High Expectations and Powerful Futures for Every Student
Dear Students and Families,

Welcome to the 2017-18 school year! The Oxnard Union High School District has a strong vision of high expectations and powerful futures for every student. We define powerful futures as the ability for our graduates to go on to an adult life where they are financially secure, working within the profession of their choice, as productive citizens who contribute to society and give back to the community. To achieve this vision, we are working to align our programs, curricula, instruction, services and supports to challenge each student to reach his or her own greatest potential. We believe that every child has the innate ability to achieve high levels of success and his or her own personal greatness. We understand that to increase student academic performance which leads to college and career readiness, we must support families and provide students with educational opportunities and access.

To accomplish this, during the last school year, we submitted over 50 courses for UC/CSU approval to ensure our students meet the A-G requirements; provided and will continue to provide the PSAT for every student in grades 9-11 and will provide the SAT during the school day for every junior free of charge this spring; challenged students to new heights by increasing enrollment in Advanced Placement and International Baccalaureate by nearly 1,500 students; developed a STEM pathway to Oxnard College and Cal State University, Channel Islands; strengthened our 22 Linked Learning Pathways, which lead to careers in multiple fields, like teaching, nursing, culinary arts, law enforcement and business management; developed a Biliteracy Pathway which will lead to certification in interpretation services; increased our graduation rate, college-going rate, and our A-G completion rate, while decreasing our drop-out and suspension rates!

Another significant improvement for the 2017-18 school year is the expansion of our Condor High School Options Academy. This year, Condor HS Options centers will be available at ACHS, CIHS, HHS, OHS, PHS and RMHS! Students who need flexible scheduling options may attend the Condor HS Options center, but still have access to electives and other classes of interest on the regular high school campus. Our goal is to provide an educational program that fits for every student.

Our families are our greatest resource. As such, we sincerely encourage and appreciate your feedback, participation at school events, and on stakeholder committees. Feel free to contact me at any time at penelope.deleon@ouhsd.k12.ca.us, or (805) 385-2527.

In Service,
Penelope DeLeon, Ed.D.
Superintendent of Schools
Oxnard Union High School District
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Purpose of the Parent & Student Handbook (Annual Notification)

To provide annual notification to students, parents and guardians of their rights and responsibilities pertaining to their child’s education. Please read this Annual Notification. The parent or guardian is required to acknowledge their receipt of this notice by signing and returning the signature page to the school or DISTRICT program. The parent’s or guardian’s signature is an acknowledgment that they have been informed of their rights and does not indicate the parent’s or guardian’s consent for their child to participate or not participate in any particular program listed within the Annual Notification.

Some legislation requires additional notification to the parents or guardians during the school term prior to a specific activity. (A separate letter will be sent to the parents or guardians prior to any of these specified activities or classes, and the student will be excused whenever the parents or guardians file with the principal of the school a statement in writing requesting that their child not participate.) Other legislation grants certain rights that are to be spelled out in this Annual Notification.

DISTRICT and its Board recognize that parent or guardian involvement in their child’s education promotes student achievement and contributes greatly to the student’s success. This Annual Notification contains information on the various ways parental involvement is both permitted and encouraged by federal and state laws, as well as DISTRICT’s policies. DISTRICT commits to providing a quality education to all of its students in a safe and healthy environment. DISTRICT looks forward to a successful and positive school year, made possible by the dedicated efforts of its administrators, teachers, paraeducators, support staff, students, and parents and guardians.

Ed code explanation:

Education Code (EC) 48980 et seq. requires school districts to notify parents or guardians of their rights and responsibilities at the beginning of the academic year. EC 48982 requires parents or guardians to sign the notice and return it to school. A signature on the notice is an acknowledgement by parents or guardians that they have been informed of their rights.

EC 48981 allows for notice to be provided by regular mail, in electronic format if requested by the parent/guardian, or by any other method normally used to communicate with parents/guardians in writing.

EC 48984 prohibits a school district from undertaking any activity covered by EC 48980 for any pupil unless the parent or guardian has been properly notified or has received separate special notification.

EC 51100 et seq. encourages schools to promote parents or guardians understanding of, and involvement in, the education of their children for all families in the school community. Under EC 48985, if 15 percent or more of the students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parent or guardian of any such student must be written in English and the primary language and may be answered by the parent or guardian in either language.

This bulletin is designed to assist school districts and charter schools in meeting the notification requirements. Required notifications are grouped by grade levels. Notifications which are required under special circumstances or are suggested are grouped in separate categories. Indented paragraphs provide model language in English and in Spanish to meet a notification requirement.
**KEY TO CODE AND REGULATION SECTION ABBREVIATIONS**

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<tr>
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<tr>
<td>EC</td>
<td>California Education Code</td>
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<tr>
<td>5 CCR</td>
<td>Title 5, California Code of Regulations</td>
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<td>HSC</td>
<td>California Health and Safety Code</td>
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<td>PC</td>
<td>California Penal Code</td>
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<tr>
<td>VC</td>
<td>California Vehicle Code</td>
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<tr>
<td>USC</td>
<td>United States Code</td>
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OXNARD UNION HIGH SCHOOL DISTRICT
309 South "K" Street, Oxnard, CA 93030
Telephone: (805) 385-2500

DISTRICT OFFICE PERSONNEL
Dr. Penelope DeLeon, Superintendent
Thomas McCoy, Ed. D., Assistant Superintendent, Educational Services Michael "Sid" Albaugh, Assistant Superintendent Administrative Services Robert "Rocky" Valles, JR., Ed. D., Assistant Superintendent, Human Resources

*The district's central number is (805) 385-2500, for each high school’s direct number see pages 3 through 5*

District Office Staff Phone Numbers:

Superintendent's Office (805) 385-2527
Assistant Superintendent of Administrative Services (805) 385-2529
Assistant Superintendent of Educational Services (805) 385-2553
Assistant Superintendent of Human Resources (805) 385-2525

BOARD OF TRUSTEES
PURPOSE: The Board of Trustees is the policy-making body of the high school district. Five members are elected by the public to serve four-year terms. The Board has discretionary powers assigned by constitutional and statutory laws. The Board makes the final financial decisions, which decide the scope of the educational program and services of the district.

The Board follows established procedures and policies in seeing that schools are run properly and in ensuring that the public's desire for a good school system is attained.

*To ensure that Limited English Proficient parents and students are able to participate effectively in meetings of the District Board of Trustees, interpretation services are provided at all public sessions of the Board of Trustees.*
PARENT RIGHTS AND RESPONSIBILITIES (BOARD POLICY 5020)

The Governing Board recognizes that parents/guardians of district students have certain rights as well as responsibilities related to the education of their children.

The Board believes that the education of the district's students is a shared responsibility. The Superintendent or designee shall work with parents/guardians, including parents/guardians of English learners, to determine appropriate roles and responsibilities of parents/guardians, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of students at each school site, including the means by which the schools and parents/guardians can help students achieve academic and other standards of the school.

Within this framework, the school's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school. (Education Code 51100)

The Superintendent or designee shall ensure that district staff understand the rights of parents/guardians afforded by law and Board policy and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights in accordance with law.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

Unsafe School Choice-5 C.C.R. 11993(k); 20 U.S.C. 7912

Students shall be allowed to attend a safe school. DISTRICT shall notify parents or guardians of pupils in elementary and/or secondary schools considered to be "persistently dangerous" pursuant to California Department of Education guidelines and of available options for attendance at a safe school. “Any firearms violations” is an event which must be considered in determining whether a school site is at risk of being classified as persistently dangerous.

Uniform Complaint Policy and Procedure – 5 CCR 4622, EC 234.1, 32289, and 49013

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 section 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, in any program or activity conducted by a local agency, which is funded directly by, or that receives 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, 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 Rocky Valles, Assistant Superintendent Human Resources, 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 Rocky Valles, Assistant Superintendent at (805) 385-2500 for additional information or assistance.

Williams Complaint Policy & Procedure – 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 miss 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 OUHSD. 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.

RIGHTS OF PARENTS AND GUARDIANS TO INFORMATION (EC 51101 -in part)

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.

PROCEDURE FOR PARENTS & STUDENTS TO THEIR CONCERNS

1. If and when there is a concern with a teacher, please contact the teacher via phone, email or a note with the front office - most concerns can be addressed between the parent, student and teacher

2. If the concern is not addressed, contact your student’s counselor and or make an appointment,

3. If the concern remains, contact the assistant principal first then if necessary the principal via phone, email or through their secretarial staff
   a. If concern is related to sports, please contact the school athletic director

4. If after your concerns have been made with school site staff please do the following:
   a. Contact the assistant superintendent of education services at 805-385-2553, or if you are submitting a uniform complaint contact the assistant superintendent of human resources at 805-385-2525

5. If your concern remains, please contact the superintendent at 805-385-2561
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 aids 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. School counselors are listed by school sites in this handbook on pages 8, 9 and 10. The counselor’s’ phone numbers are listed on the school websites.

ASSESSMENT

California High School Proficiency Exam 5 C.C.R. 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 coursework required for regular graduation from high school. For more information, including administration dates and registration deadlines, visit the following website: http://www.chspe.net/.

Advanced Placement & International Baccalaureate exam fees – EC 52244

Requires the annual notification to advise the parent or guardian if the school district has obtained state funds to cover the costs of advanced placement examination fees under 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 OUHSD district office at 805-385-2500 for information.
California Assessment of Student Performance and Progress A-EC 52052, 60640

The California Assessment of Student Performance and Progress ("CAASPP") System was established on June 1, 2014. Commencing with the 2014-2015 school year, the CAASPP System includes Smarter Balanced Summative assessments in English Language Arts and Math in grades three through eight and eleven and alternate assessments in English Language Arts and Math in grades three through eight and eleven for students with significant cognitive disabilities. The CST for science is required for all students in grades five, eight and ten unless the student’s IEP indicates administration of the CMA or CAPA. DISTRICT will/will not administer a standards based test in Spanish for reading/language arts in grades two through eleven for Spanish-speaking English learners who either receive instruction in their primary language or have been enrolled in a school in the United States for less than twelve months. A parent or guardian may make a written request to excuse his or her child from any or all parts of the assessment.

FAILURE GRADES DUE TO ABSENCES /TARDIES-(Board Policy 5121)

In keeping with the philosophy that regular student attendance in all classes is a critical factor in achieving educational success; the following administrative procedures will be implemented:

1. Teachers in the Oxnard Union High School District may give a failing (F) grade to any student whose unexcused absences in the class total eight (8) or more days during any given semester.

2. Teachers shall review their grading standards with all students enrolled in their classes at the beginning of each semester.

3. If a student has an unexcused absence and does not subsequently turn in homework, take a test, or fulfill other class requirements which the student missed, the teacher may lower the student's grade for non performance. Teachers shall inform students about the class grading standards at the beginning of each semester.

4. A reasonable opportunity for the pupil or the pupil's parent or guardian to explain the absences will be provided by each school site. Proof of excuse must be provided to school officials within three (3) school days following the day of absence.

5. The failing grade(s) assigned to the pupil on the basis of excessive unexcused absences will be noted on the student’s transcript and on the grade report with "FA" (Failure due to unexcused absences).

6. Any student who is thirty (30) or more minutes late to an assigned class will be considered absent.

6.1. Tardies 1 to 9 – Each site has various steps and consequences for these tardies.

6.2. 10th Tardy – Any student who has received ten tardies will remain in the assigned class. Should the student become a discipline problem, the student will be removed from class. Students who receive ten (10) tardies may end up failing the class due to non-participation.

*5113 Board Policy/Administrative Procedures - Subject Excused Absences Method of Verification Point 4.

Physician's Verification: (b.) when a student has had 14 absences in the school year for illness verified by methods listed in #1-3 (see OUHSD Web Page Board Policies), any further absences for illness shall be verified by a physician.
GENERAL GRADUATION REQUIREMENTS BOARD POLICY 6146.1 (E.C. 51225.3)

DEFINITION OF A GRADUATE

The graduate of the OUHSD has attained the competencies, knowledge, and attitudes, which will enable success in lifelong academic, personal, occupational, and civic pursuits.

- Competencies include literacy and communications skills, computational and scientific skills, and the higher order thinking skills needed to apply problem-solving and decision-making to issues facing the current and future world.
- With a global awareness, the graduate understands and respects variations among nations’ values, languages, and cultural heritages.
- The graduate demonstrates honesty, loyalty, and integrity, as well as the ability to reflect on moral choices.
- Finally, the graduate demonstrates traits of positive physical, emotional, and mental health and has ability to carry these attributes over to lifelong behaviors.

Upon leaving the OUHSD, the graduate is prepared for lifelong learning, change, and effective participation in family life and democratic society.

Administrative Procedures (a.r. 6146.1)

CERTIFICATE OF ACHIEVEMENT/TRANSITIONAL WORK SKILLS CERTIFICATE

§56375. Notwithstanding EC Section 51412 or any other provision of law, a local educational agency may award students with disabilities a certificate or document of educational achievement or completion if the requirements of subdivisions (a), (b), or (c) are met.

(a) The individual has satisfactorily completed a prescribed alternative course of study approved by the governing board of the school district in which the individual attended school or the school district with jurisdiction over the individual and identified in his or her individualized education program.

(b) The individual has satisfactorily met his or her individualized education program goals and objectives during high school as determined by the individualized education program team.

