised to adhere to current immunization guidelines regarding full human papillomavirus (“HPV”) immunization before admission or advancement to the eighth-grade level. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. A fact sheet has been attached describing the benefits of an HPV vaccination. (Ed. Code, § 48980.4, Health & Saf. Code, § 120336)
7. **Physical Exams and Testing:** The District is required to conduct certain physical examinations and vision and hearing testing of students, unless the parent has a current written objection on file. However, the child may be sent home if they are believed to be suffering from a recognized contagious or infectious disease, and shall not be permitted to return until the school authorities are satisfied that any contagious or infectious disease does not exist. (Ed. Code, §§ 49451, 49452, 49452.5, 49455; Health & Saf. Code, § 124085) The District may provide for scoliosis screening of every female student in grade 7 and every male student in grade 8. (Ed. Code, § 49452.5)
8. **Confidential Medical Services:** For students in grades 7 through 12, the District may release a student for the purpose of obtaining confidential medical services without obtaining the consent of the student’s parent or guardian. (Ed. Code, § 46010.1)
9. **Medical Coverage for Injuries:** Medical and hospital services for pupils injured at school or school-sponsored events, or while being transported, may be insured at parent’s expense. No pupil shall be compelled to accept such services without their consent or, if the pupil is a minor, without the consent of a parent or guardian. (Ed. Code, § 49472)
10. **Accidental Injury Insurance:** The District does not provide medical and hospital services for students injured while participating in athletic activities. Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers both medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling Healthy Families at 1-866-294-4347. (Ed. Code, §§ 32221.5, 49470, 49471)
11. **Mental Health Services:** The District shall notify pupils and parents or guardians no less than twice each school year of the steps to initiate access to available pupil mental health services on campus and/or in the community. (Ed. Code, § 49428) The mental health services available include the school counselor. To initiate services, a parent or student may fill out a referral with any staff member.
12. **Services for Students with Exceptional Needs or a Disability:** State and federal law require that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. Students classified as individuals with exceptional needs for whom a special education placement is unavailable or inappropriate may receive services in a private nonsectarian school. Please contact the local director of special education for specific information. (Ed. Code, § 56040 et seq.) In addition, services are available for students who have a disability which interferes with their equal access to educational opportunities. (Section 504 of the Rehabilitation Act of 1973, 34 C.F.R. § 104.32) The District official listed below is responsible for handling requests for services under Section 504 and may be reached at the following address and telephone: Khushwinder Gill Ed.D., Superintendent 26675 N. Sacramento Blvd./P.O. 2386 Thornton, CA 95686-2370 (209)794-2376
13. **No Academic Penalty for Excused Absence:** No pupil may have their grade reduced or lose academic credit for any absence or absences which are excused for the reasons specified below when missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. (Ed. Code, §§ 48205, 48980(i))

A pupil shall be excused from school when the absence is:

- a. Due to the pupil’s illness, including an absence for the benefit of the pupil’s mental or behavioral health.
- b. Due to quarantine under the direction of a county or city health officer.
- c. For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
- d. For the purpose of attending the funeral services of a member of the pupil’s immediate family, or of a person that is determined by the pupil’s immediate family, or of a person that is determined by the pupil’s parent or guardian to be in such close association with the pupil as to be considered the pupil’s immediate family, so long as the absence is not more than five days per incident.
- e. For the purpose of jury duty in the manner provided for by law.
- f. 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 doctor’s note.
- g. 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 is 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 of the school district.
- h. For the purpose of serving as a member of a precinct board for an election pursuant to section 12302 of the Elections Code.
- i. 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 of the Education Code, and has been called to duty for, is on leave from, or has immediately returned from, deployment. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
- j. For the purpose of attending the pupil’s naturalization ceremony to become a United States citizen.
- k. For the purpose of participating in a cultural ceremony or event.

- l. For the purpose of a middle or high school pupil engaging in a civic or political event, provided the pupil notifies the school in advance. A pupil absent pursuant to this section is required to be excused for only one day-long absence per year. A school administrator may permit additional absences pursuant to section 48260(c) of the Education Code.
- m. For any of the following purposes, inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family member, has died, so long as the absence is not more than three (3) days per incident.
 - (i) To access services from a victim services organization or agency.
 - (ii) To access grief support services.
 - (iii) To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family member, including, but not limited to, temporary or permanent relocation.
 - (iv) Any absence beyond three days for the reasons described above shall be subject to the discretion of a school administrator, or their designee, pursuant to section 48260.
- n. Due to the pupil's participation in military entrance processing.
- o. Authorized at the discretion of a school administrator based on the facts of the pupil's circumstances, which are deemed to constitute a valid excuse, including, but not limited to, working for a period of not more than five consecutive days in the entertainment or allied industries if the pupil holds a work permit, or participating with a not-for-profit performing arts organization in a performance for a public school pupil audience for a maximum of up to five days per school year provided the pupil's parent or guardian provides a written note to the school authorities explaining the reason for the pupil's absence. (Ed. Code, §§ 48260, 48205, 48225.5)

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 therefor. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

For purposes of this section, attendance at religious retreats shall not exceed one school day per semester.

Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

A "civic or political event" includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls. (Ed. Code, § 48205)

"Cultural" means relating to the habits, practices, beliefs, and traditions of a certain group of people. (Ed. Code, § 48205)

"Immediate family," as used in this section refers to the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil. (Ed. Code, § 48205)

"Victim services organization or agency" means an agency or organization that has a documented record of providing services to victims. (Ed. Code, § 48205; Lab. Code, § 230.1)

14. **Equal Opportunity:** Equal opportunities for both sexes in all educational programs and activities run by the District is a commitment made by the District to all students. (Title IX of the Education Amendments of 1972) (34 C.F.R. § 106.8) The District does not discriminate, including in admission and employment, on the basis of sex in any education programs or activities operated by the District, as is required by Title IX. Inquiries on all matters, including complaints, regarding the implementation of Title IX in the District may be referred to the District official listed below at the following address and telephone: Khushwinder Gill Ed.D., Superintendent 26675 N. Sacramento Blvd./P.O. 2386 Thornton, CA 95686-2370 (209)794-2376

15. **Complaints (Special Education):** Parents may file a complaint concerning violations of federal or state law or regulations governing special education related services. Parents may submit a description of the manner in which the parent believes special education programs do not comply with state or federal law or regulations to: Khushwinder Gill Ed.D., Superintendent 26675 N. Sacramento Blvd./P.O. 2386 Thornton, CA 95686-2370 (209)794-2376

16. **Release of Student Information:** The District does not release information or records concerning a child to noneducational organizations or individuals without parent consent except by court order, receipt of a lawfully issued subpoena, or when otherwise allowed by law. The following categories of directory information may be made available to various persons, agencies or institutions unless the parent or guardian notifies the District in writing not to release such information:

Name, address, telephone, date of birth, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received, and most recent previous educational institution attended. (Ed. Code, §§ 49060 et seq., 49073; 20 U.S.C. § 1232g; 34 C.F.R. § 99.7)
In accordance with state and federal law, the District may also make available photographs, videos, and class rosters.

Directory information will not be released regarding a pupil identified as a homeless child or youth unless a parent, or pupil accorded parental rights, has provided written consent that directory information may be released. (Ed. Code, § 49073(c); 20 U.S.C. § 1232g; 42 U.S.C. § 11434a(2))

Directory information may be disclosed regarding a pupil identified as a homeless child or youth to facilitate an eye examination by a nonprofit eye examination provider or a free oral health assessment hosted by schools, unless the parent or pupil has provided written notice to the school that they do not consent to the physical examination. (Ed. Code, § 49073(c), 20 U.S.C. § 1232g; 42 U.S.C. § 11434a(2))

17. **Information Obtained from Social Media:** A school district that considers a program to gather or maintain in its records any information obtained through social media of any enrolled student shall notify students and their parents or guardians about the proposed program and provide an opportunity for public comment at a regularly scheduled public meeting of the Governing Board of the school district. The notification shall include, but is not limited to, an explanation of the process by which a student or a student's parent or guardian may access the student's records to examine the information gathered or maintained, and an explanation of the process by which a student or student's parent or guardian may request the removal of information or make corrections to information gathered or maintained. (Ed. Code, § 49073.6)

18. **Inspection of Student Records:** State law requires that the District notify parents of the following rights which pertain to student records. (Ed. Code, §§ 49063, 49069.7; 34 C.F.R. § 99.7)
- A parent or guardian has the right to inspect and review student records relating directly to their child during school hours or obtain a copy of such records within five (5) business days of their request.
 - Any parent who wishes to review the types of student records and information contained therein may do so by contacting the principal at their child's school. The principal of each school is ultimately responsible for maintenance of student records.
 - A parent with legal custody has a right to challenge information contained in their child's records. Any determination to expunge a student's record is made after a review of said record(s) by site administrators and certificated staff. Following an inspection and review of student records, the parent may challenge the content of the student's record. The right to challenge becomes the sole right of the student when the student becomes eighteen (18) years of age.
 - A parent or guardian has the right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent disclosure is authorized without consent.
- A parent may file a written request with the Superintendent of the District to remove any information recorded in the written records concerning the child which is alleged to be:
- Inaccurate.
 - An unsubstantiated personal conclusion or inference.
 - A conclusion or inference outside of the observer's area of competence.
 - Not based on the personal observation of a named person with the time and place of the observation noted.
 - Misleading.
 - In violation of the privacy or other rights of the pupil.
- Within thirty (30) days, the Superintendent or designee shall meet with the parent/guardian and the certificated employee who recorded the information, if any, and if the person is still employed with the District, and sustain or deny the allegations. If the allegations are sustained, the Superintendent shall order the correction, removal or destruction of the information. If the Superintendent denies the allegations, the parent may appeal the decision to the Governing Board within thirty (30) days. The Board shall determine whether or not to sustain or deny the allegations. If the Board sustains the allegations, it shall order the Superintendent to immediately correct, remove or destroy the information from the written records of the student. (Ed. Code, § 49070)
- If the final decision of the Board is unfavorable to the parents, or if the parent accepts an unfavorable decision by the District Superintendent, the parent shall have the right to submit a written statement of objections to the information. This statement shall become a part of the student's school record until such time as the information objected to is removed.
- Both the Superintendent and the Board have the option of appointing a hearing panel in accordance with Education Code sections 49070-49071 to assist in the decision making **provided that the parent has given written consent to release information from the relevant student records to the members of the panel.** The decision as to whether a hearing panel is to be used shall be made at the discretion of the Superintendent or the Board and not of the challenging party.
- A Student Records Log is maintained for each student. The Student Records Log lists persons, agencies or organizations requesting and/or receiving information from the records and the legitimate interests therefore to the extent required by law. Student Records Logs are located at each school and are open to inspection by parents or guardians. (Ed. Code, § 49064)
 - School officials and employees having a legitimate educational interest, as well as persons identified in Education Code sections 49076 and 49076.5 and in the Family Educational Rights and Privacy Act, may access student records without first obtaining parental consent. "School officials and employees" are persons employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and District-employed law enforcement personnel), a Board member, a person or company with whom the District has contracted to perform a special service (such as an attorney, auditor, medical consultant, or therapist), or a parent, student, foster family agency, short-term residential treatment staff, or caregiver whose access to student records is legally authorized. A "legitimate educational interest" is one held by a school official or employee whose duties and responsibilities create a reasonable need for access. (Ed. Code, §§ 49063(d), 49076, 49076.5; 20 U.S.C. § 1232g)
 - Parents and guardians have the right to authorize the release of student records to themselves. Only parents and guardians with legal custody can authorize the release of student records to others.
 - Parents and guardians will be charged .25 (twenty-five) cents per page for the reproduction of student records.
 - Parents have a right to file a complaint with the U.S. Department of Education for alleged violations of parent rights related to student records. (20 U.S.C. § 1232g(g))
 - Parents may obtain a copy of the District's complete student records policy by contacting the Superintendent.
19. **Family Educational Rights and Privacy Act:** Parents have certain rights regarding student information and records which are guaranteed under federal law. A handout notifying parents of these rights is attached.
20. **Student Discipline:** District and school rules pertaining to student discipline are available to parents or guardians of district students in the school office. (Ed. Code, § 35291) Students may be subject to discipline for off-campus misconduct if the misconduct is related to school activity or attendance and causes or is reasonably likely to cause a substantial disruption to school activity. For example, a student using technology such as a home computer, cellular phone, or other electronic device may be disciplined for bullying, engaging in unlawful harassment, or making threats against students, staff, or district property even if such misconduct occurred off-campus and during non-school hours. (Ed. Code, § 48900(r))
21. **Dissection of Animals:** If a student has a moral objection to dissecting (or otherwise harming or destroying) animals, or any part of an animal, the pupil must notify the teacher regarding such objection, and the objection must be substantiated with a note from the pupil's parent or guardian. If the pupil chooses to refrain from participating in such a project or test, and if the teacher believes that an adequate alternative education project or test is possible, then the teacher may work with the pupil to develop and agree upon an alternate education project or test for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information or experience required by the course of study. No student shall be discriminated against based upon their decision to exercise their rights under this section. (Ed. Code, §§ 32255-32255.6)
22. **Temporary Disability:** A temporary disability which makes it impossible or inadvisable for a student to attend class may entitle the student to receive individualized instruction. It is the responsibility of the pupil's parent or guardian to notify the school district in which the pupil is deemed to reside of the pupil's need for individualized instruction.
- Home Instruction: The district in which the student resides is to provide individual instruction if the student is receiving the instruction in their home. Individual instruction in a pupil's home pursuant to Education Code section 48206.3 shall commence no later than five working days after a school district has determined that the pupil shall receive this instruction.

