



Parent Guide

ADMINISTRATIVE SERVICES

JURUPA UNIFIED SCHOOL DISTRICT

AUGUST 2017

JURUPA UNIFIED SCHOOL DISTRICT

Education Center
4850 Pedley Road
Jurupa Valley, California 92509

Our Children, Our Schools, Our Future!

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AN AFFIRMATIVE ACTION, EQUAL OPPORTUNITY, MALE-FEMALE, DISABILITY EMPLOYER
 Jurupa Unified School District does not discriminate based upon ethnic group identification, ancestry, gender, gender identity, gender expression, sexual orientation, race, color, religion, sex, age, national origin, ethnicity or nationality, or disability in any of its programs, activities, or services.

Dear Parents:

Thank you for sending your child to Jurupa Unified School District. This publication contains critical information about your rights and responsibilities as a parent/guardian and laws pertaining to your student. Please be sure your student understands the attendance and truancy policies, dress code, and our discipline procedures. We work hard so that our schools provide an inviting and safe place for student learning. We want your child to do his/her best; to come to school ready to learn, appropriately dressed, and willing to follow school rules. Your support as a parent is essential to your child's school success.

This guide contains Board policies, Education Code citations, and references to state or federal laws related to: (1) academic services, (2) school attendance, (3) child abuse prevention, (4) complaint procedures, (5) health, safety, and welfare, (6) special education, and (7) student behavior/discipline (*Education Code 48980 (a)*). The full text of the Education Code and Board policy is available at the Education Center, 4850 Pedley Road, Jurupa Valley, CA 92509, and online at www.jurupausd.org. Questions about the information in this guide can be answered by calling your child's school principal. In addition, you may call the Administrative Services office at (951) 360-4140.

Parents/Guardians are required by state law to sign an acknowledgment of the receipt of this information and return it to the school. Your signature does not indicate that your consent to participate in any program has either been given or withheld.

Parental support is critical to children's learning. The information in this publication will help you as a parent/guardian. We encourage you to be involved in your child's schooling.

Thank you for taking the time to read this publication and for the support of your child's school. We look forward to educating your child in the new school year.

Elliott Duchon
Superintendent

District Overall Mission Statement

The mission of the Jurupa Unified School District is to educate each student to the highest levels of academic achievement and prepare students to succeed in life.

Elementary School Mission Statement: Develop a strong academic foundation.

Middle School Mission Statement: Supporting a successful transition through academic and social learning.

High School Mission Statement: Preparing students for the challenges of today and tomorrow.

Community Mission Statement: Involve parents and the community in the educational process.

Performance Goal 1: All students will reach high academic standards.

Performance Goal 2: All English Language learners (ELL) will become proficient in English and reach high academic standards.

Performance Goal 3: All students will be taught by highly qualified teachers.

Performance Goal 4: All students will be educated in learning environments that are safe, drug-free, and conducive to learning.

Performance Goal 5: All students will graduate from high school.

Performance Goal 6: All students will benefit from the District engaging and sustaining the trust and involvement of parents and the community in the educational process.

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Key to Code and Regulation Section Abbreviations

<i>EC</i> California Education Code	<i>WIC</i>California Welfare and Institutions Code 34
<i>5 CCR</i>Title 5, California Code of Regulations	<i>CFR</i> ...Title 34, Code of Federal Regulations
<i>HSC</i>California Health and Safety Code	<i>40 CFR</i> ...Title 40, Code of Federal Regulations
<i>PC</i>California Penal Code	<i>USC</i>United States Code
<i>VC</i>California Vehicle Code	<i>BP</i> Board Policy
	<i>AR</i> Administrative Regulation

ACCEPTABLE USE OF TECHNOLOGY

Jurupa Unified School District recognizes that access to technology in school gives students greater opportunities to think critically, problem solve, research, create, communicate, and collaborate. Given the integration of these technologies with California State Standards instruction and state mandated annual testing, acceptance of these policies is no longer optional for students. Parents who are concerned about the use of these technologies or the application of these policies should contact the district or school administration to discuss whether reasonable adjustments may be required for a student's particular needs. This acceptable use policy outlines the guidelines and behaviors that users must follow when using school technologies or personally-owned devices on the school campus. School technologies may include internet access, desktop, virtual desktop or laptop computers, Chromebooks, iPads, video conferencing, online collaboration, email and message boards. The policies outlined in this document are intended to cover all available technologies, not just those specifically listed. All activity over the network or using district technologies may be monitored and retained. No use of the district network or equipment is private. Users are expected to communicate with the same appropriate, safe, mindful courteous conduct online as offline. Users should be careful not to share personally-identifying information online or attempt to open files or follow links from an unknown or untrusted origin. A K-12 district Internet safety program, based on the Common Sense Media curriculum, has been implemented at each school. Teachers will reinforce the learned Common Sense Media concepts when appropriate to developing student information literacy skills through the core curriculum. The Common Sense Media curriculum focuses on cyber community citizenship in the primary grades; citizenship and safety, and cyber predator identification in the upper elementary grades; cyber bullying, negative networking, and predator identification, in the middle grades; and cyber harassment, cyber relationships, security – malicious codes, and social-networking risks at the high school level. Every student and teacher will have the opportunity to participate in the Common Sense Media curriculum. Common Sense Media provides free education for parents, students, and schools about online student safety. This quality education resource helps minors be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Superintendent's Message - As technology continues to revolutionize the way we live, it also changes the way we can educate our children. Teachers are receiving staff development to augment their ability to integrate computers and other technologies into their curricula in order to improve teaching and learning. They use a variety of electronic media and technologies including the Internet to obtain information. During the daily teaching your child may be required to use the Internet or other on-line services to review and/or retrieve information. Therefore, we are bound by federal law to provide guidelines to protect children who use the Internet.

The Children's Internet Protection Act (CIPA) was signed into law on December 21, 2000, and released as Federal Communications Commission (FCC) Report and Order #01-120 on April 5, 2001. Passed as part of a major federal funding bill, H.R. 4577, the new law requires K-12 schools and libraries to implement filtering or blocking technology for all computers, and develop and implement an Internet Safety Policy. The Jurupa Unified School District has an Internet Safety Policy [Instruction: Policy 6163.5] that was approved by the Board on October 1, 2001.

We share your concerns about your child's safety and security while using the Internet, and we have installed special filtering equipment to limit access to inappropriate material. Please contact your child's principal or site administrator to discuss or review the school site's plan on how it will monitor children's use of the Internet.

Sincerely,

Elliott Duchon
Superintendent of Schools

ACCIDENT INSURANCE/HEALTH INSURANCE FOR ATHLETES

EC 32221.5, BP 5143.1

The medical costs of pupil accidents are the responsibility of the parent or guardian. Pupil accident insurance helps pay for the medical costs if a child is injured while under jurisdiction of the school. The contract is made between the parent or guardian and the insurance company. At the beginning of each school year or upon registration, Jurupa Unified School District provides parents or guardians with application forms for school-time accident insurance. The principal of your child's school will provide you with further information. 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 Borrego Community Health Foundation at (951) 710-3970.

Under state law, school districts are required to ensure that all members of a school athletic team have accidental injury insurance that covers medical and hospital expenses. All students participating in C.I.F. athletics are responsible for their own athletic insurance as required by law and Board Policy. Please contact the Athletic Director at your high school for more information.

ADVANCED PLACEMENT EXAMINATION FEES

EC 52244

Eligible high school students may receive financial assistance to cover the costs of the advanced placement examination fees or the International Baccalaureate examination fees, or both. Please contact your child's school for information or Ms. Roberta Pace, Director of College and Career Readiness at (951) 360-4164.

ASBESTOS MANAGEMENT PLAN

40 CFR 763.93

The Jurupa Unified School District maintains and annually updates its management plan for asbestos-containing material in school buildings. For a copy of the asbestos management plan, please contact Mr. Dana Toland, Director of Maintenance and Operations, at (951) 360-2761.

ATTENDANCE OPTIONS AVAILABLE

Residency- *EC 48200 and 48204*

A minor between the ages of 6 and 18 years is subject to compulsory education and, unless exempted, must enroll in school in the school district in which the residence of either the parent or legal guardian is located.

A pupil may alternatively comply with the residency requirements for school attendance in a school district, if he or she is any of the following: placed in a foster home or licensed children's institution within the boundaries of the school district pursuant to a commitment of placement under the Welfare and Institutions Code; a pupil who is a foster child who remains in his or her school of origin; an emancipated pupil who resides within the boundaries of the school district; a pupil who lives in the home of a caregiving adult that is located within the boundaries of the school district; or a pupil residing in a state hospital located within the boundaries of the school district.

A school district shall accept applications by electronic means for enrollment, including enrollment in a specific school or program within the school district, and course registration for military dependents. The parent shall provide proof of residence within 10 days after the published arrival date provided on official documentation related to his or her military move: temporary on-base billeting facility, purchased or leased home or apartment, or federal government or public-private venture off-base military housing.

A school district may also deem a pupil as having complied with the residency requirements for school attendance in the school district if one or both the parents or legal guardians of the pupil are physically employed within the boundaries of the school district for a minimum of 10 hours during the school week.

Residency is established when a pupil's parent or legal guardian resides outside of the boundaries of that school district but is employed and lives with the pupil at the place of his or her employment within the boundaries of the school district for a minimum of 3 days during the school week.

Intradistrict Transfers/District Open Enrollment – *EC 35160.5 (b)*

A district program of open enrollment is available to pupils whose parents or guardians currently reside within district attendance boundaries and to pupils who have otherwise established residency pursuant to provision of EC 48204 (b). Open enrollment allows parents to select the school the child shall attend. Residents of the School District may apply to other schools within the District for their child to attend on a space availability basis. Information on each school within the District is provided on the District website. Parents of high school athletes should check on CIF sports eligibility rules before pursuing open enrollment. Transportation to any other school is the responsibility of the parent.

Informational materials on open enrollment are sent home with students in December. Application materials are available at the Business Services Department and must be received by January 15th for the school year starting in August of the same year. Admission will be based on space availability, in a random, unbiased selection process. This option is also available to students attending schools identified for improvement through the No Child Left Behind Act of 2001 (HR1).

For further information, please contact Belen Gonzalez at Business Services at (951) 360-4160.

Interdistrict Attendance – *EC 46600 et seq.*

The parent or legal guardian of a pupil may seek release from the home district to attend a school in any other school district. School districts may enter into agreements for the interdistrict transfer of one or more pupils for a period of up to five years. The agreement must specify the terms and conditions for granting or denying transfers, and may contain standards of reapplication and specify

the terms and conditions under which a permit may be revoked. Unless otherwise specified in the agreement, a pupil will not have to reapply for an interdistrict transfer, and the school board of the district of enrollment must allow the pupil to continue to attend the school in which he/she is enrolled.

A pupil who has been determined by personnel of either the home or receiving district to have been the victim of an act of bullying, as defined in EC 48900(r), shall, at the request of the parent or legal guardian, be given priority for interdistrict attendance under any existing agreement or, in the absence of an agreement, be given additional consideration for the creation of an interdistrict attendance agreement. For further information, please contact Belen Gonzalez at Business Services at (951) 360-4160.

AVAILABILITY OF PROSPECTUS

EC 49063 and, 49091.14

Each school must annually compile a prospectus of the curriculum to include titles, descriptions and instructional goals for every course offered by the school. Please contact Cindy Vasquez Rodriguez in Education Services at the District Office at (951) 360-4164 for a copy of the prospectus. The prospectus can also be found at www.jurupausd.org/our-district/edserv/secondary

AVOIDING ABSENCES

EC 46014, 48205 and BP 5113.1

A major goal of the Jurupa Unified School District is the improvement of attendance. While we cannot guarantee that learning will occur just because a child is in school, we know that learning tends not to take place if the child is absent. There is a strong correlation between attendance and learning. Jurupa Unified School District urges parents to make sure their children attend school regularly and to schedule medical and other appointments after school or during school holidays. The district also asks that travel or other absences be avoided during the time school is in session. The school calendar is designed to minimize problems for families which plan vacations around traditional holiday periods, and thereby minimize student absences.

