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La Cañada Unified School District

NOTICE OF RIGHTS OF PARENT OR GUARDIAN OF MINOR PUPILS UNDER CERTAIN EDUCATION CODE SECTION

July, 2018

Dear Parent or Guardian:

Governing Boards of school districts are required to notify parents or guardians of their rights and responsibilities under Education Code Sections 200, 220, 221.5, 221.5(d), 221.9, 234.1, 234.2, 17612, 32210, 32221.5, 32255, 32289, 35160.5(b), 35186, 35183, 35183.5, 35256, 35258, 35291, 35291.5, 44807, 44808.5, 46010.1, 46014, 46600, 47606.5, 47607.3, 48200, 48204, 48204(b), 48205, 48206.3, 48207, 48208, 48216, 48300 *et seq.*, 48350 *et seq.*, 48412, 48853, 48900(r)-(w), 48900.2-7, 48901.5, 48904, 48915, 48980.3, 48980(a)-(l), 49013, 49063, 49069, 49073, 49076.7, 49091.14, 49210, 49403, 49408, 49414.7, 49423, 49423.1, 49451, 49452.8, 49452.9, 49701, 49472, 49475, 49480, 49510, 49520, 51100 *et seq.*, 51201.5, 51225.1, 51225.2, 51229, 51240, 51512, 51513, 51554, 51555, 51900.6, 51930 through 51939, 51950, 52060 through 52076, 52244, 5660158501 and 69432.9, Penal Code 417.27, 12550, 12556, Health and Safety Codes 104420, 104495, 120325, 120335, 120338, 120365, 120370, 120375, 124085, 120475, 124100 and 124105, Civil Code 1708.9, Title 34 Code of Federal Regulations Sections 99.7, 104.32 and 104.3, Title 40 CFR Section 763.93, Title 5 California Code of Regulations Sections 4600 and 300, 11523, No Child Left Behind Act Section 9528, Section 504 of Vocational Rehabilitation Act of 1973, Individuals with Disabilities Education Act (IDEA), Title 20 United States Code Section 132g and 1232g and h, 7114, 7908, 7912a, Title 29 USC Section 794 and Title 42 USC Section 11432 and 12101, Title 6 and 9 USC, Family Education Rights & Privacy Act of 1974 and California Welfare and Institutions Code 813.

A copy of the paraphrased sections is attached for your information. Also included are the district policies on sexual harassment, technology and internet use, attendance/enrollment, college/university admission requirements as well as career technical education information. At the end of the document you will find a list of the scheduled pupil free and minimum days for your convenience.

New this year is a process to request an opt-out of directory information being released to media. Details are on page 3.

Your signature means only that you acknowledge receipt of a copy of these code sections, which inform you of your rights and responsibilities, and **does not** indicate that your consent for participation in any particular program has either been given or withheld.

Sincerely,
Wendy K. Sinnette
Superintendent

**PLEASE REVIEW THIS DOCUMENT AND THEN SIGN
AND RETURN THE EMERGENCY FORM
(PRINTED FROM THE AERIES PARENT PORTAL)
TO YOUR CHILD'S SCHOOL
INDICATING RECEIPT OF THIS DOCUMENT**

NOTICE OF RIGHTS OF PARENT OR GUARDIAN OF MINOR PUPILS
UNDER CERTAIN CODE SECTIONS

KEY to Code Sections, Regulations and Policies

| | | | | | |
|--------|---|------|--|-----|-------------------------|
| AR | Administrative Regulations | EC | California Education Code | SB | Senate Bill |
| BP | Board Policy | HSC | California Health and Safety Code | USC | United States Code |
| 5 CCR | Title, 5 California Code of Regulations | NCLB | No Child Left Behind Act | VC | California Vehicle Code |
| 34 CFR | Title 34, Code of Federal Regulations | PC | California Penal Code | § | Section |
| 40 CFR | Title 40, Code of Federal Regulations | WIC | California Welfare & Institutions Code | | |
| CC | California Civil Code | | | | |

SB 727 - Important Information about Absences and School Funding Parents are urged to make sure their children attend school regularly and to schedule medical and other appointments after school or during school holidays. Travel or other absences are to be avoided during the time school is in session. The higher the district's daily attendance rate, the more a student will learn and the greater the amount of funding that the district will receive from the state. The district loses approximately \$43 per day from the state for EVERY student absence *regardless of the reason*. Absenteeism is also one of the ratings in the CA Dashboard, the monitor of school accountability. The school calendar is designed for families to plan vacations around traditional holiday periods, and thereby minimize student absences. A parent is required to verify all absences from school with a phone call or written note to the Attendance Office. EC 48205 specifically defines the kinds of absences that may be excused (see below). A student absent for any reason on 10% or more of days enrolled is considered a Chronic Absentee.

Tardiness – Students 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. A student with three tardies or early releases in excess of 30 minutes without a valid excuse is designated as truant.

EC §§ 48205, 48200, 48980(j) – Excused Absences/Absences for Personal Reasons Only the absence types below may be excused with verification from a parent.