Hospital or Health Facility Instruction: The school district in which the hospital or other residential health facility, excluding a state hospital, is located must provide individual instruction to a student with a temporary disability. Within five working days of receipt of the notification, the district must determine whether the pupil will be able to receive individual instruction, and, if so, when the individual instruction will begin. Individual instruction will commence no later than five working days after a positive determination has been rendered. A student with a temporary disability who is in a hospital or other residential health facility, other than a state hospital, which is located outside the student's school district of residence shall be deemed to comply with the residency requirements of the school district in which the hospital is located. A school district may continue to enroll a pupil with a temporary disability who is receiving individual instruction in a hospital or residential health facility to facilitate the timely reentry of the pupil in their prior school after the hospitalization has ended, or in order to provide a partial week of instruction. On days in which the student is not receiving individual instruction in a hospital or other residential health facility, they may attend school in their district of residence if well enough to do so. A pupil receiving individual instruction who is well enough to return to a school shall be allowed to return to the school, including a charter school, they attended immediately before receiving individual instruction, if returning during the same school year. (Ed. Code, §§ 48206.3, 48207, 48207.3, 48207.5, 48208, 48980(b))

Pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom shall be treated in the same manner and under the same policies as any other temporary disabling condition. (Ed. Code, § 221.51)

23. **Student Residency:** A student may be enrolled in the District if (1) the student's parent, legal guardian or other person having control and charge of the student resides in the District (Ed. Code, § 48200); (2) the District has approved interdistrict attendance (Ed. Code, § 46600); (3) the student is placed in a regularly established children's institution, licensed foster home, or family home; (4) the student is a foster child who remains in their school of origin pursuant to Education Code section 48853.5(f) and (g); (5) the student is emancipated and lives within the District; (6) the student lives in the home of an adult who has submitted a caregiver affidavit; (7) the student resides in a state hospital within the District; or (8) the student's parent or legal guardian resides outside of the boundaries of the school district but is employed and lives with the student at the place of their employment within the school district boundaries for a minimum of three days during the school week. (Ed. Code, § 48204) The law allows, but does not require, a district to accept a student for enrollment where at least one parent or legal guardian of the student is physically employed within the district's boundaries for a minimum of 10 hours during the school week. (Ed. Code, § 48204) A student (including a student eligible for services under the federal Individuals with Disabilities Education Act (20 U.S.C. § 1400 et seq.), Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. § 794), or the federal Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), as applicable) also complies with the residency requirements for school attendance in a school district if they are a student whose parent is transferred or pending transfer to a military installation within the state while on active duty pursuant to an official military order. However, the parent must provide proof of residence in the school district within ten (10) days after the published arrival date provided on official documentation. Upon notification that a student enrolling pursuant to their parent's active military duty is receiving, or may be eligible to receive, services or accommodations as applicable, the District shall promptly coordinate with the student's parents and previous school to ensure the timely exchange of records and to reduce any delays in the student receiving comparable services or accommodations, including, but not limited to, implementation of their individualized education program, individualized family service plan, or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973. (Ed. Code, § 48204.3) A student also complies with the residency requirement if the student's parent/guardians were residents of the state but departed California against their will if the student provides official documentation evidencing the departure of their parent/guardians against their will; that the student moved outside of California as a result of their parent/guardians departing California against their will; and that the student lived and was enrolled in school in California immediately before moving outside of California. (Ed. Code, § 48204.4)

24. **Attendance Options:** Students who attend schools other than those assigned by the District are referred to as "transfer students" throughout this notification. There is one process for choosing a school within the District which the parent lives (intradistrict transfer), and three separate processes for selecting schools in other districts (interdistrict transfer). (Ed. Code, § 48980(h))

Attached is a copy of the District's Policy on Interdistrict and Intradistrict Transfers. Parents interested in interdistrict or intradistrict transfers should contact school office. The general requirements and limitations of each process are described as follows:

- a. Choosing a School Within the District in Which Parent Lives: Education Code section 35160.5(b) requires the school board of each district to establish a policy that allows parents to choose the schools their children will attend, regardless of where the parent 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.
 - In cases in which there are more requests to attend a school than there are openings, the selection process must be "random and unbiased," which generally means students must be selected through a lottery process rather than on a first-come, first-served basis. A district cannot use a student's academic or athletic performance as a reason to accept or reject a transfer. However, a district may consider special circumstances that might be harmful or dangerous to a particular pupil in the current attendance area of the pupil, including physical threats of bodily harm or threats to the emotional stability of the pupil documented by a state or local agency, licensed or registered professional, or court order.
 - 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.
 - A district is not required to provide transportation assistance to a student who transfers to another school in the district under these provisions.
 - If a transfer is denied, a parent does not have an automatic right to appeal the decision. A district may, however, voluntarily decide to put in place a process for parents to appeal a decision.
 - **Victims of Bullying:** A school district of residence must 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 within the district. A school district of residence may not prohibit the interdistrict transfer of a victim of an act of bullying if there is no available school for an intradistrict transfer and if the school district of proposed enrollment approves the transfer application. (Ed. Code, § 46600)
 - A school district of proposed enrollment shall ensure that pupils admitted under this law are selected through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether a pupil should be enrolled based on academic or athletic performance, physical condition, English proficiency, family income, or any of the individual characteristics set forth in Education Code section 220, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status.

- b. Choosing a School Outside the District in Which Parent Lives: Parents have two different options for choosing a school outside the district in which they live. The two options are:
- i. Interdistrict Transfers (Ed. Code, §§ 46600–46610): The law allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods of up to five years each. The agreement must specify the terms and conditions under which transfers are permitted. The law on interdistrict transfers also provides for the following:
- Once a pupil is enrolled in a school pursuant to an interdistrict transfer agreement, the pupil must be allowed to continue to attend the school in which they are enrolled without reapplying, unless revocation of the interdistrict transfer is a term and condition of the agreement between the districts; however, a district must not rescind existing transfer permits for pupils entering grade 11 or 12 in the subsequent school year.
 - Upon request, a pupil determined to be the victim of an act of bullying by a pupil of the district of residence must be given priority for interdistrict attendance under any existing interdistrict attendance agreement or additional consideration for the creation of an interdistrict attendance agreement. (Ed. Code, §§ 46600(b), 48900(r))
 - If either district denies a transfer request, a parent may appeal that decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision. (Ed. Code, § 46601)
 - A school district of residence shall not prohibit the transfer of a student who is a homeless child or youth, a current or former migratory child, a foster youth, the victim of an act of bullying, or a child of an active military duty parent to a school district of proposed enrollment if the school district of proposed enrollment approves the transfer application.
 - If a pupil is a victim of an act of bullying and their school district of residence has only one school offering their grade level, such that there is no option for an intradistrict transfer, the pupil 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. (Ed. Code, § 46600)
 - A school district that elects to accept an interdistrict transfer pursuant to this subdivision shall accept all pupils who apply to transfer under this subdivision until the school district is at maximum capacity and shall ensure that pupils admitted under this subdivision are selected through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether or not a pupil should be enrolled based on their academic, performance, athletic performance, physical condition, proficiency in English, family income, actual or perceived characteristics, such as disability (mental and physical), gender (includes gender identity, gender expression, and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth), actual or potential parental, family, or marital status, pregnancy (including childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), nationality (includes citizenship, country of origin and national origin), immigration status, race or ethnicity (includes ancestry, color, ethnic group identification and ethnic background), religion (includes all aspects of religious belief, observance and practice, including agnosticism and atheism), sexual orientation (heterosexuality, homosexuality or bisexuality), or association with a person or group with one or more of these actual or perceived characteristics. (Ed. Code, § 46600)
 - Upon request of the parent on behalf of a pupil eligible for transfer pursuant to this subdivision, a school district of enrollment will provide transportation assistance to a pupil who is eligible for free or reduced-price meals. (Ed. Code, § 46600)
 - A school district of enrollment may provide transportation assistance to any pupil admitted under this subdivision. (Ed. Code, § 46600(d))
- ii. “Allen Bill” Transfers (Ed. Code, § 48204(b)): The law allows, but does not require, each school district to adopt a policy whereby the student may be considered a resident of the school district in which their parents (or legal guardian(s)) physically work for a minimum of 10 hours during the school week if that is different from the school district in which the student resides. This code section does not require that a school district accept a student requesting a transfer on this basis, but a student may not be rejected on the basis of race/ethnicity, sex, parental income, academic achievement, or any other “arbitrary” consideration. Other provisions of Education Code section 48204(b) include:
- Either the district in which the parent (or legal guardian) lives or the district in which the parent (or legal guardian) physically works may prohibit the student's transfer if it is determined that there would be a negative impact on the district's desegregation plan.
 - The district in which the parent (or legal guardian) physically works may reject a transfer if it determines that the cost of educating the student would be more than the amount of state 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 is encouraged to provide in writing to the parent the specific reasons for denying the transfer.
- c. Districts of Choice (Ed. Code, §§ 48300–48317): 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 an “unbiased process,” which prohibits district inquiries, evaluations, or consideration of enrollment based upon actual or perceived academic or athletic performance, physical condition, proficiency in English, any other personal characteristic as specified in Education Code section 200, and family income (except for purposes of determining attendance priority for students eligible for free or reduced-price meals). If the number of transfer applications exceeds the number of students the school board elects to accept, transfer approval must be determined by a random public drawing held at a regular board meeting. Other provisions of the “district of choice” option include:
- A school district of residence may deny a transfer if it will negatively affect the racial and ethnic balance of the district, or a court-ordered or voluntary desegregation plan. The district a student would be leaving may also limit the total number of students transferring out of the district each year to a specified percentage of its total enrollment, depending on the size of the district.
 - A school district of residence shall not prohibit the transfer of a student who is a child of an active military duty parent or adopt policies to block or discourage students from applying for transfer to a school district of choice.
 - A school district of choice may not reject the transfer of a student who is and English learner, foster youth or homeless youth, as defined in Education Code section 42238.01 and 42 U.S.C. 11434(a)(2).
 - No student who currently attends a school or lives within the attendance area of a school can be forced out of that school to make room for a student transferring under these provisions.
 - A school district of choice must give priority for attendance in the following order: 1) to siblings of students already attending school in the district; 2) to students eligible for free or reduced-price meals, and students who are foster youth or homeless youth; 3) to children of military personnel.

- A school district of choice must post application information on its Internet Website, including any applicable form, transfer timeline, and explanation of the selection process.
- A parent may request transportation assistance within the boundaries of the “district of choice.” The district is required to provide transportation only to the extent it already does so.
- If an application is rejected, the school district of choice shall include in written notification to the parent that the number of students applying to transfer exceeded the capacity of the school district of choice or the specific school or program to which the student applied and that the student was not selected during the random drawing.

d. Transferring a Student Convicted of a Felony/Misdemeanor: Education Code section 48929 authorizes the governing board of a school district to transfer a student enrolled in the district who has been convicted of a violent felony as defined in Penal Code section 667.5 or misdemeanor listed in Penal Code section 29805 to another school within the district when the student and victim of the crime are enrolled in the same school. The governing board has adopted a policy regarding such transfers at a regular meeting pursuant to Education Code section 48929. The policy requires: 1) notice to be provided to the student and student’s parent or guardian of the right to request to meet with the principal or designee of the school or District; and 2) that the school first attempt to resolve the conflict before transfer by using restorative justice, counseling, or other services. The policy also includes information regarding whether the transfer decision is subject to periodic review and the procedure used to conduct the review, and the process the board will use to consider and approve or disapprove the recommendation of the school principal or other school or school district designee to transfer the student.

25. **Sexual Harassment Policy:** Each student will receive a written copy of the district policy on sexual harassment. The purpose of this policy is to provide notification of the **prohibition** against sexual harassment as a form of sexual discrimination and to provide notification of available remedies. A copy of the District’s policy on sexual harassment is attached. (Ed. Code, §§ 231.5, 48980(f))

26. **Notice of Alternative Schools:** California state law authorizes all school districts to provide for alternative schools. Section 58500 of the Education Code defines alternative school as a school or separate class group within a school which is operated in a manner designed to:

- Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- Recognize that the best learning takes place when the student learns because of the student’s desire to learn.
- Maintain a learning situation maximizing student self-motivation and encouraging the student in their own time to follow their own interests. These interests may be conceived by the student totally and independently or may result in whole or in part from a presentation by the student’s teachers of choices of learning projects.
- Maximize the opportunity for teachers, parents, and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous permanent process.
- Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to, the community in which the school is located.

In the event any parent, pupil, or teacher is interested in further information concerning alternative schools, the county superintendent of schools, the administrative office of this district, and the principal’s office in each attendance unit have copies of the law available for parent information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district. (Ed. Code, § 58501)

27. **Nutrition Program:** The State Department of Education has established a statewide program to provide nutritious meals and milk at school for pupils, and to provide free meals to the neediest children. In some instances, nominal cash payments may be required. (Ed. Code, § 49510 et seq.)

28. **U.S. Department of Education Programs:** The following applies only to programs directly funded by the U.S. Department of Education:

All instructional materials, including teacher’s manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation shall be available for inspection by the parents or guardians of the children.

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

- political affiliations or beliefs of the student or student’s parents;
- mental and psychological problems of the student or their family;
- sex behavior or attitudes;
- illegal, anti-social, self-incriminating or demeaning behavior;
- critical appraisals of other individuals with whom respondents have close family relationships;
- legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
- religious practices, affiliations, or beliefs of the student or student’s parent; or
- 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. (20 U.S.C. § 1232h)

In compliance with this section, attached to this Notice are the following documents:

- ☐ A schedule of activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).
- ☐ A schedule of any survey containing one or more of the items referenced as (a)-(h) in the foregoing paragraph regarding “U.S. Department of Education Programs.”
- ☐ A schedule of any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled in advance, and not necessary to protect the immediate health and safety of any student. (20 U.S.C. § 1232h)

29. **Fingerprint Programs:** With the written consent of the parent or guardian, kindergarten or newly enrolled students may be fingerprinted. The parent or guardian may revoke their consent in writing at any time. The fingerprint document may not be retained by the District but must be delivered to the parent or guardian. A fee shall be charged to the parent or guardian to reimburse the District for its actual cost. (Ed. Code, §§ 32390, 48980(f))

30. **Uniform Complaint Procedures:**

Complaints Alleging Discrimination, Harassment, Intimidation, and Bullying:

State and federal law prohibit discrimination in education programs and activities. The District is primarily responsible for compliance with federal and state laws and regulations. (Cal. Code Regs., tit. 5, § 4620.)

Under state law, all pupils have the right to attend classes on school campuses that are safe, secure, and peaceful. (Ed. Code, § 32261) State law requires school districts to afford all pupils equal rights and opportunities in education, regardless of their actual or perceived characteristics, such as disability (mental and physical), gender (includes gender identity, gender expression, and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth), actual or potential parental, family, or marital status, pregnancy (including childbirth, false pregnancy, termination of pregnancy, or recovery therefrom), nationality (includes citizenship, country of origin and national origin), immigration status, race or ethnicity (includes ancestry, color, ethnic group identification and ethnic background), religion (includes all aspects of religious belief, observance and practice, including agnosticism and atheism), sexual orientation (heterosexuality, homosexuality or bisexuality), or association with a person or group with one or more of these actual or perceived characteristics. (Ed. Code, §§ 210-214, 220 et seq., 234 et seq.; Cal. Code Regs., tit. 5, § 4900 et seq.; 20 U.S.C. § 1681 et seq.; 29 U.S.C. § 794; 42 U.S.C. § 2000d et seq.; 42 U.S.C. § 12101 et seq.; 34 C.F.R. § 106.9) The District prohibits discrimination, harassment, intimidation, bullying, and retaliation in all acts related to school activity or attendance. In addition to being the subject of a complaint, a pupil engaging in an act of bullying as defined by Education Code section 48900(r) may be suspended from school or recommended for expulsion.

The District's Uniform Complaint Procedures may be used in cases where individuals or a group have suffered discrimination, harassment, intimidation, or bullying. (Cal. Code Regs., tit. 5, §§ 4610, 4630, 4650; Ed. Code, §§ 234 et seq., 48900(r))

- a. Any individual, public agency or organization has the right to file a written complaint alleging that they have personally suffered unlawful discrimination or that an individual or specific class of individuals has been subjected to unlawful discrimination. (Cal. Code Regs., tit. 5, §§ 4610, 4630(b))
- b. Copies of the District's complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622)
- c. Complaints must usually be filed with the superintendent/designee of the District.
- d. Discrimination complaints must be filed within six (6) months of the date the alleged discrimination occurred, or within six (6) months of the date the complainant first obtained knowledge of the facts of the alleged discrimination. Within that six (6) month period, complainant may file a written request with the district superintendent or designee for an extension of up to ninety (90) days following the six (6) month time period. Extensions will not be automatically granted, but may be granted for good cause. (Cal. Code Regs., tit. 5, § 4630(b))
- e. Within 60 days from the date of receipt of the complaint, the District's responsible officer or their designee shall conduct and complete an investigation of the complaint in accordance with local procedures adopted pursuant to California Code of Regulations, title 5, section 4621 and prepare a written decision. The time period may be extended by mutual written agreement of the parties.
- f. A party to a written complaint of discrimination may appeal to the California Department of Education if the District fails to issue a report within the timeline specified above. The appeal shall present the Department with the basis for the direct filing and why immediate action is necessary.
- g. A person who alleges a violation of Section 220, 243, 244, 51500, 51501, or 60044 may seek civil remedies after 60 days have elapsed from the filing of an appeal to the Department. (Ed. Code, §§ 262.3, 48980(o))

Complaints Other Than Discrimination, Harassment, Intimidation, and Bullying:

The District has a written complaint procedure which may be used in cases where any individual, public agency or organization alleges violations of state or federal law, other than those relating to discrimination, harassment, intimidation, and bullying.