Each person in California between the ages of 6 and 18 years, who is not legally exempt, is subject to compulsory school attendance. Each parent or guardian has the responsibility to send students to school for the full time of the school day as designated by the Board of Education. Following an absence, a student is required to bring a written excuse from home when returning to school. Illnesses, and doctor and dental appointments are considered excused absences. Absences without a written excuse are recorded as unexcused.

Tardiness

Children should be encouraged to be prompt as part of developing good habits. They are expected to be at school on time. If a child is late, the child should bring an excuse from home to the school office. Repeated tardiness in excess of 30 minutes lead to the student being designated as truant

Truancy Definitions - *EC 48260, 48262, and 48263.6*

A pupil is considered truant after three absences or three tardies of more than 30 minutes each time or any combination thereof and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year and the district has made a conscientious effort to meet with the family, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a chronic truant. Unexcused absences are all absences that do not fall within EC 48205 (see page 8).

Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by first-class mail or other reasonable means, of the following:

- A. The pupil is truant.
- B. The parent or guardian is obligated to compel the attendance of the pupil at school.
- C. Parents or Guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.
- D. Alternative educational programs are available in the district.
- E. The parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- F. The pupil may be subject to prosecution under Section 48264.
- G. The pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the VC.

Arrest of Truants/School Attendance Review Boards (SARB) – *EC 48263 and 48264*

The school attendance supervisor, administrator or designee, a peace officer, or probation officer may arrest or assume temporary custody during school hours, of any minor who is found away from his/her home and who is absent from school without valid excuse

within the county, city or school district. A student who is a habitual truant may be referred to a School Attendance Review Board (SARB).

School Attendance Review Boards (SARB) - EC 48320

School Attendance Review Boards (SARBs) were created by the Legislature of the State of California to develop new ways of coordinating school, community and home efforts to deal with student attendance and behavior problems. SARBs are designed to maximize the use of all available resources and services, avoid unnecessary duplication of resources to resolve attendance and behavior problems, and divert students with school related problems from the juvenile system.

It is important to understand that school attendance is not a matter of choice but a mandate. The Jurupa Unified School District School Attendance Review Board is composed of members of the community, including representatives from the Riverside County Sheriff's Department (Jurupa Valley Police Department), Department of Public Social Services, Riverside County Health Department, Riverside County Probation Department, District Attorney's Office, Youth Service Center, School Board members, Administrators and teachers. This Board meets during the school year. If SARB can assist you in an attendance matter, please contact Sandra Amatriain, Coordinator of Child Welfare & Attendance, at (951) 360-4137.

Chronic Absenteeism – EC 48260

A student is considered a chronic absentee when he/she is absent on 10% or more of the school days in one year, from the date of enrollment to the current date. Chronic absenteeism includes all absences— excused and unexcused -- and is an important measure because excessive absences negatively impact academic achievement and student engagement.

BEFORE AND AFTER SCHOOL PROGRAM

EC 8482.6, 8483(e), and 8483.95

Students who are identified as homeless or foster children have a right to receive priority enrollment. To request priority enrollment, please contact Ilsa Garza-Gonzalez, Director, Administrative Services for Jurupa Unified School District at (951) 360-4140 or igonzaalez@jUSD.k12.ca.us. No current participant in a before or after school program shall be disenrolled in order to allow enrollment of a student with priority enrollment.

CAL GRANT PROGRAM

EC 69432.9

A Cal Grant is money for college that does not have to be paid back. To qualify, a student must meet the eligibility and financial requirements as well as any minimum grade point average (GPA) requirements. Cal Grants can be used at any University of California, California State University, or California Community College. Some independent and career colleges or technical schools in California also take Cal grants.

In order to assist students in applying for financial aid, all students in grade 12 are automatically considered a Cal Grant applicant and each grade 12 student's GPA will be submitted to the California Student Aid Commission (CASC) electronically by a school or school district official. A student, or the parent/guardian of a student under 18 years of age, may complete a form to indicate that he/she does not wish for the school to electronically send CASC the student's GPA. Until a student turns 18 years of age, only the parent/guardian may opt out the student. Once a student turns 18 years of age, only the student may opt himself/herself out, and can opt in if the parent/guardian had previously decided to opt out the student. All grade 12 students' GPA will be sent to CASC on October 1, of the grade 12 year.

A student may submit a Free Application for Federal Student Aid (FAFSA) as October 1, of their grade 12 year. Students may use earlier income information - commencing with the 2017-18 FAFSA, students will report income information from an earlier tax year. (For the 2017-18 FAFSA, students and parents, as appropriate, will report their 2015 tax income information, rather than their 2016 income information.)

CALIFORNIA HIGH SCHOOL PROFICIENCY EXAM (CHSPE)

5 CCR 11523

The California High School Proficiency Exam (CHSPE) is a voluntary test that assesses proficiency in basic reading, writing, and mathematics skills taught in public schools. Eligible pupils who pass the CHSPE are awarded a Certificate of Proficiency by the State Board of Education. A pupil who receives a Certificate of Proficiency may, with verified approval from the parent or legal guardian, leave high school early. The Certificate of Proficiency, however, is not equivalent to completing all course work required for regular graduation from high school. For more information, including administration dates and registration deadlines, visit the following website: <http://www.chspe.net/>.

CAREER COUNSELING AND COURSE SELECTION

EC 221.5 (d)

Jurupa Unified School District maintains gender equity related to career counseling and course selection opportunities. Commencing in grade 7, school personnel shall assist pupils with course selection or career counseling, exploring the possibility of careers, or courses leading to careers based on the interest and ability of the child and not on the pupil's gender. Parents may participate in such counseling sessions and decisions. You may contact your site principal for further details.

CHILD ABUSE AND NEGLECT REPORTING

PC 11164 et seq.

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

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

Parents and guardians of students also have a right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. Complaints may be filed with the local law enforcement agency; you may also notify the District of an incident by contacting Educational Services at (951) 360-4164.

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

1. To stop a disturbance threatening physical injury to people or damage to property;
2. For purposes of self-defense;
3. To obtain possession of weapons or other dangerous objects within control of a student;
4. To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning.

CHILD FIND SYSTEM

EC 56301; Individuals with Disabilities Education Act, PL 105-17, Section 504 of the Rehabilitation Act of 1973, EC Sections 56000 et seq., Title II of the Americans with Disabilities Act, 1990

Section 504 of the federal Rehabilitation Act of 1973, and the Americans with Disabilities Act (*42 USC 12101 et seq.*) prohibit discrimination on the basis of disability. The Jurupa Unified School District actively ensures that all children with disabilities have available to them a free appropriate public education which includes special education and related services, such as adaptive PE, speech, language and hearing, or as provided in accordance with an individualized education program. A full range of regular or special education and/or related aids and services is provided in all programs for all students. The Jurupa Unified School District actively seeks to locate and to identify infants and toddlers with disabilities who may be eligible for early intervention services. If you have, or know of, a child you feel may need special education services, or if you wish to obtain further information regarding such services, contact Michelle Markham, Administrator of Education Support Services, at (951) 360-4144. A complete listing of all Special Education student and parent rights is available upon request from Michelle Markham, Administrator of Education Support Services, and (951) 360-4144.

CIVILITY ON SCHOOL GROUNDS

CC 1708.9, EC 32210

Any person who willfully disturbs a public school or a public school meeting is guilty of a misdemeanor, and may be punished by a fine of not more than five hundred dollars (\$500.00).

It is unlawful for any person, except a parent/guardian acting toward his/her minor child, to intentionally or to attempt to injure, intimidate, interfere by force, threat of force, physical obstruction, or nonviolent obstruction with any person attempting to enter or exit any public or private school grounds.

COLLEGE AND CAREER TECHNICAL EDUCATION

EC 51229

The Jurupa Unified School District is committed to preparing all students to become college and career ready. Please refer to page 29 for information on College and Career Technical Education. You may also visit www.jurupausd.org/our-district/edserv/secondary for information on college admissions and career technical education.

CONCUSSION AND HEAD INJURIES

EC 49475

A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. A school district, charter school, or private school that elects to offer an athletic program must immediately remove from a school-sponsored activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol no less than 7 days in duration under the supervision of a licensed health care provider. On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent or guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course.

CONFIDENTIAL MEDICAL SERVICES

EC 46010.1

School authorities may excuse any pupil in grades 7-12 from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

CUSTODY ISSUES

Custody disputes must be handled by the courts. The school has no legal jurisdiction to refuse a biological parent access to his/her child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office. Any student release situation which leaves the student's welfare in question will be handled at the discretion of the site administrator or designee. Should any such situation become a disruption to the school, law enforcement will be contacted and an officer requested to intervene. Parents are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up a child.

DANGEROUS OBJECTS

Dangerous objects, regardless whether they are legal or not, are not allowed on any grounds of the Jurupa Unified School District. Examples of dangerous objects include, but are not limited to:

Laser Pointers –*PC 417.27*

It is a crime for any student to possess a laser pointer on any elementary or secondary school campus, unless the possession is for a valid instructional or other school-related purpose. Directing the beam of a laser pointer into the eyes of another or into a moving vehicle or into the eyes of a guide dog is also prohibited.

Imitation Firearm –*PC 12550, 12556*

A BB device can be considered an imitation firearm. The Penal Code makes it a criminal offense to openly display or expose of any imitation firearm in a public place, including a public school.

A pupil may be suspended or expelled for acts which are enumerated in this section and are related to a school activity or attendance which occur at any time, including but not limited to: 1) while on school grounds, 2) while going to or coming from school, 3) during the lunch period, whether on or off the campus, or 4) during, or while going to or coming from a school sponsored activity. Law enforcement will be contacted.

DIRECTORY INFORMATION

EC 49073 and BP 5125.1

Periodically, the Jurupa Unified School District releases directory information on Jurupa Unified School District pupils to nonprofit organizations such as the PTA (Parent-Teacher Association), whose purpose is to enhance the educational goals of the District, or organizations and institutions offering career opportunities to graduates or which would benefit the child. "Directory Information" includes one or more of the following items: student's name, address, telephone number, e-mail address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent public or private school attended by the student. No information may be released to private profit making entity other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Directory information may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her

pupil's directory information. Directory information regarding a pupil identified as a homeless child or youth shall not be released unless a parent, or eligible pupil, has provided written consent that directory information may be released.

Access to Military Recruiters - 20 USC 7908

Federal law requires school districts to provide military recruiters the same access to secondary school pupils as is provided to post-secondary educational institutions or the prospective employers. Parents may request that the district not release their pupil's name, address and telephone number without prior written consent. Written notice must be submitted to the school if the parent or legal guardian wishes to deny access to this information.

DRESS CODE – GANG APPAREL

EC 35183, 35183.5, and 32282 (a)(2)(f)

In July 2006, the Board of Education adopted a district-wide dress code, which every student is to follow. In addition, each individual school in the district may adopt a reasonable dress code policy that prohibits pupils from wearing "gang-related apparel." "Gang-related apparel" has been defined to include apparel that "reasonably could be determined to threaten the health and safety of the school environment." A copy of the Board adopted dress code is mailed home each year and included in student handbooks. A copy of the district-wide dress code is available online at www.jurupausd.org/schools/Documents.

Each individual school may also adopt a reasonable dress code policy that requires pupils to wear uniforms. By district policy, a waiver may be requested, and must be on file at the school. *EC* authorizes school sites to set policy regarding outdoor use, during school days, of articles of sun-protective clothing, including but not limited to hats. Specific clothing and hats determined by the school district or school site to be gang-related or inappropriate apparel may be prohibited by the dress code policy. It also provides for the use of sunscreen by students, during the school day, without a physician's note or prescription.

