

# Bonita Unified School District



## **PARENT ANNUAL NOTIFICATION GUIDE**

**2014 – 2015**

### **NOTIFICATION OF PARENTAL RIGHTS AND RESPONSIBILITIES**

California Education Code (EC) 48980 requires school districts to annually notify parents of their rights and responsibilities with respect to a number of topics. Additionally, Education Code 48982 requires that schools collect assurance from parents that they have been made aware of how to access the information contained in the Notification of Parental Rights and Responsibilities.

## TABLE OF CONTENTS

EC 17612	Notification of Planned Use of Pesticide Products	1
EC 32255	Pupil Right to Alternative Assignment to Animal Dissection	1
EC 35291	Development of Rules for Governance and Discipline	1
	Nondiscrimination and Sexual Harassment Policy	2
	Uniform Complaint Procedures	3
EC 46014	Absences for Religious Observance	4
EC 48205	Acceptable Reasons for Absence from School	5
	Confidential Medical Appointments	5
	Right of Pupils to Make Up Academic Work When Absent	5
EC 48206.3	Availability of Individualized Instruction	6
EC 48207	Students in Residence or Hospital Facilities	6
EC 48900	Suspensions	6
EC 48915	Expulsions	9
EC 48980	Schedule of Minimum and Student Free Days	11
	Information on the California High School Exit Exam (CAHSEE)	12
	Information on Existing Attendance Options	12
	State Funds to Defray Costs of Advanced Placement Exams	13
	Diploma Requirements and Career Technical Education Courses	14
EC 48987	Parent Guidelines for Child Abuse Reporting	15
EC 49063	Pupil Records	16
EC49073	Directory Information	16
EC 49403	Prevention and Control of Communicable Disease	17
EC 49423	Pupil Assistance with Prescribed Medication	18
EC 49451	Right to Not Consent to a Pupil Physical Examination	19
EC 49472	Availability of Pupil Accident Insurance	19
EC 49475	Concussions and Head Injuries	19
EC 49510	Nutrition Program	20
EC 51229	Information on College Admission	20
	Information on Career Technical Education	20
	Availability of On-Campus Counseling	21
EC 51938	Right to Excuse Pupils from Sexual Health Education	21
EC 51512	Electronic Listening Devices	21
Section 504	Notification of Right to Request 504 Eligibility Determination and Procedural Safeguards	21
Title I	Parent Notification	23
5 CCR 3831	Gifted and Talented Education Plan	23
42 U.S.C. 11431	McKinney Vento Homeless Assistance Act	23
EC 48982	<u>Signature Form</u> : Parent Acknowledgement of Notification	25

### **EC 17612: Notification of Planned Use of Pesticide Products**

The only product used to eradicate pests or weeds on Bonita Unified School District campuses is *Roundup*. If *Roundup* is planned for use at a school site, twenty-four hour notice is given with a written notice posted at the main entrance to the site. In addition, the Bonita Unified School district periodically contracts with *Janus Pest Control* for the eradication of swarms of bees. This generally does not require the use of a pesticide. In a case where a pesticide becomes necessary, twenty-four hour notice is given with a written notice posted at the main entrance to the site.

### **EC 32255: Pupil Right to Alternative Assignment to Animal Dissection**

- (a) Except as otherwise provided in Section 32255.6, any pupil with a moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof, shall notify his or her teacher regarding this objection, upon notification by the school of his or her rights pursuant to Section 32255.4.
- (b) If the pupil chooses to refrain from participation in an education project involving the harmful or destructive use of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with the pupil to develop and agree upon an alternate education project for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information, or experience required by the course of study in question.
- (c) The alternative education project shall require a comparable time and effort investment by the pupil. It shall not, as a means of penalizing the pupil, be more arduous than the original education project.
- (d) The pupil shall not be discriminated against based upon his or her decision to exercise his or her rights pursuant to this chapter.
- (e) Pupils choosing an alternative educational project shall pass all examinations of the respective course of study in order to receive credit for that course of study. However, if tests require the harmful or destructive use of animals, a pupil may, similarly, seek alternative tests pursuant to this chapter.
- (f) A pupil's objection to participating in an educational project pursuant to this section shall be substantiated by a note from his or her parent or guardian.

32255.4. Each teacher teaching a course that utilizes live or dead animals or animal parts shall also inform the pupils of their rights pursuant to this chapter.

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

### **EC 35291: Development of Rules for Governance and Discipline**

The governing board of any school district shall prescribe rules not inconsistent with law or with the rules prescribed by the State Board of Education, for the government and discipline of the schools under its jurisdiction. The governing board of each school district which maintains any of grades 1 through 12, inclusive, may, at the time and in the manner prescribed by Sections 48980 and 48981, notify the parent or guardian of all pupils registered in schools of the district of the availability of rules of the district pertaining to student discipline.

Information on school rules and procedures, including the school discipline plan and actions that could result in suspension or expulsion, are produced and distributed by each school site. Please contact your school for more information.