- h. Written complaints may be made regarding:
 - i. Adult Education
 - ii. After School Education and Safety
 - iii. Agricultural Career Technical and/or Vocational Education
 - iv. American Indian Education Centers and American Indian Early Childhood Education
 - v. Bilingual Education
 - vi. California Peer Assistance and Review Programs for Teachers
 - vii. Consolidated Categorical Aid Programs
 - viii. Migrant Child Education Programs
 - ix. Every Student Succeeds Act (formerly No Child Left Behind)
 - x. Career Technical and Technical Education and Technical Training Programs
 - xi. Child Care and Development
 - xii. Child Nutrition
 - xiii. Compensatory Education
 - xiv. Consolidated Categorical Aid
 - xv. Economic Impact Aid

- xvi. Special Education
- xvii. “Williams Complaints”
- xviii. Pupil Fees
- xix. Instructional Minutes for Physical Education
- xx. Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)
- xxi. Pregnant and Parenting Pupils, including parental leave
- xxii. Student Parent Lactation Accommodations
- xxiii. Course Assignments already Completed or without Educational Content
- xxiv. Foster Youth, Homeless Youth, former Juvenile Court School Student Services, Migrant Youth, and Pupils of Military Families
- xxv. Regional Occupational Centers and Programs
- xxvi. Continued Education Options for Former Juvenile Court School Students
- xxvii. School Safety Plans
- xxviii. School Plans for Student Achievement (SPSA)
- xxix. Tobacco-Use Prevention Education
- xxx. Schoolsite Councils
- xxxi. State Preschool
- xxxii. State Preschool Health and Safety Issues in Local Education Agencies Exempt From Licensing
- xxxiii. School or athletic team names, mascots, or nicknames pursuant to section 221.3.
- xxxiv. Any other district-implemented state categorical program that is not funded through the local control funding formula pursuant to Education Code section 64000
- xxxv. Any other educational programs the Superintendent deems appropriate

(Cal. Code Regs., tit. 5, §§ 4610(b), 4622, 4630; Ed. Code, §§ 222, 8200-8498, 8500-8538, 32289, 33315, 33380-33384, 35186, 46015, 47606.5, 47607.3, 48853.5, 49013, 49069.5, 49490-49590, 49701, 51210, 51223, 51225.1, 51225.2, 51226-51226.1, 51228.1, 51228.2, 51228.3, 52060-52075, 52160-52178, 52300-52490, 52334.7, 52500-52616.24, 54000-54029, 54400-54425, 54440-54445, 54460-54529, 56000-56867, 59000-59300, 64001; 20 U.S.C. §§ 1400, 6601, 6801, 7101, 7201, 6301 et. seq.; Health & Saf. Code, §§ 1596.792, 1596.7925, 104420)

Any individual, public agency or organization has the right to file a written complaint alleging that the District has violated a federal or state law or regulation governing any program listed above. (Cal. Code Regs., tit. 5, § 4630(et seq.)

Copies of the District’s complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622(d))

Complaints must usually be filed with the superintendent or designee of the District under the timelines established by District policy. (Cal. Code Regs., tit. 5, § 4630(b))

Within 60 days from the date of receipt of the complaint, the District’s responsible officer or their designee shall conduct and complete an investigation of the complaint in accordance with local procedures adopted pursuant to California Code of Regulations, title 5, section 4621 and prepare a written decision. The time period may be extended by mutual written agreement of the parties.

- i. Williams Complaints: Complaints, including anonymous complaints, may be made and addressed on a different time line for the following areas: (Ed. Code, §§ 8235.5, 35186)
 - i. Insufficient textbooks and instructional materials;
 - ii. Emergency or urgent school facilities conditions that pose a threat to the health and safety of pupils;
- iii. Noncompliance with the requirement of Education Code section 35292.6 to stock, at all times, all women’s restrooms, all-gender restrooms, and in at least one men’s restroom in the school with adequate supply of menstrual products, available and accessible, free of charge;
- iv. Teacher vacancy or misassignment; or
- v. Noncompliance of a license-exempt California State Preschool Program (CSPP) with health and safety standards specified in Health and Safety Code section 1596.7925 and related state regulations.

A complaint of noncompliance with Education Code section 35186 may be filed with the school principal or designee under the Uniform Complaint Procedures. A complainant not satisfied with the resolution of a Williams Complaint has the right to bring the complaint to the district governing board at a regularly scheduled hearing. In the case of a complaint regarding emergency or urgent school facilities conditions, a complainant has the right of appeal to the State Superintendent of Public Instruction.

- j. Pupil Fees Complaints: A pupil enrolled in the District shall not be required to pay a pupil fee for participation in an educational activity that constitutes an integral fundamental part of the district’s educational program, including curricular and extracurricular activities. (Ed. Code, § 49010 et seq.)
 A pupil fee includes, but is not limited to, all of the following: a fee charged to a pupil as a condition for registering for school or classes, as a condition for participation in a class or an extracurricular activity, as a security deposit to obtain materials or equipment, or a purchase that a pupil is required to make to obtain materials or equipment for an educational activity.
 A complaint of noncompliance with Education Code section 49010 et seq. may be filed with the school principal under the Uniform Complaint Procedures. A complaint shall be filed not later than one calendar year from the date the alleged violation occurred. A complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance. A complainant not satisfied with the decision of the school may appeal the decision to the California Department of Education.
- k. Foster, homeless, former juvenile court pupils and pupils in military families: the District will post a standardized notice of the educational rights of pupils in foster care, pupils who are homeless, former juvenile court pupils now enrolled in a school district, and pupils in military families as specified in Education Code sections 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information, as applicable.

Responsible Official: The District official responsible for processing complaints is listed below at the following address:

Khushwinder Gill, Ed.D., Superintendent 26675 N. Sacramento Blvd. /P.O. Box 238 Thornton, CA 95686-2370 (209)794-2376

Complaints Made Directly to the State Superintendent:

Complaints may be filed directly with the State Superintendent of Public Instruction in the following cases:

- l. Complaints alleging that the District failed to comply with the complaint procedures described herein, including failure or refusal to cooperate with the investigation.
- m. Complaints regarding Child Development and Child Nutrition programs not administered by the District.
- n. **Complaints requesting anonymity, but only where complainant also provides clear and convincing evidence that complainant would be in danger of retaliation and would suffer immediate and irreparable harm if filing complaint at District level.**
- o. Complaints alleging that the District failed or refused to implement a final decision regarding a complaint originally filed with the District.
- p. Complaints alleging that the District took no action within sixty (60) days regarding a complaint originally filed with the District.
- q. Complaints alleging immediate and irreparable harm as a result of applying a district-wide policy in conflict with state or federal law and that complaining at the local level would be futile. (Cal. Code Regs., tit. 5, §§ 4630, 4650)

Appeals:

- r. Except for Williams Complaints, a complainant may appeal the District's decision to the California Department of Education. (Ed. Code, § 262.3(a); Cal. Code Regs., tit. 5, §§ 4622, 4632)
 - i. Appeals must be filed within thirty (30) days of receiving the District decision.
 - ii. Appeals must be in writing.
 - iii. Appeals must specify the reason(s) for appealing the District decision, including whether the facts are incorrect and/or the law has been misapplied.
 - iv. Appeals must include a copy of the original complaint and a copy of the District decision.
 - v. Pupil fee complaints appealed to the California Department of Education will receive a written appeal decision within 60 days of the department's receipt of the appeal.
 - vi. If the school/District finds merit in a complaint, or the California Department of Education finds merit in an appeal, the school/District will provide a remedy to all affected pupils, parents, and guardians. For pupil fee complaints, this includes reasonable efforts by the school to ensure full reimbursement to all affected pupils, parents, and guardians, subject to procedures established through regulations adopted by the state board.
- s. If a complaint is denied, in full or in part, by the Department of Education, the complainant may request reconsideration by the State Superintendent of Public Instruction. (Cal. Code Regs., tit. 5, § 4665)
 - i. Reconsideration must be requested within thirty (30) days of receiving the Department of Education report.
 - ii. The original decision denying the complaint will remain in effect and enforceable unless and until the State Superintendent of Public Instruction modifies that decision.

Civil Law Remedies:

In addition to the above-described complaint procedure, or upon completion of that procedure, complainants may have civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws. These civil law remedies can include, but are not limited to, injunctions and restraining orders. These civil law remedies are granted by a court of law and may be used, in part, to prevent the District from acting in an unlawful manner. Delay in pursuing civil law remedies before a court of law may result in loss of rights to those remedies. Any questions regarding civil law remedies should be directed to an attorney. (Ed. Code, § 262.3(b); Cal. Code Regs., tit. 5, § 4622)

- 31. **Pupil-Free Staff Development Day and Minimum Day Schedule:** A copy of the District's pupil-free staff development day and minimum day schedules is attached for reference. A pupil's parent or guardian will be notified during the school year of any additional minimum days and pupil-free staff development days no later than one month before the actual date. (Ed. Code, § 48980(c))
- 32. **Review of Curriculum:** A prospectus of curriculum, including titles, descriptions, and instructional aims of every course offered by each public school, is available at the school site for review upon request. Copies are available upon request for a reasonable fee not to exceed the actual copying cost. (Ed. Code, § 49091.14)
- 33. **Transitional Kindergarten:** The District may admit a child, who will have their fourth birthday by September 1, to a transitional kindergarten at the beginning of or at any time during the school year with parental/guardian approval if:
 - a. the governing board or body determines that the admittance is in the best interests of the child, and
 - b. the parent/guardian is given information on the advantages and disadvantages and any other explanatory information on the effects of early admittance. (Ed. Code, § 48000)
- 34. **Pupil Find System; Policies and Procedures:** Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the Director of Student Services and/or Special Education, or their designee. Policy and procedures shall include written notification to all parents of their rights pursuant to Education Code section 56300 et seq. (Ed. Code, § 56301(d); 34 C.F.R. § 104.32(b))
- 35. **School Accountability Report:** Parents/guardians may request a hard copy of the School Accountability Report Card which is issued annually for each school of the District. (Ed. Code, § 35256)
- 36. **Asbestos Management Plan:** The current management plan for asbestos-containing material in school buildings is available at the District Office. (40 C.F.R. § 763.93)
- 37. **Assistance to Cover Costs of Advanced Placement Examination Fees:** The District may help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged students. (Ed. Code, §§ 48980(j), 52242)

38. **Every Student Succeeds Act (ESSA):** The Every Student Succeeds Act (ESSA) took full effect in 2018 to replace the No Child Left Behind Act in modifying the Elementary and Secondary Education Act of 1965 (ESEA). If updates are provided by the California Department of Education, the following notice may change and new information may be added.
- ☐ **Information Regarding Professional Qualifications of Teachers, Paraprofessionals, and Aides:** Upon request, parents have a right to information regarding the professional qualifications of their student's classroom teachers, paraprofessionals, and aides. This includes whether the teacher meets the state qualifications and licensing criteria for the grades and subjects they teach, whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the major or field of discipline for any degrees or certifications held by the teacher, and whether any instructional aides or paraprofessionals provide services to the parents' child and, if so, their qualifications. In addition, parents have a right to notice when the parent's child has been taught for four or more weeks by a teacher who is not highly qualified. (ESEA § 1112(e)(1)(A-B) (as amended by ESSA))
 - ☐ **Information Regarding Individual Student Reports on Statewide Assessments:** Upon request, parents have a right to information on the level of achievement of their student on every State academic assessment administered to the student. (ESEA § 1112(e)(1)(B) (as amended by ESSA))
 - ☐ **School Identified for School Improvement:** A local educational agency shall promptly provide notice to a parent or parents of each student enrolled in an elementary school or a secondary school identified for school improvement (school that fails for two consecutive years to make adequate yearly progress as defined in the State's plan) for comprehensive support and improvement activities or targeted support and improvement activities. The notice will be in an understandable and uniform format, and to the extent practicable, in a language the parents can understand. The notice will include an explanation of what the identification means; how the school compares in terms of academic achievement to other elementary schools or secondary schools served by the local educational agency and the State educational agency; the reasons for the identification; an explanation of what the school identified for school improvement is doing to address the problem of low achievement; an explanation of what the local educational agency or State educational agency is doing to help the school address the achievement problem; an explanation of how parents can become involved in addressing the academic issues that caused the school to be identified for school improvement; and an explanation of the parents' option to transfer their child to another public school (with transportation provided by the agency when required or to obtain supplemental educational services for the child). (ESEA § 1111(c-d) (as amended by ESSA))
 - ☐ **Parent and Family Engagement:** ESSA requires the District to notify parents of a written parent and family engagement policy. (ESEA § 1116) (as amended by ESSA) (20 U.S.C. § 6318(b)). The policy must include how each school will: convene an annual meeting to which all parents of participating students shall be invited and encouraged to attend, to inform parents of the requirements of this policy and the right of parents to be involved; offer a flexible number of meetings; involve parents in an organized and timely manner in the review and development of programs under this part including development of the parent and family engagement policy; provide parents timely notice about programs under this part, a description of the curriculum in use at the school, the forms of academic achievement, and if requested by parents, opportunities for regular meetings to formulate suggestions and participate in decisions related to the education of their children; allow parents to submit comments on the plan when the school makes it public; jointly develop a compact with parents describing the school's responsibility to provide high-quality curriculum in a supportive and effective learning environment and addresses the importance of communication between parents and teachers; provide assistance to parents of children served by the school in understanding academic standards, assessments, and the requirements of this part; provide materials and training to help parents work with their children to improve their children's achievement; educate teachers on the importance of parent outreach and communication; coordinate parent involvement in school programs; provide information related to school and parent programs in a format and language the parents can understand; adopt and implement model approaches to improving parental involvement; and provide other reasonable support for parental involvement activities as parents may request. This policy shall be provided in a format and, to the extent practicable, in a language that parents will understand.
 - ☐ **Limited English Proficient Students:** ESSA requires notice be given to parents of limited English proficient students regarding limited English proficiency programs, not later than 30 days after the beginning of the school year (or, for students identified later in the school year, within two weeks). Notice includes: the reasons for the identification of the student as limited English proficient; the need for placement in a language instruction educational program; the student's level of English proficiency and how such level was assessed; the status of the student's academic achievement; the methods of instruction used in the available programs (including content, instructional goals, and the use of English and native language); the exit requirements for the program; how the program meets the objectives of the student's IEP, if applicable; and, parent options for removing a student from a program, declining initial enrollment and/or choosing another program. (ESEA § 1112(e)(3)(A) (as amended by ESSA)) In addition, the notice shall include the following: (1) whether the student is a long-term English learner or at risk of becoming a long-term English learner; (2) the manner in which the program will meet the needs of long-term English learners or those at risk of becoming long-term English learners; and (3) the manner in which the program will help long-term English learners or those at risk of becoming long-term English learners develop English proficiency and meet age-appropriate academic standards. (Ed. Code, §§ 313.2, 440; 20 U.S.C. § 6312)
- The information provided above is available upon request from each student's school or the district office. Additional notices that may be required shall be sent separately. (20 U.S.C. § 6301 et seq.)
39. **Language Acquisition Program:** If the District implements a language acquisition program pursuant to Education Code section 310, it will: 1) comply with the kindergarten and grades 1-3, inclusive, class size requirements specified in Education Code section 42238.02; and (2) provide the parent or legal guardian of a minor pupil annually, or upon the pupil's enrollment, with information on the types of language programs available to pupils enrolled in the District, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (Ed. Code, § 310; Cal. Code Regs., tit. 5, §§ 11309, 11310)
40. **Military Recruiter Information:** 20 U.S.C. section 7908 requires that school districts disclose the names, addresses and telephone numbers of high school students to military recruiters upon request, unless parents request that this information not be released without prior written consent. Parents have the option of making such a request. If parents do not wish this information to be provided to military recruiters, they must notify the District office of this fact in writing. The writing should be directed to the District official listed below at the following address:
- Khushwinder Gill, MD.D., Superintendent 26675 N. Sacramento Blvd./P.O. Box 238 Thornton, CA 95686-2370 (209)794-2376
41. **Children in Homeless/Foster Care Situations, Former Juvenile Court School Students, Migrant Students, and Newcomers:** Each local district shall designate a staff person as a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations. (Ed. Code, § 48852.5; 42 U.S.C. § 11432(g)(1)(J)(ii)) The District's liaison is Khushwinder Gill, Ed.D., and can be contacted at 26675 N. Sacramento Blvd. Thornton, CA 95686 (209)794-2376.