ELECTRONIC LISTENING OR RECORDING DEVICE

EC 51512

The use by any person, including a pupil, of any electronic listening or recording device in any classroom without the prior consent of the teacher and the principal is prohibited as it disrupts and impairs the teaching process and discipline in the schools. Any person, other than the pupil, willfully in violation shall be guilty of a misdemeanor. Any pupil in violation shall be subject to appropriate disciplinary action.

ELECTRONIC NICOTINE DELIVERY SYSTEMS (ENDS)

HSC 119405 and 11014.5

The Jurupa Unified School District prohibits the use of electronic nicotine delivery systems (ENDS) such as e-cigarettes, hookah pens, cigarillos, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products on all district property and in district vehicles at all times. ENDS are often made to look like cigarettes, cigars and pipes, but can also be made to look like everyday items such as pens, asthma inhalers and beverage containers. These devices are not limited to vaporizing nicotine; they can be used to vaporize other drugs such as marijuana, cocaine, and heroin.

Section 119405 of the *HSC* prohibits the sales of e-cigarettes to minors; which means that students should not be in possession of any such devices. Students using, in possession of, or offering, arranging, or negotiating to sell ENDS can be subject to disciplinary action, particularly because ENDS are considered drug paraphernalia, as defined by 11014.5 of the *HSC*. Every person under 18 years of age who purchases, receives, or possesses any tobacco, cigarette, or cigarette papers, or any other preparation of tobacco, or any other instrument or paraphernalia that is designed for the smoking of tobacco, tobacco products, or any controlled substance shall, upon conviction, be punished by a fine of seventy-five dollars (\$75) or 30 hours of community service work.

EMERGENCY TREATMENT FOR ANAPHYLAXIS

EC 49414

Anaphylaxis is a severe and potentially life-threatening allergic reaction that can occur after encountering an allergic trigger, such as food, medicine, an insect bite, latex or exercise. Symptoms include narrowing of the airways, rashes, or hives, nausea, or vomiting, a weak pulse, and dizziness. It is estimated that approximately 25% of the anaphylactic reactions occur during school hours to students who had not previously been diagnosed with a food or other allergy. Without immediate administration of epinephrine followed by calling emergency medical services, death can occur. Being able to recognize and treat quickly can save lives. Recent changes to *EC 49414* now require school districts to provide epinephrine auto-injectors to school nurses and trained personnel and authorizes them to use epinephrine auto-injectors for any student who may be experiencing anaphylaxis, regardless of known history.

ENTRANCE HEALTH SCREENING

HSC 124085, 124100, and 124105

State law requires that the parent or legal guardian of each pupil provide the school within 90 days after entrance to first grade documentary proof that the pupil has received a health screening examination by a doctor within the prior 18 months. Pupils may be excluded up to 5 days from school for failing to comply or not providing waiver. Free health screening is available for eligible students through the Child Health Disabilities Prevention Program.

Under California Medical Assistance Program parents may apply for free health screening for disabilities through the Riverside County Health Department.

EXCUSED ABSENCES

EC 46014, 48205 and BP 5113.1

A major goal of the Jurupa Unified School District is improving attendance. While we cannot guarantee that learning will occur just because a child is in school, we know that learning tends not to take place if the child is absent. There is a strong correlation between attendance and learning. Jurupa Unified School District urges parents to make sure their children attend school regularly and to schedule medical and other appointments after school or during school holidays. The district also asks that travel or other absences be avoided during the time school is in session. The school calendar is designed to minimize problems for families which plan vacations around traditional holiday periods, and thereby minimize student absences.

Each person in California between the ages of 6 and 18 years, who is not legally exempt, is subject to compulsory school attendance. Each parent or guardian has the responsibility to send students to school for the full time of the school day as designated by the Board of Education. The pupil's absence should be submitted in writing by the parent or guardian and approved by the principal or a designee in alignment with uniform standards established by the Board of Education.

Pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral or religious instruction.

No pupil shall have his or her grade reduced or lose academic credit for any excused absence or absences, if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

- (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:
- (1) Due to his or her illness.
 - (2) Due to quarantine under the direction of a county or city health officer.
 - (3) For the purpose of having medical, dental, optometric, or chiropractic services rendered.
 - (4) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
 - (5) For the purpose of jury duty in the manner provided for by law.
 - (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
 - (7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her 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.
 - (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
 - (9) For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in *EC 49701*, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
 - (10) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
- (b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of 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.
- (c) For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

- (d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- (e) “Immediate family,” as used in this section, has the same meaning as set forth in Section 45194, except that references therein to “employee” shall be deemed to be references to “pupil.”

FOSTER YOUTH, HOMELESS, and FORMER JUVENILE COURT STUDENT EXEMPTION FROM LOCAL GRADUATION REQUIREMENTS

EC 48853, 49069, and 51225.2

Foster and homeless youth are allowed education rights, such as: immediate enrollment, remain in school of origin, enrollment in local comprehensive school, partial credits, graduation with state minimum requirements with possible fifth year/exemption from local graduation requirements, and access to academic resources, services and extracurricular activities. A local educational agency must provide a remedy to affected pupil following the Uniform Complaint Procedures, including information regarding exemption from local graduation requirements, if educational rights are not allowed at the public high school.

FREE AND REDUCED PRICE MEALS

EC 49510 et seq.

The District recognizes the importance of proper nutrition to the physical well-being of the child. Free or reduced-price lunches are available at school for pupils whose parents or legal guardians qualify, based on annual household income, and complete the required application form. Application forms may be obtained at each school site or by contacting Food Services at (951) 360-2776. Applications for free and/or reduced lunch may also be submitted online at www.jurupausd.org/How and following the links to Food Services.

GIFTED AND TALENTED EDUCATION (G.A.T.E.) PROGRAM

5 CCR 3831, BP 6172

The Jurupa Unified School District plan for the Gifted and Talented Education Program is available for inspection by contacting Martha Gomez, Director of Language Services and Gifted and Talented Education, at (951) 360-4179.

HARM OR DESTRUCTION OF ANIMALS

EC 32255 et seq.

Any pupil with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform his or her teacher of the objection. Objections must be substantiated by a note from the pupil’s parent or guardian.

A pupil who chooses to refrain from participation in an education project involving the harmful or destructive use of an animal may receive an alternative education project, if the teacher believes that an adequate alternative education project is possible. The teacher may work with the pupil to develop and agree upon an alternative education project so that the pupil may obtain the knowledge, information, or experience required by the course of study in question.

HEALTH CARE COVERAGE

EC 49452.9

Your child may and family may be eligible for free or low-cost health coverage. For information about health care coverage options and enrollment assistance, contact Mr. Jose Campos, Director of Parent Involvement and Community Outreach at (951) 360-4175 or go to www.CoveredCA.com.

HOMELESS YOUTH EDUCATION

42 USC 11432, EC 48853, EC 49069, EC 51225.1 and EC 51225.2

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless children. Every school district must appoint a liaison to assist these students.

A homeless student is defined as a person between the ages of birth (Early Head Start and Head Start Programs) and twenty-two (special education students) who lacks a *fixed, regular, and adequate* nighttime residence and may:

- Live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings;
- Live “doubled-up” with another family, due to loss of housing stemming from financial problems (e.g., loss of job, eviction or natural disaster);
- Live in a hotel or motel;
- Live in a trailer park or campsite with their family;
- Have been abandoned at a hospital;
- Be awaiting foster placement in limited circumstances;
- Reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or

- Be abandoned, runaway, or pushed out youth or migrant youth that qualifies as homeless because he/she is living in circumstances described above.

A homeless student has the right to:

- immediate enrollment in his/her school of origin or school where he/she is currently residing without proof of residency, immunization records or tuberculosis skin-test results, school records or legal guardianship papers.
- education and other services (e.g. participate fully in all school activities and programs for which the child is eligible, automatically qualify for nutrition program, to receive transportation services, and to contact the liaison to resolve disputes that arise during enrollment.)
- be notified of the possibility of graduating within four years with reduced state requirements, if the homeless student transferred after the second year of high school, is credit deficient, and will not be able to graduate on time with local district requirements.
- for the district to accept partial credits for courses that have been satisfactorily completed by the homeless student.
- attend either the school of origin (the school that the student was last enrolled or attended when housed) or the current school of residence.

If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school's decision by contacting the district's homeless liaison, Ilsa Garza-González, Director of Administrative Services, at 951-360-4140.

IMMUNIZATION FOR COMMUNICABLE DISEASES

HSC 120325, 120335, 120338, 120365, 120370 and 120375

Students must be immunized against certain communicable diseases. Students are prohibited from attending school unless immunization requirements are met for age and grade. The school district shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. The district may use any funds, property, or personnel and may permit any person licensed as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing.

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

Students are not required to have immunizations if they attend a home-based private school or an independent study program and do not receive classroom-based instruction. However, parents must continue to provide immunizations records for these students to their schools. The immunization requirements do not prohibit students from accessing special education and related services required by their individualized education programs.

A student not fully immunized may be temporarily excluded from a school or other institution when that child has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunization against one of the communicable diseases described above.

State law requires the following immunizations before a child may attend school:

- (a) All new students, in transitional kindergarten through grade 12, to the Jurupa Unified School District must provide proof of polio, diphtheria, pertussis, tetanus, measles, mumps, rubella, and varicella immunizations.
- (b) All transitional kindergarten and kindergarten students must also provide proof of vaccination against hepatitis B.
- (c) All seventh grade students must also provide proof of a second measles-containing vaccine, and a pertussis booster vaccine.

Free or low cost immunizations for children are available through the Riverside County Family Care Centers. For more information, please call (800) 720-9553.

Additional information about immunizations for your students is available from Michelle Markham, Administrator of Special Education, at 951-360-4144.

INSTRUCTION for PUPILS WITH TEMPORARY DISABILITIES

EC 48206.3, 48207, 48208 and 48980 (b)

A pupil with a temporary disability that makes attendance in the regular day classes or the alternative educational program in which the pupil is enrolled, impossible or inadvisable may receive individualized instruction provided in the pupil's home for one hour a day. Parents must contact the school principal or school nurse to obtain a Request for Home Instruction. Please contact Administrative Services at (951) 360-4140 for further information.

A pupil with a temporary disability, who is in a hospital or other residential health facility, excluding a state hospital, may be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located.

It is the responsibility of the parent or guardian to notify the school district in which the hospital or other residential health facility is located of the presence of a pupil with a temporary disability. Upon receipt of the notification, the district will within five working days determine whether the pupil will be able to receive individualized instruction pursuant to *EC 48206.3* and, if so, provide the instruction within five working days or less.

LACTATING PUPILS

EC 222

Lactating pupils are allowed reasonable time to accommodate the need to express breast-milk in a private and secure room without academic penalty, and access to a power source and a place to safely store expressed breast milk. A student may make compliant to California Department of Education, via the following website, if still not accommodated, according to the law, after filing a complaint: <http://www.cde.ca.gov/re/cp/uc/>

MEDIA RELEASE

JUSD's Education Services Department occasionally has requests from news agencies to photograph and/or videotape students for education related issues. JUSD Education Services also creates videos that may use students to demonstrate education strategies or practices. In some instances, there may be a need to collect exemplary products, photos and/or videos of students in the classroom or library that are published on the JUSD or JUSD Teacher website and/or distributed to teachers or other educational institutions. All images and products are used solely for educational purposes and will never be sold or used for any commercial venture. If for any reason you do not grant permission to use your child's image in district/school and/or third party publications and publish/distribute your child's work/product for educational purposes please contact school administration to discuss whether reasonable adjustments may be required for a student's particular needs.

MEDICAL OR HOSPITAL SERVICE

EC 49472

The District does not provide or make available medical and/or hospital services for pupils who are injured in accidents related to school activity or attendance.

MEDICATION REGIMEN

EC 49480

The parent or legal guardian of any pupil taking medication on a regular basis must inform the school nurse or principal of the medication taken, the current dosage, and the name of the supervising physician. Parents or guardians who wish this service to be performed must obtain the official district form from their school and return it completed to the principal. With the consent of the parent or legal guardian, the school nurse may communicate with the physician and may counsel with school personnel regarding the possible effects of the medication of the pupil.