1. Illness
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometric or chiropractic services
4. Funeral service of the student's immediate family
5. Jury duty
6. Illness or medical appointment during school hours of a child of whom the student is the custodial parent.
7. When requested in writing by a parent AND approved by an administrator, personal reasons such as appearance in court, funeral service, holiday or ceremony of student's religion or attendance at an employment conference can be considered.
8. Serving as a member of a precinct board pursuant to Section 12303 of the *Elections Code*.
9. Spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services—duration up to the discretion of the district superintendent.
10. Attending student's own naturalization ceremony.

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

EC §§ 48260, 48262 and 48263.6 -Truancy Definitions A student is considered truant after three absences, three tardies or early releases 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 an 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.

EC § 49408 - Emergency Information Parents are required to keep current, at the student's school, emergency information including the parents' home and business addresses and telephone numbers. They must also provide the name, address and telephone number of a relative or friend authorized to care for the student in an emergency if the parent cannot be reached.

EC § 32210, CC 1708.9 – Civility on School Grounds 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 physical obstruction with any person attempting to enter or exit any public or private school grounds.

EC § 32255 - Students' Rights to Refrain from the Harmful or Destructive Use of Animals Teachers shall notify parents and students of the student's rights to refrain from the harmful or destructive use of animals. The student shall notify his or her teacher

regarding this objection, which must be confirmed by a note from the parent. Upon such notification, the teacher may work with the student to develop and agree upon an alternative. Decision of the teacher shall not be arbitrary or capricious.

EC §§ 35183, 35183.5 – Dress Code/Gang Apparel/Sun Protection The district prohibits the wearing of “gang-related clothing” and suggestive or revealing clothing and may adopt a policy that would require pupils to wear a school-wide uniform. Each school shall allow (for outdoor use during the school day) articles of sun protective clothing including hats and sunscreen.

EC §§ 220 *et seq.*, Title 6 & Title 9, EC § 221.5(d), AB 887 - Counseling & Nondiscrimination The District’s 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 these characteristics. State law also 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 and to use facilities consistent with their gender identity. The lack of English will not be a barrier to admission and participation in district programs. Parents may participate in career counseling and course selection commencing in grade 7. 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. Copies of this procedure may be obtained from the district office.

EC §§ 33126, 35256, 35258 - School Accountability Report Card Each site's School Accountability Report Card (SARC) is available upon request at the school site, district office or online at www.lcusd.net by February 1.

EC § 44807 - Concerning Conduct of Students Every teacher in the public schools shall hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess.

EC 51512 – Electronic Listening or Recording Device The use of any electronic listening or recording device in any classroom without the prior consent of the teacher and the principal is prohibited. 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.

EC § 44808.5 - Permission for Students to Leave School Grounds The Governing Board of the La Cañada Unified School District permits students enrolled in grades 9-12 at La Cañada High School to leave the school grounds with parent permission during the lunch period. It is recommended that parents reserve this privilege for juniors and seniors. Procedures for this are available at the high school office. The District is not liable for student actions during lunch off-campus.

EC § 48980(c) – Notification Minimum Days & Pupil-Free Staff Development Days Parents will be advised (no later than one month prior) of scheduled minimum days or pupil-free staff development days. The planned calendar is attached at the end of this document.

EC § 46014 - Absences for Religious Purposes The district may approve absences for religious exercises or instruction with written consent of the parent.

EC § 51100 *et seq.*, 51101 – Student Conduct Schools will promote parent or guardian understanding of, and involvement in, the education of their children for all families in the school community. Parents have the right, as mutually supportive and respectful partners in the education of their children within public schools, to be informed and to participate as outlined in this Ed Code.

EC §§ 48206.3, 48207, 48208, 48980(b), 49510 - Instruction for Students with Temporary Disabilities The district will provide an individual instruction program for a student with temporary disabilities or placed in a hospital or health-care facility located in the district, even though the parents or legal guardians reside in another school district. It is the parent's responsibility to notify the district of the student's presence in a hospital or temporary confinement to home.

EC § 48980, 48200, 48204, 48204(b), 48300 *et seq.* & BP 5116.1 – Attendance Options & Intra district Attendance The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students and shall annually review these options.

Students who reside within district boundaries may apply for enrollment in any district school. The Superintendent or designee shall determine the capacity of each district school and establish an unbiased selection process for the admission of students from outside a school’s attendance area. In accordance with law, no student currently residing within a school’s attendance area shall be displaced by another.

Priority for enrollment will be given to siblings of children already in attendance in that school. Once enrolled, a student shall not have to apply for readmission to the school. However, the student may be subject to displacement due to excessive enrollment.

Students who live with their parent at his/her place of employment within the boundaries of the school district for a minimum of three days during the school week may establish residency..