Information on district rules and procedures are contained with the Board Policies and Administrative Regulations. Copies of all Policies and Regulations are maintained in the Office of Educational Services.

### **EC 35291: Nondiscrimination and Sexual Harassment Policy**

#### **Nondiscrimination**

In compliance with the “No Child Left Behind” Act and Title VI, Title IX, Education Amendment Act of 1972 and Section 504 of the Rehabilitation Act of 1973, the Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district’s academic and other educational support programs, services, and activities. District programs and activities shall be free from discrimination, harassment, intimidation, and bullying of any student based on the student’s race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, gender transition, transgender status, or gender nonconformity; 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.

The Board prohibits intimidation or harassment of any student by any employee, student or other person in the District. Prohibited discrimination, harassment, intimidation, or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

#### **Sexual Harassment**

It is the policy of the Bonita Unified School District Board of Education that all persons, regardless of their sex, be afforded equal rights and opportunities and enjoy freedom from discrimination of any kind in our educational programs and settings. Furthermore, it is the policy of the Bonita Unified School District Board of Education that sexual harassment of, or by, any employee or student shall not be tolerated. The 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 Education Code Section 212.5, sexual harassment is defined as follows:
  - A. “Submission to the conduct is explicitly or implicitly made a term or a 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. Students: In addition to the reasons specified in Education Code Section 48900; Section 48900.2 specifies that a student (in grades 4-12) may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the student is enrolled determines that the student has committed sexual harassment as described in Section 212.5. All recommendations and/or orders to expel shall be made pursuant to Education Code Section 48915.
  - A. For purposes of this policy, the conduct described in Education Code Section 48900.2 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.
  - 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 Education Code Section 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. The school's progressive discipline guide is printed in each school's handbook.

### **EC 35291: Uniform Complaint Procedures**

The Bonita Unified School District is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. Whenever possible complaints should be discussed with the teacher or principal and resolved informally. If an informal resolution is not possible, the following formal complaint procedures apply.

The Uniform Complaint Procedures apply to the filing, investigation and resolution of complaints alleging: 1) failure to comply with federal or state law or regulations, 2) unlawful discrimination against any protected group based on actual or perceived characteristics set forth in Section 200 or 220 of the California Education Code or Section 11135 of the Government Code, 3) failure to comply with school safety planning requirements, 4) unlawful harassment, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.5 of the California Penal Code, or 5) unlawful imposition of pupil fees for participation in educational activities in public schools.

The Assistant Superintendent for Human Resources Development will receive and investigate formal written complaints alleging unlawful discrimination or the District's failure to comply with state or federal laws governing categorical programs. The complaint review process shall be completed and the complainant shall receive the District's written decision within 60 calendar days from the date the Human Resources Development Office receives the complaint, unless the complainant agrees in writing to an extension of the time line.

An unlawful discrimination complaint must be filed not later than six months from the date the alleged discrimination occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination. The complainant has the right to appeal the District's decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the District's decision. The appeal to the CDE must include a copy of the complaint filed with the District, a copy of the District's decision, and the rationale for appealing the District's decision—was the law misapplied or misinterpreted or were the facts incorrect.

A complainant may pursue available civil law remedies outside of the District's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the District has appropriately, and in a timely manner, apprised a complainant of his/her right to file a complaint in accordance with Education Code 262.3 and Title 5 CCR 4622.

Copies of the District's complaint procedures are available free of charge from the Bonita Unified School District Human Resources Development Office, 115 Allen Ave., San Dimas CA 91773, and on the District website, [do.bonita.k12.ca.us](http://do.bonita.k12.ca.us).

#### Supplemental Uniform Complaint Procedure (Williams)

The District has established policies and procedures regarding deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of students or staff, and teacher vacancy or mis-assignment. Uniform Complaint Procedures outlined in the Education Code and California Code of Regulations (5 CCR 4600 et seq.) are used to identify, investigate, and resolve complaints regarding those issues according to timelines specified under Uniform Complaint Procedures.

The Uniform Complaint Procedures and Title IX Compliance Officer for Bonita Unified School District is:

Assistant Superintendent, Human Resources Development  
115 W. Allen Avenue, San Dimas, CA 91773  
(909) 971-8200 ext. 5401

Complaints concerning special education programs shall be addressed in accordance with the regulations and procedures of the Special Education Local Planning Area. For more information contact the Senior Director of Special Education, at (909) 971-8330 ext. 5341.

#### **EC 46014: Absences for Religious Observance**

Pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at their respective places of worship or at other suitable place or places away from school property designated by the religious group, church, or denomination, which shall be in addition and supplementary to the instruction in manners and morals required elsewhere in this code. Such absence shall not be deemed absence in computing average daily attendance, if the following conditions are complied with:

- Each pupil so excused shall attend school at least the minimum school day for his grade for elementary schools, and as provided by the relevant provisions of the rules and regulations of the State Board of Education for secondary schools.
- No pupil shall be excused from school for such purpose on more than four days per school month.