(c) The individual has satisfactorily attended high school, participated in the instruction as prescribed in his or her individualized education program, and has met the objectives of the statement of transition services. In accordance with Education Code §56376, a student with disabilities who meets the criteria specified above shall be eligible to participate in any graduation ceremony and any school activity related to graduation, in which a student of similar age without disabilities would be eligible to participate.

A student’s right to participate in graduation ceremonies does not equate the awarding of a certificate of achievement with a regular high school diploma. (EC §56376)

It shall be the policy of the Board of Trustees to acknowledge each student’s successful completion of the instructional program by the awarding of a diploma.

Students shall receive diplomas of graduation from high school only after completing the prescribed course of study and meeting the standards of proficiency established by the district and the state.

The minimum requirements for graduation shall be the satisfactory completion of the following:
RESIDENCY AND ATTENDANCE

A. the Oxnard Union High School District shall have no required term of student residence as a condition of graduation. (EC §51411)

B. the Governing Board shall award the diploma of graduation at the end of the semester or summer school session during which the student completed the course of study prescribed by the Governing Board. (Title 5 §1650)

C. Fall Semester Seniors

Students in the fall semester of grade 12 must be enrolled in at least five (5) courses, which may include regional occupational programs, Work Experience Education, courses at accredited postsecondary educational institutions, Independent Study, Special Education, or any other course of study authorized by the Governing Board which is equivalent to the approved high school course of study. (EC §46145)

D. Spring Semester Seniors

Students in the spring semester of grade 12 must be enrolled in at least a four (4) period (240 minutes) school day. Work experience may count into this calculation. College coursework and ROP courses do not count within the four (4) period (240 minutes) school day.

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.

PROFICIENCIES

A. Beginning with graduates of 2006 and thereafter, students must pass the California High School Exit Exam in order to be awarded a diploma. This section is subject to change per California State legislation requirement amendments, adjustments or changes.

B. Students are required to demonstrate at least a minimum computer proficiency, which may be satisfied by successfully completing approved courses which are listed in Administrative Policy 6146.1 Item E or by successfully passing the computer proficiency test:

1. Students who do not take and pass one of the approved courses will be required to pass the computer proficiency exam with a score of 85% or higher in each of the following areas: Basic Computer Skills, World Wide Web, Email, Windows, Word and Excel.

2. Each school will arrange for appropriate opportunities for students to demonstrate competency to satisfy this graduation requirement. Principals will develop appropriate procedures for certifying that students recommended for graduation have met this requirement. The procedure for demonstrating the minimum computer proficiency requirement will be found under Administrative Procedures AP 6146.1.

CREDIT REQUIREMENTS

The minimum number of credits required for graduation is 230.
COURSE REQUIREMENTS

Each department’s subject requirements are defined in the Board-adopted Curriculum Frameworks. The prescribed course of study for students in grades 9 through 12 shall include: (EC§51225.3)

A. Required courses:

40 credits English

Beginning with Graduates of 2004:
30 credits Mathematics, which must include 2nd semester Algebra 1, or 2nd semester Interactive Math 2, or 2nd semester Algebra 1B SDC, or Algebra C or a higher Math course.

Beginning with Graduates of 2006:
30 credits Mathematics, which must include 2nd semester Algebra 1, or 2nd semester Interactive Math 1, or 2nd semester Algebra 1B SDC, or Algebra C or a higher Math course.

Beginning with Graduates of 2015:
30 credits Mathematics, which must include 2nd semester Math 1, or 2nd semester Math 1B, or 2nd semester Math 1B SDC, or 2nd semester Algebra 1, or 2nd semester Interactive Math 1, or 2nd semester Algebra 1B SDC, or Algebra C or a higher Math course.

20 credits Physical Education, unless the student has been exempted pursuant to Education Code provisions.

During each spring term, grade 10 students who have not previously passed the California Physical Fitness Test and who are enrolled in any course receiving P.E. credit, including JROTC and Marching Band, must demonstrate proficiency on at least five (5) of the six assessments of the California Physical Fitness Test. If they do not demonstrate this level of physical fitness, they will be required to enroll in a Physical Education course during grade 11. [Refer to Administrative Procedures for BP 6146.1]

25 credits Science, including biological and physical sciences and Health Education/State Requirements

35 credits Social Science, including:

10 credits World Civilizations

10 credits United States History

5 credits American Government

5 credits Economics

5 credits Geography

10 credits of Visual and Performing Arts or Foreign Language

Beginning with the class of 2018

20 credits of Visual and Performing Arts or World Language or Career Technical Education

B. Elective Coursework —70 credits

Beginning with the class of 2018

B. Elective Coursework —60 credits
ALTERNATE MEANS OF EARNING CREDIT (EC §51225.3)

The Board recognizes that the prescribed course of study may not accommodate the needs of some students. Therefore, requirements for graduation and specific alternative means for completing the prescribed course of study shall be made available to students, parents/guardians and the public. (EC §51225.3)

A. Alternative Course Credits

1. Visual and Performing Arts – The following courses may be used toward meeting the visual and performing arts graduation requirement:

| All Visual Communications Courses | Technical Illustration |
| All Music Courses | Multimedia Productions |
| Advanced Dance | Playwriting |
| Dance Techniques | Video and Film |
| Video Production | ROP Photo-Communications |
| Journalistic Design | ROP Graphic Design |
| Architectural Design | ROP Video and Film |

2. English - Communication 2000 may be used toward meeting the English graduation requirement providing the teacher is credentialed to teach English.

3. World Language – Beginning Sign Language may be used toward meeting the world language requirement.

4. Physical Education - Marching Band may be taken during the fall semester and used toward meeting the Physical Education Requirement. Grade 9 Marching Band students who are not enrolled in a PE class must still take the California Physical Fitness Test during the spring term. Students who do not pass this test in grade 9 must take it again during grade 10. Marching Band students who do not pass at least five of the six assessments by the end of grade 10 will be required to enroll in a PE class in grade 11 in addition to or in place of Marching Band.

5. Physical Education - NJROTC 1--Military Science and NJROTC 2--Physical Science and Aerospace Science 1 and Aerospace Science 2 may be used toward meeting the physical education requirement for a maximum of 20 credits.

6. Biological Science – Animal and Plant Physiology 1 in combination with Animal and Plant Physiology 2 may be used as an alternative to biological science.

7. Science - Food & Nutritional Science satisfies 10 credits toward meeting the science graduation requirement.

8. Economics – Economics of Business Ownership; International Studies Academy--Pacific Rim Business and Economics; and Business and Finance II Virtual Enterprise – Business and Finance Academy may be used as an alternative to Economics.

9. Geography – AFROTC--Aerospace Science 3 may be used to satisfy the geography graduation requirement providing the teacher is credentialed to teach geography.

B. Summer School (EC §37252)

1. Credits earned in summer school may be applied toward graduation requirements. Students will be awarded five (5) credits for every semester course successfully completed in summer school.

2. A grade 12 student who has a deficiency in credits may satisfy graduation requirements in the district's current summer school.
C. Work Experience Education (EC §6178.1 and CAC Title 5 - §1135)

A student may earn a maximum of 40 total credits in work experience, 20 of which may be non-paid exploratory work experience.

1. Paid work experience—a student may earn a maximum of 40 credits through Vocational or General Work Experience.

2. Non-paid work experience—a student may earn a maximum of 20 credits in Exploratory Work Experience.

3. If, in the best interest of a Special Education student, the IEP (Individual Education Plan) team determines that additional work experience is needed, an exception may be made.

D. Service Courses

Following is a list of service courses in which a student may earn credit for completing a prescribed course of study while serving as a student aide:

- English Assistant
- Laboratory Assistant: Consumer and Family Science
- Laboratory Assistant: Science
- Learning Lab Trainee: Special Education
- Library Science Health Office Practice
- Office Practice
- P.E. Leadership
- Teacher Aide
- Shop Manager

The total number of student aides in use during any semester at any district school shall at no time exceed five percent (5%) of the student population from the previous year CBEDS enrollment count.

1. Service courses will be permitted only for eleventh and twelfth grade students.

2. Student aides must have earned a —C grade point average (2.0) or higher for the semester preceding their enrollment as a student aide.

3. The maximum number of credits a student may earn in service courses each semester is five (5).

4. A maximum of twenty (20) credits in service courses will be allowed for each student, with no more than ten (10) credits in any one service course.

5. Students selected to serve as peer tutors or classroom/laboratory aides must have taken appropriate prerequisite classes and demonstrated special interest in the subject.

6. Teachers shall be limited to one (1) student aide per class period.

7. During regular classroom visitations, administrators will give particular notice to the effective utilization of student aides by the teacher.

8. For Office Practice students, the Principal will appoint an Assistant Principal to screen, supervise and evaluate the students enrolled in this service class and ensure that this course is a valuable learning experience for these students.
9. The following is a list of techniques that are to be used in assessing student progress and/or achievement for those enrolled as student aides:

- Participation in teacher-assigned activities
- Teacher evaluation of completed assignments and projects
- Teacher ratings of students’ participation, conduct, respect for confidentiality and use of behavior management techniques
- Department chairperson interviews and evaluation of student progress and classroom duties assigned and completed
- Attendance
- Final examination
- In the case of Office Practice students, an administrator will utilize any of the aforementioned techniques in assessing student progress

10. The Governing Board expects that student aides as a group should reflect the diversity of each school’s student population and include students of average achievement as well as those who excel.

11. Under the site Principals’ direction and leadership, adult volunteers will be used to the extent possible to reduce the numbers of students enrolled in Office Practice.

E. Correspondence Courses (EC §51740)

A student may earn a maximum of forty (40) credits in Correspondence Courses provided by an accredited institution.

F. Adult School (EC §52523, §52500.1)

Day school students, enrolled in a full schedule (six classes during the school term or full schedule in summer school), may enroll in required or elective courses offered within the district’s Adult School program, with a limit of five (5) credits per session and a maximum of forty (40) total credits. Appropriate coursework must be recommended by the day school counselor and approved by the parents and the principals of the comprehensive high schools and Adult School.

G. Regional Occupational Program (Career Education Center)(EC §6178)

A student may earn credits from a regional occupational program. Credit earned is limited only by enrollment.

H. Independent Study (OUHSD Board Policy 6158 and EC §6158)

Students may earn credits in this self-paced program based on an Independent Study Contract, agreed upon by student and teacher.

I. Home Instruction (OUHSD Board Policy 6183)

Home instruction is provided by the District in cases of long-term illness verified by a physician and approved by the principal, school nurse, counselor, and the Assistant Superintendent of Educational Services, or for Special Education students if so designated by the student’s Individual Education Plan Team.
J. Continuation High School

Students may earn credit in this alternative education program. A student who wishes to earn a continuation high school diploma must meet the requirements outlined in OUHSD Policy 6146.1. A student who wishes to return to the comprehensive high school must meet the exit requirements of the continuation school as outlined by the principal of the continuation school.

K. High School Credit for College Coursework (EC §§51740, §51760)

District students who successfully complete college-level coursework through an accredited community college, college, or university may receive high school unit and subject credit, provided the following conditions are met:

1. A written request must be submitted to and approved by the high school principal prior to the student's enrollment in the college-level course. Criteria for principal's approval will include a consideration of the good reason why the student cannot enroll in the coursework in the high school setting.

2. The college-level coursework must be in a subject included in the high school Board-approved curriculum frameworks.

3. Upon completion of the college-level coursework, the student is to provide the high school an official transcript or course completion certification and, if requested by the high school, a copy of the college course description from the college's course catalog.

4. Semester-for-semester credit will be granted for college-level coursework; that is, one semester of college-level coursework will also count toward meeting the requirement of one semester of high school coursework.

I. ACCEPTANCE OF TRANSCRIPTS

Official transcripts from accredited schools will be accepted as submitted. No credit shall be given without official transcripts, except from Nonpublic Schools (NPS) serving special education students. The district, in this case, will accept signed report cards.

A. Foreign Exchange Students

1. Official transcripts from foreign schools will be accepted as submitted and will be evaluated by each school site based on the Administrative Procedures, Evaluation of Foreign Transcripts, which was approved by Superintendent's Cabinet on April 22, 1997.

2. Foreign exchange students who wish to be presented a diploma at graduation must fulfill all the graduation requirements of the Oxnard Union High School District.

B. Home-Based Schooling, If the student has been home-based schooled, credit will be earned only if one of the two requirements has been met:

1. The tutor (who may be any person including a parent) must have a valid California Teaching Credential for the grade level being taught, and instruction must be in the branches of study required in the public school course frameworks. Tutoring must be provided for at least three (3) hours per day, between 8:00 a.m. and 4:00 p.m. and for at least 175 days per calendar year, and in the English language (EC §48224).

2. The home-based schooling must have been supervised by an accredited public or private school institution.
II. PARTICIPATION IN COMMENCEMENT EXERCISES

A student may not participate in the June graduation ceremonies until all the district’s graduation requirements have been met. (Please refer to Administrative Procedures 6146.1)

III. EXCEPTIONS TO GRADUATION REQUIREMENTS

Any exceptions to the graduation requirements of the OUHSD may be made only with the principal's recommendation and the approval of the superintendent or superintendent's designee.