EC § 48204(b) & AR 5117.1, SB 381, EC § 48200, 46600, AB 1156 - Interdistrict Attendance When the Superintendent or designee is considering the request for an interdistrict permit, priority shall be given to:

- a. Continuing interdistrict permit students already enrolled. Priority is based on date of enrollment.
- b. Students of full-time employees of LCUSD. Priority will be based on date of employment.
- c. Siblings of continuing permit students already enrolled. Priority is based on date of the first child's enrollment in the district.
- d. Students of part-time employees of LCUSD. Priority is based on date of employment.
- e. Students whose parents/guardians are residents of the City of La Cañada Flintridge whose district of residence is Glendale Unified School District (area typically known as Sagebrush) with proof of release from district of residence. Priority will be based on a lottery ranking of applications from within this permit request category.
- f. Students whose parents/guardian physically work full-time (a minimum of 30 hours on average per week) within district boundaries. Priority is based on a lottery ranking of applications from within this permit request category.

EC § 46600 - Interdistrict Attendance Agreement La Cañada Unified School District may enter into an agreement with another district for the transfer of one or more students for a period of up to five years.

EC § 48900.1 -Attendance of Suspended Child's Parent or Guardian for Part of School Day When a teacher has suspended a child from class for disruption, defiance or profanity the teacher may require the parent or guardian to attend class with that child upon return from suspension. If the teacher does require such attendance and that poses a hardship for the parent or guardian in regard to the parent or guardian's employment, the employer may not impose sanctions on the parent or guardian.

42 USC 11432, EC §§ 51225.1, 51225.2 – Homeless Youth Education The homeless liaison will ensure that parents of homeless pupils have meaningful opportunities to participate in the education of their children and are informed of all educational and related opportunities available. Unaccompanied youth have these same rights.

EC §§ 48853, 49069, and 51225.2 - Foster Youth Exemption from Local Graduation Requirements Through the Uniform Complaint Procedures (UPC), foster and homeless youth are allowed educational rights such as immediate enrollment, partial credits, graduation with possible fifth year/exemption from local graduation requirements.

EC § 60840 - California High School Exit Exam The California High School Exit Exam (CAHSEE) has been suspended for any pupils completing grade 12 through the 2017-18 school years.

5 CCR 11523, EC § 48412 – CA High School Proficiency Exam Although not equivalent to a regular high school diploma, passage of the CHSPE may allow an eligible pupil in grades 11 or 12 to leave high school early. More information is available at <http://www.chspe.net>.

EC §§ Sections 33031 and 60640 - CA Assessment of Student Performance and Progress Testing Parents may opt their child out of state-mandated CAASPP testing, including the SBAC, by providing a written notice to the principal prior to testing. If the opt-out is for a specific test only, the test should be individually listed.

EC § 69432.9 – Cal Grant Program 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 UC, Cal State or California Community College. Some independent and career colleges or technical schools in California also take Cal Grants. 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 unless a student, or the parent/guardian of a student under 18 years of age, informs the school in writing that he/she does not wish for the school to electronically send CASC the student's GPA.

WIC 831- Release of Juvenile Information Only if a court order is provided, will any student information be disseminated to federal officials. The court order must indicate prior approval of the presiding judge of the juvenile court.

EC § 49073, 20 USC 7908, NCLB § 9528, AB 143, BP 1113 - Student Records Directory Information The law allows schools to release directory information to certain persons or organizations. Directory information may include a pupil's name, address, telephone information, date of birth, email address, major field of study, participation in officially recognized activities

and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the pupil. Parents may have the district withhold any of this information. [E.C. 49061(c), 49070] Directory information may be released to educational institutions, any public or private non-profit organizations, and the military. Parents may send a letter to the principal requesting that their students' information not be released to the military. 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. LCUSD student directory information consists of student name, address, phone number. Parents may also submit a written request to have directory information excluded from release to media.

EC §§ 51513, 51938(b), 20 USC 1232(h), NCLB § 9528, BP and AR 5022 - Student and Family Privacy Rights Personal information concerning LCUSD students and their families is kept private in accordance with the law. District staff is prohibited from administering or distributing to students survey instruments that are designed for the purpose of collecting personal information for marketing or for selling that information. A student's parent/guardian shall provide prior written consent before the student submits to a survey containing information about beliefs and practices such as political affiliations, religious practices, psychological problems, legally recognized privileged relationships (such as those of attorneys, physicians or ministers), morality or income of the student or his/her family except as required to be disclosed by law. Furthermore, parents may request from the site principal to inspect a survey or instrument used as part of his/her child's educational curriculum and may refuse to allow the child to participate in the activity. Vision screenings take place for new students in kindergarten, second, fifth eighth and tenth graders throughout the school year. Students in grades kindergarten, 2, 5, 8 and 10 also participate in hearing screenings in September. Scoliosis screening also takes place in September for seventh grade girls and eighth grade boys.

EC §49076.7 and 56601 - Social Security Numbers It is prohibited for a school district to collect or solicit social security numbers or the last four digits of social security numbers from students or their parents.

HSC §§ 104420, 104495 - Tobacco-Free Campus Smoking or use of any tobacco-related products and disposal of any tobacco-related waste within 25 feet of a school playground by staff, parents, students or the community is prohibited.

EC §§ 35291, 35291.5 - Standards of Discipline Standards of discipline and dress codes are developed at each school. Copies of these standards and codes are provided to all parents and students.