Administration of Prescribed Medication for Pupils – EC 49423 and 49423.1

Any pupil who is required to take, during the regular school day, medication prescribed by a physician or surgeon, may be assisted by the school nurse or other designated school personnel or may carry and self-administer auto-injectable epinephrine or inhaled asthma medication if the school district receives both a written statement of instructions from the physician detailing the method, amount and time schedules by which such medication is to be taken and a written statement from the parent or guardian requesting the school district assist the pupil with prescribed medication as set forth in the physician statement.

Administration of Epilepsy Medication – EC 49414.7

If a pupil with epilepsy has been prescribed emergency antiseizure medication by his or her health care provider, the pupil's parent or guardian may request the pupil's school to have one or more of its employees receive training in the administration of an emergency antiseizure medication in the event that the pupil suffers a seizure when a nurse is not available.

1. Talk to your child's doctor about making a medicine schedule so that your child does not have to take medicine while at school.
2. If your child is regularly taking medicine for an ongoing health problem, even if he or she only takes the medicine at home, give a written note to the school nurse or other designated school employee at the beginning of each school year. You must list the medicine being taken, the current amount taken, and the name of the doctor who prescribed it (EC 49480).
3. If your child must take medicine while at school, give the school a written note from you and a written note from your child's doctor or other health care provider, who is licensed to practice in California. Provide new, updated

notes at the beginning of each school year and whenever there is any change in the medicine, instructions, or doctor (ED 49423).

4. As parent or guardian, you must supply the school with all medicine your child must take during the school day. You or another adult must deliver the medicine to school, except medicine your child is authorized to carry and take by him or herself.
5. All controlled medicine, like Ritalin, must be counted and recorded on a medicine log when delivered to the school. You or another adult who delivered the medicine should verify the count by signing the log.
6. Each medicine your child must be given at school must be in a separate container labeled by a pharmacist licensed in the United States. The container must list your child's name, doctor's name, name of medicine, and instructions for when to take the medicine and how much to take.
7. Pick up all discontinued, outdated, and/or unused medicine before the end of the school year.
8. Know and follow the medicine policy of your child's school.

MEGAN'S LAW

PC 290 et seq.

Information regarding registered sex offenders who may be living in California can be found on the California Department of Justice's website, <http://meganslaw.ca.gov/>. The website also provides information on how to protect yourself and your family, facts about sex offenders, frequently asked questions, and sex offender registration requirements in California.

MINIMUM and PUPIL-FREE STAFF DEVELOPMENT DAYS

EC 48980 (c)

Please refer to the 2017-18 school district calendar found in the back of this booklet for information on minimum and pupil-free staff development days.

NONDISCRIMINATION IN PROGRAMS AND ACTIVITIES

EC 220; Section 504 of the Rehabilitation Act of 1973; Title II of the American with Disabilities Act; Title VI and Title IX of the Education Amendments of 1972

The Jurupa Unified School District is committed to providing a safe school environment where all individuals in education are afforded equal access and opportunities. The District's academic and other educational support programs, services, and activities shall be free from discrimination, harassment, intimidation, and bullying of any individual based on the person's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Specifically, state law prohibits discrimination on the basis of gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Transgender students shall be permitted to participate in gender-segregated school programs and activities (e.g. athletic teams, sports competitions, and field trips) and to use facilities consistent with their gender identity. The district assures that lack of English language skills will not be a barrier to admission or participation in District programs. Complaints of unlawful discrimination, harassment, intimidation, or bullying are investigated through the Uniform Complaint Process. Such complaints must be filed no later than six months after knowledge of the alleged discrimination was first obtained.

The Director of Administrative Services, Ilsa Garza-González, is designated as the administrative officer in this area and should be contacted with any questions regarding the District's nondiscrimination policy at (951) 360-4140 or Administrative Services, 4850 Pedley Road, Jurupa Valley, CA 92509. For questions or concerns about discrimination against students based on disability, please contact Michelle Markham, Administrator of Education Support Services, at (951) 360-4144.

NOTICE OF ALTERNATIVE SCHOOLS

EC 58501

California State law authorizes all school districts to provide for alternative schools. EC 58500 defines alternative school as a school or separate class group within a school which is operated in a manner designed to:

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

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

OFF CAMPUS LUNCH

EC 44808.5

The governing board of the Jurupa Unified School District, pursuant to Education Code 44808.5, has decided to permit the students enrolled at Jurupa Unified School District high schools to leave the school grounds during the lunch period. Each school has established the eligibility criteria for an off-campus lunch pass.

Neither the school district nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this section.

ORAL HEALTH ASSESSMENT

EC 49452.8

Record of a dental assessment done by a dental professional is required for all kindergarteners and first graders attending public school for the first time. Dental assessments must be completed the 12 months prior to entry or by May 31st of the pupil's first school year.

PESTICIDE PRODUCTS

EC 17612 and 48980.3

To obtain a copy of all pesticide products and expected use at the school facility during the year, please request a 2017-18 Annual Pesticide Notification Request form from the school site. Parents/guardians 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. Parents/guardians seeking access to information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agriculture Code 13184, can do so by accessing the Department's web-site at www.cdpr.ca.gov.

PHYSICAL EXAMINATION

EC 49451

A parent or guardian may file annually with the principal of the school in which the student is enrolled, a written statement, signed by the parent or legal guardian, withholding consent to a physical examination of his or her student. However, whenever there is good reason to believe that the student is suffering from a recognized contagious or infectious disease, the student shall be sent home and shall not be permitted to return until school authorities are satisfied that any contagious or infectious disease no longer exists.

PROPERTY DAMAGE

EC 48904

Parents or guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma, and transcript of the pupil until restitution is paid.

PUBLIC COMPLAINT PROCEDURES

BP and AR 1312.1

The Board encourages the resolution of complaints as effectively and quickly as possible. All complaints submitted in accordance with the following procedures shall be assured of receiving appropriate review and consideration. For a complete copy of *BP 1312.1*, please contact Ilsa Garza-González, Director of Administrative Services, at (951) 360-4140 or visit www.jurupausd.org/board/Pages/policies.

- Step 1 Complaint made directly to the employee against whom the complaint is lodged.
- Step 2 The principal/supervisor/designee will attempt to resolve the complaint informally.
- Step 3 If informal resolution fails, the complaint is submitted to the principal/supervisor, in writing, who shall attempt to resolve it.
- Step 4 If the complaint cannot be resolved at the site level, the written complaint may be appealed to the appropriate administrative supervisor for resolution.
- Step 5 If not resolved, the written complaint may be appealed to the Superintendent/designee for review and resolution.
- Step 6 The resolution decision of the Superintendent/designee shall be final unless the complainant, the employee or the Superintendent requests a closed hearing before the Board of Education on the complaint.
- Step 7 The decision of the Board following the hearing shall be final.

Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law, Board policy and administrative regulation.

PUPIL RECORDS

EC 49063 and 49069, 34 CFR 99.7, 20 USC 1232g

A cumulative record, whether recorded by handwriting, print, tapes, film, microfilm or other means, must be maintained on the history of a pupil's development and educational progress. The District will protect the privacy of such records. Parents/guardians have the right to 1) inspect and review the student's educational record maintained by the school, 2) request that a school correct records which they believe to be inaccurate or misleading, and 3) have some control over the disclosure of information from educational records. School officials with legitimate educational interests may access student records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, the District shall disclose educational records without parental consent.

Parents' request to access their student's educational records must be submitted in a written form to the school principal and the school will have five (5) business days from the day of receipt of the request to provide access to the records. Copies of student records are available to parents for a fee of 25 cents per page.

Any challenge to school records must be submitted in writing to Michelle Markham, Administrator of Education Support Services. A parent challenging school records must show that the records are 1) inaccurate, 2) an unsubstantiated personal conclusion or inference, 3) a conclusion or inference outside the observer's area of competence, 4) not based on the personal observation of a named person with the time and place of the observation noted, 5) misleading, or 6) in violation of the privacy or other rights of the student. Parents have the right to file a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605.

RELEASE OF JUVENILE INFORMATION

WIC 831

California law makes "juvenile case files" confidential and has a long history of protecting juvenile proceedings and records from disclosure in order to facilitate the rehabilitation of youth and avoid stigmatization. Only if a court order is provided, will any student information be disseminated, attached or provided to federal officials. The court order must indicate prior approval of the presiding judge of the juvenile court. Otherwise, juvenile information is protected from distribution and remains private without a court order.

REQUIREMENT OF PARENT/GUARDIAN SCHOOL ATTENDANCE

EC 48900.1

Teachers may require the parent or guardian of a student who has been suspended by a teacher to attend a portion of that school day in his or her student's classroom. The attendance of the parent or guardian will be limited to the class from which the student was suspended. A written notice will be sent to the parent or guardian regarding implementation of this requirement. Employers are not allowed to apply sanctions against the parent or guardian for this requirement if the parent or guardian has given reasonable notice to his/her employer.

RIGHTS OF PARENTS AND GUARDIANS TO INFORMATION

EC 51101

The parents and guardians of pupils enrolled in public schools have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children within the public schools, to be informed by the school, and to participate in the education of their children, as follows:

- (1) Within a reasonable period of time after making the request, to observe their child's classroom(s).
- (2) Within a reasonable time of their request, to meet with their child's teacher(s) and the principal.
- (3) To volunteer their time and resources for the improvement of school facilities and school programs under the supervision of district employees, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher.
- (4) To be notified on a timely basis if their child is absent from school without permission.
- (5) To receive the results of their child's performance on standardized tests and statewide tests and information on the performance of their child's school on standardized statewide tests.
- (6) To request a particular school for their child, and to receive a response from the school district.
- (7) To have a school environment for their child that is safe and supportive of learning.
- (8) To examine the curriculum materials of their child's class(es).

- (9) To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child.
- (10) To have access to the school records of their child.
- (11) To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
- (12) To be informed in advance about school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school.
- (13) To receive information about any psychological testing the school does involving their child and to deny permission to give the test.
- (14) To participate as a member of a parent advisory committee, school site council, or site-based management leadership team.
- (15) To question anything in their child's record that the parent feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.
- (16) To be notified, as early in the school year as practicable, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal a decision to retain or promote their child.

SAFE PLACE TO LEARN ACT

EC 234 and 234.1

The Jurupa Unified School District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the PC and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion. To report an incidence and/or to receive a copy of the district's anti-discrimination, anti-harassment, anti-intimidation and anti-bullying policies, please contact Ilsa Garza-González, Director of Administrative Services at (951) 360-4140.

SCHOOL BUS SAFETY

EC 39831.5

All pupils in pre-kindergarten, kindergarten and grades 1 to 6, shall receive written information on school bus safety (i.e. a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all pupils riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction may also include responsibilities of passengers seated next to an emergency exit.

Bus Conduct - BP 5131.1

The privilege of riding school buses may be suspended or revoked for any student who violates the rules of conduct or commits acts that make the operation of a school bus unsafe. In order to conduct a safe and orderly transportation system it is necessary that the rules of conduct governing the behavior of passengers be observed.

The law requires that pupils transported in a school bus shall be under the authority of and responsible directly to the school bus driver. The driver is responsible for the orderly conduct of pupils while they are on the bus or being escorted across a street or road.

The following rules apply at all times when students are riding a school bus, including when on school activity trips:

1. Riders shall have a current and scannable bus pass, and follow the instructions and directions of the bus driver at all times.
2. Riders should arrive at their designated bus stop on time and stand in a safe place at the stop to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner, scan their bus pass, and go directly to their seats.
4. Riders shall sit down and fasten any passenger restraint systems. Riders shall remain seated while the bus is in motion.
5. Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
6. Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude, or abusive behavior is prohibited.
7. Any noise or behavior that could distract the driver, such as loud talking, scuffling or fighting, throwing objects, or standing or changing seats, is prohibited and may lead to suspension of riding privileges.
8. Riders shall not use tobacco products, eat, or drink while riding the bus.
9. Riders may bring electronic devices onto the bus only if such devices are permitted at school. All electronic devices shall be stowed. No electronic device usage is allowed without the express permission of the bus driver.
10. Riders shall not put any part of the body out of the window nor throw any item from the bus.

11. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
12. No animals shall be allowed on the bus, with the exception of service animals.
13. Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, scan their bus pass, and go directly to the exit.
14. Riders should be alert for traffic when leaving the bus and shall follow the district's transportation safety plan when crossing the road and exiting the bus.

The driver shall report any violation to the Transportation Department. Passengers shall report any violation of the district's bus rules to the bus driver. The transportation supervisor shall notify the principal of the misbehavior, determine the severity of the misconduct, and take action accordingly. In instances of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined appropriate by the transportation supervisor and/or principal or designee.

Bus drivers shall not deny transportation services except as directed by the transportation supervisor, principal or designee.

SCHOOL RULES

EC 35291 and BP 5131.13

The Board of Education prescribes discipline consistent with California and State Board of Education Regulations. Each principal ensures that all rules pertaining to discipline are communicated to students at the beginning of each school year. Transfer students are to receive this information upon enrollment.

Please refer to the section titled "Student Conduct" in this Parent Guide handbook for discipline policies adopted by the Board of Education.

SCHOOL SAFETY PLANS

EC 32280 et seq.

Each Jurupa Unified School District school site has a Comprehensive School Safety Plan, which includes a disaster preparedness plan and emergency procedures. Copies are available to read at each school office. Fire and emergency drills are held periodically at each school.

SCHOOL VISITING PROCEDURES

BP 1250 and AR 1250

The Governing Board believes that it is important for parents/guardians and community members to take an active interest in the issues affecting district schools and students. Therefore, the Board encourages interested parents/guardians and community members to visit the schools and participate in the educational program.

To ensure the safety of students and staff and minimize interruption of the instructional program, the Superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be arranged with the teacher and principal or designee. When a visit involves a conference with a teacher or the principal, an appointment should be scheduled during noninstructional time.

All outsiders and visitors as defined in law and administrative regulation, shall register immediately upon entering any school building or grounds when school is in session (*PC 627.2*).

The principal or designee may provide a visible means of identification for visitors and all individuals who are not students or staff members while on school premises.

No electronic listening or recording device may be used by any person in a classroom without the teacher and principal's permission (*EC 51512*).

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with *PC 626.7*, the principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

All visitors and volunteers shall register upon entering the school premises during school hours, except they be law enforcement or Child Protective Services.

Presence of Sex Offender on Campus: Any person who is required to register as a sex offender pursuant to *PC 290*, including a parent/guardian of a district student, shall request written permission from the principal before entering the school campus or grounds. As necessary, the principal shall consult with local law enforcement authorities before allowing the presence of any such person at school or other school activity. The principal also shall report to the Superintendent or designee anytime he/she gives such written permission.

The principal shall indicate on the written permission the date(s) and times for which permission has been granted. (PC 626.81)

SECTION 504

29 USC 794, 34 CFR 104.32

If a student has a disability that limits his or her ability to attend or function at school, a written accommodation plan may be documented under Section 504. Students have the right to be educated in the least restrictive environment. You may contact Michelle Markham, Director, Education Support Services at (951) 360-4144 as the person designated by Jurupa Unified School District responsible for screening, evaluating, and implementing Section 504.

SEX EQUITY: TITLE IX NOTIFICATION

EC 221.61

Title IX is a federal law that was passed in 1972 to ensure that male and female students and employees in educational settings are treated equally and fairly. It protects against discrimination based on sex, including sexual harassment, and transgender students or students who do not conform to sex stereotypes. State law also prohibits discrimination based on gender (sex), gender expression, gender identity, and sexual orientation. Title IX coordinator for Jurupa Unified School District is Ilsa Garza-Gonzalez, Director of Administrative Services and may be reached at (951) 360-4140 or at igonzaletz@jUSD.k12.ca.us. You may file a Title IX complaint by submitting a written complaint to the Title IX coordinator. All complaints shall be signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint.

SEX and HIV/AIDS EDUCATION

EC 51938

The purpose of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act (*EC 51930 through 51939*) is to provide every student with the knowledge and skills necessary to protect their sexual and reproductive health from unintended pregnancy and sexually transmitted diseases.

The Jurupa Unified School District will provide instruction in comprehensive sexual health education, HIV/AIDS prevention education, and/or will conduct assessments on pupil health behaviors and risks in the coming school year. Parents and guardians may:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV/AIDS prevention education.
2. Request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education.
3. Request a copy of *EC 51930 through 51939*.
4. Be informed whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants.
5. When the district chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV/AIDS prevention education, to be informed of:
 - a. The date of the instruction.
 - b. The name of the organization or affiliation of each guest speaker.

The District may administer to students in grades 7 through 12 anonymous, voluntary, and confidential research and evaluation instruments, including tests and surveys, containing age-appropriate questions about their attitudes or practices relating to sex. Prior to administering such a research and evaluation instrument, parents/guardians shall be provided written notice of the administration. Parents/guardians shall be given an opportunity to review the research instrument and to request in writing that their child not participate.

SEXUAL HARASSMENT NOTIFICATION

EC 48980 (g) and 231.5

The Jurupa Unified School District is committed to maintaining a learning and working environment that is free from sexual harassment. Any student who engages in sexual harassment of anyone in or from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidences of sexual harassment, please contact Tamara Elzig, Deputy Superintendent.

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees or other persons at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in district complaint processes.

Instruction/Information --BP 5145.7

The Superintendent or designee shall ensure that all district students receive age-appropriate instruction and 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 two people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment.
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained.
4. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
5. Information about the rights of students and parents/guardians to file a criminal complaint, as applicable.

Complaint Process

Any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity (e.g. by a visiting athlete or coach) shall immediately contact his/her teacher or any other employee. An employee who receives such a complaint shall report it in accordance with administrative regulation.

The principal or designee shall ensure that any complaints regarding sexual harassment are immediately investigated in accordance with administrative regulation. When the principal or designee has determined that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and to address its effects on the victim.

The principal or designee shall also advise the victim of any other remedies that may be available. The principal or designee shall file a report with the Superintendent or designee and refer the matter to law enforcement authorities, where required.

Disciplinary Actions

Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and 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.

Confidentiality and Record-Keeping

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in schools.

SOCIAL SECURITY NUMBERS

EC 51513

A local educational agency, such as Jurupa Unified School District, shall not collect or solicit social security numbers or the last four digits of social security numbers from students or their parents.

STUDENT CONDUCT

EC 51100 and BP 5131

Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, going to or coming from school, at school activities, or using district transportation.

Duties of Pupils – 5 CCR, Section 300

California Code requires pupils to attend school punctually and regularly, conform to school regulations, obey all directions, be diligent in study, be respectful to teachers and others in authority, and refrain from the use of profane and vulgar language.

Jurisdiction – EC 44807

Teaching staff shall hold pupils to strict account for their conduct on the way to and from school, on the playgrounds, or during recess.

Grounds for Suspension and Expulsion - EC 48900, 48915

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed one or more of the following acts:

48900 (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.

48900 (a)(2) Willfully used violence on the person of another, except in self-defense.

48900 (b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence.

48900 (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence, of any controlled substance as defined in the Health and Safety Code 11053 et seq., alcoholic beverage, or an intoxicant of any kind.

48900 (d) Unlawfully offered or arranged or negotiated to sell any controlled substance as defined in Health and Safety Code 11053 et seq., alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as a controlled substance, alcoholic beverage, or intoxicant.

48900 (e) Committed or attempted to commit robbery or extortion.

48900 (f) Caused or attempted to cause damage to school property or private property.

48900 (g) Stolen or attempted to steal school property or private property.

48900 (h) Possessed or used tobacco, or any products containing tobacco or nicotine products including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.

48900 (i) Committed an obscene act or engaged in habitual profanity or vulgarity.

48900 (j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

48900 (k)(1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

48900 (k)(2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph shall become inoperative on July 1, 2018, unless a later enacted statute that becomes operative before July 1, 2018 deletes or extends that date.

48900 (l) Knowingly received stolen school property or private property.

48900 (m) Possessed an imitation firearm.

48900 (n) Committed or attempted to commit a sexual assault, or committed a sexual battery as defined in PCs 261, 266c, 286, 288, 288a, 289, or 243.4.

48900 (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against the pupil for being a witness or both.

48900 (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

48900 (q) Engaged in, or attempted to engage in, hazing.

48900 (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.

(D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) "Electronic act" means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, video, or image.

(ii) A post on a social network Internet Web site, including, but not limited to:

(I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) An act of cyber sexual bullying.

(I) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described above, shall include the depiction of a nude, semi-nude, or sexually explicit

photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(II) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) “Reasonable pupil” means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

48900 (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following: 1) While on school grounds, 2) While going to or coming from school, 3) During the lunch period, whether on or off the campus; and, 4) During, or while going to or coming from, a school sponsored activity.

48900.2 Committed sexual harassment as defined in *EC 212.5*, provided that the conduct is considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

48900.3 In addition to the reasons set forth in Sections 48900 and 48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate violence, as defined in subdivision (e) of Section 233.

48900.4 Students in grades 4-12 who intentionally engage in harassment, threats of intimidation, directed against school district personnel or pupils that is sufficiently severe or pervasive to have the actual and reasonable expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

48900.7 (a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.

48915 Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct: *A) Causing serious physical injury to another person, except in self-defense, B) Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil, C) Unlawful possession of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, D) Robbery or extortion; and E) Assault or battery, as defined in PC Section 240 and 242, upon any employee.*

Mandatory Expulsion Violations – EC 48915

Schools shall immediately suspend and recommend expulsion for students that commit any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

The School Board shall order the student expelled upon finding that the student committed the act.

Suspension and Expulsion – Pupil Records - EC 48201

Upon a pupil’s transfer from one school district to another, the school district into which the pupil is transferring shall request that the school district in which the pupil was last enrolled provide any records that the district maintains in its ordinary course of business or receives from a law enforcement agency regarding acts committed by the transferring pupil that resulted in the pupil’s suspension from school or expulsion from the school district. Upon receipt of this information, the receiving school district shall inform any teacher of the pupil that the pupil was suspended from school or expelled from the school district and shall inform the teacher of the act that resulted in that action.

Expulsion – Appeal to the County Board of Education - EC 48919

Parents who are appealing an expulsion hearing decision and who request a copy of written transcripts and supporting documents **shall put the request in writing** by completing the form “Request for Expulsion Hearing Transcript.”

For a complete copy of California *EC*, please visit <http://leginfo.ca.gov> or www.jurupausd.org/our-district/edserv/Admin/Pages/Documents-and-Forms.aspx.

SURVEYS

EC 515.3; USC 1232h

Anonymous, voluntary and confidential research and evaluation tools to measure student's health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the student's attitudes and practices relating to sex, family life, morality, and religion may be administered to students if the parent is notified in writing that 1) this test, questionnaire, or survey is to be administered, 2) the student's parent is given the opportunity to review the test, questionnaire, or survey, and 3) the parent consents in writing.

EC 51938(b) allows for passive consent when measuring students' health behaviors and risks, including attitudes and practices relating to sex, for students in grades 7 to 12.

TOBACCO AND DRUG-FREE SCHOOLS

BP 3513.3; Drug-Free school and Communities Act Amendment of 1989; Controlled Substances Act; 202 schedules I-V, 21 U.S.C., 812; 21 CFR 1300.1-1300.15; EC 44011, 44065, 44425, 44836, 44940, 44940.5, 45123, 45304; Government Code 8350-8357, HSC 104495

HSC 104495 prohibits smoking a cigarette, cigar, or other tobacco-related product and disposal of cigarette butts, cigar butts, or any other tobacco-related waste within 25 feet of any playground or tot lot sandbox area. Any person who violates this section is guilty of an infraction and shall be punished by a fine of two hundred fifty dollars (\$250.00) for each violation of this section. The prohibitions do not apply to private property or a public sidewalk located within 25 feet of a playground or a tot lot sandbox area.