A homeless child will be allowed to continue their education in their school of origin through the duration of homelessness at the point of any change or any subsequent change in residence once a child becomes a homeless child. If the child's status changes before the end of the academic year so that they are not homeless, the District will allow a child in high school to continue their education in the school of origin through graduation. For a child in grades K through 8, the District will allow the formerly homeless child to continue their education in the school of origin until the end of the academic school year. A homeless child transitioning between school grade levels will be allowed to continue in the school district of origin in the same attendance area. If a homeless child is

transitioning to a middle or high school where the school designated for matriculation is in another school district, the homeless child must be allowed to continue to the school designated for matriculation in that school district. The new school will be required to enroll the child immediately regardless of any outstanding fees, fines, textbooks or other items or moneys due to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including academic records, medical records, proof of immunization history, proof of residency, other documentation, or school uniforms. (Ed. Code, § 48852.7)

The District has designated Khushwinder Gill, Ed.D. as the educational liaison for foster children and can be contacted at (209)794-2376. The educational liaison will disseminate a standardized notice to foster children that has been developed by the State Department of Education and includes complaint process information. (Ed. Code, § 48853.5)

A foster child shall be allowed to continue their education in the school of origin under specified circumstances. If it is determined that it is in the best interests of the foster child to transfer to a school other than the school of origin, the foster child shall immediately be enrolled in the new school, regardless of any outstanding fees, fines, textbooks, or other items or moneys owed to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including academic records, medical records, immunization history, proof of residency, other documentation, or school uniforms. The last school attended must provide all records to the new school within two business days of receiving the request. (Ed. Code, §§ 48853, 48853.5)

Upon receiving a transfer request or notification of a student in foster care, the District shall, within two business days, transfer the student out of school and deliver the educational information and records to the next educational placement. Grades and credits will be calculated as of the day the student left school and no lowering of grades will occur as a result of the student's absence due to the decision to change placement or for a verified court appearance or related court activity. (Ed. Code, § 49069.5)

The District shall exempt from local graduation requirements, or consult with the student and their educational rights holder about the option to remain in school for a fifth year to complete the local graduation requirements, a student who is in foster care, a homeless child or youth, a child of a military family, a former juvenile court school student, a migratory child, or newcomer student for recently arrived immigrant pupils and who transfers between schools under certain circumstances. (Ed. Code, §§ 51225.1, 51225.2)

The District shall accept coursework done by a student who is in foster care, a homeless child or youth, a child of a military family, a former juvenile court school student, a migratory child, or newcomer program student while attending another school. The District will not require those students to retake courses or partial courses they have satisfactorily completed elsewhere. (Ed. Code, § 51225.2)

"Newcomer student" means a student who is between the ages 3-21, was not born in any of the 50 States, the District of Columbia, or the Commonwealth of Puerto Rico, and has not been attending one or more schools in any of the referenced locations for more than three (3) full academic years. (Ed. Code, § 51225.2; 20 U.S.C. § 7011)

A complaint of noncompliance alleging violations of these sections, except for Education Code section 48852.7, may be filed under the District's Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations.

42. **Sex Equity In Career Planning:** Parents shall be notified in advance of career counseling and course selection commencing with course selection in Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions. (Ed. Code, § 221.5(d))
43. **Pesticide Products:** All schools are required to provide parents or guardians with annual written notice of expected pesticide use at schools. The attached list provides the name of each pesticide product, the active ingredient(s) and the Internet address for further information. Parents or guardians may request prior notice of individual pesticide applications at the school. If a parent wishes to be notified every time a pesticide is going to be applied, they must complete the attached form and return it to their child's school. A copy of the integrated pest management plan for the school site or District may be provided on the school website or viewed at the school office. (Ed. Code, §§ 48980.3, 17611.5, 17612)
44. **Pregnant and Parenting Pupils:** 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 or parenting pupil" means a pupil who gives or expects to give birth or a parenting pupil who has not given birth and who identifies as the parent of the infant.

A pregnant or parenting pupil is entitled to eight weeks of parental leave. This leave may be taken before the birth of the pupil's infant if there is a medical necessity and/or after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction. A pregnant or parenting pupil is entitled to additional leave if deemed medically necessary by the student's physician. (Ed. Code, § 46015)

The person holding the student's educational rights (i.e. the pupil if over 18 or the parent if under 18) may notify the school of the student's intent to exercise this right. Leave may still be taken even if notice was not provided.

During the leave, the student's absences shall be deemed excused and the student shall not be required to complete academic work or other school requirements.

A pregnant or parenting pupil may return to the school and the course of study in which they were enrolled before taking parental leave. Upon return to school after taking parental leave, a pregnant or parenting pupil is entitled to opportunities to make up work missed during their leave, including, but not limited to, makeup work plans and reenrollment in courses.

A pregnant or parenting pupil may remain enrolled for a fifth year of instruction in the school in which the pupil was previously enrolled when it is necessary in order for the pupil to be able to complete state and any local graduation requirements, unless the local educational agency makes a finding that the pupil is reasonably able to complete its graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school.

A student who chooses not to return to the school in which they were enrolled before taking the leave is entitled to alternative education options offered by the local educational agency to include educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.

A student will not incur any academic penalties as a result of using the accommodations in this section. (Ed. Code, § 46015)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures in accordance with Title 5 of the California Code of Regulations.

45. **Student Parent Lactation Accommodations:** The District is required to provide reasonable accommodations to a lactating student on a school campus to address breastfeeding needs. (Ed. Code, § 222)

A student may not be penalized academically because of the reasonable accommodations provided during the school day. A student must also be given the opportunity to make up missed work.

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations.

46. **PE Instructional Minutes:** The adopted course of study for grades 1 through 6 and instruction in grades 1 through 8 in an elementary school includes physical education for not less than 200 minutes each ten school days, exclusive of recesses and the lunch period. (Ed. Code, §§ 51210, 51223)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations.

47. **Pupil Fees:** A pupil enrolled in a public school will not be required to pay a pupil fee for participation in an educational activity. (Ed. Code, § 49011)
- a. The following requirements apply to prohibited pupil fees:
 - i. All supplies, materials, and equipment needed to participate in educational activities must be provided to pupils free of charge.
 - ii. A fee waiver policy shall not make a pupil fee permissible.
 - iii. The District and its schools shall not establish a two-tier educational system by requiring a minimal educational standard and also offering a second, higher educational standard that pupils may only obtain through payment of a fee or purchase of additional supplies that the school district or school does not provide.
 - iv. The District and its schools shall not offer course credit or privileges related to educational activities in exchange for money or donations of goods or services from a pupil or a pupil's parents or guardians, and the District and its schools shall not remove course credit or privileges related to educational activities, or otherwise discriminate against a pupil, because the pupil or the pupil's parents or guardians did not or will not provide money or donations of goods or services to the District or school.
 - b. Solicitation of voluntary donations of funds or property and voluntary participation in fundraising activities are not prohibited. The District and its schools are not prohibited from providing pupils prizes or other recognition for voluntarily participating in fundraising activities. (Ed. Code, § 49010 et seq.)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (Ed. Code, § 49013)

48. **Safe Storage of Firearms:** The District is required to provide parents notice of California's child access prevention laws and laws relating to the safe storage of firearms. The District has attached a memorandum describing such laws. (Ed. Code, §§ 48986, 49392)

49. **Synthetic Drugs:** The District is required to provide parents notice of the dangers associated with using synthetic drugs that are not prescribed by a physician, such as fentanyl, the possibility that dangerous synthetic drugs can be found in counterfeit pills, and the risks of social media platforms being used as a way to market and sell synthetic drugs, such as fentanyl. The District has attached a memorandum describing such laws. (Ed. Code, § 48985.5)

50. **California Assessment of Student Performance and Progress:** The California Assessment of Student Performance and Progress (CAASPP) includes Smarter Balanced Summative assessments in English Language Arts and Math in grades 3-8 and 11 and California Alternative Assessments (CAA) in English Language Arts and Math in grades 3-8 and 11 for students with significant cognitive disabilities. The California Science Test (CAST) for science is required for all students in grades 5, 8, and once in high school unless the student's IEP indicates administration of the CAA. Students in grades 3-8 and in high school may choose to take the optional standards-based test in Spanish (CSA) for reading/language arts. The CAASPP includes an assessment for students whose primary language is a language other than English upon enrollment in a California public school. A parent or guardian may make a written request to excuse their child from any or all parts of the assessments. (Ed. Code, §§ 52052, 60604, 60615, 60640; 5 C.C.R. § 852)
51. **Oral Health Assessment:** Upon enrollment in kindergarten (including transitional kindergarten), or when enrolled in first grade in a public school if a student was not previously enrolled in kindergarten, a student shall present proof of having received an oral health assessment by a licensed dentist or other dental health professional performed no earlier than 12 months before the date of the initial enrollment of the student. For two-year kindergarten program, proof is required once. The District has attached an information sheet from the Department of Education describing this requirement. (Ed. Code, § 49452.8.)
52. **Instructional Materials and Unlawful Discrimination:** The District shall not adopt or approve the use of any textbook, instructional material, supplemental instructional material, professional development materials, or curriculum for classroom instruction if the use of the textbook, instructional material, supplemental instructional material, or curriculum would subject a student to unlawful discrimination. A complaint regarding an alleged violation of this provision may be filed under the Uniform Complaint Procedures by any member of the public, including anyone electing to file anonymously if they provide enough information to support an allegation of noncompliance. (Ed. Code, § 244.)
53. **Reading Difficulty Screening:** The District is required to screen students in kindergarten and grades 1 and 2 for risk of reading difficulties unless you opt out of such screening in writing. Please contact the principal of your school if you wish to opt out of this screening. Students who do not speak English as their primary language will be screened in their primary language. A student may be exempted from the requirements of this section with prior written consent of the parent/guardian if:
- a. The student has a current identification or diagnosis of a reading difficulty.
 - b. The student is eligible for special education and related services.
 - c. The student is in the process of being assessed for special education and related services through diagnostic assessments that make reading difficulty screening redundant.
- Results from assessments shall be made available to the parents/guardians no later than 45 calendar days from the date the assessment was administered. Results of these assessments shall not be used for any "high stakes" purpose, including but not limited to student promotion or retention, identification for gifted and talented education, reclassification of English Learners, or identification as a student with exceptional needs. (Ed. Code, § 53008.)
54. **Qualified Drivers:** The District utilizes qualified drivers for transportation of students. However, if the District makes a reasonable effort to secure a driver who is qualified to transport students, but is unable to do so, the District will retain a school employee to transport students for school activities. School employees who are not qualified to transport students will not exceed 40 hours of drive time per school year. (Ed. Code, § 39875(d).)
55. **Pupil Safety and Learning Environment:** The District has attached a written policy promoting safe environments for pupil learning and engagement. The policy addresses "professional boundaries" between employees and students and establishes appropriate limits on contact during or outside the school day between students and employees via social media internet platforms, text messaging, and other forms of communication that do not otherwise include the students' parent or guardian. (Ed. Code, § 32100.)

New Hope Elementary School District

Policy 5142: Safety

Status:
ADOPTED

Original Adopted Date: 11/01/2002 | **Last Revised Date:** 05/01/2026 | **Last Reviewed Date:** 05/01/2026

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and engagement and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, including safe use of technology, and guiding student participation in educational programs and school-sponsored activities.

The Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

District staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, district-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

Additionally, district employees, volunteers, and contractors shall promote safe environments for student learning and engagement that maintain appropriate boundaries among and between students. (Education Code 32100)

Appropriate boundaries shall be maintained between students and school employees, adult volunteers, and school contractors, and among and between adults employed, volunteering, or under contract with the district, in accordance with Board Policy 4119.21/4219.21/4319.21 - Professional Standards and Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.

In addition, school facilities, including classroom and nonclassroom environments, shall be constructed and furnished in order to promote safe environments for learning and engagement that are easily supervised by district staff. (Education Code 32100)

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

Crossing Guards/Student Safety Patrol

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 14030	Preliminary procedure, planning and approval of school facilities
5 CCR 14103	Authority of the driver
5 CCR 202	Exclusion of students with a contagious disease
5 CCR 350	Fees not permitted
5 CCR 5552	Playground supervision
5 CCR 5570	When school shall be open and teachers present
5 CCR 570-576	School safety patrols
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17365-17374	Field Act; fitness for occupancy; liability of board members
Ed. Code 17670	Shade structures
Ed. Code 215.5	Student identification cards; safety information
Ed. Code 32001	Fire alarms and drills
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32030-32034	Eye safety
Ed. Code 32040	Duty to equip school with first aid kit
Ed. Code 32100	Professional boundaries between adults and students; safety of learning environments
Ed. Code 32225-32226	Communication devices in classrooms
Ed. Code 32240-32245	Lead-Safe Schools Protection Act
Ed. Code 32250-32254	CDE School Safety and Security Resource Unit
Ed. Code 32280-32289.5	School safety plans
Ed. Code 33355	Protocols for extreme weather conditions
Ed. Code 35179.6	School-sponsored on-campus event in or around swimming pool
Ed. Code 38134	Use of school property
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 44808	Exemption from liability when students are not on school property
Ed. Code 44808.5	Permission for high school students to leave school grounds; notice



Ed. Code 45450-45451	Crossing guards
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 49300-49307	School safety patrols
Ed. Code 49330-49335	Injurious objects
Ed. Code 49341	Hazardous materials in school science laboratories
Ed. Code 49390-49395	Homicide threats
Ed. Code 51140	Water safety
Ed. Code 51202	Instruction in personal and public health and safety
Ed. Code 51860	Time and facilities for bicycle and scooter safety instruction
Ed. Code 8482-8484.65	After School Education and Safety Program
Fam. Code 6552	Caregiver's authorization affidavit
Gov. Code 810-996.6	California Tort Claims Act
H&S Code 115725-115735	Playground safety
H&S Code 115775-115800	Wooden playground equipment
H&S Code 116046	Issuance of best practices guidelines for K-12 pool safety
Pen. Code 245.6	Hazing
Pen. Code 422.3	Threats to commit crime resulting in death or great bodily injury at daycare or school
Pub. Res. Code 5411	Purchase of playground equipment usable by persons with disabilities
Streets and Highways Code 894	Statewide safety and training programs; electric bicycles
Veh. Code 21100	Rules and regulations; crossing guards
Veh. Code 21212	Use of helmets
Veh. Code 42200	Fines and forfeitures; disposition by cities
Veh. Code 42201	Fines and forfeitures; disposition by counties
Vehicle Code 21201	Rules for operation of bicycle on roadway
Federal	Description
6 USC 665k	Federal Clearinghouse on School Safety Evidence-Based Practices
Management Resources	Description
American Society for Testing and Materials Pub.	ASTM F1 1487-21, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use
CA Office of the Attorney General Publication	School District Legal Obligations to Prevent and Respond to Sexual Harassment, Assault, and Abuse, April 2026
CA Office of the Attorney General Publication	Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's TK-12