Legal Reference:

EDUCATION CODE

37252 Summer School Instructional Programs
48430 Continuation Education Schools and Classes
51215-51218 Student Progress: Standards of Proficiency
1224 Skills and Knowledge Required for Adult Life
51225.3 Requirements for Graduation
51240-51246 Exemptions From Requirements
51260-51269 Drug Education
51400-51442 Diplomas and Certificates

SECTION 6000 ADMINISTRATIVE PROCEDURES AP 6146.1

CERTIFICATE OF COURSE COMPLETION

Those students who are unable to pass the California High School Exit Examination (CAHSEE) by the end of their senior year will be granted a locally-developed Certificate of Course Completion or some other form of recognition to indicate that the students have completed the District’s required course of study. Such a certificate would not be the equivalent of a high school diploma and is separate from the Certificate of Achievement granted to special education students who are unable to pass the Exit Examination with appropriate modification pursuant to Education Code §56390-56392.

Students who are granted a Certificate of Course Completion will be permitted to participate in senior class activities and graduation exercises. The Superintendent or designee shall regularly report to the Board regarding the number of students receiving a Certificate of Course Completion and the resources that have been offered to such students.

As a final celebration with their school friends and host families, foreign exchange students are to be allowed to participate in the June graduation ceremonies.
HONORARY DIPLOMAS FOR FOREIGN EXCHANGE STUDENTS

The governing board of any school district maintaining a high school may confer honorary high school diplomas upon foreign exchange students who have not completed the course of study ordinarily required for graduation, and who are returning to their home countries following the completion of one academic school year in a school district in the state. Honorary high school diplomas awarded pursuant to this section shall be clearly distinguishable from the regular diplomas of graduation awarded by the district. (Education Code §51225.5, Statutes of 1982, Chapter 206, Section 10).

ADDRESSING THE PHYSICAL FITNESS NEEDS OF STUDENTS

1. Principals of the comprehensive high schools are to continue regular discussions with their Physical Education Department teachers regarding ways to strengthen the district’s P.E. curriculum, especially in grade 9 and 10, and to focus this curriculum more onto the six performance standards of the California Physical Fitness Test.

2. In collaboration with the district’s Director of Nutrition Services, the OUHSD will reduce or eliminate the selling of non-nutritional drinks from our cafeterias and will reduce the availability of such beverages from campus vending machines.

3. The district’s Educational Services Division will work with the Information Technology staff and P.E. chairpersons to ensure that teachers of P.E. Course II receive and use student results from the grade 9 physical fitness assessments within the lesson design of P.E. Course II.

4. The district will improve its communications with parents regarding the results of their children’s performance on the grade 9 and grade 10 Physical Fitness Test.

5. The OUHSD will administer all six assessments of the California Physical Fitness Test to all students who have not previously passed the California Physical Fitness Test and who are enrolled in any course receiving P.E. credit, including JROTC and Marching Band. With these results, P.E. teachers will track students’ physical fitness over a two-year period and determine which grade 10 students need additional, structured physical education in high school.

6. Those students who are, then, required to enroll in a third year of physical education will have the choices of enrolling in P.E. 11, Weight Training and Conditioning, any of the —“dance” courses, Aerobics, P.E. Aquatics, or repeating P.E. Course II for credit as 11th graders.

7. Students whose Individual Education Program (IEP) teams have excused them from this requirement and students who have a written physician’s note excusing them from this requirement will be exempt from the new physical education requirement.

8. School administrators will follow up to ensure that all grade 9 students are administered the Physical Fitness Test, including those enrolled in spring sports, JROTC, and Marching Band.

9. Teachers of P.E. Course II will be trained in the procedures for administering the Physical Fitness Test, and the district’s staff development department will assist with that need. Schools will follow up to ensure consistency of administering the Physical Fitness Test at both the grade 9 and grade 10 levels for all students who have not previously passed the test.

10. P.E. teachers will discuss ways in which to “reward” and recognize grade 9 and grade 10 students for exemplary performance on the Physical Fitness Test, defined as proficiency in at least five (5) of the six (6) assessments.

11. For students who are administered the grade 10 physical fitness assessment, ample opportunities to participate in the assessment will be provided.

12. For students required to enroll in a third year of P.E., a special administration of the California Physical Fitness Test
will be provided during December. If students then meet the district’s physical fitness requirement, they will be exempt from P.E. enrollment during the spring semester.

13. The district will provide P.E. teachers all assessment materials needed to conduct the spring physical fitness assessments in grade 9 and grade 10.

14. Information related to this new OUHSD physical fitness requirement will be provided to its feeder intermediate/junior high schools, so that those P.E. departments can focus instruction onto the six physical fitness assessments.

E. MINIMUM COMPUTER PROFICIENCY REQUIREMENT

THE FOLLOWING COURSES MEET THE COMPUTER PROFICIENCY REQUIREMENT:

<table>
<thead>
<tr>
<th>Exploring Business &amp; Technology</th>
<th>Personal Fin. Literacy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Application</td>
<td>Video and Film (P)</td>
</tr>
<tr>
<td>Computer Science P – AP</td>
<td>Writing for Publications (P)</td>
</tr>
<tr>
<td>Journalistic Design</td>
<td>Senior Seminar Green Tech Acad.</td>
</tr>
<tr>
<td>Computer Aided Drafting (CADD)</td>
<td>Intro. to Bus. and Finance</td>
</tr>
<tr>
<td>Economics of Bus. Ownership</td>
<td>Business/Finance I</td>
</tr>
<tr>
<td>Digital Photography P –AV</td>
<td>Bus. /Fin. Academy</td>
</tr>
<tr>
<td>Library Science</td>
<td>CEC Computer Bus. Software</td>
</tr>
<tr>
<td>Multimedia Productions I or II - 1P</td>
<td>CEC Practical Comp. Lit.</td>
</tr>
<tr>
<td>Technology I – Tech I MSA</td>
<td>Intro. to Computers (Adult Sch.)</td>
</tr>
<tr>
<td>Web Design IA</td>
<td>Intro. to Design I &amp; II</td>
</tr>
<tr>
<td>Marketing Economics</td>
<td>Teach &amp; Educ. II TECA</td>
</tr>
<tr>
<td>Microsoft Office Intro. – MS Adv.</td>
<td>Technology I MSA</td>
</tr>
</tbody>
</table>

TESTING TO MEET REQUIREMENT:

If a student does not pass the test, BY THE END OF THE SECOND SEMESTER OF THE JUNIOR YEAR, the student will be enrolled in one of the above identified classes by the first semester of the senior year.

1. The Computer Proficiency Test will be offered once a semester and during summer school, on designated days at each school site. Students will sign-up ahead of time to reserve space on the testing date.

2. Students must score 85% or higher on each module in the computer proficiency test in order to pass.

Approved by Board of Trustees 2/1/04; 6/29/05; 3/8/06; 5/13/09; Rev. 7/14/10; Rev. 2/9/11; Rev. 5/14/14

High School Credit for College Coursework (bp 6185)

District students who successfully complete college-level coursework through an accredited community college, college, or university may receive high school unit and subject credit, provided the following conditions are met:

A. A written request must be submitted to and approved by the high school principal and Board of Trustees prior to the student’s enrollment in the college-level course. Criteria for approval will include a consideration of the good reason why the student cannot enroll in the coursework in the high school setting. (Title 5, Section 1630)

B. The college-level coursework must be in a subject included in the high school Board-approved curriculum. (Title 5, Section 1630-1631).

C. Once permission is granted, the student is to provide proof of registration in the college-level course to the high school principal by the end of the third (3rd) week of the high school semester. Failure to do so will result in the student being enrolled in appropriate coursework at the comprehensive high school site.
D. Upon completion of the college-level coursework, the student is to provide the high school principal an official transcript or course completion certification and, if requested by the high school principal, a copy of the college course description from the college’s course catalog.

E. Semester-for-semester credit will be granted for college-level coursework; that is, one semester of college-level coursework will also count toward meeting the requirement of one semester of high school coursework.

F. The student will receive the same letter grade for the high school credit as is granted by the college.

3 College Credits = 5 High School Credits  
2 College Credits = 3.32 (issue 3.50 Credits)  
1 College Credits = 1.66 (issue 2.50 Credits)

IMPORTANT INFORMATION & BOARD POLICY FOR PARENTS AND STUDENTS

See District website for important test dates: www.ouhsd.k12.ca.us

Additional testing information:
- ACT: http://www.actstudent.org/regist/
- SAT: http://professionals.collegeboard.com/testing/sat-reasoning/register

NUTRITION SERVICES AND MEAL APPLICATIONS

The Oxnard Union High School District serves breakfast, lunch and supper daily in our cafeterias. Students can receive a healthy school meal every day. Your children may qualify for free or reduced price meals. Meal applications may be picked up at your child’s school office, school cafeteria, Nutrition Services, or completed online at https://frm.ouhsd.k12.ca.us/. You or your children do not have to U.S. citizens to qualify for free or reduced price meals. Meal applications must be completed every new school year prior to September 20, 2016. If your child does not qualify for the lunch program, breakfast is $2.00 and lunch is $3.00. If you child qualifies for a reduced breakfast or reduced lunch, breakfast is .30 cents and lunch is .40 cents. We offer a variety of menu items, including a full salad bar and vegetarian options daily. Special Diet requests are available upon request and must be completed by your student’s physician. If you have any questions, please contact your student’s school site cafeteria or the Nutrition Services office at (805) 394-4724.

In an effort to provide all students access to meals, the 2017-2018 lunch Meal Application was mailed home in July to all district families. For those families with internet access, we also offer an online application at www.mymealtime.com. An application must be completed yearly if you wish to receive free and reduced priced meals. If your child’s application is approved, your child will receive free or reduced priced meals for the remainder of the school year. Children who qualify for reduced meals will not be charged as the district has waived the co-pay for the 17-18 school year. Children who do not qualify for free or reduced priced meals pay $2.00 for breakfast and $3.00 for lunch.

For students/families who do not qualify for the lunch program, Nutrition Services is providing an online payment method. We encourage parents and guardians to place funds on their student(s) account instead of sending students with cash. Prepayments speed up meal service lines and provide parents with a convenient way of tracking their student(s) meal service account. Go to www.mymealtime.com, click on the “Mealtime Payments” button and you will be guided to making deposits on your student(s) account.

Please visit Nutrition Services website for daily menus at http://www.ouhsd.k12.ca.us/nutrition-services.
There is no discrimination or overt identification of free or reduced students. We use a computerized system and all computer meal transactions are the same, so please take advantage of the variety of menu items offered through Nutrition Services including salads and vegetarian options daily.

Please contact Nutrition Services at 805 385-5749 with any concerns or questions.

REPORT BULLYING OR SCHOOL SAFETY INCIDENTS...

We recognize that creating a safe learning environment is a critical part of helping each child achieve academic success. This year we will introduce Sprigeo, a new online system that students can use to report bullying incidents and school safety threats. Sprigeo will give your child another medium for communicating with our school administration when bullying or school safety incidents occur. All information sent through the Sprigeo system goes directly to school administrators through a secure online connection.

How does the Sprigeo system work?

Students can access the reporting form directly through a link on our school web site or they may go to the Sprigeo.com web site. After completing the reporting form and clicking the “submit” button, the report details are sent in a secure email to our school administrators. Over 90% of students include their name when using the Sprigeo system.

Does the school receive false reports?

Over 95% of reports sent through the Sprigeo system have been confirmed as authentic requests for help with a bullying incident or school safety threat. Unlike text messages or Facebook posts that can be shared among students, all Sprigeo reports are viewable only by school administrators minimizing the impact one student has to falsely accuse or abuse another student.

Why is there a need for an online reporting system?

The number one reason why children do not report bullying or abuse is the fear of retaliation from their peers. The Sprigeo reporting form can be accessed from the privacy of a home computer or other internet equipped device, eliminating the possibility of being identified by another student.

EC 48900.2—Sexual Harassment

In addition to the reasons specified in Section 48900, 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 committed sexual harassment as defined in Section 212.5.

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

EC 48900.3—Hate Violence

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.
EC 48900.4—Harassment, Threats or Intimidation

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled 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 intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.
SCHOLASTIC ELIGIBILITY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETICS

The Board of Trustees recognizes that extracurricular activities and interscholastic athletic programs promote a positive school climate and constitute an integral component of the student’s educational experience. The Board of Trustees encourages and supports student participation in these activities and programs. Within the district’s financial and personnel constraints, the extracurricular activities and interscholastic athletic programs shall be geared toward students’ interests and abilities and varied in scope to ensure wide participation. In accordance with the law, the district shall provide equal opportunities to both sexes for participation in extracurricular activities and athletic programs.

The Board of Trustees also recognizes the need to uphold high academic standards and successful progress toward graduation. Therefore, participation in the district’s extracurricular activities and interscholastic athletic programs will be limited to those individuals earning a grade point average of 2.0 (“C”) or higher on a 4.00 GPA scale for the quarter grading period (as defined by the OUHSD calendar) preceding the activity. All graded classes shall count in the determination of the student’s grade point average.

Participation in Interscholastic Athletics requires the following:

1. Pre-participation physical conducted annually by a licensed medical doctor (MD)
2. A grade point average of 2.0 or higher from the previous grading period with at least four classes passed. Physical Education may count as only one of the four classes.
3. Valid proof of medical insurance. If student will play tackle football, insurance must cover that sport.
4. Signed parental permission to participate in sports

Schools in the OUHSD that participate in interscholastic athletics, do so as members of The Southern Section of the California Interscholastic Federation (CIF-SS) and are subject To all eligibility requirements as outlined in their Constitution and bylaws. A copy of this Document is available online at www.cifss.org.