- The Governing Board believes that the use of tobacco, alcohol or other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences.
- Therefore, in the best interests of students, employees and the general public, and in accordance to State and Federal Law, the Board of Education of the Jurupa Unified School District prohibits the unlawful manufacture, distribution, dispensing, possession or use of controlled substances, alcohol or tobacco products, including e-cigarettes, at all times on district property and in district vehicles. Smoking or use of any tobacco-related products and disposal of any tobacco-related waste within 25 feet of a school playground, except on a public sidewalk located within 25 feet of the playground, is prohibited. This prohibition applies to all employees, students, visitors and other persons at any school or district facility or school-sponsored activity or athletic event. It applies to any meeting on any property owned, leased, or rented by or from the district. (*Also see EC 48900*)
- Parents or community members using tobacco products on school or district property will be asked to refrain from such use or to leave the property. Persistent disregard for these policies will result in a referral to law enforcement.

UNIFORM COMPLAINT POLICY AND PROCEDURES

5 CCR Section 4622; EC 234.1, 32289 and 49013, and BP 1312.3

The Uniform Complaint Procedures apply to the filing, investigation and resolution of complaints regarding alleged: 1) failure to comply with federal or state law or regulations governing adult education, consolidated categorical aid programs, migrant education, vocational education, child care and developmental programs, child nutrition programs and special education programs; 2) unlawful discrimination against any protected group as identified under Education Code (*EC*) sections 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, lactation accommodations, homeless, foster youth, juvenile court student, physical education minutes, on non-instructional courses in any program or activity conducted by a local agency, which is funded directly by or that received or benefits from any state financial assistance; 3) failure to comply with school safety planning requirements as specified in Section 7114 of Title 20 of the United States Code; 4) unlawful discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics, lactation accommodations, homeless, foster youth, juvenile court student, physical education minutes, on non-instructional courses 5) unlawful imposition of pupil fees for participation in educational activities in public schools; and 6) failure to comply with the requirements established through the Local Control Funding Formula related to the Local Control and Accountability Plan as described in EC sections 52060 through 52076 or sections 47606.5 and 47607.3.

A complaint must be filed no later than six months from the date the complainant first obtains knowledge of the concern. These uniform procedures require the complainant to submit a written complaint to Ilsa Garza-González, Director of Administrative Services, who will coordinate an investigation and response within 60 days of receipt of the written complaint, unless the complainant agrees in writing to extend the time line. If the district finds merit in a complaint, the District shall provide a remedy to all affected pupils, parents/guardians. A complainant may appeal the District's decision to the California Department of Education (CDE) by filing a written appeal within 15 days after receiving the District's decision. The CDE may directly intervene in the complaint without waiting for action by the district

when one of the conditions listed in Section 4650 of Title 5 of the California Code of Regulations exists; including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. If a district is found to have violated a state or federal law and/or regulation, and the District does not take corrective action to comply, then various civil remedies may be available. Contact Ilsa Garza-González, Director of Administrative Services, at (951) 360-4140 for additional information or assistance.

For Uniform Complaint procedures and questions, to obtain a free copy of the Uniform Complaint Procedure policy or to file a complaint under the Uniform Complaint Policy, please contact Ilsa Garza-González, Director of Administrative Services, at (951) 360-4140. Complaints concerning special educational programs shall be addressed in accordance with the regulations and procedures of the Special Education Local Plan Area. For more information contact Michelle Markham, Administrator of Education Support Services, at (951) 360-4144.

VICTIM of a VIOLENT CRIME

20 USC 7912

A student who becomes a victim of a violent criminal offense while in or on the grounds of a school that the student attends, has the right to transfer to another school within the district. The District has 14 calendar days to offer students the option to transfer. For more information, please contact Ilsa Garza-González, Director of Administrative Services, at (951) 360-4140.

WALKING OR RIDING A BICYCLE TO SCHOOL

VC 21212

Provides that no person under 18 years of age shall operate a bicycle, a non-motorized scooter, or a skateboard or wear in-line or roller skates, nor ride as a passenger upon a bicycle, non-motorized scooter, or skateboard upon a street, bikeway, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets specific standards.

The Jurupa Unified School District asks that parents and/or legal guardians of children who walk or ride a bicycle to school, go over a safe route to school with their children. Walkers may not take shortcuts through private property. All children are expected to display good behavior on the way to and from school.

WILLIAMS COMPLAINT POLICY & PROCEDURES

AR 1312.4 and EC 35186

Every school must provide sufficient textbooks and instructional materials. Every student, including English learners, must have textbooks or instructional materials, or both to use at home or after school. School facilities must be clean, safe, and maintained in good repair. There should be no teacher vacancies or mis-assignments. If a school is found to have deficiencies in these areas, and the school does not take corrective action, then a complaint form may be obtained at the school office, at www.jurupausd.org/our-district/edserv/Admin/Pages/Documents-and-Forms.aspx, or by contacting Ilsa Garza-González, Director of Administrative Services at (951) 360-4140. Parents, students, teachers or any member of the public may submit a complaint regarding these issues. However, it is highly encouraged that individuals express their concerns to the school principal before completing the complaint forms to allow the school to respond to these concerns.

Williams Complaint Policies and Procedures are posted in every classroom and school site office of the Jurupa Unified School District.

DISTRICT TITLE I PARENT INVOLVEMENT POLICY

PART I. GENERAL EXPECTATIONS

Jurupa Unified School District agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with federal Title I programs. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- The school district will work with its schools to ensure that the required school-level parental involvement policies meet the federal requirements and each include, as a component, a school-parent compact.
- The school district will incorporate this district wide parental involvement policy into its LEA plan.
- In carrying out the Title I parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency and parents with disabilities, including providing information and school reports in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the LEA plan for Title I is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I schools in decisions about how the one percent of Title I funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) *that parents play an integral role in assisting their child's learning;*
- (B) *that parents are encouraged to be actively involved in their child's education at school;*
- (C) *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) *the carrying out of other activities, such as those described in federal guidelines.*

PART II. DESCRIPTION OF HOW DISTRICT WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS

1. Jurupa Unified School District will take the following actions to involve parents in the joint development of its district wide parental involvement plan:
 - By way of district advisory groups, District Advisory Committee (DAC), District English Learner Advisory Committee (DELAC), and District School Liaison Team (DSLTL).
 - Through actions outlined in the district's Local Educational Agency Plan (LEAP)
2. Jurupa Unified School District will take the following actions to involve parents in the process of school review and improvement:
 - By way of site advisory groups, School Site Council (SSC), English Learner Advisory Committee (ELAC), Gifted and Talented advisories, and Special Education advisories.
 - An annual meeting of parents will be held to describe the school sites' Title I program. The meeting will include provision of timely information about the program and will outline the process for communicating with parents through the year.
 - A flexible number of parent meetings during the school year will be part of the process so that parents of participating students have an opportunity to advise on issues relating to the education of their children.
 - An annual survey of parents will be conducted at sites to assess needs, determine barriers, and evaluate the effectiveness of the parent involvement activities.
 - School leadership team and SSC will use annual evaluation results to plan the parent involvement program to support improvement and include goals and objectives that support parent involvement in Single Plans for Student Achievement (SPSA).
3. Jurupa Unified School District will provide the following necessary coordination, technical assistance, and other support to assist Title I schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:
 - School leaders will determine who is responsible for the coordination of parent involvement activities at the site. It may be a parent volunteer, an employee, a staff committee, the leadership team, and/or the SSC. Persons responsible shall monitor the implementation of the parent involvement activities in the SPSA
 - Support will be provided through the DAC, DELAC, DSLTL, and district level committees.
4. Jurupa Unified School District will coordinate and integrate parental involvement strategies with parental involvement strategies under the following other programs: Programs such as: Head Start, School Readiness, Parents as Teachers, and State-operated preschool programs, by coordinating beginning of the year orientations for transitional services of children and parents into the regular education program at the school sites.

5. Jurupa Unified School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I schools. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.
- By way of conducting annual district surveys of parents to assess needs, determine barriers, and evaluate the effectiveness of the parent involvement activities in order to modify Local Educational Agency Plan (LEAP), Local Control Accountability Plan (LCAP), and district policies.
 - By way of district advisory groups, District Advisory Committee (DAC), District English Learner Advisory Committee (DELAC), and District School Liaison Team (DSLTL).
6. Jurupa Unified School District will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:
- A. The school district will, with the assistance of its Title I schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --
- the State's academic content standards,
 - the State's student academic achievement standards,
 - the State and local academic assessments including alternate assessments,
 - how to monitor their child's progress, and
 - how to work with educators.
- Assessment information reflecting student academic progress will be shared with parents at parent-teacher conferences in the fall and/or by mail at the secondary level including ongoing progress reports. Growth made during the year will be highlighted. Student progress in relation to state and local standards and in relation to national norms will be explained to parents including grade-level expectations for proficiency, data reporting for SBAC and local assessments, and available interventions in reading, language arts, and mathematics for students needing assistance.
- School administrators and teachers will present information to SSC, ELAC, and Parent Teacher Association (PTA) and other parent support groups to assist parents in understanding the standards their children must meet and how their children's progress will be judged.
- B. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:
- Materials and activities such as: Parents Make a Difference newsletter, Family Math/Science night, Family Reading, Homework night, ESL, Computer training, and viable parent/family resource centers.
- C. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- Communication to staff and parents through site-level timelines, calendars, notifications, site newsletters, district Parents Make a Difference newsletters, Parent Fairs, School Based Coordinated Program (SBCP) meetings, SSC, PTA, ELAC, DELAC, and DAC.
 - Appropriate roles for community organizations will be developed by every school and may include: Adopt-a-school, supporting academic excellence through awards and other recognition, supplying the school with needed materials, equipment, career information and role modeling.
- D. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, School Readiness, the Parents as Teachers Program, and state preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.
- E. The school district will take the following actions to ensure that information related to the school- and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- By way of translation support either at the school or district level and, as available, interpreters will be present to translate for parents at meetings conducted in English only.



COLLEGE ADMISSION REQUIREMENTS AND HIGHER EDUCATION INFORMATION

The State of California offers community colleges, California State Universities (CSU), and Universities of California (UC) for students who wish to continue their education after high school

In order to attend a community college you need only be a high school graduate or 18 years of age. In order to attend a CSU you have to take specific high school courses, have the appropriate grades and test scores, and have graduated from high school. Test scores are not required if your GPA is 3.0 or above. In order to attend a UC you must meet requirements for coursework, GPA, and test scores, or rank in the top four percent at a participating high school, or qualify by examination alone. You may also transfer to a CSU or UC after attending a community college. For more information on college admission requirements, please refer to the following webpages:

www.cccco.edu – This is the official website of the California Community College system. It offers links to all of the California Community Colleges.

www.assist.org – This interactive site provides course transfer information for students planning to transfer from a California Community College to a CSU or UC.

www.csumentor.edu – This extensive online site offers assistance to students and their families on the CSU system, including the ability to apply online, and links to all CSU campuses.

www.universityofcalifornia.edu – This massive website offers information regarding admissions, online application, and links to all UC campuses.

Links to these pages can also be found by visiting www.jurupa.usd.org/our-district/edserv/secondary.

Students may also explore career options through career technical education. These are programs and classes offered by a school that are specifically focused on career preparation and/or preparation for work. The programs and classes are integrated with academic courses and support academic achievement. Students can learn more about career technical education by referring to the following webpage: www.cde.ca.gov/ds/si/rp.

You may meet with a school counselor to choose courses at your school that will meet college admission requirements or enroll in career technical education courses, or both. The Career Center at each high school in the Jurupa Unified School District also provides information on college and career technical education and is open to all students.