	Schools in Responding to Requests for Access and Information for Immigration Enforcement Purposes, December 2025
California Department of Education Publication	2016 Science Framework
California Department of Education Publication	Science Safety Handbook for California Public Schools, 2014
Court Decision	Dailey v. Los Angeles Unified School District (1970) 2 Cal.3d 741
Court Decision	J.H. v. Los Angeles Unified School District (2010) 183 Cal.App.4th 123
Court Decision	Knight v. Jewett (1992) 3 Cal.4th 296
Court Decision	Lane v. City of Sacramento (2010) 183 Cal. App. 4th. 1337
Court Decision	Kahn v. East Side Union High School District (2003) 31 Cal.4th 990
Court Decision	Hoyem v. Manhattan Beach City School District (1978) 22 Cal. 3d 508
Court Decision	Wiener v. Southcoast Childcare Centers (2004) 32 Cal.4th 1138
State Ed. Tech. Directors Assoc. Pub.	Small Districts, Big Hurdles: Cybersecurity Support for Small, Rural, and Under-resourced School Districts, October 2023
State of California Publication	Protecting Californians From Extreme Heat: A State Action Plan to Build Community Resilience, April 2022
U.S. Consumer Product Safety Comm Publication	Public Playground Safety Handbook, 2015
Website	Government Coordinating Councils
Website	The Trevor Project
Website	988 Suicide and Crisis Lifeline
Website	Vulnerable Road Users
Website	U.S. Department of Education, School Safety and Security
Website	Online e-bike safety and training program
Website	Federal Communications Commission, Schools and Libraries Cybersecurity Pilot Program
Website	Schoolsafety.gov
Website	U.S. Department of Homeland Security, Fusion Centers
Website	California State Threat Assessment System
Website	California Office of Emergency Services
Website	CSBA District and County Office of Education Legal Services
Website	National Domestic Violence Hotline

Website	National Recreation and Park Association, Certified Playground Safety Inspector Certification
Website	American Society for Testing and Materials
Website	U.S. Consumer Product Safety Commission
Website	U.S. Environmental Protection Agency
Website	California Department of Education, Safe Schools
Website	California Department of Public Health
Website	Centers for Disease Control and Prevention
Website	CSBA

Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1330.1	Joint Use Agreements
1445	Response To Immigration Enforcement
1445	Response To Immigration Enforcement
3260	Fees And Charges
3260	Fees And Charges
3452	Student Activity Funds
3512	Equipment
3512-E(1)	Equipment
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3515	Campus Security
3515.21	Unmanned Aircraft Systems (Drones)
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3516	Emergencies And Disaster Preparedness Plan

3516	Emergencies And Disaster Preparedness Plan
3516.5	Emergency Schedules
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.42	Exposure Control Plan For Bloodborne Pathogens
4219.42	Exposure Control Plan For Bloodborne Pathogens
4219.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
4319.24	Maintaining Appropriate Adult-Student Interactions
4319.42	Exposure Control Plan For Bloodborne Pathogens
4319.42	Exposure Control Plan For Bloodborne Pathogens
4319.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5131	Conduct
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.4	Student Disturbances
5131.4	Student Disturbances
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141	Health Care And Emergencies

5141	Health Care And Emergencies
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.4	Child Abuse Prevention And Reporting
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5141.52	Suicide Prevention
5141.75	Weather Safety
5142.1	Identification And Reporting Of Missing Children
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
5143	Insurance
5143	Insurance
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.11	Questioning And Apprehension By Law Enforcement
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.93	Science Instruction
6145.2	Athletic Competition
6145.2	Athletic Competition
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6163.2	Animals At School
6163.2	Animals At School
7110	Facilities Master Plan

56. **Unlawful Discrimination in Schools:** The District is prohibited from adopting or approving the use of any textbook, instructional material, supplemental instructional material, professional development material, or curriculum for classroom instruction if the use of such material would subject a student to unlawful discrimination. If the District has reason to believe that such materials have been used in a classroom, the District shall investigate and remediate any violation. A complaint pursuant to this section may be filed under the Uniform Complaint Procedures. A complaint may be filed by any member of the public, including anonymously, if the complaint provides evidence or information supporting an allegation of noncompliance with this requirement. (Ed. Code, §§ 244, 48980(o), 51501)

A teacher shall not give instruction and the District shall not sponsor any activity which promotes a discriminatory bias on the basis of race or ethnicity, gender, religion, disability, nationality, or sexual

orientation, or pursuant to a characteristic listed in Section 220. Teacher instruction shall be factually accurate and align with the adopted curriculum and standards and be consistent with accepted standards of professional responsibility, rather than advocacy, personal opinion, bias, or partnership. (Ed. Code, §§ 48980(o), 51500)

57. **Off Campus Cyberbullying:** School districts are authorized but not required to address reported acts of cyberbullying that occur outside of school hours and outside of the campus. On or before July 1, 2027, the District will adopt or modify its existing procedures for preventing acts of bullying, to address certain reported acts of cyberbullying occurring outside of school hours and outside of the campus. (Ed. Code, § 234.41.)

New Hope Elementary School District Board Policy Bullying BP 5131.2

Students

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

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

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

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

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

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during

the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

(cf. 1312.3 - Uniform Complaint Procedures)

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

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

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

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

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

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

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

46600 Student transfers

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

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

(cf. 5116.1 - Intradistrict Open Enrollment)

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

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

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

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PENAL CODE

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UNITED STATES CODE, TITLE 47

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CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Bullying Module

California's Social and Emotional Learning: Guiding Principles, 2018

Social and Emotional Learning in California: A Guide to Resources, 2018

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

Bullying at School, 2003

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018

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

Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014

Guidance to America's Schools: Bullying of Students with Disabilities, October 2014

Dear Colleague Letter: Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability, October 26, 2010

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lr/ss>

California Office of the Attorney General: <http://oag.ca.gov>

Center on Great Teachers and Leaders: <http://gtlcenter.org>

Collaborative for Academic Social and Emotional Learning: <http://casel.org>

Common Sense Media: <http://www.common Sense Media.org>

National School Safety Center: <http://www.schoolsafety.us>

Partnership for Children and Youth: <http://www.partnerforchildren.org>

U.S. Department of Education: <http://www.ed.gov>

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58. **Education Rights - Immigration Enforcement:** The District has attached an informational guide describing the educational rights of families.

In addition to the information in the guide, schools, County Offices of Education and colleges are required to notify staff, students, and parents when immigration enforcement is confirmed on or near campus. Notifications must protect privacy and may include links to educational rights resources and counseling services. Each California Community College, CSU, and qualifying private institution must notify students, faculty, and campus staff when immigration is confirmed on campus. Notifications must include date, time, and location of the enforcement activity and resource links but cannot include any personally identifiable information.

Gathering and Handling Student and Family Information

California law prohibits schools from, at any time, collecting any information or documents regarding citizenship or immigration status of pupils or family members, unless required by state or federal law to administer a state or federally supported education program. For example, local educational agencies may ask for certain national

origin related information – student’s place of birth, U.S. entry date, and the date of the student first attended school in the U.S. – to comply with federal or state reporting requirements for special programs. Federal and California law also prohibit local educational agencies from engaging in any practices with the purpose or effect of discriminating against students on the basis of race, color, or national origin. California law specifically prohibits discrimination on the basis of an individual’s immigration status, for any program or activity conducted by an education institution that receives or benefits from state financial assistance.

Sharing Student and Family Information

Local educational agencies must provide students and families with annual notice of school policies for student privacy and the abilities of parents to inspect student information. Schools must also inform parents or guardians if and when the school may release student information and the policies regarding the handling and destruction of such information. Under the federal Family Education Rights and Privacy Act (FERPA), local educational agencies are restricted from releasing certain private student information without the consent of the student’s parents, or the student if the student has reached 18 years of age or is attending an institution of postsecondary education. An agency may provide access to educational records without consent in limited circumstances such as in response to a judicial order or a lawfully issued and effective subpoena. However, none of these exceptions authorize or require disclosing information for immigration enforcement. Except in instances in which the matter involves child abuse, neglect, or dependency, or if the local agency is served with a subpoena prohibiting disclosure, the parents and the students must be notified of any judicial order or subpoena before the school complies with the order. California Government Code also prohibits school police from providing “personal information” about an individual for immigration-enforcement purposes, unless that information is publicly available. Directory information (basic student information) can be shared with outside parties, unless a parent or guardian opts out of the release of the information.

Responding to Requests for Access to School Grounds for Immigration-Enforcement Purposes

Schools are “protected areas” at which immigration enforcement should not generally occur. Except in cases of suspected child abuse, neglect, or dependency matters, local education agencies must immediately notify parents or guardians if they release a student to a law-enforcement officer, including an ICE officer, for the purpose of removing the student from the school premises. Additionally, except in matters regarding child abuse, neglect, or dependency, California law does not prohibit schools from notifying parents or guardians before law-enforcement officers question a child at school.

Responding to the Detention or Deportation of a Student’s Family Member

If local educational agency personnel become aware that a student’s parent or guardian is not available to provide care for the student, California law requires the school first follow the parental instructions relating to the student’s care detailed in the emergency contact information provided by the parent or guardian. Therefore, it is very important for parents and guardians to work with schools to keep the emergency contact information updated.

Additionally, completing a Caregiver’s Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, gives a trusted adult the authority to make educational and medical decisions for the student. The completion of a Caregiver’s Authorization Affidavit can also be the basis for enrolling your child in school.

A Caregiver’s Authorization Affidavit (<http://www.courts.ca.gov/documents/caregiver.pdf>) permits certain people who have familial relationships with the student to authorize school enrollment and medical care for the student but does not provide for legal custody. Schools, doctors, and dentists are required to accept this form.

Responding to Hate Crimes and Bullying Related to National Origin or Ethnicity

California requires each local educational agency to have a policy that prohibits discrimination, harassment, intimidation, and bullying based on a student’s actual or perceived characteristics, including nationality, ethnicity,

or immigration status. The use or threat of force to intimidate or injure a student, in whole or in part, because of the student's actual or perceived nationality or ethnicity, is a hate crime under state law. Students who are victims of or witnesses to hate crimes are protected from being detained because of their actual or perceived immigration status, and if not charged with or convicted of committing any crime under state law, are protected from being reported to federal immigration authorities.

AUTOMATED EXTERNAL DEFIBRILLATOR PLACEMENT

In accordance with California Health and Safety Code section 1797.196, the locations of all automated external defibrillators ("AED") on District campuses are as follows:

Location of AEDs: Main Office next to the First Aid Cabinet.

TYPE 1 DIABETES INFORMATION SHEET

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.

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.

☐ 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

☐ 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 urination, including bed-wetting after toilet training.
 - ☐ 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.
-
- ☐ 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 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.
- Please contact your student's school nurse, school administrator, or health care provider if you have any questions.

TYPE 2 DIABETES INFORMATION SHEET

- ☐ Type 2 diabetes is the most common form of diabetes in adults.
- ☐ Until recently, type 2 diabetes was rare in children, but 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 their lifetime.
- ☐ Type 2 diabetes affects the way the body is able to use sugar (glucose) for energy.
- ☐ 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 2 diabetes, the body's cells resist the effects of insulin, and blood glucose levels rise.

☐ Over time, glucose can reach dangerously high levels in the blood, which is called hyperglycemia.

☐ Untreated 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 warning signs associated with type 2 diabetes, which are described below, should be screened (tested) for the disease by their health care provider.

☐ 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 and youth 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 thirst, dry mouth, and frequent urination.
- ☐ Increased hunger, even after eating.
- ☐ Unexplained weight loss.
- ☐ 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 body weight and normal blood glucose levels.
- ☐ Eat healthy foods. Make wise food choice. 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 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 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.
- ☐ 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 is a preventable/treatable disease and the guidance provided in this information sheet is intended to raise awareness about this disease. Please contact your student's school nurse, school administrator, or health care provider if you have any questions.

IMMUNIZATION INFORMATION SYSTEMS RECORD SHARING

Pursuant to Health and Safety Code section 120440, the District is required to disclose certain immunization records to San Joaquin Public Health Services 1601 Hazleton Ave. Stockton, CA 95205 and the State Department of Public Health (6101 W. Centinela Avenue, Suite 300, Culver City, California, 90230), including:

1. The name of the pupil and names of the parents or guardians of the pupil;
2. Date of birth of the pupil;
3. Types and dates of immunizations received by the pupil;
4. Manufacturer and lot number for each immunization received;
5. Adverse reaction to immunizations received;
6. Other nonmedical information necessary to establish the pupil's unique identity and record;
7. Results of tuberculosis screening;
8. Current address and telephone number of the pupil and the parents or guardians of the pupil;
9. Pupil's gender;
10. Pupil's place of birth;
11. Pupil's race and ethnicity;
12. Pupil's information needed to comply with education and childcare immunization requirements including:
 - a. Diphtheria;
 - b. Hepatitis B;
 - c. Haemophilus influenza type b;
 - d. Measles;

- e. Mumps;
- f. Pertussis (whooping cough);
- g. Poliomyelitis;
- h. Rubella;
- i. Tetanus;
- j. Varicella (chickenpox);
- k. Any other disease deemed appropriate by the State Department of Public Health.

Any of the information shared with San Joaquin Public Health Services 1601 Hazleton Ave. Stockton, CA 95205 and the State Department of Public Health shall be treated as confidential medical information and shall be used only to share with each other, and, upon request, with health care providers, schools, childcare facilities, family childcare homes, Women, Infant, and Child service providers, county human services agencies, foster care agencies, and health care plans. These providers, agencies, and institutions shall, in turn, treat the shared information as confidential, and shall use it only to:

1. Provide immunization services to the pupil, including issuing reminder notifications to parents or pupils when immunizations are due.
2. Provide or facilitate provision of third-party payer payments for immunizations;
3. Compile and disseminate statistical information of immunization status on groups of pupils in California, without identifying information for these pupils included in these groups or populations;
4. Carry out the responsibilities regarding immunization for attendance or participation benefits in education programs;

You and your pupil have the right to examine any immunization-related information or tuberculosis screening results shared pursuant to this requirement and to correct any errors therein.

You or your pupil may refuse to allow this information to be shared pursuant to this requirement or to receive immunization reminder notifications at any time, or both. If you do not want this information to be shared or to receive reminder notifications, please contact:

Khushwinder Gill, ED.D.
 Superintendent/Principal
 26675 N Sacramento Blvd.
 Thornton, CA 95686
 (209)794-2376

Regardless of whether you do wish to share immunization-related information, your pupil's physician may maintain access to this information for the purposes of pupil care or protecting the public health. In addition, San Joaquin Public Health Services and the State Department of Public Health may maintain access to this information for the purposes of protecting the public health.

ORAL HEALTH ASSESSMENT

Dear Parent or Guardian,

Having a healthy mouth helps your child do well in school. To make sure your child is ready for school, California law *Education Code* section 49452.8 requires that your child have an oral health assessment or dental check-up in their first year in public school (transitional kindergarten, kindergarten or first grade). Every child needs an oral health assessment from a licensed dentist or other licensed or registered dental health professional, and a completed Oral Health Assessment form (attached to this letter) to meet this requirement.