**Please direct all questions and concerns to the athletic director or athletic administrator at each school site.**

STANDARDS-BASED LEARNING AND GRADING

Our grading policy reflects a system of measuring and recording student progress and achievement on these standards. Interpretation of letter grades reflects on how well the student is learning these specific state standards. The Exit Exam, which is required for graduation for the Class of 2006 and after, is also standards-based. This grading practice allows the teacher to measure and record student progress and achievement, which enables the parents, teachers, and school administrators to assess strengths and weaknesses, plan an educational program in the areas of the greatest potential for success, and identify where remedial work is required.

Following are the standards that your student will be held to

- **A+ or A or A-** Advanced Performance with respect to the content standards adopted for this course
- **B+ or B or B-** Proficient Performance with respect to the content standards for this course
- **C+ or C or C-** Basic Performance with respect to the content standards for this course
- **D+ or D or D-** Below Basic Performance with respect to the content standards for this course
F- Far Below Basic Performance with respect to the content standards adopted for this course

When your student’s grade card comes home, you may also see at least three of the following comments that are provided by the teacher to help you understand what may be happening in the class:

**Report Card Comment Codes**

<table>
<thead>
<tr>
<th>Comment</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior achievement</td>
<td>Works below ability</td>
</tr>
<tr>
<td>Does poorly on tests</td>
<td>Lacks work materials</td>
</tr>
<tr>
<td>Excellent citizen</td>
<td>Conference requested</td>
</tr>
<tr>
<td>Fails to do homework</td>
<td>Poor attendance</td>
</tr>
<tr>
<td>Conscientious effort</td>
<td>Poor citizenship</td>
</tr>
<tr>
<td>Neglects makeup work</td>
<td>Uncooperative</td>
</tr>
<tr>
<td>Shows improvement</td>
<td>Poor behavior</td>
</tr>
<tr>
<td>Frequently tardy</td>
<td>Below CA standards</td>
</tr>
<tr>
<td>Missing assignments</td>
<td></td>
</tr>
</tbody>
</table>

These changes are provided to students and parents in order to give factual and up-to-date monitoring of your student’s mastery of content standards for each and every class taken. Please call your student’s counselor if you have any questions or concerns regarding the above information. (Refer to OUHSD Board Policy 5121).

**STUDENT PROGRAM CHANGES: ADMINISTRATIVE PROCEDURES**

Philosophy It is the intent of the Oxnard Union High School District to provide an appropriate course of study for every student. With the involvement of parents and students, a program of courses is selected for each student each year. Due to unforeseen circumstances, adjustments may be needed. Program changes may also be needed for administrative reasons during the course of the semester. All changes are to be made judiciously and with consideration of teachers’, parents’, and students’ input.

Rationale for Program Changes Program changes are made: to address administrative concerns; to implement Board objectives, policies, and procedures; to adjust master schedules and balance class sizes; to correct program errors; and to address academic, attendance, and discipline problems. Student Success Teams (SST) and Individual Education Plan (IEP) teams may also recommend program changes to the principal or to the principal’s designee.

Limitations on Student Program Changes Program changes are allowed according to the following criteria:

A. Student-initiated program changes can only be made during the first two weeks of the fall semester, providing that the change does not adversely affect the balance of class size and teacher counts. All changes regarding the spring semester must be made before spring semester starts. Parent permission is required for all course changes. The Principal’s approval is needed for any student-initiated program change after the spring pre-registration for the fall semester, and after the fall pre-registration for the spring semester.

B. Classes will not be changed for teacher or period requests except as noted in “E” below.

C. Course track changes (same subject area with a change to a higher or lower ability grouping) may be made up to one (1) week following the issuance of first and third quarter grade reports, with parents’ notification and approval.

D. Only seniors with satisfactory credit status, in compliance with Board policy, will be allowed to drop a class for a dismissal with parent permission up to one (1) week following the issuance of quarter grades, and only during the first and third quarter of each semester. Seniors must have five (5) courses the fall semester and four (4) courses the spring semester.
E. For SST, 504 or IEP recommendations or whenever special circumstances are present, the principal or principal’s designee can approve program changes outside of the stated limitations when warranted.

Approved by Superintendent's Cabinet June 5, 2000
Revised and Approved January 2004, March 2004
Annual Notification- 2017-2018

Oxnard Union High School District is preparing students for 21st century skills and recognizes that our information-based world is becoming increasingly complex. Students must develop skills in creativity, critical thinking, communication, collaboration, digital literacy and information technologies that better prepare them to be successful citizens in the global community. Just as new technologies are changing the world in which we live, they are providing new and positive educational benefits that help students develop these skills and prepare for the Common Core State Standards.

In an effort to bring more technology tools into our classroom and to leverage student-owned technology, Oxnard Union High School District will allow personal technology devices to be brought onto the campus and onto our OUHSD network. Students bringing such personal devices to school must follow all State and Federal laws, the Acceptable Use Policy and the guidelines set forth in this document. In addition to the rules outlined in these guidelines, students will be expected to comply with all class and school policies and procedures while using personal devices.

Oxnard Union High School District currently provides technology that is appropriate and relevant to support instructional purposes. Therefore, the use of personal devices by students is not a requirement and is considered optional. Students who do not participate in B.Y.O.D. will not be penalized in their grades, and alternative modes of participation will be available.

Access to OUHSD Technology

One of the adopted goals of the OUHSD is to assist in advancing the use of technology to enhance student learning. Access to OUHSD technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. All OUHSD students and their parents/guardians shall sign the Acceptable Use Policy prior to using District technological resources. The OUHSD shall make a diligent effort to filter the inappropriate or harmful matter accessible through the Internet, and students shall also take responsibility not to initiate access to inappropriate or harmful matter while using District technology.

Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability. The OUHSD Acceptable Use Policy (AUP) is located on page 59 and must be acknowledged and signed before your child can access the Internet.

Access by Military Recruiters – 20 USC 7908

Federal law requires OUHSD to provide military recruiters the same access to secondary school pupils as is provided to post-secondary educational institutions or to 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.

Asbestos Management Plan – 40 CFR 763.93

The OUHSD 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 Josh Koenig-Brown at 805-385-2500.

Attendance:

Attendance Options/Permits – EC

48980(h) 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.

**Avoiding Absences, Written Excuses**

Oxnard Union High 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 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 for classroom instruction and academic programs. The school calendar is designed to minimize problems for families which plan vacations around traditional holiday periods, and thereby minimize student absences.

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 tardies in excess of 30 minutes lead to the student being designated as truant.

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

A student 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 an habitual truant. A student who is absent from school without a valid excuse for 10% or more of the school days 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. The text of EC 48205 is provided on page.

**Arrest of Truants/School Attendance Review Boards – 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 and Review Board (SARB).

**Chronic Absenteeism – EC 60901**

A student is considered a chronic absentee when he/she is absent on 10% or more of the school days in one school 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.
**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 an administrator or counselor for a copy of the prospectus or access these on the website.

**Excused Absences – EC 46014 and 48205**

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. For the purpose of having medical, dental, optometric, or chiropractic services rendered.

(3) 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.

(4) For the purpose of jury duty in the manner provided for by law.

(5) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.

(6) 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.

(7) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

(8) 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.

A. 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.

B. For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

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

California High School Exit Exam – EC 60850

Due to the change in academic standards, Senate Bill 172 (Liu) was signed by the Governor to suspend the administration of the CAHSEE and the requirement that students pass the CAHSEE to receive a high school diploma for the 2015–16, 2016–17, and 2017–18 school years. The law required that schools grant a diploma to any pupil who completed grade twelve in the 2003–04 school year or a subsequent school year and met all applicable graduation requirements other than the passage of the high school exit examination. The law further required the State Superintendent of Public Instruction to convene an advisory panel to provide recommendations to the Superintendent on the continuation of the high school exit examination and on alternative pathways to satisfy the high school graduation requirements pursuant to Education Code sections 51224.5 and 51225.3. The law became effective on January 1, 2016. Notification letter: http://www.cde.ca.gov/ta/tg/hs/cahseesuspendltr.asp.

Suspends the administration of the high school exit examination and would remove the high school exit examination as a condition of receiving a diploma of graduation or a condition of graduation from high school for each pupil completing grade 12, for the 2015–16, 2016–17, and 2017–18 school years. Until July 31, 2018, requires the governing board or body of a local educational agency, as defined, and the State Department of Education on behalf of state special schools, to grant a diploma of graduation from high school to any pupil who completed grade 12 in the 2003–04 school year or a subsequent school year and has met all applicable graduation requirements other than the passage of the high school exit examination.

Adds a new requirement, that the Superintendent convene an advisory panel consisting of specified individuals to provide recommendations to the Superintendent on the continuation of the high school exit examination and on alternative pathways to satisfy specified high school graduation requirements, to those recommendations to be submitted by the Superintendent.

The California High School Exit Exam (CAHSEE) has been suspended for any pupils completing grade 12 through the 2017-18 school years. All schools, including state special schools, are to grant a diploma of graduation from high school to any pupil who completed grade 12 in the 2003–04 school year or a subsequent school year and has met all applicable graduation requirements other than the passage of the high school exit examination.

Pupils completing 12th grade are no longer required to successfully complete the high school exit exam as a condition of graduation for the 2015-16, 2016-17 and 2017-18 school years.

Career Counseling & Course Selection – EC 221.5(d)

Requires the parents or legal guardian of a pupil to be notified in a general manner at least once in the annual notification, in advance of career counseling and course selection commencing with course selection for grade 7, so that the parent or guardian may participate in the counseling sessions and decisions. Commencing 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 pupil and not on the pupil’s gender. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions.

Child Abuse and Neglect Reporting – PC 11164 et seq.

The school may consider informing parents of staff’s role as mandated reporters as well as providing information to assist parents in determining whether or not child abuse has occurred and, if so, how to file a complaint of child abuse to the appropriate agency. For additional resources, visit California Department of Education webpage: http://www.cde.ca.gov/ls/ss/ap/
OUHSD is committed to protecting all students in its care. All employees of the District are considered mandated reporters, required by law to report cases of child abuse and neglect whenever there is reasonable suspicion abuse or neglect has occurred. District employees may not investigate to confirm a 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 Student Support Services at 805-385-2552 or the district office at 805-385-2500.

Child abuse does not include an injury caused by any force that is reasonable and necessary for a person employed by 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**

Requires the special education local plan area (SELPA) to establish written policy and procedures for continuous child find system including children with disabilities who are migrant or homeless or wards of the state and children with disabilities attending private schools. Policy and procedures to include written notification to all parents of their rights regarding identification, referral, assessment, instructional planning, implementation, review, and procedures for initiating referral for assessment.

**FOSTER YOUTH BILL OF RIGHTS – EC 48853; 48853.5; 49069.5; 51225.1; 51225.2**

“Foster child” means a child who has been removed from his or her home pursuant to Section 309 of the Welfare and Institutions Code (“WIC”), is the subject of a petition filed under Section 300 or 602 of the WIC, or has been removed from his or her home and is the subject of a petition filed under WIC section 300 or 602.

A foster child who is placed in a licensed children’s institution or foster family home shall attend programs operated by the local educational agency in which that licensed children’s institution or foster family home is located, unless one of the following applies:

1. The pupil is entitled to remain in his or her school of origin;
2. The pupil has an individualized education program requiring placement in a nonpublic, nonsectarian school or agency, or in another local educational agency.
3. The parent or guardian, or other person holding the right to make educational decisions for the pupil pursuant to Section 361 or 726 of the WIC or Section 56055 (“educational rights holder”), determines that it is in the best interests of the pupil to be placed in another educational program and has submitted a written statement to the local educational agency that he or she has made that determination. This statement shall include a declaration that the parent, guardian, or educational rights holder is aware of all of the following:
   
   (A) The pupil has a right to attend a regular public school in the least restrictive environment.
(B) The alternate education program is a special education program, if applicable.

(C) The decision to unilaterally remove the pupil from the regular public school and to place the pupil in an alternate education program may not be financed by the local educational agency.

(D) Any attempt to seek reimbursement for the alternate education program may be at the expense of the parent, guardian, or educational rights holder.

The parent or guardian, or educational rights holder shall first consider placement in the regular public school before deciding to place the foster child in a juvenile court school, a community school, or another alternative educational setting.

A foster child may still be subject to expulsion under applicable law and board policy.

Foster youth are subject to other laws governing the educational placement in a juvenile court school, of a pupil detained in a county juvenile hall, or committed to a county juvenile ranch, camp, forestry camp, or regional facility, notwithstanding the rights contained in this notice.

Foster children living in emergency shelters (as referenced in the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.)), may receive educational services at the emergency shelter as necessary for short periods of time for either of the following reasons:

(1) For health and safety emergencies.

(2) To provide temporary, special, and supplementary services to meet the child’s unique needs if a decision regarding whether it is in the child’s best interests to attend the school of origin cannot be made promptly, it is not practical to transport the child to the school of origin, and the child would otherwise not receive educational services.

The educational services may be provided at the shelter pending a determination by the educational rights holder regarding the educational placement of the child.