JUSD Graduation Requirements, a-g Requirements, and Career Technical Education

Comparison of JUSD Graduation Requirements and CSU/UC Admissions Requirements (a-g)			
Subject	JUSD Graduation Requirements	CSU Requirements *	UC Requirements *
English	40 credits 4 years	4 years	
World History	10 credits 1 year	2 years	2 years
US History	10 credits 1 year		
Government	5 credits		
Economics	1 semester	0.5 year "g" elective	0.5 year "g" elective
Mathematics	Class of 2018: 20 credits, 2 years All Other Classes: 30 credits, 3 years	3 years including: Algebra 1/Math 1 Geometry/ Math 2 Algebra 2/ Math 3 4 years recommended	3 years including: Algebra 1/Math 1 Geometry/ Math 2 Algebra 2/ Math 3 4 years recommended
Science	20 credits 2 years Must take 1 year Life Science and 1 year Physical/Earth Science	2 years Must take 1 year Life Science and 1 year Physical/Earth Science	2 years
Healthy Living	5 credits 1 semester	NA	NA
Physical Education	20 credits 2 years	NA	NA
Visual/Performing Arts	10 credits	1 year	1 year
Language Other Than English	1 year	2 years of same language	2 years of same language 3 years recommended
Vocational Arts	5 credits 1 semester	See list below	See list below
Electives	Class of 2018: 70 credits All Other Classes: 60 credits	Additional year of: English, Math, Science, Social Studies, VPA, LOTE or approved "g" electives	Additional year of: English, Math, Science, Social Studies, VPA, LOTE or approved "g" electives

*Refer to <https://hs-articulation.ucop.edu/agcourselist#/list/search/institution> for a-g courses approved for each JUSD high school

CTE Course	Meets a-g Requirement	a-g Category
Advanced Auto Collision	No	
Advanced Culinary	No	
Advanced Floral Design	No	
Advanced Horsemanship	No	
Advanced Retail Operations	No	
Ag Biology	Yes	d
Ag Chemistry	Yes	d
Ag Earth and Space Science	Yes	d
Ag Government and Econ	Yes	g
Allied Health	No	
Anatomy and Physiology for Careers	Yes	d
AP Computer Science A	Yes	g
AP Computer Science Principles	Yes	g
Art of Fashion	Yes	f
Auto 1	No	
Auto 2	No	
Auto Collision	No	
BITA 1	Yes	g
BITA 2	Yes	g
Computer 1	No	
Computer 2	No	
Computer Graphics and Design	No	
Computer Integrated Manufacturing	No	
Crime Scene Investigation	No	
Culinary Arts	No	
Digital Photography*	Yes	f
Distribution Logistics	No	
Distribution Management	No	
EMR Extended	No	
Floral Design	Yes	f
Graph Tech/Print Careers	No	
Health Science	No	
Homeland Security	No	
Horsemanship	No	
Integrated Marketing Communications	Yes	g
Interactive Media Design	No	
Introduction to Computer Science	Yes	g
Introduction to Engineering Design	Yes	g
Introduction to Health Careers	No	
Introduction to Design	Yes	g
Law Enforcement	No	
Medical Front Office	No	
Medical Terminology	No	
Microsoft Office IT	No	
Principles of Engineering	Yes	g
Retail Fashion Merchandising	No	
Retail Merchandising/ Student Store	No	
Retail Sales and Marketing	No	
Sports Medicine Advanced	Yes	g
Sports Medicine Lab	No	
Television Production	No	
US Criminal Justice System	Yes	g
Veterinary Science	Yes	g
Video Production	Yes	f
Water Sustainable Ag	Yes	g
Water Tech Ag Applications	Yes	G

CONDENSED VERSION OF PARENTAL SAFEGUARDS

PARENT RIGHTS SUMMARY - AS A PARENT, YOU HAVE A RIGHT TO:

- A free appropriate public education for all individuals with exceptional needs.
- Refer your child (birth through age 21) for an assessment to determine eligibility for special education instruction and services.
- Receive all information in clear, concise language, and when feasible, in the native language or other mode of communication of the home.
- Receive written notice explaining the types of assessments to be conducted, the necessity and objectives for the proposed assessment, and be given 15 days to arrive at a decision to give consent for the assessment. The assessment may begin immediately upon receipt of the consent by the LEA and must be completed and an IEP developed within sixty (60) days of the date the district receives your consent. The school district must also provide reasonable prior written notice that your child will be aging out (reaching age 22) or graduating from high school with a regular high school diploma because graduation from high school and/or reaching age 22 means that your child will no longer be eligible for special education services under IDEA 2004.
- Revoke your consent to Initial Provision of Services. Your revocation must be in writing and cannot be retroactive. Once you revoke consent to the initial provision of services, the district will provide written notice before ceasing the services for your child. If in the future you seek re-enrollment in special education services for your child, the assessment will be treated as an initial evaluation.
- Present information, including the results of a private evaluation(s), to the IEP team in person or through a representative.
- Provide prior consent to the implementation of an individualized education program resulting from an assessment, and to have your child's psychological assessment conducted and interpreted by a person trained to evaluate cultural and ethnic factors.
- Obtain, at public expense, one Independent Educational Evaluation (IEE) from a qualified specialist, as defined by SELPA/District criteria, if you disagree with an assessment obtained by the local education agency. You also have the right to have such assessment made part of the record and considered with respect to the provision of a free appropriate public education and as evidence in a due process hearing. However, the local education agency may choose to initiate due process to show that its assessment is appropriate. Information about where an IEE may be obtained is available from your local school district or SELPA office.
- Receive prior written notice before a district proposes or refuses to initiate or change the identification, assessment, or educational placement of your child, or the provision of a free appropriate local education.
- Be informed of the purpose of an IEP meeting together with an explanation of the assessment, recommendations and rationale for the recommendations, and to be informed of all program options, both public and nonpublic.
- Participate in each meeting to develop, review, or revise an IEP, to give consent prior to special education services and placement, and to permit student participation in the IEP meeting, when appropriate, and to electronically record on an audio recorder the proceedings of an IEP meeting upon 24 hour notification to the IEP team.
- Examine all educational records within 5 days of either a written or oral request or prior to an IEP meeting or administrative hearing, and to obtain copies, including copies of the IEP, the findings of the assessment, recommended educational decisions and the reasons for those decisions.
- Have your child educated in an environment that will permit the maximum interaction appropriate with non-disabled peers.
- An immediate interim placement of your child when transferring from a district in which the last enrollment was in a special education program and to receive final recommendation, within 30 days, regarding the continuation of the special education services.
- Request an IEP team meeting to be held within 30 days of the district receipt of a written request to review, or revise the IEP of your child.
- Appeal the decision of a due process hearing by filing a civil action in state or federal court within 90 days of the decision.
- Petition the court for award of reasonable attorney's fees and related costs if you are the prevailing party in a due process hearing or subsequent court action.

Credit to DMSELPA, 2012

For additional information please contact:

Michelle Markham

Administrator, Special Education

(951) 360-4044

NOTICE REGARDING HOMELESS EDUCATION

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. Every school district must appoint a liaison to assist these students.

A homeless student is defined as a person between the ages of birth (Early Head Start and Head Start Programs) and twenty-two (special education students) who lacks a *fixed, regular, and adequate* nighttime residence and may temporarily:

- Live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings;
- Live “doubled-up” with another family, due to loss of housing stemming from financial problems (e.g., loss of job, eviction or natural disaster);
- Live in a hotel or motel;
- Live in a trailer park or campsite with their family;
- Have been abandoned at a hospital;
- Be awaiting foster placement in limited circumstances;
- Reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or
- Be abandoned, runaway, or pushed out youth or migrant youth that qualifies as homeless because he/she is living in circumstances described above.

A homeless student has the right to attend either the school of origin, defined as the school that the student was last enrolled or attended when last housed or any school attended in the past fifteen (15) months; or the current school of residence. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school’s decision by contacting the district’s homeless liaison, Ilsa Garza-Gonzalez, at (951) 360-4140 and following the district’s dispute resolution policy.

The law requires the immediate enrollment of homeless students, which is defined as “attending class and participating fully in school activities”. Schools cannot delay or prevent the enrollment of a student due to the lack of school or immunization records or other documentation usually required for enrollment. It is the responsibility of the district homeless liaison to refer parents to all programs and services for which the student is eligible. Referrals may include, but is not limited to: free nutrition, special education services, tutoring, English Language Learners programs, Gifted and Talented Education program, preschool, before and after school services or any other program offered by the school or district. The district shall ensure that transportation is provided, at the request of the parent/guardian/unaccompanied homeless youth, to and from the school of origin, if feasible.

Unaccompanied youth; such as teen parents not living with their parent or guardian or students that have runaway or have been pushed out of their homes, have access to these same rights.

A homeless student that transfers schools after the second year of high school, and is greatly deficient in credits may be able to graduate within four years with reduced state requirements. School districts are required to issue and accept partial credit for courses that have been satisfactorily completed.



DIGITAL GATEWAY

Jurupa Unified has launched a Digital Gateway initiative, meaning the district will equip each student in grades 2-12 with a Chromebook to take to and from school. Each Chromebook will be monitored and filtered to protect students while online.

Digital Gateway will:

- Increase student engagement and productivity through personalized learning and equal access to technology.
- Extend and expand learning beyond the school day – anytime, anywhere learning 365 days a year, 24/7.
- Provide all students with 21st century tools and relevant learning experiences.
- Increase 21st century skill development in collaboration, communication, creativity, critical thinking and problem solving, digital literacy, and global awareness.

Digital Gateway is funded by short-term financing proceeds from Measure EE, the facilities bond that district voters approved in November 2014. The bond costs related to the Chromebooks will be fully paid during the life of the devices.

Students in grades 2-12 are scheduled to receive the devices at the start of the 2016-17 school year.

1. Responsibility of the Chromebooks

- a. In the event that the instructional device is lost (stolen, not returned, missing, etc.) the student/parent will be responsible to pay \$336 for the replacement cost of the Chromebook. This is similar to JUSD's existing textbook replacement policy. If the device is damaged and/or inoperable, the student will be responsible for returning the device to the school site for repair and will be charged a \$25 fine for damage repair. A replacement Chromebook will be issued upon return of the damaged device.

2. Receiving Your Chromebook

- a. Each Chromebook will be checked out to the student through JUSD's Textbook Management system in your school library.

3. Care of Your Chromebook

- a. The Chromebook is school property and all students must follow Board Policy 5131 prohibiting student conduct that results in damage to or theft of property belonging to the district, staff or students.
- b. Under no circumstances should Chromebooks be left in unsupervised areas, such as, the school grounds, lunchroom, library, PE rooms, unlocked classrooms, or outdoor walkways.
- c. Use a soft clean and dry cloth to clean the screen. **Do not** use water or cleaning solutions.
- d. Students are responsible for keeping the Chromebook battery charged for class each day.
- e. Parents may choose to purchase a protective case.
- f. When carrying your Chromebook in a backpack or other carrying case, avoid placing too much pressure and weight on the Chromebook screen.
- g. Chromebook screens are particularly susceptible to damage. Do not lean on the Chromebook cover. Do not place anything heavy on the Chromebook that could put pressure on the screen. Do not bump the Chromebook against walls, car doors, floors, etc.

4. Using Your Chromebook at School and Home

- a. Students are expected to bring the Chromebook and power cords to school each day.
- b. To prepare the Chromebook for use during school, students should charge the Chromebook each evening.
- c. Inappropriate media, graphics, or language may not be used as a screensaver or background photo. Any drug, alcohol, or gang related symbols, pornographic images or inappropriate language will result in disciplinary actions.
- d. Students are allowed to set up their home wireless network on the Chromebook. JUSD's GoGuardian filter contains filter options that meet the Children's Internet Protection Act (CIPA).

5. Acceptable Use Policy

- a. Students are responsible for adhering to the rules and internet use guidelines outlined in the JUSD Acceptable Use Policy.
- b. Use of Jurupa Unified School District network systems/technologies is a privilege, not a right. Inappropriate use may result in a cancellation of those privileges.
- c. Students shall not engage in vandalism. Any attempt at deliberate damage to the hardware, software, or information stored on any computer/device within the lab, classroom, and library including the introduction of computer viruses or attempts at hacking, will be subject to disciplinary actions, including suspension.