If your child has not had an oral health assessment in the past 12 months, they will need one before May 31. For two-year kindergarten programs, proof of an oral health assessment is required once. Take the form located at:

https://www.ab1433.org/assets/KOHA_Assessment_Form_508_7.2022_ADA.pdf?utm_source=SCOHR&utm_medium=Reporting&utm_campaign=Forms

to your child's dentist to complete if your child had an oral health assessment or dental check-up in the past 12 months. The following information will help you find a dentist:

1. You can call the Medi-Cal Telephone Service Center at 1-800-322-6384 or visit Smile California – Find a Dentist (<https://smilecalifornia.org/find-a-dentist/>) to find a dentist that accepts Medi-Cal. For help enrolling your child in Medi-Cal, you can apply by mail, go in person to your local Social Services office, or online at Apply for Medi-Cal (<https://www.dhcs.ca.gov/services/medi-cal/pages/applyformedi-cal.aspx>.)

2. For additional resources that may be helpful, contact your local public health department, click Apply for Health Coverage (<https://www.dhcs.ca.gov/services/medi-cal/Pages/CountyOffices.aspx>) to find yours.

When you take your child to the dentist, please bring the form to be completed.

If you cannot take your child for an oral health assessment, please fill out the separate Waiver of Oral Health Assessment Requirement Form at:

https://www.ab1433.org/assets/KOHA_Waiver_Form_508_7.2022_ADA.pdf?utm_source=SCOHR&utm_medium=Reporting&utm_campaign=Waiver

Please return to the form to the front office of your child's school. Your child's identity will not be in any report. Schools keep students' health information private. You can get more copies of the form at your child's school or on-line from (<https://www.cde.ca.gov/ls/he/hn/oralhealth.asp>.)

We want your child to be healthy and ready for school! Even though they fall out, baby teeth are very important. Children need healthy baby teeth to eat, talk, smile, and feel good about themselves. Children with cavities may have pain, difficulty eating, stop smiling and have problems paying attention and learning at school.

Here is important advice to help your child stay healthy:

- ☐ Take your child to the dentist. Dental check-ups can keep your child's mouth healthy and pain free.
- ☐ Choose healthy foods for the entire family, like fresh fruits and vegetables.
- ☐ Brush teeth at least twice a day with toothpaste that contains fluoride.
- ☐ Limit candy and sweet drinks like punch, juice, or soda. Sweet drinks and candy contain a lot of sugar, which causes cavities and leaves less room for your child to have healthy foods and drinks. Sweet drinks and candy can also cause weight problems, which may lead to other diseases, such as diabetes. Give your child healthy choices like water, milk, and fruit instead.

If you have any questions about the new oral health assessment requirement, please contact our school nurse.

Thank you!

Sincerely,

Khushwinder Gill, Ed.D.

Khushwinder Gill, Ed.D.
Superintendent/Principal

Khushwinder Gill, Ed.D.

Superintendent/Principal
26675 N Sacramento Blvd.
Thornton, CA 95686(209)794-2376

7/30/2026

Dear Parent or Guardian and New Hope student:

As a parent or guardian, I know how important your child's health is to you. That's why I want to share information about human papillomavirus (HPV) and an effective way to protect your child from the cancers it can cause through immunization.

What is HPV?



HPV is a very common virus that 8 out of 10 people will get at some point in their lifetime.

Some HPV infections can lead to cancer later in life.

HPV is estimated to cause about 37,000 cases of cancer in men and women every year in the U.S. – that's the same as the average attendance for a major league baseball game!

Only cervical cancer, one of the cancers caused by HPV, can be detected early with a Pap test. The other cancers caused by HPV (cancers of the throat, genitals, or anus) may not be detected until they are more serious. HPV vaccination prevents infections that cause these cancers.

How can I protect my child from HPV?



HPV vaccination can prevent over 90% of cancers caused by HPV. The benefits of HPV vaccination far outweigh the potential risks. With more than 135 million doses given in the U.S. since 2006, HPV vaccine has a long safety record that's backed by over 15 years of monitoring. Common side effects are mild and get better within a day or two. These include pain, redness, or swelling where the shot was given, similar to other vaccines.

HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. With more than 135 million doses given in the U.S. since 2006, HPV vaccine has a long safety record that's backed by over 15 years of monitoring. Common side effects are mild and get better within a day or two. These include pain, redness, or swelling where the shot was given, similar to other vaccines.

HPV vaccination works extremely well. Since HPV vaccination was first recommended in 2006, infections with HPV types that cause most HPV cancers have dropped 88% among teen girls and 81% among young adult women.

Vaccination against HPV is recommended by the federal Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians. It's also recommended by the American Cancer Society and California's Center Cancer Prevention Act.

Who should get the vaccine and when should they get it?



Because the vaccine is more effective when given at younger ages, two doses of HPV vaccine are recommended for all kids between the ages of 9 to 12 years, and the second dose should be given before the start of 8th grade.

doses of HPV vaccine are recommended for all kids between the ages of 9 to 12 years, and the second dose should be given before the start of 8th grade.

(Kids who wait until later to get their first dose of HPV vaccine may need three doses.) The HPV vaccine is often given at the same time as other adolescent vaccines, like Tdap to prevent whooping cough and meningococcal vaccine to prevent bacterial meningitis.

Where can I get the HPV vaccine for my child?

Ask your health care provider, pharmacist, or local health department to learn more about HPV vaccine and where you can get it. The vaccine is covered by most health insurance plans. If you don't have health insurance, your child can still get vaccinated. The Vaccines for Children (VFC) Program offers free vaccines to children up to age 18 years without insurance or whose insurance does not cover the cost of vaccines.

Ask your healthcare provider or local health department about VFC, or learn more here. Find doctors participating in VFC in your area.

For more information on HPV, the vaccine, and cancer prevention, visit the Centers for Disease Control and Prevention.

Sincerely,

Khushwinder Gill, Ed.D.

Khushwinder Gill, Ed.D.
Superintendent/Principal

Danger of Synthetic Drugs Memorandum

To: Parents and Guardians of Students in the New Hope School District

From: Khushwinder Gill, Ed.D.

Subject: Dangers of Synthetic Drugs

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the New Hope School District of the dangers of the illicit use and abuse of synthetic drugs. The illicit use and abuse of synthetic drugs represent an emerging and ongoing public health threat in California. The fentanyl crisis specifically has impacted communities across the state, leading to a sharp increase in fentanyl poisonings and deaths in recent years.

This notice aims to address the crisis with a preventative approach, ensuring students and families are educated on the deadly consequences of recreational drug use.

A synthetic drug is a drug with properties and effects similar to a known hallucinogen or narcotic but having a slightly altered chemical structure, especially such a drug created to evade existing restrictions against illegal substances.

Synthetic drugs include but are not limited to synthetic cannabinoids (“synthetic marijuana,” “spice,” “K2”), methamphetamines, bath salts, and fentanyl.

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

There is a high risk that social media platforms are being used as a way to market and sell synthetic drugs, including fentanyl.

Additional information regarding fentanyl from the CDPH’s Substance and Addiction Prevention Branch can be found here

https://www.cdph.ca.gov/Programs/CCDPHP/sapb/Pages/Fentanyl.aspx?gclid=CjwKCAjwLJimBhAsEiwA1hrp5qv344HMapv0xRus9jfqlLGf6Byb4dMmm_Kr_t0S4GCQ8bzXm6IBxBoClxkQAvD_BwE&utm_campaign=dc_ope__mc_en&utm_content=na&utm_medium=paidsearch&utm_source=dc_gs&utm_term=na_na

Firearms Safety Memorandum

To: Parents and Guardians of Students in the New Hope School District

From: Khushwinder Gill, Ed.D.

Subject: California Law Regarding Safe Storage of Firearms

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

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

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

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

Thank you for helping to keep our children and schools safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

Sincerely,

Khushwinder Gill, Ed. D.

Khushwinder Gill, Ed.D.
Superintendent/Principal

Date published: 7/30/2026 California Department of Education

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

² See California Penal Code section 25100(c).

³ See California Civil Code section 29805.

⁴ See California Civil Code section 1714.3.

ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION

Detach, sign, and return this page to your child's school indicating you have received the Parent Notice of Rights and Responsibilities. Also, where specified on this page, indicate if you do not wish directory information to be released.

Student's Name: _____

School: _____ Grade: _____

If you do not wish directory information released, please sign where indicated below and return to the school office within the next 30 days. Note that this will prohibit the District from providing the student's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

Do NOT release directory information regarding _____
(Pupil's Name)

☐ Check if an exception may be made to include student information and photos in the yearbook.

I hereby acknowledge receipt of information regarding my rights, responsibilities, and protections.

Signature of Parent or Guardian: _____ Date: _____

**Notification of Rights Under FERPA
for Elementary and Secondary Schools**

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. These rights are:

- (1) The right to inspect and review the student’s education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- (2) The right to request amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise the parent or eligible student of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- (3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. 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 their tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility.

In addition, the Student Aid Commission may have access to the grade point average (GPA) of all district students in grade 12 and, when required, verification of high school graduation or its equivalent of all students who graduated in the prior academic year, for use in the Cal Grant postsecondary financial aid program. However, such information shall not be submitted when a student, or their parent or guardian if the student is under 18 years of age, “opts out” or is permitted by the rules of the Student Aid Commission to provide test scores in lieu of their GPA. (Ed. Code, §§ 69432.9, 69432.92) No later than January 1 each year, the Superintendent or designee shall notify each student in grade 11, and the student’s parents/guardians if the student is under 18 years of age, that the student’s GPA will be forwarded to the Student Aid Commission by October 1 unless the student opts out within a period of time specified in the notice, which shall not be less than 30 days. (Ed. Code, § 69432.9)

Upon request, the School discloses education records, without prior consent, to officials of another school district in which a student seeks or intends to enroll.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

New Hope Elementary School District

Policy 5117: Interdistrict Attendance

Status: ADOPTED
2/26/26

Original Adopted Date: 12/01/2015 | Last Revised Date: 11/01/2025 | Last Reviewed Date: 11/01/2025

The Governing Board recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district. Student transfers into and out of the district shall be in accordance with law and as specified in this policy and accompanying administrative regulation.

OPTION 1: Interdistrict Attendance Agreements and Permits

The district may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of either district. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. Additionally, it may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

When the request of a student seeking to transfer out of the district, or an individual permit verifying another district's approval for its student to transfer into the district, is received, the Superintendent or designee shall review, and approve or deny the request or permit based on the terms and conditions of the interdistrict attendance agreement.

Instruction Collaboration Agreements

The district may, with Board approval, enter into an instruction collaboration agreement (ICA) with another school district, county office of education, or charter school for the district to offer the same or similar courses and coursework to students from another school district, county office of education, or charter school who have been impacted by any of the following: (Education Code 48345)

1. Disruptions or cancellations in science, technology, engineering, and mathematics (STEM) classes
2. Disruptions or cancellations in dual language immersion programs
3. Teacher shortages in STEM classes or dual language immersion programs

Prior to accepting students for classes for any of the reasons specified in Items #1-3 above, the Superintendent or designee shall, with Board approval, determine the maximum number of students that the district can accept for these purposes. The district shall accept students who apply until the district is at maximum capacity.

Students shall be transferred to this program through an unbiased process that prohibits an inquiry into, or evaluation or consideration of, whether a student should be authorized to participate in the course or coursework based upon the student's current academic or athletic performance,

proficiency in English, physical condition, any of the individual characteristics specified in Education Code 200, or family income. If the number of applicants exceeds the number of seats available, the approval for participation shall be determined by a random public drawing at a regularly scheduled Board meeting. (Education Code 48345)

The Superintendent or designee shall publicly post information, including, but not limited to, applicable forms and timelines for submission pursuant to the ICA, to ensure that students and their families are aware of the opportunities to participate. (Education Code 48345)

When negotiating the ICA, the Superintendent or designee shall collaborate with the other participating local educational agencies to agree upon an appropriate shared cost structure. (Education Code 48345)

Transportation

Upon parent/guardian request, the district shall provide transportation assistance to a student receiving an interdistrict transfer who is eligible for free and reduced-price meals and is the child of an active duty military parent/guardian or a victim of bullying, as defined in Education Code 46600. (Education Code 46600)

Additionally, upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for any interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends, if space is available.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
CA Constitution Article 1, Section 31	Nondiscrimination on the basis of race, sex, color, ethnicity, or national origin
Ed. Code 200	Educational equity
Ed. Code 41020	Requirement for annual audit
Ed. Code 46600-46611	Interdistrict attendance agreements
Ed. Code 48204	Residency requirements for school attendance
Ed. Code 48300-48317	Student attendance alternatives: school district of choice program
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48915	Expulsion; particular circumstances
Ed. Code 48915.1	Expelled individuals; enrollment in another district
Ed. Code 48918	Rules governing expulsion procedures
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents/guardians in language other than English
Ed. Code 52317	Regional Occupational Center/Program; enrollment of students; interdistrict attendance
Ed. Code 8151	Apprentices; exemption from interdistrict attendance agreement
Management Resources	Description
Attorney General Opinion	84 Ops.Cal.Atty.Gen. 198 (2001)

Attorney General Opinion
Court Decision

Court Decision

Website

Website

Website

▼ [87 Ops.Cal.Atty.Gen. 132 \(2004\)](#)
[Walnut Valley Unified School District v. the Superior Court of Los Angeles County \(2011\) 192 Cal.App.4th 234](#)
[Crawford v. Huntington Beach Union High School District \(2002\) 98 Cal.App.4th 1275](#)
[CSBA District and County Office of Education Legal Services](#)
[California Department of Education](#)
[CSBA](#)

Cross References

Code	Description
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3540	Transportation
3541	Transportation Routes And Services
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5111	Admission
5111	Admission
5111.1	District Residency
5111.1	District Residency
5112.2	Exclusions From Attendance
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5113.12	District School Attendance Review Board
5113.12	District School Attendance Review Board
5116	School Attendance Boundaries
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5119	Students Expelled From Other Districts
5131.2	Bullying
5131.2	Bullying
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6146.3	Reciprocity Of Academic Credit
6146.3	Reciprocity Of Academic Credit
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
7160	Charter School Facilities
7160	Charter School Facilities
9000	Role Of The Board
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session

Adopted 2/26/26

NEW HOPE ELEMENTARY SCHOOL DISTRICT

Policy 5145.7: Sexual Harassment

Status: ADOPTED

Original Adopted Date: 03/01/2012 | Last Revised Date: 06/01/2025 | Last Reviewed Date: 06/01/2025

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

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

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

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

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

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

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

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

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

Instruction/Information

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

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to the harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

Disciplinary Actions

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

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

Record-Keeping

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

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 432	Student records
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4900-4965	Nondiscrimination in elementary and secondary educational programs receiving state or federal financial assistance
Civ. Code 1714.1	Liability of parent/guardian for act of willful misconduct by a minor
Civ. Code 51.9	Liability for sexual harassment; business, service and professional relationships
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 220.1	Prohibition of retaliation related to educational equity
Ed. Code 220.3	No requirement to disclose information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 220.5	Prohibition of policies requiring disclosure of information related to student's sexual orientation, gender identity, or gender expression
Ed. Code 35292.5	School restrooms: all-gender restrooms
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 48900.2	Additional grounds for suspension or expulsion; sexual harassment
Ed. Code 48904	Liability of parent/guardian for willful student misconduct
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 49060-49079	Student records
Gov. Code 11135	Prohibition of discrimination
Gov. Code 12950.1	Sexual harassment training
Federal	Description
20 USC 1092	Definition of sexual assault
20 USC 1221	Application of laws
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1681-1688	Title IX of the Education Amendments of 1972; discrimination based on sex
34 CFR 106.1-106.82	Nondiscrimination on the basis of sex in education programs or activities
34 CFR 99.1-99.67	Family Educational Rights and Privacy
34 USC 12291	Definition of dating violence, domestic violence, and stalking
42 USC 1983	Civil action for deprivation of rights
42 USC 2000d-2000d-7	Title VI, Civil Rights Act of 1964
42 USC 2000e-2000e-17	Title VII, Civil Rights Act of 1964, as amended
Management Resources	Description
Court Decision	Tennessee v. Cardona (2024) 737 F.Supp.3d 510
Court Decision	Davis v. Monroe County Board of Education (1999) 526 U.S. 629