All educational and school placement decisions shall be made to ensure that the child is placed in the least restrictive educational programs and has access to academic resources, services, and extracurricular and enrichment activities that are available to all pupils. In all instances, educational and school placement decisions shall be based on the best interests of the child.

DISTRICT has designated Coordinator of Child Welfare and Attendance, Ray Gonzales at 805-385-2510 as the educational liaison for foster children. The role of educational liaison is advisory with respect to placement decisions and determination of school of origin and does not supersede the role of the parent or guardian retaining educational rights, a responsible adult appointed by the court, a surrogate parent or a foster parent exercising their legal rights with respect to the foster child’s education. The educational liaison serves the following roles:

(1) Ensures and facilitates proper educational placement, enrollment in school, and checkout from school for foster children;

(2) Assists foster children when transferring from one school to another school or from one school district to another school district in ensuring proper transfer of credits, records and grades.
When designated by the Superintendent, notifies a foster child’s attorney and child welfare agency representative(s) of pending disciplinary proceedings and pending manifestation determination proceedings if the foster child is also eligible to receive special education and related services under the IDEA.

At the initial detention or placement by the Juvenile Court, or any subsequent change in placement of a foster child by the Court, the local educational agency serving the child shall allow the foster child to continue his or her education in the school of origin for the duration of the jurisdiction of the court. If the jurisdiction of the court is terminated prior to the end of the academic year:

(1) Former foster children in grades kindergarten, or 1 to 8, inclusive, shall be allowed to continue his or her education in the school of origin through the duration of the academic year;

(2) Former foster children in high school shall be allowed to continue his or her education in the school of origin through graduation;

(3) Transportation is not required unless the former foster child has an IEP and the IEP team determines transportation is a necessary related service, required by the unique educational needs of the pupil in order to benefit from their special education program. Transportation may be provided at the local educational agency’s discretion. The rights of foster youth do not supersede any other law governing special education for eligible foster children.

(4) To ensure that the foster child has the benefit of matriculating with his or her peers in accordance with the established feeder patterns of school districts, if the foster child is transitioning between school grade levels, the foster child shall be allowed to continue in the school district of origin in the same attendance area, or, if the foster child is transitioning to a middle school or high school, and the school designated for matriculation is in another school district, to the school designated for matriculation in that school district.

In consultation with the foster child and educational rights holder, the educational liaison may recommend that the foster child waive his or her right to attend the school of origin and enroll in a public school within his or her attendance area. The educational liaison’s recommendation must be accompanied by a written explanation for the basis of the recommendation and how it serves the foster child’s best interests.

(1) If the educational liaison, foster child and educational rights holder agree it is in the best interest of the foster child to waive his or her right to attend the school of origin and attend the recommended school, the foster child shall immediately be enrolled within the recommended school.

(2) The recommended school shall immediately enroll the foster child regardless of any outstanding fees, fines, textbooks or moneys due to any previous schools of attendance or if the foster child is unable to produce clothing or records normally required for enrollment, such as previous academic records, medical records, including proof of immunization, proof of residency or other documentation.

(3) Within two business days of the foster child’s request for enrollment, the educational liaison for the new school shall contact the school last attended by the foster child to obtain all academic and other records. The last school attended by the foster child shall provide all required records to the new school regardless of any outstanding fees, fines, textbooks, or other items or moneys owed to the school last attended. The educational liaison for the school last attended shall provide a complete copy of the foster child’s education record to the new school within two business days of receiving the request.
If any dispute arises as to the school placement of a pupil under this section, the pupil has the right to remain in his or her school of origin, pending resolution of the dispute.

“School of origin” means the school that the foster child attended when permanently housed or the school in which the foster child was last enrolled. If the school the foster child attended when permanently housed is different from the school in which the foster child was last enrolled, or if there is some other school that the foster child attended with which the foster child is connected and that the foster child attended within the immediately preceding 15 months, the educational liaison, in consultation with, and with the agreement of, the foster child and the educational rights holder, shall determine, in the best interests of the foster child, the school that shall be deemed the school of origin.

If the foster child is absent from school due to a decision to change the placement of the foster child made by a court or placing agency, the grades and credits of the foster child will be calculated as of the date the foster child left school and no lowering of grades will occur as a result of the absence of the foster child under these circumstances. If the foster child is absent from school due to a verified court appearance or related court ordered activity, no lowering of his or her grades will occur as a result of the absence of the pupil under these circumstances.

A foster child or homeless youth who transfers between schools any time after the completion of the pupil’s second year of high school shall be exempt from all coursework and other graduation requirements adopted by the governing board of the local educational agency that are in addition to the statewide coursework requirements, unless the local educational agency makes a finding that the foster child or homeless youth is reasonably able to complete the local educational agency’s graduation requirements in time to graduate from high school by the end of the pupil’s fourth year of high school.

Within 30 days of the foster child’s transfer into a school, the local educational agency should determine whether a foster child or homeless youth is reasonably able to complete the local educational agency’s graduation requirements within the pupil’s fifth year of high school. If the pupil is reasonably able to complete the local educational agency’s graduation requirements within a fifth year of high school, the local educational agency shall do all of the following:

1. Inform the pupil of his or her option to remain in school for a fifth year to complete the local educational agency’s graduation requirements.
2. Inform the pupil, and the educational rights holder, about how remaining in school for a fifth year to complete the local educational agency’s graduation requirements will affect the pupil’s ability to gain admission to a postsecondary educational institution.
3. Provide information to the pupil about transfer opportunities available through the California Community Colleges.
4. Permit the pupil to stay in school for a fifth year to complete the local educational agency’s graduation requirements upon agreement with the pupil, if the pupil is 18 years of age or older, or, if the pupil is under 18 years of age, upon agreement with the educational rights holder.

If the local educational agency fails to provide timely notice of the exemption, the pupil shall be eligible for the exemption, once notified, even if that notification occurs after the termination of the court’s jurisdiction of the pupil or after the pupil is no longer considered a homeless youth.

If a foster child or homeless youth is exempt from local graduation requirements pursuant to this section and completes the statewide coursework requirements before the end of his or her fourth year of high school and that pupil would otherwise be entitled to remain in attendance at the school, a school or local educational agency shall not require or request that the pupil graduate before the end of his or her fourth year of high school, nor shall the...
foster child or homeless youth be required to accept the exemption or be denied enrollment in courses for which they are otherwise eligible.

If a foster child or homeless youth is not exempt from local graduation requirements or has previously declined the exemption pursuant to this section, a local educational agency shall exempt the pupil at any time if an exemption is requested by the pupil and the pupil qualifies for the exemption. The exemption shall apply after termination of the court’s jurisdiction or after pupil is no longer considered a homeless youth.

A transfer shall not be requested solely to qualify for an exemption under this section.

The local educational agency shall accept coursework satisfactorily completed by a foster child or homeless youth while attending another public school, a juvenile court school, or a nonpublic, nonsectarian school or agency even if the pupil did not complete the entire course and issue that pupil full or partial credit for the coursework completed.

The local educational agency may not require a foster child or homeless youth to retake a course if the pupil has satisfactorily completed the entire course in a public school, a juvenile court school, or a nonpublic, nonsectarian school or agency. If the pupil did not complete the entire course, the local educational agency may not require the pupil to retake the portion of the course the pupil completed unless the local educational agency in consultation with the educational rights holder, finds that the pupil is reasonably able to complete the requirements in time to graduate from high school. When partial credit is awarded in a particular course, the foster child or homeless youth shall be enrolled in the same or equivalent course, if applicable, so that the pupil may continue and complete the entire course. The pupil shall not be prevented from taking or retaking a course to meet eligibility requirements for admission to the California State University or University of California.

A complaint of noncompliance with the requirements of this section may be filed with the local educational agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

A complainant not satisfied with the decision of a local educational agency may appeal the decision to the CDE and shall receive a written decision regarding the appeal within 60 days of the CDE’s receipt of the appeal.

If a local educational agency finds merit in a complaint, or the Superintendent finds merit in an appeal, the local educational agency shall provide a remedy to the affected pupil.

**Educational Liaison for Foster Children – EC 48204, 48645.5, 48853, and 48853.5, WIC 317 and 16010**

Requires the State Department of Education, in consultation with the California Foster Youth Education Task Force, to develop a standardized notice of the educational rights of foster children, as specified, and to make the notice available to educational liaisons for foster children for dissemination by posting the notice on its Internet Web site. Note: Post CDE information on district web site when notice is received.

**Foster youth exemption from local graduation requirements - EC 48853, 49069, and 51225.2**

Foster and homeless youth are allowed educational 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 the 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. 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.
Homeless Education – 42 US 11432, EC 48853, 49069, 51225.1 and 51225.2

The law requires every local education agency to appoint a homeless liaison to ensure parents of homeless pupils are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in education of their children. Unaccompanied youth, such as teen parents not living with their parent/guardian or students that have run away or have been pushed out of their homes, have access to these same rights. Notification may address:

1. Liaison contact information.

2. Circumstances for eligibility (e.g., living in a shelter, a motel, hotel, a house or apartment with more than one family because of economic hardship or loss, in an abandoned building, in a car, at a campground, or on the street, in temporary foster care or with an adult who is not your parent or guardian, in substandard housing, or with friends or family because you are a runaway, unaccompanied, or migrant youth).

3. Right to immediate enrollment in school of origin or school where currently residing without proof of residency, immunization records or tuberculosis skin-test results, school records, or legal guardianship papers.

4. Right to education and other services (e.g., to participate fully in all school activities and programs for which child is eligible, to qualify automatically for nutrition programs, to receive transportation services, and to contact liaison to resolve disputes that arise during enrollment).

5. Right to be notified of 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.

6. Right for district to accept partial credits for courses that have been satisfactorily completed by the homeless student.

Notice of educational rights of homeless children must be disseminated at places where children receive services, such as schools, shelters, and soup kitchens. A revised sample notice is provided on pages 104-105.

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.

Counseling:

Counseling & Course Selection – EC 221.5(d)

Commencing grade 9, school personnel shall assist pupils with course selection or career counseling, affirmatively exploring the possibility of careers, or courses leading to careers based on the interest and ability of the pupil and not on the pupil’s gender. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions.

Sex Equity in Career Counseling and Course Selection-EC 221.5(d)

Commencing in Grade 7, school personnel shall assist pupils with course selection or career counseling, affirmatively exploring the possibility of careers, or courses leading to careers based on the interest and ability of the pupil and not on the pupil’s gender. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions.
Civility on School Grounds – CC 1708.9, EC 32210

Any person who willfully disturbs any public school or any public school meeting is guilty of a misdemeanor, and shall be punished by a fine of not more than five hundred dollars ($500).

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.

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.

Dress Code/Uniforms – EC 35183

Authorizes a school to adopt a dress code policy that prohibits pupils from wearing gang-related apparel. Please refer to your school for the established dress codes.

Dangerous-Objects

Laser Pointer – PC 417.27 It is a crime for any student to possess a laser pointer on any elementary or secondary school premise, unless the possession is for a valid instructional or other school-related purpose.

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 any imitation firearm in a public place, including a public school.

Directory Information – EC 49073

“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. The District has determined that the following individuals, officials, or organizations may receive directory information: Universities/Institutions of Higher Education, elected officials, health department, media, military recruiters, companies that provide school services such as rings, photos, and graduation caps and gowns.

Disclosure of Student Information for Marketing Purposes – 20 USC 1232h

Requires notification to parents of pupils, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when an activity involving the collection, disclosure, or use of personal information collected from pupils for the purpose of marketing or selling that information is scheduled or expected to be scheduled. Notification to offer parents an opportunity to opt pupils out of participation in the activity.

Requires the school district to develop policy, in consultation with parents, regarding the collection, disclosure, or use of personal information collected from pupils for the purpose of marketing or selling that information.
Requires notification to parents of pupils enrolled in schools served by the district of the adoption or continued use of such policies. Notification to be provided annually, at the beginning of the school year, or within a reasonable period of time after any substantive changes in the policy.

**District of Choice – EC 48300 et seq.**

Some school districts may choose to become a district of choice, that is, a district that accepts transfer students from outside the district under the terms of a resolution. A school board that decides to become a district of choice must determine the number of transfers it is willing to accept and make sure that students are selected through a “random and unbiased” process, which generally means a lottery process. Students must request transfer into a district of choice by January 1 of the prior school year. A modified application process is available for relocated military personnel.

**Driver’s Training – EC 35211**

Requires school districts maintaining courses in driver's training to advise parents and guardians of the potential civil liability and of the mandated insurance coverage. Parent and guardians of students who take the district offered driver's training course behind the wheel, must obtain mandated liability insurance coverage due to potential civil liability.

**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.

**FINGERPRINTING PROGRAM-EC 32390**

DISTRICT does not offer a voluntary fingerprinting program. Fingerprinting requires written parental consent as well as payment by the parent or guardian of any applicable fees.

**Free and Reduced-price Meals – EC 49510 et seq.**

Free or reduced-price lunches are available at school for pupils whose parents or legal guardians qualify based on annual household income who complete the required application form. Application forms may be obtained at each school site and cafeteria. Applications must be renewed annually or the student will be dropped from the program within 30 days of the beginning of the school year. To prepay for student meals, contact the cafeteria manager at the school site.