- d. Students/parents will be held responsible for any and all damage to the Chromebook that is checked out to the student. Damage includes, but is not limited to: broken screens, cracked plastic pieces, inoperability, etc.
- e. In the event that the instructional device is lost (stolen, not returned, missing, etc.) the student/parent will be responsible to pay \$336 for the replacement cost of the Chromebook. This is similar to JUSD's existing textbook replacement policy.
- f. If the device is damaged and/or inoperable, the student will be responsible for returning the device to the school site for repair and will be charged a \$25 fine for damage repair. A replacement Chromebook will be issued upon return of the damaged device.

FREQUENTLY ASKED QUESTIONS

Chromebook Care and Access

Do students have to bring the Chromebook home?

The student Chromebooks are a key component of JUSD's instructional program. Like a textbook, the Chromebook is a tool that will help your child discover an exciting and enriching learning environment. Students will be issued a Chromebook to use during school and at home to support learning. The Chromebooks are an educational requirement of Jurupa Unified School District.

How is the Chromebook protected from theft?

Software on the Chromebooks gives the District the ability to track the Chromebook outside of the District's network. The Chromebook can be configured to lock if it is not connected to our network for a specified period of time, thereby rendering it useless. To deter theft, the Chromebooks are etched with the District logo. If the Chromebook is **STOLEN** while off-campus, a report must be filed with the police department, a copy must be given to the school site, and the District Technology Department must be notified immediately. The District Technology Department can be reached at (951) 360-4185.

How often will my child receive a new Chromebook?

At this time, we anticipate a full refresh of all Chromebooks within a four-year cycle.

What does California Ed Code say about lost or damaged instructional materials?

Information from California Education Code (EC) regarding damage to student-issued instructional materials.

EC Section 60010 (h) defines instructional materials:

“Instructional materials” means all materials that are designed for use by pupils and their teachers as a learning resource and help pupils to acquire facts, skills, or opinions or to develop cognitive processes. Instructional materials may be printed or nonprinted, and may include textbooks, technology-based materials, other educational materials, and tests.

EC Section 60119(c)(1) defines sufficient textbooks or instructional materials as follows:

Each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home.

EC Section 48904(a)(1) holds parents or guardians responsible for the cost of replacing a textbook that is willfully defaced or not returned:

...the parent or guardian of any minor...who willfully cuts, defaces, or otherwise injures in any way any property, real or personal, belonging to a school district or private school, or personal property of any school employee, shall be liable for all damages so caused by the minor. The liability of the parent or guardian shall not exceed ten thousand dollars (\$10,000). The parent or guardian shall also be liable for the amount of any reward not exceeding ten thousand dollars (\$10,000) paid pursuant to Section 53069.5 of the Government Code. The parent or guardian of a minor shall be liable to a school district or private school for all property belonging to the school district or private school loaned to the minor and not returned upon demand of an employee of the district or private school authorized to make the demand.

Thus wear or damage to instructional materials through ordinary use, or from manufacturing defect, would not apply.

EC Section 48904 (b)(1) allows schools to withhold student grades, diploma and transcripts:

Any school district or private school whose real or personal property has been willfully cut, defaced, or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon demand of an employee of the district or private school authorized to make the demand may, after affording the pupil his or her due process rights, withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the pupil or the pupil's parent or guardian has paid for the damages thereto...

EC Section 48904 (b)(2) provides the process:

The school district or private school shall notify the parent or guardian of the pupil in writing of the pupil's alleged misconduct before withholding the pupil's grades, diploma, or transcripts pursuant to this subdivision. When the minor and parent are unable to pay for the damages, or to return the property, the school district or private school shall provide a program of voluntary work for the minor in lieu of the payment of monetary damages. Upon completion of the voluntary work, the grades, diploma, and transcripts of the pupil shall be released.

EC Section 48904(b)(3) requires school districts to establish local policy:

The governing board of each school district or governing body of each private school shall establish rules and regulations governing procedures for the implementation of this subdivision...

In regards to a district specific policy, it's important to remember that a student must have access to textbooks both in the classroom and at home, thus withholding textbooks from a student or restricting textbook use to the library would be problematic. Also, please note the requirements of EC 48904(b)(2) requiring parent notification and the necessary opportunity for the student to be able to "work off" the cost of the instructional materials.

What happens if the Chromebook is stolen?

If the Chromebook is **STOLEN** while off-campus, a report must be filed with the police department, a copy must be given to the school site, and District Technology Department must be notified immediately. The District Technology Department can be reached at (951) 360-4185.

What happens if the Chromebook is damaged or lost?

In the event that the device is lost (stolen, not returned, missing, etc.) the student/parent will be responsible to pay \$336 for the replacement cost of the Chromebook. This is similar to JUSD's existing textbook replacement policy.

Who is responsible for charging the Chromebook?

The Chromebooks go home and therefore should be charged at home.

If the Chromebook is lost or stolen will my child get a replacement Chromebook?

Yes, students will receive a replacement Chromebook from the library media center clerk. Replacement will be provided the same day whenever possible.

Will my student be able to take the Chromebook home over the summer?

There will be information distributed on site in the spring 2017 regarding the ability for a student to be able to take their Chromebook home.

What is the cost of replacing the Chromebook?

If the Chromebook is lost or damaged beyond repair the full replacement cost is \$336.

What is the cost for any damage to the Chromebook?

Students will be fined \$25 for each event of repairable damage to the Chromebook. There will be no charge for any part covered under warranty.

What happens if a child loses or fails to return the Chromebook?

Failure to return the Chromebook will result in financial liability to the parents. Parents are responsible for the cost of replacing lost Chromebooks.

What happens if the power adapter is lost or damaged?

If the power adapter is lost or damaged beyond repair the full replacement cost is \$35.

I travel, can I use the Chromebook if I don't have Wi-Fi access?

In general, no. The Chromebooks can only function if they're connected to the Wi-Fi. Certain components, such as Google Drive, can be configured to allow offline drive access. Changes made while offline will sync once the device is connected to a wireless network.

May students save a background image and/or place stickers on the Chromebooks?

Yes, however, inappropriate media, graphics, or language may not be used as a screensaver or background photo. Any drug, alcohol, or gang related symbols, pornographic images or inappropriate language will result in disciplinary actions.

Families**What Educational Apps are available for my child?**

Several resources are available on the district website "Resources" tab at www.jurupausd.org.

How can I teach my child to be safe online?

All activity over the network or using district technologies may be monitored and retained. No use of the district network or equipment is private. Users are expected to communicate with the same appropriate, safe, mindful courteous conduct online as offline. Users should be careful not to share personally-identifying information online or attempt to open files or follow links from an unknown or untrusted origin. A K-12 district Internet safety program, based on the Common Sense Education curriculum, has been implemented at each school. Teachers will reinforce the learned Common Sense Education concepts when appropriate to developing student information literacy skills through the core curriculum. The Common Sense Education curriculum focuses on cyber community citizenship in the primary grades; citizenship and safety, and cyber predator identification in the upper elementary grades; cyber bullying, negative networking, and predator identification, in the middle grades; and cyber harassment, cyber relationships, security – malicious codes, and social-networking risks at the high school level. Every student and teacher will have the opportunity to participate in the Common Sense Education curriculum. The Common Sense Education provides free education for parents, students, and schools about online student safety (<https://www.common sense media.org/educators/connecting-families/discuss>). This quality education resource helps minors be educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyber bullying awareness and response.

Digital Gateway General Information**How were the Chromebooks funded?**

Digital Gateway is funded by short-term financing proceeds from Measure EE, the local school facilities bond that district voters approved in November 2014. The bond costs related to the Chromebooks will be fully paid during the life of the devices.

Do we have to accept one of these Chromebooks?

Yes. The student Chromebooks are an integral component of JUSD's instructional program and will be treated like a textbook. It is a tool that will help your child discover an exciting and enriching learning environment.

The Chromebooks are an educational requirement at Jurupa Unified School District.

Internet and Support

What if I don't have Internet or wireless at home?

There are several low-cost options for wireless Internet connectivity for your home. Please visit basic-internet website (<http://basic-internet.com/jurupa/>) for more information. Several applications on the Chromebook do work off-line (i.e. Google Apps for Education) and will sync when the student reconnects at school.

What if my student doesn't know their password?

If they need assistance please direct them to their classroom teacher.

How is web content filtered while my child is at school?

All student web traffic is filtered in accordance to the Child Internet Protection Act (CIPA). The guidelines can be found here: <http://www.fcc.gov/guides/childrens-internet-protection-act>.

Software and Learning

Are all of their textbooks going to eventually be on the Chromebook?

Students will continue to receive textbooks at the start of the school year. Student Chromebooks are supplemental, not foundational learning tools, therefore yes, textbooks will be necessary whether they are digital or not.

Directory of Schools

Camino Real Elementary

Vacant, Principal
4655 Camino Real
(951) 360-2714

Glen Avon Elementary

Sylvia Bottom, Principal
4352 Pyrite Street
(951) 360-2764

Granite Hill Elementary

*Denise Hernandez,
Principal*
9371 Granite Hill
(951) 360-2725

Ina Arbuckle Elementary

James Wandrie, Principal
3600 Packard Street
(951) 222-7788

Indian Hills Elementary

Victoria Jobe, Principal
7750 Linares
(951) 360-2724

Mission Bell Elementary

Joan Lauritzen, Principal
4020 Conning Street
(951) 360-2748

Pacific Avenue Elementary

Maureen Dalimot, Principal
6110 45th Street
(951) 222-7877

Pedley Elementary

Monica Leon, Principal
5871 Hudson Street
(951) 360-2793

Peralta Elementary

Bob Cmelak, Principal
6450 Peralta
(951) 222-7701

Rustic Lane Elementary

Kristi Batchelder, Principal
6420 Rustic Lane
(951) 222-7837

Sky Country Elementary

Ann Marie Farias, Principal
5520 Lucretia
(951) 360-2816

Stone Avenue Elementary

Marian Gutterud, Principal
5111 Stone Avenue
(951) 360-2859

Sunnyslope Elementary

Nicolas Blake, Principal
7050 38th Street
(951) 360-2781

Troth Street Elementary

Ilsa Crocker, Principal
5565 Troth Street
(951) 360-2866

Van Buren Elementary

Ronald Zahnd, Principal
9501 Jurupa Road
(951) 360-2865

West Riverside Elementary

Marcy Hale, Principal
3972 Riverview Drive
(951) 222-7759

Jurupa Middle School

Vacant, Principal
8700 Galena Street
(951) 360-2846

Mira Loma Middle School

Mary Boules, Principal
5051 Steve Street
(951) 360-2883

Mission Middle School

*Dr. RoseMarie Hickman,
Principal*
5961 Mustang Lane
(951) 222-7842

Jurupa Valley High School

Kimberly Corbin, Principal
10551 Bellegrave
(951) 360-2600

Nueva Vista High School

Michael Rogers, Principal
6836 34th Street
(951) 360-2802

Patriot High School

Monty Owens, Principal
4355 Camino Real
(951) 361-6500

Rivercrest Preparatory

Online School

Jenna Saugstad, Principal
10551 Bellegrave Avenue
(951) 360-2660

Rubidoux High School

Dr. Jose Araux, Principal
4250 Opal Street
(951) 222-7720

Adult Education/Learning Center

*Dr. AnnaMarie Montañez,
Principal*
4041 Pacific Avenue
(951) 222-7739



ADMINISTRATIVE SERVICES

Ilsa Garza-González, Director

Claudia Zamora
Shirley Morales-Barcelon
(951) 360-4140

Child Welfare and Attendance

Sandra Amatriain, Coordinator
Gabriel Martinez
(951) 360-4137

The information contained in this newsletter comes from the California EC (code numbers in italics). The full text of the Code is available at the District Office: 4850 Pedley Rd., Jurupa Valley, California 92509. Other translations of languages for this newsletter are available. Please contact the District Office.