Title 5 CCR § 300 - Duties of Students Students are required to conform to school regulations; obey all directions; be diligent in study and respectful to teachers and others in authority; and refrain from the use of profane and vulgar language.

EC § 48901.5 - Electronic Signaling Devices Students must follow site electronic device policies. K-8 policy reads that cell phones are permitted on campus but must remain put away all day including break, lunch, recess, passing periods, etc. 9-12 policies reads that cell phones are permitted outside of instructional periods.

Title 40 CFR § 763.93 – Asbestos Management A complete and annually updated Asbestos Management Plan is available at each school site.

EC §§ 17610.1, 17612(a), 48980.3 – Pesticide Products The application of certain pesticides are prohibited on school sites. The District is providing parents the name of the most commonly used pesticide products expected to be applied at school facilities this school year. That identification includes the name and active ingredients. Parents and guardians may register with the district if they wish to receive notification of pesticide applications at a particular school or facility and may request Individual Pesticide Notification from their school. Further information is available from the California Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015 or at www.cdpr.ca.gov.

| <u>Name</u> | <u>Active Ingredient</u> | <u>Name</u> | <u>Active Ingredient</u> |
|----------------------|-----------------------------|------------------------|--|
| CB – 80 Extra | Pyrethrins | Maxforce Roach Station | Fipronil and Hydramethylnon |
| Demand CS | Lambda Cyhalothrin | Talstar | Bifenthrin |
| Dragnet SFR | Permethrin | Tempo | Cyfluthrin |
| Gopher Getter Bait | Diphacinone | Roundup Pro | Glyphosate |
| Maxforce Ant Station | Hydramethylnon | ULD BP 300 | Pyrethrins, Piperonyl Butoide, N-octyl |
| Maxforce – Gel | Fipronil and Hydramethylnon | | Bicycloheptene Dicarboximide |

PC 417.27 - Laser Pointer Possession of a laser pointer by any pupil is prohibited on any elementary or secondary school premise, unless possession is valid instruction. This PC further prohibits 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.

PC §§ 12550, 12556 - Imitation Firearms It is a criminal offense to openly display or expose any imitation firearm in a public place, including a public school. A BB device can be considered an imitation firearm.

EC § 32051, - Hazing No student or other person in attendance, at any public or private educational institution shall conspire to engage in or attempt to engage in hazing.

20 USC 7912a – Victims of Violent Crime A student who is a victim of a violent crime while on his/her school grounds may transfer to another school within the district.

EC § 48904 - Parent Responsibility, Damage to School & Personal Property The parent or guardian of any minor whose willful misconduct results in injury or death to any pupil, or any person employed by or performing volunteer services for the school district who willfully cuts, defaces, or otherwise injures in any way any property, real or personal, belonging to the school district or personal property of any school employee, shall be liable for all damages caused by the minor. The parent or guardian of a minor shall be liable to a school district for all property belonging to the school district loaned to the minor and not returned upon demand.

EC § 58501 - Alternative Programs & Alternative Schools 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 the student in his/her own time to follow his/her 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 matters. This opportunity shall be a continuous, permanent process.
- e. Maximize the opportunity for the students, teachers and parents to continuously react to the changing world, including, but not limited to, the community in which the school is located.

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

5 CCR 3831 – GATE Program A written plan for the Gifted and Talented Education Program is available at the district office.

EC § 310, 5 CCR 11309 – English Immersion Program Parents and guardians are notified that their children are placed in a structured English immersion program. Parents may apply for a parental exception waiver to English at each school site

EC §§ 49063, 49069, Title 20 USC § 1232g, Title 34 CFR § 99.7 - Permanent Records A permanent record file for each student is maintained by the district. This record contains all data relative to the educational activities of students and may be reviewed by parents, students who have completed grade 10, or who are 16 years of age or older. Materials in these records may be challenged by the parent and copies of the records may be obtained at a cost of \$.25 per page, not to exceed \$15.00. Upon request, records will be produced within five business days. Each principal is responsible for maintaining the records of students in his/her school. A log is kept in the administration office indicating any requests for student information from persons, agencies, or organizations other than those authorized in writing by parents and district personnel. Challenges should be initiated with the principal.

EC §§ 48980(k), 52244 - Examination Fees Financially eligible students may contact the high school assistant principal about the availability of state funds to cover the costs of Advanced Placement or the International Baccalaureate exam fees or both.

EC § 49063, 49091.14 - Availability of Prospectus The principal at each site compiles a summary of the curriculum including titles, descriptions and content standards for every course offered by the school. Upon request of a parent or guardian, the prospectus can be inspected.

EC § 48900 – Grounds for Suspension and Expulsion 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 an act as defined pursuant to any of subdivisions (a) to (q), inclusive:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person, or (2) Willfully used force or violence upon the person of another, except in self-defense.

- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stolen or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or...products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell...drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k)(1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. (2) Except as provided in 48910, a pupil enrolled in kindergarten or grades 1-3 shall not be suspended for any acts enumerated in this subdivision and this subdivision shall not constitute grounds for expulsion for a pupil enrolled in grades K-12.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, or sold the prescription drug Soma.
- (q) Engaged in or attempted to engage in hazing. For the purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying, including, but not limited to, bullying or cyber sexual bullying committed by means of an electronic act, including text, sound, video or images, created or transmitted originating on or off the school site, as defined in subdivisions (f) and (g) of Section 32261, and Section 48900, directed specifically toward a pupil or school personnel.
- (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 activities or attendance that occur at any time, including, but not limited to, any of the following.
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may...be subject to suspension, but not expulsion, pursuant to the section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) A superintendent of the school district or principal may use his or her discretion to provide alternative to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.

- (w) It is the intent of the Legislature that alternative to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

EC §§ 48900.3, 48900.4, 48900.7 - Hate Violence, Harassment, Threats, Intimidation, or Terroristic Threats A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal determines that the pupil has caused, attempted to cause, threatened to cause or participated in an act of hate violence; intentionally engaged in harassment, threats, or intimidation, directed against school district staff or pupils; or made terroristic threats against school officials or school property, or both.

EC § 48900.5, 56026 - Suspension of Students with Exceptional Needs A pupil, including an individual with exceptional needs, may be suspended for any of the reasons enumerated in § 48900 upon a first offense, if the principal or superintendent determines that the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process.

EC § 48915 – Circumstances for Recommending Expulsion

- (a) (1) 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 or other dangerous object of no reasonable use to the pupil.
 - (C) Unlawful possession of any controlled substance except for either of the following:
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
 - (ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.
 - (D) Robbery or extortion.
 - (E) Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- (2) If the principal or the superintendent of schools makes a determination to recommend expulsion, he or she is encouraged to do so as quickly as possible to ensure that the pupil does not lose instructional time.
- (b) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the Governing Board may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel shall be based on a finding of one or both of the following:
- (1) Other means of correction are not feasible or have repeatedly failed to bring about
 - (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- (c) The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:
- (1) Possessing, selling, or otherwise furnishing a firearm.
 - (2) Brandishing a knife at another person.
 - (3) Unlawfully selling a controlled substance
 - (4) Committing or attempting to commit a sexual assault or committing a sexual battery
 - (5) Possession of an explosive.

EC 49452.9 – Health Care Coverage Children and families may be eligible for free or low-cost health coverage. For information about health care coverage options and enrollment assistance, go to www.CoveredCA.com.

EC § 46010.1 - Confidential Student Medical Services The Governing Board of each school district shall, each academic year, notify students in grades 7 to 12, inclusive, and the parent or guardians of all students enrolled in the district, that school authorities may excuse any student from school for the purpose of obtaining confidential medical services without the consent of the student's parent or guardian.

HSC 120325, 120335, 120338, 120365, 120370, and 120375 - Immunization of Students Students must be immunized against certain communicable diseases. Students are prohibited from attending school unless immunization requirements are met for age and grade. LCUSD shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. Beginning in 2016, parents of students in any school, are no longer 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. A student not fully immunized may be temporarily excluded from a school 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.

EC 49414 – Emergency Treatment for Anaphylaxis 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.

EC §§ 49423, 49480, 49423.1, 49414.7 - Student Medication Parents are required by law to inform the school of continuing medication being taken by their child including dosage and name of the supervising physician. Students who must take prescribed medication at school must submit a written statement from the physician licensed to practice in California detailing the amount, method and time schedule. The parent should also include a written statement requesting the school district assist the pupil with prescribed medication as set forth in the physician statement.

EC § 49451, EC § 49452.8 - Physical and Oral Examinations Parents may file a written statement annually with the school principal stating that they will not consent to routine physical examinations of their child and the child will then be exempt from such examinations. However, when there is a good reason to believe that the child is suffering from a recognized contagious or infectious disease, he/she shall be excluded from school attendance. Upon initial enrollment in kindergarten or first grade, proof of having received an oral health assessment performed not earlier than 12 months prior must be submitted.

HSC §§ 124085, 124100, 124105 - Child Health and Disabilities Prevention Program Physical examination is required for first grade enrollment. Free health screening is available through local health department. Five days' exclusion is required from school for failure to comply or sign a waiver.

EC § 49475 – Concussion and Head Injuries LCUSD must immediately remove an athlete from a school-sponsored athletic activity for the remainder of the day 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 athlete is diagnosed with a concussion or head injury, he/she shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider.

EC § 49472, 32221.5 - Accident Insurance The district may make available accident insurance for injuries to students occurring during the regular school day at school, or elsewhere at a school-sponsored activity or while in transit. The parent or guardian shall pay the cost.

EC §§ 48980(a), 49520, 49510 *et seq.*, 49210 - Family Nutrition Educational Services Act & Pupil Lunch Program The district provides one nutritionally adequate meal free or at a reduced price each day to needy children. Applications for free or reduced price lunch based on income are available at the LCUSD website under Food Services.