**Gun-Free School Zone – PC 626.9 and 30310**

Recasts the provisions relating to a person holding a valid license to carry a concealed firearm to allow that person to carry a firearm in an area that is within 1,000 feet of, but not on the grounds of, a public or private school providing instruction in kindergarten or grades 1 to 12, inclusive. Deletes the exemption that allows a person holding a valid license to carry a concealed firearm to bring or possess a firearm on the campus of a university or college. Creates an additional exemption from those prohibitions for certain appointed peace officers who are authorized to carry a firearm by their appointing agency, and an exemption for certain retired reserve peace officers who are authorized to carry a concealed or loaded firearm. Reorganizes those exceptions: deletes the exemption that allows a person to carry ammunition or reloaded ammunition onto school grounds if the person is licensed to carry a concealed firearm. Creates an additional exception to that prohibition by authorizing a person to carry ammunition or reloaded ammunition onto school grounds if it is in a motor vehicle at all times and is within a locked container or within the locked trunk of the vehicle.
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 and Medical:

Health Insurance Coverage for Activities – EC 32221.5

Student injuries and insurance

Your child’s school district does not provide medical insurance coverage for injuries occurring during school activities. This means that you are responsible for the medical bills if your child gets hurt during school or while participating in school activities. Student accident/health insurance plans are offered to help you obtain medical coverage. These insurance plans brochures are available at your child’s school.

Many coverage options are available. The Student Health Care and High Option 24-Hour Accident plans are especially recommended for those students with no other insurance because they provide the most help when injuries occur.

Student Health Care covers illness as well as injury, 24 hours a day. We strongly recommend the high option plans for students participating in interscholastic sports or who are without any medical insurance.

If your child does have other health coverage, student insurance may also be used to help pay those eligible charges not covered by other insurance (i.e. deductibles and co-payments). Also, the student insurance plans allow you to take your child to any doctor or hospital you choose. Please read your brochure carefully. If you have questions, please call the plan administrator, Myers-Stevens & Toohey & Co., Inc., at (800)827-4695, or (949)348-0656. Bilingual representatives are available for parents who need assistance in Spanish. 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, 1-800-300-1506 Covered California or 1-800-541-5555 Medi-Cal.

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 athletic 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 license health care provider determines the athlete has a concussion or head injury, the athlete 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. 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.
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 it 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.

Medical or Hospital Service – EC 49472

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

Medication Regimen – EC 49423

The parent or legal guardian of any pupil taking medication on a regular basis must inform the school nurse or [other contact person] of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the medication on 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 an 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.

Checklist when children need medication at school: Talk to your child’s doctor about making a medicine schedule so that your child does not have to take medicine while at school.

1. 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).

2. 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 (EC 49423).
3. 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.

4. 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.

5. 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 the medicine, and instructions for when to take the medicine and how much to take.

6. Pick up all discontinued, outdated, and/or unused medicine before the end of the school year.

7. Know and follow the medicine policy of your child’s school.

**Immunizations – EC 49403 and 48216, HSC 120335, 120365, and 120370**

Eliminates the exemption from existing specified immunization requirements based upon personal beliefs, but would allow exemption from future immunization requirements deemed appropriate by the State Department of Public Health for either medical reasons or personal beliefs. Exempts pupils in a home-based private school and students enrolled in an independent study program and who do not receive classroom-based instruction, pursuant to specified law from the prohibition described above. Allows pupils who, prior to January 1, 2016, have a letter or affidavit on file at a private or public elementary or secondary school, child day care center, day nursery, nursery school, family day care home, or development center stating beliefs opposed to immunization, to be enrolled in any private or public elementary or secondary school, child day care center, day nursery, nursery school, family day care home, or development center within the state until the pupil enrolls in the next grade span, as defined. Except as under the circumstances described above, on and after July 1, 2016, prohibits a governing authority from unconditionally admitting to any of those institutions for the first time or admitting or advancing any pupil to the 7th grade level, unless the pupil has been immunized as required by the bill. Specifies that its provisions do not prohibit a pupil who qualifies for an individualized education program, pursuant to specified laws, from accessing any special education and related services required by his or her individualized education program. Narrows the authorization for temporary exclusion from a school or other institution to make it applicable only to a child who has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunization against one of the diseases described above. Makes conforming changes to related provisions.

As of 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.
Physical Examination – EC 49451

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

Physical examinations that schools are required to conduct include sight and hearing testing under EC 49452 and scoliosis screening under EC 49452.5. Schools may screen for type 2 diabetes mellitus under EC 49452.6. As indicated in EC 49451 and 20 USC 1232h a parent or guardian may file a waiver of the examination requirement based on personal beliefs.

Illegal Recording of Confidential Communication - PC 632

It is unlawful to intentionally eavesdrop or record the confidential communication between two or more parties without the consent of all parties to the confidential communication. The eavesdropping or recording of a confidential communication includes by means of any electronic amplifying or recording device whether the communication is carried on among the parties in the presence of one another or by means of a telegraph, telephone, or other device, except a radio. Such an act is punishable by a fine not exceeding two thousand five hundred dollars ($2,500), or imprisonment in the county jail not exceeding one year, or in the state prison, or by both that fine and imprisonment.

Instruction for Pupils with Temporary Disabilities – EC 48206.3, 48207 and 48208

A pupil with a temporary disability which 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. Please contact an administrator 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.

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. Forms may be obtained on the website of the district or at the Student Services Office at 309 South K Street. Oxnard, California 93030. 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.

**Intradistrict Open Enrollment – EC 35160.5(b)**

Residents of the Oxnard School District may apply to other schools within the District for their child to attend on a space available 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. Parents of students wishing to participate in an academy should contact the high school or Student Support Services; academy transfers are on a space available basis and require an interview process by the school site and academy lead. Transportation to any other school is the responsibility of the parent. Application materials will be available on the district website or by parent pick up at the district office and must be received by last working day in January. For further information please contact Student Support Services Office at 805-385-2552. *all intra district transfers requesting “School of Choice” or “Curriculum” for an academy please refer to the updates in the Parent Handbook.

**Investing for Future Education -EC 48980(d)**

DISTRICT encourages the investment by parents or guardians for higher education for their children and of considering appropriate investment options, including, but not limited to, United States savings bonds.

**Megan’s Law – PC 290 et seq**

Information about registered sex offenders in California can be found on the California Department of Justice's website, [http://meganslaw.ca.gov/](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 & Pupil-free Staff Development Days – EC 48980(c)**

Requires the annual notification to advise parents and guardians of all pupils attending a school of the schedule of minimum days and pupil-free staff development days. If minimum or pupil free staff development days are scheduled after the start of the school year, the school should notify parents and guardians of affected pupils as early as possible, but not later than one month prior to the scheduled day. Please see the school calendar online provided by each high school in OUHSD.

**Nondiscrimination Statement**

Discrimination in education programs and activities is prohibited by state and federal law. Education Code 200 et seq. requires school districts to afford all pupils regardless of gender, gender identity, gender expression, sex, race, color, religion, national origin, ethnic group identification, mental or physical disability, sexual orientation, or the perception of one or more of such characteristics, equal rights and opportunities in education. State law, as provided in EC 221.5, specifically prohibits discrimination based on gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color and national origin. Title IX of the Education Amendments of 1972 and Title IV of the Civil Rights Act of 1964, also prohibits discrimination based on gender. The Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973 prohibit discrimination based on disability. The Office for Civil Rights of the U.S. Department of Education has authority to enforce federal laws in all programs and activities that receive federal funds.
The OUHSD 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 based on 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. For a complaint form or additional information, contact: Dr. Rocky Valles, Assistant Superintendent, at 805-385-2500.

Notice of Alternative Schools – EC 58501

California state law authorizes all school districts to provide for alternative schools. Education Code 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 matter. 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 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 persons to request the governing board of the district to establish alternative school programs in each district.

Off-campus Lunch is not permitted – EC 44808.5

The governing board of the Oxnard Union High School District, pursuant to Education Code 44808.5, has decided not to permit the students enrolled at any of the OUHSD High Schools to leave the school grounds during the lunch period.

In order to protect students in a supervised, safe, and orderly environment, the Oxnard Union High School District shall adopt a closed campus policy for each of the high schools. Parents expect schools to be a safe learning environment for their children whereby schools have the responsibility to account for each and every student every minute on campus and with the heightened concerns of school safety, a closed campus is essential to protect our students.
Once students arrive at school, they must remain on campus until the end of the school day unless they have brought written authorization from their parents/guardians and received permission from school authorities to leave for a specific purpose. The specific written authorization from their parents/guardians shall be only for the specific date and does not allow a student to leave campus on a regular basis. Students must remain on campus during lunch time and shall not leave campus just for the purpose of lunch. Students who leave campus without such authorization shall be classified as truant and subject to disciplinary action.

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

**Open Enrollment Act – EC 48350 et seq.**

Due to the transition to the new California Assessment of Student Performance and Progress system, the calculation of the 2014 Growth and Base and 2015 Growth APIs were suspended by the State Board of Education. With the absence of a 2015 API score, the California Department of Education (CDE) cannot produce a new Open Enrollment Act list for the 2016–17 school year. For information on other types of student transfers, please visit the CDE District Transfers Web page, [http://www.cde.ca.gov/re/di/fq/districttransfers.asp](http://www.cde.ca.gov/re/di/fq/districttransfers.asp). *OUHSD no longer accepts requests for transfer based on “School of Choice” under the Open Enrollment Act. Only existing transfers will be allowed to continue, all future requests will not be accepted for review.*

**Pesticide Products – EC 17612 and 48980.3**

The Healthy Schools Act of 2000 (AB 2260) requires schools to provide parents/guardians of students and school staff with annual written notification of pesticides use. During the school year, it may be necessary to apply pesticides at your child’s school to avoid serious health problems posed by pests or to maintain the integrity of the school buildings and grounds.

The Act also provides parents/guardians and school employees the opportunity to register with the school district if they wish to be notified of individual pesticide applications at their specific school site. Persons who register for this notification will be notified at least 72 hours prior to any application. Please provide registration information, even if you have registered in a prior year.

To register, please send your name, address, student’s name and school site to: Oxnard Union High School District Operations Department, Attn: Pesticide Notification, 309 South K Street Oxnard, CA

It is the intent of the OUHSD to minimize the use of chemical pesticides and, when their use cannot be avoided, to utilize the least toxic appropriate method. You may obtain additional information on pest management products and practices on the California Department of Pesticide Regulation’s website at: [http://www.cdpr.ca.gov](http://www.cdpr.ca.gov). If you have any questions, please call Maintenance and Operations at (805) 385-2518.

**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.

**Pupil Fees; AB 1575: Effective March 1, 2013**

DISTRICT maintains a policy concerning the provision of a free education to pupils and for filing a complaint of noncompliance pursuant to the Uniform Complaint Procedures with the principal of the school alleged to be in noncompliance. More information is available online at [http://www.ouhsd.k12.ca.us/](http://www.ouhsd.k12.ca.us/)
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 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 per page.

Any challenge to school records must be submitted in writing to the principal. 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.

Requirement of Parent/Guardian School Attendance – EC48900.1

Pursuant to board policy, a teacher may require a parent or guardian of a pupil who has been suspended by a teacher pursuant to Section 48910 for either committing an obscene act, engaging in habitual profanity or vulgarity or disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties, to attend a portion of a school day in the classroom of his or her child or ward. 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. EC 48900.1 - Attendance of Suspended Child’s Parent or Guardian for Portion of School Day

It is the policy of the State of California to ensure that all local education agencies continue to work to reduce discrimination, harassment, violence, intimidation, and bullying. It is further the policy of the state to improve pupil safety at schools and the connections between pupils and supportive adults, schools, and communities. As such, school districts must adopt policies and procedures that address the following:

The OUHSD 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 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. 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 Rocky Valles, Assistant Superintendent.

School Accountability Report Card – EC 35256 and 35258

School Accountability Report Cards are available on the website and a printed copy is available upon request at each school site or on the district website: [http://www.ouhsd.k12.ca.us/](http://www.ouhsd.k12.ca.us/)

School Accreditation - EC 35178.4

DISTRICT will notify each parent or guardian of a pupil in a school that has lost its accreditation status and the potential consequences of the school's loss of status, in writing or by posting the information on the school district’s or school's internet website, or by any combination of these methods.

School Safety Plan – EC 32280 et seq.

Each OUHSD 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.

Safe Place to Learn Act -EC 234, 234.1

OUHSD has adopted policies pertaining to the following:

1) Prohibition of discrimination and harassment based on characteristics set forth in EC § 220 and Penal Code 422.55;

2) Process for receiving and investigating complaints of discrimination and harassment;

3) Maintenance of documentation of complaints and their resolution;

4) Process to ensure complainants are protected from retaliation and the identity of a complainant is kept confidential if appropriate; and

5) Identification of a responsible LEA officer to ensure compliance.

DISTRICT’s antidiscrimination and anti-harassment policies are posted in schools and offices and available online at [http://www.ouhsd.k12.ca.us/](http://www.ouhsd.k12.ca.us/)

School Visiting Procedures – EC 51101(a)(12)

Visits during school hours should be first arranged with the teacher and school principal. If a conference is desired, an appointment should be set with the teacher during non-instructional time. To ensure the safety of students and staff and to avoid potential disruptions, all outsiders shall register in accordance with law immediately upon entering any school building or grounds when school is in session. (Penal Code 627.2)

USE OF DETECTION CANINES/METAL DETECTION

District and school site administration recognizes that incidents may occur which jeopardizes the health, safety and welfare of students and staff. The potential for this occurrence may necessitate the search and possibly the seizure of a student’s property such as backpacks, vehicles or other personal belongings. Student lockers are the property of the Oxnard Union High School District and the Board reserves the right for its school principals or designees to inspect a student’s locker if there exists a reasonable suspicion that the locker is a depository for a substance or object either prohibited by law or by district or campus rules or regulations.