Court Decision	Doe v. Petaluma City School District (1995, 9th Cir.) 54 F.3d 1447
Court Decision	Gebser v. Lago Vista Independent School District (1998) 524 U.S. 274
Court Decision	Oona by Kate S. v. McCaffrey (1998, 9th Cir.) 143 F.3d 473
Court Decision	Reese v. Jefferson School District (2001, 9th Cir.) 208 F.3d 736
Court Decision	Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567
Court Decision	Flores v. Morgan Hill Unified School District (2003, 9th Cir.) 324 F.3d 1130
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
Federal Register	Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579
U.S. DOE, Office for Civil Rights Publication	Dear Colleague Letter: Enforcement of Title IX under the provisions of the 2020 Title IX Rule, February 4, 2025
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education
Website	CSBA
Website	U.S. Department of Education, Office for Civil Rights

Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1313	Civility
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3580	District Records
3580	District Records
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.12	Title IX Sexual Harassment Complaint Procedures
4119.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4131	Staff Development
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.12	Title IX Sexual Harassment Complaint Procedures



4219.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4231	Staff Development
4317.7	Employment Status Reports
4319.11	Sexual Harassment
4319.11	Sexual Harassment
4319.12	Title IX Sexual Harassment Complaint Procedures
4319.12-E(1)	Title IX Sexual Harassment Complaint Procedures
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
5125	Student Records
5125	Student Records
5131	Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5132	Dress And Grooming
5132	Dress And Grooming
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.2	Freedom Of Speech/Expression
5145.2	Freedom Of Speech/Expression
5145.3	Nondiscrimination/Harassment
5145.3	Nondiscrimination/Harassment
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.71	Title IX Sexual Harassment Complaint Procedures
5145.71-E(1)	Title IX Sexual Harassment Complaint Procedures
5145.9	Hate-Motivated Behavior
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.1	Sexual Health And HIV/AIDS Prevention Instruction
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition

New Hope Elementary School District

Policy 4119.21: Professional Standards

Status: ADOPTED

4/14/26

Original Adopted Date: 07/01/2009 | Last Revised Date: 02/01/2026 | Last Reviewed Date: 02/01/2026

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects district employees to maintain the highest ethical standards, behave professionally, follow district policies and regulations, abide by state and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employees shall engage in conduct that enhances the integrity of the district; advances the goals of the district's educational programs; encourages student learning, engagement, and success; and contributes to a safe and positive school climate.

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee is expected to acquire the knowledge and skills necessary to fulfill the employee's professional responsibilities and to contribute to the learning and achievement of district students.

Inappropriate Conduct

The Board prohibits inappropriate conduct between employees, adult volunteers, and district contractors and among and between adults employed, volunteering, or under contract with the district. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers or threatens to endanger students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members

7. Willfully disrupting district or school operations by loud or unreasonable noise or other action
 8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace, on district property, or at a school-sponsored activity
 9. Being dishonest with students, parents/guardians, staff, or members of the public, including, but not limited to, falsifying information in employment records or other school records
 10. Divulging confidential information about students, district employees, or district operations to persons or entities not authorized to receive the information
 11. Using district equipment or other district resources for the employee's own commercial purposes or for political activities
 12. Using district equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity
- Employees shall be notified that computer files and all electronic communications, including, but not limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of district technological resources at any time without the employee's consent.
13. Causing damage to or engaging in theft of property belonging to students, staff, or the district
 14. Wearing inappropriate attire
 15. Other conduct prohibited in Board Policy 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions

Reports of Misconduct

An employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the district's child abuse reporting procedures as detailed in Administrative Regulation 5141.4 - Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated by the Superintendent or designee. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

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

Notifications

The section(s) of the district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district websites. (Education Code 44050)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80300	Committee of credentials; definitions
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80331-80338	Rules of conduct for professional educators
Bus. Code 25608	Alcohol on school property; use in connection with instruction
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44010	Sex offense; definition
Ed. Code 44011	Controlled substance offense; definition
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44420-44440	Revocation and suspension of credentials
Ed. Code 44811	Disruption of classwork or extracurricular activities
Ed. Code 44932	Grounds for dismissal of permanent employees
Ed. Code 44939.5	Certificated applicant screening
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49060-49070	Student records
H&S Code 104559	Tobacco use prohibition
Pen. Code 11164-11174.4	Child Abuse and Neglect Reporting Act
Pen. Code 270-273.76	Abandonment and neglect of children
Pen. Code 311-312.7	Obscene matter
Federal	Description
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.1-99.8	Family Educational Rights and Privacy Act
Management Resources	Description
CA School Employees Association Publication	Code of Ethics, 1954
Commission on Teacher Credentialing Publication	California Professional Standards for Education Leaders, 2014
Commission on Teacher Credentialing Publication	California Professional Standards for Educational Leaders, February 2014
Commission on Teacher Credentialing Publication	California Standards for the Teaching Profession (CSTP), April 2024
Nat'l Policy Board for Educational Administration	Professional Standards for Educational Leaders, 2015
National Education Association Publication	Code of Ethics for Educators, 2020
Website	National Education Association
Website	CSBA District and County Office of Education Legal Services

Website	Council of Chief State School Officers
Website	California Federation of Teachers
Website	California School Employees Association
Website	California Teachers Association
Website	Commission on Teacher Credentialing
Website	Association of California School Administrators
Website	WestEd
Website	California Department of Education
Website	CSBA
WestEd Publication	Moving Leadership Standards into Everyday Work: Descriptions of Practice, 2015

Cross References

Code	Description
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1113	District And School Websites
1113	District And School Websites
1113-E(1)	District And School Websites
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility
2111	Superintendent Governance Standards
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3513.4	Drug And Alcohol Free Schools
3515.2	Disruptions
3515.2	Disruptions
3515.7	Firearms On School Grounds
3580	District Records
3580	District Records
4020	Drug And Alcohol-Free Workplace
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4111	Recruitment And Selection
4112.2	Certification
4112.2	Certification
4112.41	Employee Drug Testing
4112.41	Employee Drug Testing
4112.42	Drug And Alcohol Testing For School Bus Drivers
4112.42	Drug And Alcohol Testing For School Bus Drivers
4113.5	Working Remotely
4115	Evaluation/Supervision
4115	Evaluation/Supervision

4116	Probationary/Permanent Status
4116	Probationary/Permanent Status
4117.7	Employment Status Reports
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4119.1	Civil And Legal Rights
4119.11	Sexual Harassment
4119.11	Sexual Harassment
4119.22	Dress And Grooming
4119.23	Unauthorized Release Of Confidential/Privileged Information
4119.24	Maintaining Appropriate Adult-Student Interactions
4119.25	Political Activities Of Employees
4119.25	Political Activities Of Employees
4121	Temporary/Substitute Personnel
4121	Temporary/Substitute Personnel
4131	Staff Development
4132	Publication Or Creation Of Materials
4136	Nonschool Employment
4158	Employee Security
4158	Employee Security
4211	Recruitment And Selection
4212.41	Employee Drug Testing
4212.41	Employee Drug Testing
4212.42	Drug And Alcohol Testing For School Bus Drivers
4212.42	Drug And Alcohol Testing For School Bus Drivers
4213.5	Working Remotely
4215	Evaluation/Supervision
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.1	Civil And Legal Rights
4219.11	Sexual Harassment
4219.11	Sexual Harassment
4219.22	Dress And Grooming
4219.23	Unauthorized Release Of Confidential/Privileged Information
4219.24	Maintaining Appropriate Adult-Student Interactions
4219.25	Political Activities Of Employees
4219.25	Political Activities Of Employees
4231	Staff Development
4232	Publication Or Creation Of Materials
4236	Nonschool Employment
4258	Employee Security
4258	Employee Security
4311	Recruitment And Selection
4312.41	Employee Drug Testing
4312.41	Employee Drug Testing
4312.42	Drug And Alcohol Testing For School Bus Drivers
4312.42	Drug And Alcohol Testing For School Bus Drivers
4313.5	Working Remotely
4315	Evaluation/Supervision
4317.7	Employment Status Reports

4319.1	<u>Civil And Legal Rights</u>
4319.11	<u>Sexual Harassment</u>
4319.11	<u>Sexual Harassment</u>
4319.22	<u>Dress And Grooming</u>
4319.23	<u>Unauthorized Release Of Confidential/Privileged Information</u>
4319.24	<u>Maintaining Appropriate Adult-Student Interactions</u>
4319.25	<u>Political Activities Of Employees</u>
4319.25	<u>Political Activities Of Employees</u>
4331	<u>Staff Development</u>
4332	<u>Publication Or Creation Of Materials</u>
4336	<u>Nonschool Employment</u>
4358	<u>Employee Security</u>
4358	<u>Employee Security</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5141.4	<u>Child Abuse Prevention And Reporting</u>
5142	<u>Safety</u>
5142	<u>Safety</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.3	<u>Nondiscrimination/Harassment</u>
5145.6	<u>Parent/Guardian Notifications</u>
5145.6-E(1)	<u>Parent/Guardian Notifications</u>
6162.54	<u>Test Integrity/Test Preparation</u>
6162.6	<u>Use Of Copyrighted Materials</u>
6162.6	<u>Use Of Copyrighted Materials</u>

Adopted 4/14/26

New Hope Elementary School District

Policy 4119.24: Maintaining Appropriate Adult-Student Interactions

Status:
ADOPTED
4/14/26

Original Adopted Date: 07/01/2019 | **Last Revised Date:** 02/01/2026 | **Last Reviewed Date:** 02/01/2026

For purposes of this policy employees include interns, volunteers, contractors, and other persons with an employment relationship with the district.

The Governing Board desires to provide a safe and positive school environment that promotes the learning, engagement, safety, and well-being of district students. The Board expects all adults with whom students may interact at school or in school-related activities, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting, in accordance with this policy and Board Policy 4119.21/4219.21/4319.21 - Professional Standards. Such adults shall not engage in threatening, unsafe, unlawful, or inappropriate interactions with students and shall avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

Adults shall not intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.

The district's employee code of conduct addressing interactions with students shall be provided to parents/guardians at the beginning of each school year and shall be posted on school and/or district websites. (Education Code 44050)

Inappropriate Conduct

Employees shall remain vigilant of their position of authority and not abuse it when relating with students.

The Board prohibits inappropriate conduct between employees and students. (Education Code 32100)

Inappropriate employee conduct includes, but is not limited to:

1. Initiating inappropriate physical contact
2. Attempting to form a romantic or sexual relationship with any student or engaging in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature
3. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
4. Being alone with a student outside of the view of others

5. Visiting a student's home or inviting a student to visit the employee's home without parent/guardian consent
6. Maintaining personal contact with a student during or outside the school day that has no legitimate educational purpose, by phone, letter, text message, social media internet platforms, electronic communications, or other means of communication, without including the student's parent/guardian

In accordance with Board Policy/Administrative Regulation 4040 - Employee Use of Technology, employees shall use district equipment or technological resources, when available, when communicating electronically with students. Employees shall not communicate with students through any medium that is designed to eliminate records of the communications. The Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent.

7. Creating or participating in social networking sites for communication with students, other than those created by the district, without the prior written approval of the principal or designee
8. Inviting or accepting requests from students, or former students who are minors, to connect on personal social networking sites (e.g., "friending" or "following" on social media), unless the site is dedicated to school business
9. Singling out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students
10. Addressing a student in an overly familiar manner, such as by using a term of endearment
11. Socializing or spending time with students outside of school-sponsored events, except as participants in community activities
12. Sending or accompanying students on personal errands unrelated to any legitimate educational purpose
13. Transporting a student in a personal vehicle without prior authorization
14. Encouraging students to confide personal or family problems and/or relationships
15. Disclosing personal, family, or other private matters to students or sharing personal secrets with students
16. Engaging in any conduct that endangers or threatens to endanger students, including, but not limited to, physical violence or threats of violence
17. Engaging in harassing or discriminatory behavior towards students, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
18. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
19. Using profane, obscene, or abusive language against students

Violations of Policy

Any employee who observes or has knowledge of another employee's violation of this policy shall report the information to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation of this policy are encouraged to report the violation to the Superintendent or designee. The Board prohibits retaliation against anyone who reports a violation of this policy. Immediate intervention shall be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of this policy, including retaliation against a person who reports the violation or participates in the complaint process, shall be subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. Additionally, the Superintendent or designee may also notify law enforcement as appropriate.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the Governing Board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 80303	Reports of change in employment status; alleged misconduct
5 CCR 80304	Notice of sexual misconduct
Ed. Code 32100	Professional boundaries between adults and students and the safety of learning environments
Ed. Code 44030.5	Reporting change in employment status due to alleged misconduct
Ed. Code 44050	Employee code of conduct; interaction with students
Ed. Code 44242.5	Reports and review of alleged misconduct
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 48980	Parent/Guardian notifications
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act
Management Resources	Description
Website	CSBA District and County Office of Education Legal Services

Cross References

Code	Description
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1240	Volunteer Assistance
1240	Volunteer Assistance
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4111	Recruitment And Selection
4116	Probationary/Permanent Status
4116	Probationary/Permanent Status
4119.21	Professional Standards
4119.21-E(1)	Professional Standards
4121	Temporary/Substitute Personnel
4121	Temporary/Substitute Personnel
4211	Recruitment And Selection
4216	Probationary/Permanent Status
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4218.1	Dismissal/Suspension/Disciplinary Action (Merit System)
4219.21	Professional Standards
4219.21-E(1)	Professional Standards
4311	Recruitment And Selection
4319.21	Professional Standards
4319.21-E(1)	Professional Standards
5131	Conduct
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5142	Safety
5142	Safety
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.7	Sexual Harassment
5145.7	Sexual Harassment

Adopted 4/14/26



New Hope School District

"Excellence in Education for Children"

P.O. BOX 238
THORNTON, CALIFORNIA 95686

26675 NORTH SACRAMENTO BOULEVARD
Phone: (209) 794-2376 Fax: (209) 794-2230

Authorization for Medication Administration

The California Education Code (CEC) Sections 49423 allows students to take medications, during the regular school day, prescribed by an authorized prescribing, licensed health care provider*, and may be assisted by the school nurse or other designated, trained school personnel or to carry and self-administer certain medications when authorized in writing by the student's parent/guardian AND licensed, prescribing healthcare provider*. To the degree possible, students are encouraged to take medication at home.

1. Only medication prescribed by the student's physician as being medically necessary to be taken by the student in the manner listed on this form should be brought to school. **Form must be complete and includes the required parent/guardian and licensed, prescribing healthcare provider signatures.**
2. Medication brought to the school to be administered to the student according to the provisions listed on this form shall be in its original prescription container or for nonprescription/OTC medication, in its **original manufacturer's container**, clearly marked with the student's name, the prescribing licensed, healthcare provider, and the medication order. The order must contain the medication name, route, dosage, time/frequency, and pharmacy. (Parent/guardian may want to ask a licensed, prescribing health care provider for a prescription for a duplicate supply; one for home and one for school).
3. Medications that contain narcotics (some pain medications, some cough medications) **will not** be administered at school.
4. **All medications will be kept in a secure place in the school office.** Any special instructions for storage or security measures of any medication should be written by the licensed, prescribing healthcare provider and delivered to the school office, so that such instructions can be followed.
5. **Parent/Guardian or adult student (18 years or older)** shall deliver the medication and the completed form to the school office. **DO NOT SEND MEDICATION TO SCHOOL WITH THE STUDENT.**
6. **Parent/Guardian or adult student (18 years or older)** shall pick up remaining medication during the last week of school. The school site is not responsible for medication left in the office during the summer. If continuance of medication is necessary, a new Authorization for Medication Administration During School Hours form **must be completed annually.**

The California Education Code (CEC) Sections 49423 allows students to take medications, during the regular school day, prescribed by an authorized prescribing, licensed health care provider*, may be assisted by the school nurse or other designated, trained school personnel or to carry and self-administer certain medications when authorized in writing by the student's parent/guardian AND licensed, prescribing healthcare provider*.