EC § 51240 - Excuse from Health Instruction on Religious Beliefs Whenever religious training conflicts with any part of health, family life or sex education classes, students shall be excused from that part of the instruction, upon written parental request.

EC § 39831.5 - School Bus Safety Prior to departure on a school activity trip, all pupils riding a school bus shall receive safety instructions.

EC §§ 51930, 51931, 51932, 51933, 51934, 51935, 51936, 51937, 51938, 51939 - Sex and HIV/AIDS Education The renamed California Healthy Youth Act ensures all pupils in grades 7-12 receive comprehensive sexual health education and HIV prevention education. The purpose 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. Parents or 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 Education Codes 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

EC § Title 29 USC § 794, Title 34 CFR §§ 104.32, 104.3, Title 42 USC § 12101 – Differentiated Education Section 504 of the Vocational Rehabilitation Act of 1973 and the American with Disabilities Act prohibit discrimination on the basis of sex, handicap, race, color, national origin or lack of English skills and requires programs to be accessible to disabled persons. It also requires the district to provide to each student who is believed because of disability or homelessness, to need special education or related services a free and appropriate public education, in least restrictive environment, with students who are not disabled, to the maximum extent appropriate to the needs of the student with disabilities. The district pursues an active search and serve policy. Parents have access to records, notices, and due process procedures for actions regarding identification, evaluation, and educational placement. Parents also have access to grievance procedures for resolution of complaints of discrimination. Parents may initiate a request for assessment to identify exceptional needs with the classroom teacher or site principal. The district provides a free and appropriate public education (FAPE) in the least restrictive environment (LRE) to qualified pupils with disabilities ages three through 21 and early intervention services for at risk infants and toddlers under three years.

PC §§ 290 et seq. - Megan’s Law The Department of Justice makes information regarding registered sex offenders available to the public via the Internet.

5 CCR §§ 4600 et seq., 4622, 20 USC § 7114, EC §§ 234.1, 47606.5, 47607.3, 49013, 32289, 35186, 52060 through 52076, 200 and 220 & AR 1312.3, 1312.4. – Uniform Complaint Procedures The District has established Uniform Complaint Procedures to resolve alleged acts of discrimination, harassment, violence, 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, which apply to all state and federally funded programs. Uniform complaint procedures shall be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, vocational education, child care and nutrition programs, and special education programs. Uniform complaint procedures shall also be used when addressing discrimination against any protected group, failure to comply with school safety planning, unlawful imposition of pupil fees for participation in educational activities or failure to comply with the requirements established through the Local Control Funding Formula related to the Local Control and Accountability Plan. The complaint procedures can be found at www.lcusd.net, under the Superintendent’s office section.

EC 35186 Williams Uniform Complaint Policy & Procedures 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 misassignments. 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 www.lcusd.net, under the Superintendent’s office section.

EC 51950, 51900.6– Sexual Abuse, Sexual Assault Awareness and Prevention School districts are authorized to provide sexual abuse, sexual assault and sex trafficking prevention education including strategies to reduce risk, techniques to set healthy boundaries and how to safely report an incident. Parents or guardians may submit a written request to excuse their child from participation in sexual abuse and prevention education.

EC § 48900.2, BP 5145.7 - Sexual Harassment The Governing Board prohibits unlawful sexual harassment of or by any student by anyone in or from the district. Teachers shall discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of sexual harassment. Any student who engages in the sexual harassment of anyone in or from the District may be subject to disciplinary action up to and including suspension or expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal.

The Board expects students or staff to immediately report incidents of sexual harassment to the principal or designee or to another district administrator.

Any student who feels that he/she is being harassed should immediately contact the principal or designee at his/her school. If a situation involving sexual harassment is not promptly remedied by the principal or designee, a complaint of harassment can be filed in accordance with AR 1312.1 - Complaints Concerning District Employees or AR 1312.3 - Uniform Complaint Procedures. The principal or designee shall determine which procedure is appropriate.

The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

SEXUAL HARASSMENT POLICY

It is the policy of the La Cañada Unified School District to maintain a working and learning environment that is free from sexual harassment. Sexual harassment of or by employees or students is a form of gender discrimination in that it constitutes differential treatment on the basis of gender, and, for that reason, is a violation of state and federal laws and a violation of this policy.

The District considers sexual harassment to be a major offense which can result in disciplinary action to the offending employee or the suspension or expulsion of the offending student. Suspension or expulsion as a disciplinary consequence for sexual harassment shall not apply to students enrolled in Kindergarten and grades one through three, inclusive.

A student or employee of the District who believes that she or he has been a victim of sexual harassment shall bring the problem to the attention of the proper authority (whether in an office or a school) so that appropriate action may be taken to resolve the problem. Any such complainant is further advised that civil law remedies may also be available to them. Complaints will be promptly investigated in a way that respects the privacy of the parties concerned.