The Board believes that additional steps need to be taken to strengthen the safety of the campuses in order to promote greater student achievement. Students cannot learn nor can staff work or teach in a campus that may
have the presence of drugs, alcohol, or weapons. Therefore, it is the intent of the Oxnard Union High School District to use scent discriminating, non-aggressive, trained detection canines in an effort to provide a school environment that is safe and drug free. The use of detection canines shall incorporate the routine inspection of areas such as lockers, gym areas, common areas, parking lots, or vehicles located on district property. Classroom randomly may be an area of canine detection inspection. Inspections shall be performed unannounced and on a random basis. Although the canines are not trained to sniff individuals, should a canine “hit” on a backpack, locker or vehicle, the owner of the property will be summoned and the school site administrator shall conduct a further search of the property.

Classrooms are subject to random metal detection to prevent the bringing of dangerous objects and/or weapons to school. Students who bring items such as drugs, alcohol, or weapons are subject to disciplinary actions which may include a recommendation for expulsion.

**Search of School Lockers**

The Board reserves the right to have school officials search and inspect a student’s locker without obtaining consent of the student, if there exists a reasonable suspicion that the locker contains prohibited items. A locker may also be searched when odors, smoke, fire and/or other threats to student health, welfare or safety emanate from the locker, closed containers or other objects within lockers are also subject to opening and inspection of their contents. Student lockers are also subject to periodic, random, unannounced “inspections” or “sweeps” by trained detection canines sniffing the exterior surface of lockers for prohibited items which may be stored within the lockers [see Section V, below]. If a trained detection canine “alerts” to the presence of prohibited items within a locker, reasonable suspicion shall exist for school officials, without a student’s consent, to open and search the locker and any closed container(s) or object(s) within the locker School Rules – EC 35291

School rules are available at each school site. Please contact the school administration for a copy.

**Sex and HIV/AIDS Education – EC 231.5 and 51938**

The purpose of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act (Education Codes 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 OUHSD 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 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
The District may administer to students in grades 9 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 – EC 231.5 and 48980(g)**

The Oxnard Union High 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 Kim Tresvant, Director of Human Resources.

**Sexual Harassment E.C. 48980 g, Sexual Harassment of or by Employees or Students**

It is the policy of the Oxnard Union High School District Board of Trustees that all persons, regardless of their sex, be afforded equal rights and opportunities and enjoys freedom from discrimination of any kind in our educational programs and settings. Furthermore, it is the policy of the Oxnard Union High School District Board of Trustees that sexual harassment of or by any employee or student shall not be tolerated. The Governing Board considers sexual harassment to be a major offense, which can result in disciplinary action to the offending employee or suspension or expulsion of the offending student.

1. Pursuant to E.C. § 212.5, sexual harassment is defined as follows:
   a. "Submission to the conduct is explicitly or implicitly made a term or condition of an individual's employment, academic status, progress, or promotion.
   b. "Submission to, or rejection of, the conduct by the individual is used as the basis for employment or academic decisions affecting the individual.
   c. "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 educational environment.
   d. "Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution."

2. Employees. Any employee who has knowledge of conduct by other employees, volunteers, or individuals in the school community which may constitute sexual harassment of students is required to immediately report such conduct to any of the individuals specified in this policy. In addition, any manager, or supervisor who is aware of conduct in violation of this policy shall immediately report such conduct to the designated administrator.

3. Students. In addition to the reasons specified in E.C. § 48900, § 48900.2 specifies that a pupil may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as described in E.C. § 212.5. All recommendations and/or orders to expel shall be made pursuant to E.C. § 48915.
A. For purposes of this policy, the conduct described in E.C. § 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This policy shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

B. Any student who feels that he or she has been the victim of sexual harassment as previously defined in this policy pursuant to the provisions of E.C. § 212.5 shall immediately report the same to the principal or administrator of the school in which he or she is in attendance. The principal or administrator receiving the complaint shall immediately commence an investigation into the complaint. Any student who has knowledge of conduct by employees of the District, volunteers, or other individuals of the school community or students which may constitute sexual harassment as previously defined, are encouraged to immediately report such conduct to the principal or administrator of the school at which he/she is in attendance. To insure compliance with the law, contact the Director of Human Resources, Kim Tresvant at 309 South K Street, Oxnard, CA 93030 (805)385-2541.

Special Education E.C. 56040-56045

Handicapped students have the right to a free, appropriate education to the maximum extent possible and to be educated with individuals who are not handicapped. A pupil shall be referred for special educational instruction and services only after the resources of the regular education program have been considered and, where appropriate, utilized. After a referral to special education an assessment plan will be developed within fifteen days for the parents' signatures. A parent has the right to a copy of the assessment findings. An Individual Education Program Team (IEPT) meeting will be conducted within sixty days of the district's receipt of the signed referral. Non-public non-sectarian school services, including services by non-public agencies, shall be available. Such services shall be provided under contract with the district, special education service region, or county office to provide the appropriate special facilities or services required by the individual with exceptional needs when no appropriate public education program is available. Students will not be enrolled in special education programs without written parental consent.

Special Education – E.C. 56000-56035

Any individual, public agency, or organization which has cause to believe that the Oxnard Union High School District is violating any federal or state law or regulation governing special education has the right to file a complaint with the Superintendent of the District or the Superintendent of Public Instruction of the State of California. A list of free or low cost legal services is available through the district. A parent has the right to examine his/her student's special education records. Special education parent notifications will be in the parents’ primary language or mode of communication. For further information about these regulations, please contact the director of Special Education or your local school.

Disabled Pupils -Section 504 of the Rehabilitation Act of 1973

Section 504 of the federal Rehabilitation Act of 1973, and the Americans with Disabilities Act (42 USC 12101, et seq.) prohibits discrimination on the basis of disability. Section 504 requires school districts to identify and evaluate children with disabilities in order to provide them a free, appropriate public education. Individuals with a physical or mental impairment that substantially limits one or more major life activities, including seeing, hearing, walking, breathing, working, performing manual tasks, learning, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, speaking, are eligible to receive services and aids designed to meet their needs as adequately as the needs of nondisabled students are met.
* OUHSD designated individual for implementing Section 504: James Koenig 805-385-2552

*Screening and evaluation procedures used by DISTRICT when there is a reason to believe a student has a disability under Section 504: in Board Policy 6164.4 at http://www.ouhsd.k12.ca.us/wp-content/uploads/docs/policies-6000_b-p6164-4.pdf and a copy of the 504 process and initial review at http://www.ouhsd.k12.ca.us/divisions/educational-services/student-support-services/

*A student has the right to a written accommodation plan if the student qualifies for services under Section 504.

*A student has the right to be educated with nondisabled students to the maximum extent appropriate based on the student’s needs.

*A copy of the parents or guardians legal safeguard can be obtained at http://www.ouhsd.k12.ca.us/wp-content/uploads/docs/policies-6000_b-p6164-4.pdf

**Services to Non-Special Education Handicapped Students**

The Oxnard Union High School District provides reasonable accommodations to handicapped students who are not eligible for services under the Individuals with Disabilities Education Act (IDEA). The District provides an evaluation and will implement a plan for the delivery of needed services for students it has reason to believe are handicapped. Parents shall be provided with notice of identification, evaluation or placement of the student and shall be entitled to an impartial hearing if they disagree with the District’s decisions in these matters.

The determination of appropriate reasonable accommodations will be made by the school Student Success Team (SST). The student’s counselor, in consultation with the school psychologist, shall be responsible for preparation, presentation and follow-up on the student’s case. The SST will review the following: the nature of the handicap; how the handicap affects the student’s education; whether accommodations are needed; and, the definition of appropriate reasonable accommodations. Parents who wish to access these services should request consideration for the request through the school counselor and administration.

**Student Conduct – EC**

51100 Duties of Pupils

– 5 CCR 300

Pupils shall 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.

**Jurisdiction – EC 44807**

Teaching staff shall hold pupils to strict account for their conduct on the way to and from school, on the grounds, or during recess/passing periods. 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.
Liability of Parent or Guardian for Willful Pupil Misconduct - EC 48904

The parent or guardian of any minor may be held financially liable for the pupil’s willful misconduct which results in injury or death to any pupil or person employed or volunteering for DISTRICT or injury to real or personal property belonging to DISTRICT or an DISTRICT employee. The parent or guardian of a minor shall be liable to DISTRICT for all property belonging to DISTRICT loaned to the minor and not returned upon demand of an employee of DISTRICT authorized to make the demand. DISTRICT 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 transcript pursuant to this Section.

SUSPENSION AND EXPULSION

California Education Codes (EC) 48900 et seq., 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 (r), inclusive:

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

(b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, 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. 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.

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

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

(j) (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 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.

(k) Knowingly received stolen school property or private property.

(l) 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.

(m) 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.

(n) 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.

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

(p) Engaged in, or attempted to engage in, hazing. For 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. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.

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

(i) A message, text, sound, 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).

(III) 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.

(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.

(r) 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.
(4) During, or while going to or coming from, a school sponsored activity.

(s) 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 this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(t) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(u) For a pupil subject to discipline under this section, a superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil’s misbehavior as specified in Section 48900.5.

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

Cyber Sexual Bullying -EC 234.2

DISTRICT may suspend or expel students who engage in cyber sexual bullying consistent with the DISTRICT’S disciplinary procedures described above. The California Department of Education has developed information regarding cyber sexual bullying available at the California Department of Education’s website at [http://www.cde.ca.gov/ls/ss/se/bullyingprev.asp](http://www.cde.ca.gov/ls/ss/se/bullyingprev.asp)

EC 48900.5—Limitations on Imposing Suspension

Suspension, including supervised suspension as described in Section 48911.1, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means of correction used and place that documentation in the pupil’s record, which may be accessed pursuant to Section 49069. However, a pupil, including an individual with exceptional needs, as defined in Section 56026, may be
suspended, subject to Section 1415 of Title 20 of the United States Code, for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision (a), (b), (c), (d), or (e) of Section 48900 or that the pupil’s presence causes a danger to persons.

EC 48900.7—Terroristic Threats

(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.

(b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

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 listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for either of the following:

(i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.

(ii) The possession of over-the-counter medication for use by the pupil for medical purposes or medication prescribed for the pupil by a physician.

(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 as described in paragraph (1), 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 proper conduct.

(2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(c) The principal or superintendent of schools shall immediately suspend, pursuant to 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. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.

(2) Brandishing a knife at another person.

(3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.

(4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.

(5) Possession of an explosive.

(d) The governing board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c), and shall refer that pupil to a program of study that meets all of the following conditions:

(1) Is appropriately prepared to accommodate pupils who exhibit discipline problems.

(2) Is not provided at a comprehensive middle, junior, or senior high school, or at any elementary school.

(3) Is not housed at the school site attended by the pupil at the time of suspension.

(e) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil, at school or at a school activity off of school grounds violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of Section 48900, or Section 48900.2, 48900.3, or 48900.4, and either of the following:

(1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

(2) That due to the nature of the violation, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

(f) The governing board shall refer a pupil who has been expelled pursuant to subdivision (b) or (e) to a program of study which meets all of the conditions specified in subdivision (d). Notwithstanding this subdivision, with respect to a pupil expelled pursuant to subdivision (e), if the county superintendent of schools certifies that an alternative program of study is not available at a site away from a comprehensive middle, junior, or senior high school, or an elementary school, and that the only option for placement is at another comprehensive middle, junior, or senior high school, or another elementary school, the pupil may be referred to a program of study that is provided at a comprehensive middle, junior, or senior high school, or at an elementary school.
As used in this section, "knife" means any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade fitted primarily for stabbing, a weapon with a blade longer than 3½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.

As used in this section, the term "explosive" means "destructive device" as described in Section 921 of Title 18 of the United States Code.

**E.C. 48918 and 48918.5 - Expulsion**

A student may be recommended for expulsion for any of the reasons enumerated in Education Code 48915, and pursuant to the expulsion procedures identified in education Code.

**EC 48900, 48900.5 - Suspension/Expulsion: Alternative and Other Means of Correction**

Generally, suspension shall be imposed only when other means of correction fail to bring about proper conduct. DISTRICT may document other means of correction short of suspension and expulsion and place the documentation in the pupil’s record. Other means of correction may include: a conference between school personnel, the pupil’s parent or guardian and the pupil; referrals to the school counselor or psychologist; study teams, guidance teams or other intervention-related teams that assess behavior and develop and implement behavior plans; referral for psycho-educational assessment; after-school programs that address specific behavioral issues; and community service on school grounds during non-school hours. A pupil may be suspended, for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or superintendent of schools determines that the pupil violated subdivision (a), (b), (c), (d), or (e) of Section 48900 or that the pupil’s presence causes a danger to persons.

**Surveys – EC 51513**

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.

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. Healthy Kids Survey Objection Form is in this handbook, please sign and return if you object to your student’s participation.