Student Information	Student's Allergies: _____	Date: _____			
Student Name: _____ Student's Date of Birth: _____					
Current Address: _____ City: _____ Zip: _____					
Current School: <u>New Hope Elementary School</u> Grade: _____ Teacher: _____					
Parent/Guardian Authorization					
In accordance with California Education Code 49423 Sections (a, b 1-3, and c); 49423.1(a, b 1-3 and c); 49407 and 33380.5, I, the undersigned parent/guardian of the minor student named above hereby authorize: The school nurse or designated, trained, unlicensed school personnel to assist my child with medication administration, monitoring and testing according to the healthcare provider's instructions and approval below. _____ My child to carry and self-administer _____ an epi delivery system, _____ an asthma inhaler, _____ insulin and blood sugar monitoring and supplies, _____ hypoglycemia medications according to the licensed, prescribing health care provider's instructions and approval below.					
In accordance with California Education Code Section 49407, I hereby release, discharge, and hold harmless the San Joaquin County Office of Education and New Hope Elementary Officers, Employees and Agents from all liability, including injury, death, adverse reactions, or other damages, which may arise from the assisting with administration or self-administration of medication according to the authorization and instructions of the undersigned parent/guardian and licensed, prescribing healthcare provider described herein. I agree to provide the medication(s) indicated below in the original prescription containers, or original manufacturers containers, which are labeled with the name of the student, the prescribing licensed health care provider, the medication and dosage instructions. I further authorize and consent to the school nurse or designated, trained school personnel to consult with and or discuss with the prescribing health care provider and or their designee should any questions arise about the medication(s) (CEC 49480). I understand that annual authorization from the prescribing, licensed health care provider is required for my child to take medication at school.					
Parent/Guardian Signature					
Print Parent/Guardian Name: _____ Signature: _____ Current Address: _____ Cell Phone: _____ Work number: _____					
Licensed, Prescribing Healthcare Provider Order					
This form is for school medication administration. Please consider ordering additional doses/inhalers so that the medication may be kept at school.					
Physical condition for which the medication(s) is/ are prescribed:					
Name of Medication	Dosage	Frequency	Route	Time	Side Effects/Reactions
1.					
2.					
Instructions for care of student after medication administration:					
Medication storage and precautions:					
Start Date: Immediate/ Other: _____ Stop Date: End of Year/ Other: _____					
_____ I authorize my patient listed above to carry and self-administer the listed medications. I confirm that I have instructed the student in the procedures, dosages and time scheduled by which the medication is to be taken and the student is capable and possesses the ability to self-administer the prescribed medication.					
Licensed, Prescribing Healthcare Provider's Signature					
Healthcare Providers Name: _____ Address: _____ Healthcare Providers NPI Number: _____ Phone Number: _____ FAX: _____ Healthcare Providers Signature: _____ Date: _____					
School Site Signatures					
Site Administrators Name: _____ Date: _____ School Nurse Signature: _____ Date: _____					

The San Joaquin County Office of Education and the San Joaquin County Office of Education Data Processing Joint Powers Authority, hereinafter referred to as the “district,” authorizes students to use technology owned or otherwise provided by the district as necessary for instructional purposes. The use of district technology is a privilege permitted at the district’s discretion and is subject to the conditions and restrictions set forth in applicable policies, administrative regulations, and this Acceptable Use Policy and Computer Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all students to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

Each student who is authorized to use district technology and his/her parent/guardian shall sign this Acceptable Use Policy and Computer Use Agreement as an indication that they have read and understand the agreement.

Definitions

District technology includes, but is not limited to, computers, the district’s computer network including servers and wireless computer networking technology (Wi-Fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

Student Obligations and Responsibilities

Students are expected to use district technology safely, responsibly, and for educational purposes only. Please note, each student has access to their individual email account through Google Services (Gmail account). By signing this agreement you acknowledge your child/children also have access to additional Google services. Additional Google services include You Tube, Google Earth, Google Maps, and others that are designed for consumer users and can optionally be used with Google Workplace for Education accounts at New Hope Elementary. The student in whose name district technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive.
2. Bully, harass, intimidate, or threaten other students, staff, or other individuals (“cyberbullying”).
3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person.

4. Infringe on copyright, license, trademark, patent, or other intellectual property rights.
5. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission from a teacher or other district personnel, changing settings on shared computers).
6. Install unauthorized software.
7. “Hack” into the system to manipulate data of the district or other users.
8. Engage in or promote any practice that is unethical or violates any law or policy, administrative regulation, or district practice.

Privacy

Since the use of district technology is intended for educational purposes, students shall not have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of district technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

Personally Owned Devices

If a student uses a personally owned device to access district technology, he/she shall abide by all applicable policies, administrative regulations, and this Acceptable Use Policy and Computer Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Reporting

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the teacher or other district personnel.

Consequences for Violation

Violations of the law, policy, or this agreement may result in revocation of a student’s access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, policy, or this agreement may be reported to law enforcement agencies as appropriate.

Student Acknowledgment

I have received, read, understand, and agree to abide by this Acceptable Use Policy and Computer Use Agreement and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Name: _____ Student ID: _____

School: _____ Grade: _____

Signature: _____ Date: _____

Parent or Legal Guardian Acknowledgment

If the student is under 18 years of age, a parent/guardian must also read and sign the agreement.

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

Name: _____ Date: _____
(Please print)

Signature: _____

HEALTHY SCHOOLS ACT OF 2000

Notice to all students, parents/guardians and employees of the New Hope School District:

Education Code sections 17608 et seq. requires, among other things, that school districts notify parents and staff about the use of pesticides at school. The purpose is to reduce exposure to toxic pesticides through information and application of an integrated pest management system at schools. Towards this end, and pursuant to the requirements of this legislation, please be advised of the following:

The New Hope School District expects to use the following pesticides at its campuses during the upcoming year:

Pesticide Name E.P.A. Reg. Number

Active Ingredient(s)

Name of Pesticide (Common Name)	Active Ingredient(s)
Roundup PowerMAX 3	Glyphosate, N-glycene, in the form of its potassium salt
Essentria IC Pro	Sodium Lauryl Sulfate, Geraniol, Clove Oil, Coriander Oil
Alpine WSG	Dinotefuran: N-methyl-N-[(tetrahydro-3-furanyl)methyl]guanidine
OneGuard Multi MoA Concentrate	Lambda-cyhalothrin, Prallethrin, Pyriproxyfen, Piperonyl butoxide
Bifen I/T	Bifenthrin
Suspend SC Insecticide	Deltamethrin
Advion Ant Gel	Indoxacarb: (S)-methyl 7-chloro-2,5-dihydro-2-[(methoxycarbonyl)[4-(trifluoromethoxy)phenyl]amino], carbonyl]indeno[1,2-e][1,3,4]oxadiazine-4a-(3H), carboxylate

Parents/guardians of the New Hope School District can register with the District's designee, Richard Rothenburger, to receive notification of individual pesticide applications by calling (209)794-2376. Persons who register for this notification shall be notified at least seventy-two (72) hours prior to the application, except in emergencies, and will be provided the name and active ingredient(s) of the pesticide as well as the intended date of application.

If you wish to access information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agricultural Code section 13184, you can do so by accessing the Department's web-site at www.cdpr.ca.gov.

Model Notification of Rights Under the Protection of

Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right for parents of minor students to:

Consent before students are required to submit a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screening, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

4. Protected information surveys of students;
5. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
6. Instructional material used as part of the education curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

New Hope Elementary School District policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. New Hope Elementary School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. New Hope Elementary School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt their child out of participation of the specific activity or survey. New Hope Elementary School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. The following is a list of the specific activities and surveys covered under this requirement:

1. Collection, disclosure, or use of personal information for marketing, sales or other distribution.
2. Administration of any unprotected information survey not funded in whole or in part by the Department of Education.
3. Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

REQUEST FOR ELECTRONIC ACCESS TO ANNUAL RIGHTS NOTIFICATION

Sign and return this form to your child's school by 8/14/2026, if you would like electronic access to the Parent Notice of Rights and Responsibilities. If you do not return this form by the specified date, you will be provided with a hard copy of the Notice at the beginning of the school year.

Student's Name: _____

School: _____ Grade: _____

☐ I hereby request to receive the annual Parent Notice of Rights and Responsibilities in electronic format.

☐ I understand that, by requesting the Notice in an electronic format, it is my responsibility to access the Notice at the beginning of the school year on the District's website at www.nhesd.net.

☐ I also understand that the Notice contains important information regarding my rights, responsibilities, and protections and that, by requesting the Notice in an electronic format, I will be required to access, print, complete, and timely return to my child's school the ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION, which is included with the Notice.

Signature of Parent or Guardian: _____ Date: _____

CHILD ABUSE REPORTING GUIDELINES AND PROCEDURES

The following information will assist parents and guardians in determining whether or not child abuse has occurred and, if so, how to file a complaint of child abuse with local law enforcement. This information has been taken from the California Child Abuse and Neglect Reporting Act in the California Penal Code and from sections of the California Education Code.

Child Abuse Can Be Any of the Following:

1. A physical injury which is inflicted on a child by another person other than by accidental means.
2. The sexual abuse, assault, or exploitation of a child, such as:
 - a. The negligent treatment or maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare, whether the harm or threatened harm is from acts or omissions on the part of the responsible person;
 - b. The willful infliction upon a child of any cruel or inhumane corporal punishment or any injury resulting in a traumatic condition; or
 - c. The willful harming or injuring of a child or endangering of the person or the health of a child where the person responsible for the child's welfare is a licensee, administrator, or employee of any facility licensed to care for children or an administrator or employee of a public or private school or other institution or agency.

Child Abuse Does Not Include:

3. A mutual fight between minors;
4. An injury that is caused by the actions of a peace officer using reasonable and necessary force within the scope of their employment; or
5. An injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:
 - a. To stop a disturbance threatening physical injury to people or damage to property;
 - b. For purposes of self-defense;
 - c. To obtain possession of weapons or other dangerous objects within control of a pupil; or
 - d. To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning.

How to File a Complaint of Child Abuse Committed at a School Site

Parents and guardians of pupils have the right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. To file a complaint, the parent or guardian must file a formal report with an appropriate local law enforcement agency. An appropriate law enforcement agency may be one of the following:

6. A Police or Sheriff's Department (not including a school district police department or school security department)
7. A County Probation Department if designated by the county to receive child abuse reports, or
8. A County Welfare Department/County Child Protective Services.

The complaint may be filed over the telephone, in person, or in writing. A complaint may also be filed at the same time with your school district or county office of education. School districts and county offices of education, however, do not investigate child abuse allegations.

The local law enforcement agency is required to investigate all complaints.

If the complaint of child abuse is "substantiated" or confirmed by the local law enforcement agency, meaning that the report of child abuse or neglect, as determined by the law enforcement investigator who conducted the investigation, is, based upon the evidence, more likely to have occurred than not, then a report of the investigation will be transmitted by the law enforcement agency to the governing board of the local school district or County Office of Education. A confirmed report of child abuse or neglect received by a governing board of a school district or County Office of Education will be subject to the provisions of California Education Code section 44031, which gives school employees certain rights regarding personnel information and records.

In addition, a confirmed report shall be forwarded by the law enforcement agency that investigated the complaint to the California Department of Justice according to California Penal Code section 11169 and notice will be provided to the alleged child abuser that they have been reported to the Child Abuse Central Index, as maintained by the Department of Justice.

This guidance is mandatory only to the extent that it cites a specific statutory and/or regulatory requirement. Any portion of this guidance that is not supported by a specific statutory and/or regulatory requirement is not prescriptive pursuant to California Education Code section 33308.5.

Your Child Has the Right to a Free Public Education

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

Information Required for School Enrollment

- ☐ When enrolling a child, schools must accept a variety of documents from the student’s parent or guardian to demonstrate proof of child’s age or residency.
- ☐ You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

Confidentiality of Personal Information

- ☐ Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- ☐ Some schools collect and provide publicly basic student “directory information.” If they do, then each year, your child’s school district must provide parents/guardians with written notice of the school’s directory information policy, and let you know of your option to refuse release of your child’s information in the directory.

Family Safety Plans If You Are Detained or Deported

- ☐ You have the option to provide your child’s school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported.
- ☐ You have the option to complete a Caregiver’s Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

Right to File a Complaint

- ☐ Your child has the right to report a hate crime or file a complaint to the school district if they are discriminated against, harassed, intimidated, or bullied on the basis of their actual or perceived nationality, ethnicity, or immigration status.

For more information on resources for responding to immigration enforcement activities at California schools, or to file a complaint, please contact:

Bureau of Children’s Justice
California Attorney General’s Office
P.O. Box 944255
Sacramento, CA 94244-2550
Phone: (800) 952-5225
E-mail: BCJ@doj.ca.gov
<https://oag.ca.gov/bcj/complaint>

The Attorney General’s publications can be downloaded at: <https://www.oag.ca.gov/bcj>.
More resources on these topics are available at
<https://oag.ca.gov/sites/all/files/agweb/pdfs/bcj/school-guidance-model-k12.pdf>.

2026-2027 Parent Consent Form
(Must be completed and returned to the school office)

YES	NO	
_____	_____	1. I will have my child immunized. I realize this is a condition of initial enrollment or continued attendance.
_____	_____	2. Basic first aid may be administered to my child when necessary.
_____	_____	3. If there is an emergency and an ambulance is necessary for my child, NHSD has my permission to contact an ambulance service on my behalf. I will be responsible for the fee charged.
_____	_____	4. I will obtain an oral health examination for my kindergartener(s) and a physical health examination for my first grader(s).
_____	_____	5. My child may receive health evaluations, (i.e., vision, hearing) as part of group screenings.
_____	_____	6. If at any time my child is out of school, I will send a note or call the school explaining the reason for his/her absence. Copies of the attendance policy are available at the school office.
_____	_____	7. Directory information for my child may be released to agencies (i.e. military) only as permitted by law.
_____	_____	8. I GIVE permission for my student to be photographed and/or videotaped by the School and/or District.
_____	_____	9. I GIVE permission for my student to be photographed for the YEARBOOK ONLY (if the answer to question #8 is yes, then the answer to this question should be NO).
_____	_____	10. I GIVE permission for my student to be photographed/use name/school projects in any media.
_____	_____	11. I realize that the district maintains an operating policy of nondiscrimination in programs and activities.
_____	_____	12. I understand that bus service may be withdrawn if my child does not obey the bus rules or the directions of the driver, I understand written permission is required for field trips.
_____	_____	13. I understand that the schools have minimum proficiencies my child must pass in order to be promoted or graduated.
_____	_____	14. I understand that the district maintains and enforces a pupil dress policy. Copies are available at the school office.
_____	_____	15. I understand that the district does have a policy dealing with hepatitis HIV and blood borne pathogens. "Universal precautions" are used throughout the schools.
_____	_____	16. I understand that New Hope Elementary is tobacco free 24 hours a day for all buildings and grounds and for all students, employees, parents and visitors.
_____	_____	17. I have read and understand the "Parent Notification" packet.