The California Education Code Section 212.5 defines sexual harassment as any unwelcome verbal, visual, or physical conduct of a sexual nature made by someone from in the work or educational setting, under the following conditions:

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

Sexual harassment includes, but is not limited to:

- Verbal conduct such as suggestive, derogatory comments, sexual innuendoes, slurs, or unwanted sexual advances, invitation, or comments; or spreading rumors about or rating others as to sexual activity or performance.
- Visual conduct such as displays of sexually suggestive objects, pictures, posters, written material, cartoons, or drawings; graffiti of a sexual nature; or use of obscene gestures.
- Physical conduct such as unwanted touching, pinching, kissing, patting, hugging, blocking of normal movement, assault; or interference with work or study directed at an individual because of the individual's gender.
- Threat and demands or pressure to submit to sexual requests in order to keep a job or academic standing or to avoid other loss, and offers of benefits in return for sexual favors.
- Retaliation for opposing, reporting, threatening to report or participate in an investigation or proceeding on a claim of sexual harassment.

Reference: EC 200-240, 212.5, 230, 231.5, 48980; Civil Right Act of 1964 as amended; 1972 Education Act Amendments

TECHNOLOGY AND INTERNET USE

AR 4163.4 & 6163 - Instructions for Student Technology and Internet Use

The La Cañada Unified School District encourages Internet access at schools to provide learning and communication opportunities for students and staff that support district's educational mission. Since the Internet is a vast and expanding resource that holds appropriate and inappropriate opportunities for students and staff, this policy is set forth to communicate acceptable and unacceptable Internet use at schools.

Students and staff should be aware that computer files and communications over electronic networks, including e-mail and voicemail, are not private. The district reserves the right to monitor these systems at any time without advance notice or consent.

District Responsibility

1. Establish, disseminate, and enforce district-wide regulations, policies, and guidelines regarding the use of technology by district staff and students.

2. Provide a safe computing environment by scanning all network traffic for viruses and other security breaches and maintaining an Internet content filter to prevent users from accessing pornographic and other inappropriate content on the Internet in accordance with Federal laws and statutes.

Staff Responsibility

1. Carefully read BP 6163.4 and AR 6163.4 Student Use of Technology and sign the Staff Technology & Internet Responsible Use Agreement.
2. Make sure students and parents/guardians have signed the Student Technology & Internet Responsible Use Agreement before access is granted.
3. Direct questions to the principal or district technology coordinator if any part of the policy is unclear.

Parent/Guardian Responsibility

1. Carefully read BP 6163.4 and AR 6163.4 Student Use of Technology and sign the Student Technology & Internet Responsible Use Agreement.
2. Make sure that your child understands the policy.
3. Carefully read and make sure that your child understands BP 5131-Conduct and BP 5131.2-Bullying policies.
4. Direct questions to the school principal or staff if any part of the policy is unclear.

Student Responsibility

1. Carefully read BP 6163.4 and AR 6163.4 Student Use of Technology (to the extent possible for younger children) and sign the Student Technology & Internet Responsible Use Agreement.
2. Follow the rules of use.
3. Direct questions to parents/guardians or staff if any part of the policy is unclear.
4. Maintain copies of their own files on their own storage media in the event that district storage systems fail or become inaccessible during the school day.

Acceptable Use of Internet and Technology Resources

Internet access is available to students and staff for educational and professional purposes. Examples of acceptable uses include, but are not restricted to:

1. Researching curriculum topics.
2. Communicating with peers and experts through approved channels.
3. Completing collaborative curriculum projects.
4. Participating in electronic field trips.
5. Working on individualized or group distance-learning projects.
6. Obtaining copyrighted material in accordance with copyright laws.
7. Staying abreast of current news and events.
8. Researching colleges, universities, and career options
9. Publishing educationally-related information.
10. Finding educational grant writing and contest opportunities.

Unacceptable or Illegal Use of Internet and Technology Resources

Students and staff may not use the Internet and district technology resources for non-educational or non-professional purposes. Internet access is a privilege that may be restricted/removed at any time. Examples of unacceptable/illegal uses include, but are not restricted to:

1. Transmitting or publishing personal information such as a student's name, address, telephone number, parent's/guardian's work address/telephone number without permission.
2. Using or tampering with an account belonging to another user.
3. Using the system for commercial or political activities unrelated to educational purposes.
4. Installing or downloading software on a school computer without explicit permission from authorized staff.
5. Transmitting material that is threatening, obscene, disruptive or sexually explicit, or material that could be construed as harassment or disparagement of others based on their race, national origin, sex, sexual orientation, age disability, religion or political beliefs.
7. Promoting unethical practices or any activity prohibited by law or district policy.
8. Violating copyright laws.
9. Using ideas or writings from another person without giving proper credit to the author (plagiarism).
10. Libeling another person.
11. Causing damage to any school district property.
12. Altering, disrupting, damaging or destroying any computer system, computer network or computer program.
13. Reading or altering another user's' electronic mail or files without their permission.

14. Attempting to circumvent security measures protecting computer systems, network accounts, network infrastructure, and security systems or showing others how to bypass them.