**CE 51938(b)**

**Teacher Qualifications**

Parents or guardian of all pupils may request specified professional qualifications of the student’s classroom teacher(s) and assigned paraprofessional(s).

**Title I – 20 USC 6311, 34 CFR 200.61**

Requires the school district, at the beginning of each school year, to notify the parents of each student attending any school receiving Title I funds that they may request, and the district will provide on request (and in a timely manner), information regarding the professional qualifications of the student’s classroom teachers, including, at a minimum, the following:
1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.

2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.

3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree. 4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request, a school that receives Title I funds shall provide to each individual parent information on the level of achievement of the parent's child in each of the State academic assessments as required under this part; and timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

The notice and information provided to parents under this paragraph shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand.

**DRESS AND GROOMING** (Board Policy 5132)

The Governing Board of Trustees firmly believes that appropriate dress and grooming contribute to a productive learning environment at each of the school's campuses. The Trustees expect students to wear clothing that is suitable for school activities in which they participate. Clothing must not present a health or safety hazard or a distraction, which would interfere with the educational process.

In light of the current trends and the concern for student and staff members' safety, the Governing Board of Trustees authorizes each school site to establish a reasonable dress code that prohibits students from wearing gang-related apparel or clothing that is linked to hate or violence type groups. A list of such dress apparel shall be developed by school site administration, parents and students in cooperation with the local law enforcement agency. The list shall be published in order to set a standard upon which those who enforce the policy and those who must abide by it may make an objective judgment about that which is prohibited. Students who violate these standards shall be subject to appropriate disciplinary action that may include suspension and/or expulsion. It is not the intent of the Governing Board of Trustees to suppress free speech nor freedom of expression, but to take action designed to strengthen the safety of the campuses in order - to promote greater student achievement.

**Tobacco-free Campus – HSC 104420 and 104495**

Requires all school districts and county offices of education that receive Tobacco Use Prevention (TUPE) funding to adopt and enforce a tobacco-free campus policy no later than July of each fiscal year. The policy shall prohibit the use of tobacco products, any time, in district-owned or leased buildings, on district property and in district vehicles.

Information about the policy and enforcement procedures must be communicated clearly to school personnel, parents, pupils and the larger community. Signs stating “Tobacco use is prohibited” must be prominently displayed at all entrances to school property. Information about smoking cessation support programs must be made available and encouraged for pupils and staff.

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) 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.
**Electronic Nicotine Delivery Systems (e-cigarettes)**

The Oxnard Union High 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 Health and Safety Code 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 Health and Safety Code.

**Violent Crime – 20 USC 7912**

Requires the school district to have a written policy stating that students who are victims of a violent criminal offense, while in or on the grounds of a public school, must be allowed to attend a safe public school. The written policy must be communicated to all parties, and reiterated to victims of violent criminal offenses and their parents.

Note: Guidance from the California Department of Education, dated September 9, 2005, recommends that school districts communicate to parents the Unsafe School Choice Option policy in writing to all parents at the beginning of the school year and/or in enrollment materials and at the time of the incident or at the time the school became aware of the incident. The district must maintain verification of compliance with the transfer option. Records demonstrating that victims’ parents were notified of the transfer option must also be maintained.

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 an Administrator in Student Services at 805-385-2552.

**Walking or Riding a Bike to School – VC 21212**

No person under 18 years of age may operate a bicycle, nonmotorized scooter, skateboard or wear inline or roller skates, nor ride as a passenger upon a bicycle, nonmotorized 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 specified standards. Parents of students who walk or ride their bicycles to school are asked to go over a safe route to school with their students. Walkers may not take shortcuts through private property. All students are expected to display good behavior on the way to and from school. OUHSD Schools prohibits skateboards, scooters and related items from being used on school grounds at any time.
Dear Parent or Guardian,

The Healthy Schools Act requires that all schools provide parents or guardians of students with annual written notification of expected pesticide use on school sites. The notification will identify the active ingredient or ingredients in each pesticide product and will include the Internet address (http://www.cdpr.ca.gov) for further information on pesticides and their alternatives.

Parents or guardians may request prior notification of individual pesticide applications at the school site. People listed on this registry will be notified at least 72 hours before pesticides are applied. If you would like to be notified every time we apply a pesticide, please complete and return the form below and mail it to:

Oxnard Union High School District
309 South K Street, Building C
Oxnard, CA 93030

If you have any questions, please contact:

Joshua Koenig-Brown
Director of Maintenance, Operations & Transportation
Oxnard Union High School District
309 South K Street, Building C
Email: joshua.brown@ouhsd.k12.ca.us
Telephone: (805) 385-2518

Please complete the form below and return it to the Maintenance, Operations & Transportation Office

Request for Individual Pesticide Application Notification

I understand that, upon request, the school district is required to supply information about individual pesticide applications at least 72 hours before application. I would like to be notified before each pesticide application at this school.

I would prefer to be contacted by (check one): U.S. Mail _____ E-mail _____ Phone _____

Please print the following information neatly:

Name of Parent/Guardian: __________________________________________________________
Address: ______________________________________________________________________
Day Phone: ( ) __________________________ Evening Phone: ( ) _______________________
E-mail: ______________________________________________________________________
Name of School: ____________________________________________________________________
STUDENT ACCEPTABLE USE POLICY

Technology resources, including, but not limited to, email, Internet access, school computers and tablets, and the use of personal electronic portable devices on school grounds or at school-sponsored events, are to be used for educational purposes only. Adherence to the Student Acceptable Use Policy (AUP) is required for all students’ continued access to these technology resources.

To fulfill the state and federal Internet safety laws, and as the parent or guardian of this student, I understand that access to the Internet at school or school-sponsored events is designed for educational purposes. I further understand that the Oxnard Union High School District (OUHSD) has taken precautions to block inappropriate and/or controversial material through content filters. However, I recognize that it is impossible for the OUHSD to completely restrict access to inappropriate materials. I will not hold the OUHSD responsible for materials acquired through the Internet and/or related networks.

I understand that all OUHSD schools will include a Digital Literacy program at all grade levels so that every student will learn how to be safe, appropriate, and responsible online, both at home and at school. As the parent/guardian, I understand that I am responsible for supervising my child’s use of technology, including the use of personal electronic devices and social networking, outside of the school setting.

It is the responsibility of the student, and his/her parent/guardian, to protect the security of any user names and passwords the student and/or parent uses. The OUHSD accepts no responsibility in the event a student and/or parent’s/guardian’s user name and/or password is shared, stolen, or in any other way becomes the possession of a person other than the student or parent.

Parents/guardians need to remember that email and other communications over the Internet are not guaranteed to be private and are subject to state and federal laws.

Violations of the rules stated above may result in disciplinary action, including the loss of the student’s privileges, suspension, and/or possible supervision and monitoring of a student’s continued use of any devices involved in a violation of the AUP.

School and District authorized employees monitor the use of information technology resources to help ensure that technology resources are used securely and in conformity with this policy.

Administrators reserve the right to confiscate, examine, and disclose any information and/or data found on a student’s device in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement.

Student Name: ____________________________________________

School: ___________________________ Grade: _______

Parent/Guardian Name: ____________________________________________

Email Address: ___________________________ Telephone Number: ___________________________

Signature of Parent/Guardian (if student is under 18) OR Signature of Student (if student is 18 or older)

____________________________________________________________________________________
Dear Parent/Guardian:

The Oxnard Union High School District is required to annually notify the parents and guardians of rights and responsibilities in accordance with Education Code 48980.

If you have any questions, or if you would like to review specific documents mentioned in the notice, please contact an administrator at your child’s school. He or she will be able to give you more detailed information and assist you in obtaining copies of any materials you wish to review.

Please complete the “Acknowledgment of Receipt and Review” form below, and return it to your child’s school.

This annual notification is also available in an electronic format and can be provided to you upon request. If the notice is provided in an electronic format, the parent or guardian shall submit to the school this signed acknowledgement of receipt of the notice. Signature of the notice is an acknowledgment by the parent or guardian that he or she has been informed of his or her rights but does not indicate that consent to participate in any particular program has either been given or withheld.

ACKNOWLEDGMENT OF RECEIPT AND REVIEW

Pursuant to Education Code 48982, the parent/guardian shall sign this notice and return it to the school. Signature on the notice is an acknowledgment by the parent or guardian that he or she has been informed of his or her rights but does not necessarily indicate that consent to participate in any particular program or activity has been given or withheld.

Student Name:_________________________________________________________

School:_________________________  Grade: ________

Parent/Guardian Name: _________________________________________

Email Address: ____________________________

Telephone Number: ____________________________

Signature of Parent/Guardian (if student is under 18) OR Signature of Student (if student is 18 or older)

_______________________________________________________________________
CONSENT FOR THE CALIFORNIA HEALTHY KIDS SURVEY 2017-2018 SCHOOL YEAR

Dear Parent or Guardian:

Your child is being asked to be a part of our school’s California Healthy Kids Survey (CHKS) sponsored by the California Department of Education. This is a very important survey that will help promote better health and wellbeing among our youth, improve the school learning environment and combat problems such as drug abuse and violence. Your child does not have to take the survey. If you do not want your child to complete the survey, you must notify your school.

Survey Content. The survey gathers information on developmental supports provided to youth; school connectedness and barriers to learning; school safety; and health-related concerns such as physical activity and nutritional habits; alcohol, tobacco and other drug use; and risk of depression and suicide and perceived sexual orientation.

The results from this survey are compiled into district and county-level CHKS Reports. To view a copy of your district’s Report go to http://chks.wested.org/reports/search (Outside Source) and type in the district name.

It is Voluntary. Students who, with your permission, agree to participate do not have to answer any questions they do not want to answer, and may stop taking the survey at any time.

It is Anonymous. No names are recorded or attached to the survey forms or data. The results will be made available for analysis only under strict confidentiality controls.

Administration. The survey will be administered the fall of 2017 school year. It will take about one class period to complete (about 50 minutes) and will be administered in one of your child’s class.

Potential Risks. There are no known risks of physical harm to your child. Risks of psychological or social harm are very small. None have been reported in 14 years of survey administration. In rare instances, some discomfort might be experienced from the questions. The school’s counseling services will be available to answer any personal questions that may materialize.

For Further Information. The survey was developed by WestEd, a public, non-profit educational institution. If you have any questions about this survey, or about your rights, call the district at 805-278-3082 to speak with the district coordinator, Carrie Wolfe.

If you do not want your child to participate, you may contact:

Carrie Wolfe at carrie.wolfe@ouhsd.k12.ca.us or call 805-278-3082

CHKS Withdrawal Form

By returning this form, I do not give permission for my child to be in the California Healthy Kids Survey.

(Please Print) Child’s Name_________________________________________ Grade:________________________

Teacher’s name or Class subject:________________________________________

Signature:________________________________________ Date:________________________
Please read about the following items in the Parent/Student Information Handbook.

*RETURN THIS FORM TO YOUR STUDENT’S SCHOOL IF YOU MARK 1 OR MORE OF THE BELOW OPTIONS.*

Please check if you wish to notify the school of your concerns in the following areas:

I object to the release of Directory Information about my son/daughter under current Board Policy 5125 (E.C. 49073, Title V, Section 430-438). I do not wish to release the name, address and telephone number of the student named below to the agency or agencies checked below:

☐ Universities/Institutions of Higher Education ☐ Elected Officials ☐ Health Department

☐ Media Release: The student may NOT be interviewed, photographed or filmed by members of the media

☐ Morgan Hill concerned parents association v. California department of education

☐ I object to the release of Directory Information about my son/daughter to the military service representative under current Board Policy 5125 (E.C. 49073, Title V, Section 430-438). Federal public law 107-110, section 9528 of the ESEA, “No Child Left Behind Act” required school districts to release student names, addresses, and phone numbers to military recruiters upon their request. Students are then called at home by recruiters. This item checked and returned serves as your request to withhold private information from the United States Armed Forces.

☐ I object to the release of Directory Information to companies working with our school to provide school services, such as rings, school photos, and graduation caps and gowns.

☐ I wish to be notified in advance of the content of instruction in health education/human reproduction studies.

☐ I would like my child excused from participation in an education project involving the harmful or destructive use of animals. (EC32255)

☐ I object to listing achievement test scores on my son/daughter’s high school transcripts. (AP, SAT, PSAT, CAASPP) (EC60607)

☐ I object to my son/daughter’s participation in CAASPP assessments.

☐ I object to a physical examination of my child (EC49451)

☐ I object to Sexual health and HIV/AIDS Prevention Education for my child. (Students enrolled in District programs may receive instruction in health education, which may include sexually transmitted disease prevention and alcohol/drug abuse prevention)

☐ I would like to be pre-notified every time a pesticide application is to take place at the school in addition to the annual notification of approved products. I understand that the notification will be provided at least 72 hours before the application. If you want to be notified, complete and the pesticide response form and email to Josh.brown@ouhsd.k12.ca.us

☐ I object to my child’s photograph or video image being published on a school or district web site without my express written consent.

☐ I confirm I have read the OUHSD Student Acceptable Use Policy along with my child and understand it clearly.

Name of Student ___________________________________________ DOB _______________ Student ID _______________

School_____________________________________________________

Parent Email Address________________________________________

___________________________________________________________ Signature of Student if 18 Years or Older

___________________________________________________________ Signature of Parent/Guardian