In addition,

1. Students shall not disclose, use or disseminate personal identification information about themselves or others when using electronic mail or other forms of direct electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians. Personal information includes the student's name, address, telephone number, Social Security number, or other individually identifiable information.
2. Students shall not use the system to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or BP.
3. Students may utilize copyrighted material for educational uses only in accordance with Fair Use Guidelines and copyright law. Copyrighted material shall not be placed on the system beyond what is allowed by copyright law without the author's permission.
4. Students shall not upload, download or create computer viruses and/or attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking."
5. Students shall not read other user's electronic mail or files. They shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to delete, copy, modify or forge other user's mail.
6. Students shall not log into the district network or onto a district computer with any other user account other than their own.
7. Students shall not change configurations and settings on computer workstations or network systems without explicit instructions to do so from a teacher or administrator.
8. Students shall report any security problem or misuse of the services to the teacher or principal.

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

The school Principal or designee may decide whether or not a student has violated BP or the district's Internet and Technology Use Agreement. Any questions on the interpretation or implementation of the BP regarding Technology or the district's Internet and Technology Use Agreements shall be referred to the district's Chief Technology Officer whose decision shall be final.

Violations

Unacceptable and/or unethical use of the Internet will be cause for revoking network privileges and/or disciplinary action and for possible legal action when an individual uses district technology resources for:

1. Illegal activities which violate local, state, and/or federal laws;
2. Inappropriate use which violates the intended use of the network;
3. Obscene activities that violate generally accepted social standards.

If a student is accused of any violations, he/she has all of the rights and privileges that exist with other kinds of school infractions. The school has the right to restrict or terminate Internet access for violators. The school also has the right to monitor network activity in whatever forms necessary to maintain the integrity of the system. Students should have no expectation of privacy. After a fair hearing, students who are found to have violated the rules for network behavior may be subject to the following:

1. Suspension and/or revocation of Internet access.
2. Suspension and/or revocation of computer access.
3. School suspension.
4. School expulsion.
5. Legal action and prosecution by authorities.

No Warranty

LCUSD makes no warranties with respect to the Internet or district technology resources and specifically assumes no responsibilities for:

1. The content of any advice or information received by an account holder from a source outside the district or any costs or charges incurred as a result of seeking or accepting such advice;
2. Any costs, liability, or damages caused by the way the account holder chooses to use his/her Internet access;
3. Any consequences of service interruptions or changes, even if these disruptions arise from circumstances under the control of the district;
4. The integrity and accessibility of any personal files, assignments, and homework stored on district computers or file servers;
5. Guaranteeing that a student without parent/guardian consent to use the Internet will never gain access to the network.

COLLEGE ADMISSION REQUIREMENTS AND CAREER TECHNICAL 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. It is advised that parents or guardians invest early for future college or university education costs for their children.

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.

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. Courses coded with a “P” indicate they are college prep. Students also meet regularly with their counselor throughout the school year.

ELEMENTARY PUPIL FREE AND MINIMUM DAYS
2018-2019

| DAY | DATE | GRADES | ACTIVITY | STATUS |
|---------------------|--------------------|---------------|----------------------------|-------------------------------|
| Friday | August 31, 2018 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Friday | September 28, 2018 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Wednesday | October 24, 2018 | TK-K | Teacher Collaboration Day | Student Schedule not Impacted |
| Friday | October 26, 2018 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Monday- Thursday | November 5-8, 2018 | 1-6 | Parent/Teacher Conferences | Minimum Day 11:35 a.m. |
| Friday | November 16, 2018 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Friday | November 16, 2018 | 7/8 | Minimum Day | Minimum Day 1:03 p.m. |
| Friday | December 20, 2018 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Monday | January 7, 2019 | TK-6 | Teacher Work Day | Pupil-Free Day |
| Wednesday | January 16, 2019 | TK-K | Teacher Collaboration Day | Student Schedule not Impacted |
| Friday | January 18, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Thursday | February 14, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Wednesday | March 27, 2019 | TK-K | Teacher Collaboration Day | Student Schedule not Impacted |
| Friday | March 29, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |
| Friday | March 29, 2019 | 7/8 | Minimum Day | Minimum Day 1:03 p.m. |
| Friday | April 19, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m. |

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|-----------|----------------|------|---------------------------|-------------------------------|
| Thursday | April 25, 2019 | 7/8 | CAASPP Testing | Minimum Day 1:03 p.m. |
| Friday | April 26, 2019 | 7/8 | CAASPP Testing | Minimum Day 1:03 p.m. |
| Monday | April 29, 2019 | 7/8 | CAASPP Testing | Minimum Day 1:03 p.m. |
| Tuesday | April 30, 2019 | 7/8 | CAASPP Testing | Minimum Day 1:03 p.m. |
| Friday | May 10, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m |
| Tuesday | May 21, 2019 | TK-6 | Open House | Minimum Day 11:35 a.m |
| Wednesday | May, 22, 2019 | TK-K | Teacher Collaboration Day | Student Schedule not Impacted |
| Friday | May 24, 2019 | 1-6 | Teacher Collaboration Day | Minimum Day 11:35 a.m |
| Wednesday | June 5, 2019 | TK-K | Last Day of School | Minimum Day 11:35 a.m |