**EC 48205: Acceptable Reasons for Absence from School**

(a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

- (1) Due to his or her illness.
- (2) Due to quarantine under the direction of a county or city health officer.
- (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
- (4) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California, and not more than three days if the service is conducted outside California.
- (5) For the purpose of jury duty in the manner provided for by law.
- (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
- (7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
- (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

*Confidential Medical Appointments*

This section is for the purpose of notifying parents/guardians that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian.

Absences for confidential medical appointments may be requested by the student and verified by the student's physician. When excusing students for confidential medical services or verifying such appointment, District staff shall not ask the purpose of such appointments. Staff may contact a doctor or medical office only to verify the time of the appointment.

**EC 48205: Right of Pupils to Make Up Academic Work When Absent**

(b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of the class from which a pupil is absent shall determine which test and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

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

### **EC 48206.3: Availability of Individualized Instruction**

(a) Except for those pupils receiving individual instruction provided pursuant to Section 48206.5, a pupil with a temporary disability which makes attendance in the regular day classes or alternative education program in which the pupil is enrolled impossible or inadvisable shall receive individual instruction provided by the district in which the pupil is deemed to reside.

(b) For purposes of this section and Sections 48206.5, 48207, and 48208, the following terms have the following meanings:

(1) "Individual instruction" means instruction provided to an individual pupil in the pupil's home, in a hospital or other residential health facility, excluding state hospitals, or under other circumstances prescribed by regulations adopted for that purpose by the State Board of Education.

(2) "Temporary disability" means a physical, mental, or emotional disability incurred while a pupil is enrolled in regular day classes or an alternative education program, and after which the pupil can reasonably be expected to return to regular day classes or the alternative education program without special intervention. A temporary disability shall not include a disability for which a pupil is identified as an individual with exceptional needs pursuant to Section 56026.

### **EC 48207: Students in Residence or Hospital Facilities**

A pupil with a temporary disability who is in a hospital or other residential health facility, excluding a state hospital, which is located outside of the school district in which the pupil's parent or guardian resides, shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located.

### **EC 48900: Suspensions**

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district 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.
- (a) (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) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) 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.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. 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.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
    - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
    - (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
    - (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
    - (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
  - (2) (A) "Electronic act" means the creation and transmission originated on or off the

schoolsite, 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).
  - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
  - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(2) (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.

(s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a 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 a school activity or school attendance that occur at any time, including, but not limited to, any of the following:

- (1) While on school grounds.
- (2) While going to or coming from school.
- (3) During the lunch period whether on or off the campus.
- (4) During, or while going to or coming from, a school-sponsored activity.

(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to 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).

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

(v) For a pupil subject to discipline under this section, a superintendent 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 specific misbehavior as specified in Section 48900.5.

### **EC 48915: Expulsions**

- (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.
- (a) (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 or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel a pupil for any of those acts 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 the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of Section 48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and subdivision (d), but it is an offense for

which suspension, or expulsion pursuant to subdivision (e), may be imposed.

- (2) Brandishing a knife at another person.
- (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
- (4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
- (5) Possession of an explosive.

(d) The governing board of a school district 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 schoolsite attended by the pupil at the time of suspension.

(e) Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district 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.

**EC 48980: Schedule of Minimum and Student Free Days**

**ACADEMIC SCHOOL CALENDAR  
2014-2015**

JULY				
Mon	Tues	Wed	Thur	Fri
	1	2	3	* 4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

10 student days		12.5 teacher days		
AUGUST				
Mon	Tues	Wed	Thur	Fri
				1
4	5	6	7	8
11	12	j 13	l 14	m 15
^18	19	20	21	22
25	26	27	28	29

21 student days		21 teacher days		
SEPTEMBER				
Mon	Tues	Wed	Thur	Fri
* 1	2	3	4	5
8	9	10	11	12
u 15	16	17	18	19
22	23	24	25	26
29	30			

21 student days		23 teacher days		
OCTOBER				
Mon	Tues	Wed	Thur	Fri
		a 1	af 2	br 3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	c 30	g s 31

14 student days		14 teacher days		
NOVEMBER				
Mon	Tues	Wed	Thur	Fri
3	4	5	6	7
10	* 11	12	13	14
17	18	19	20	21
x 24	x 25	x 26	* 27	x 28

15 student days		15 teacher days		
DECEMBER				
Mon	Tues	Wed	Thur	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	c 18	h 19
x 22	x 23	* 24	* 25	x 26
x 29	x 30	* 31		

19 student days		19 teacher days		
JANUARY				
Mon	Tues	Wed	Thur	Fri
			* 1	x 2
5	6	7	8	9
12	13	14	15	16
* 19	20	21	22	23
26	27	28	29	30

18 student days		18 teacher days		
FEBRUARY				
Mon	Tues	Wed	Thur	Fri
2	3	4	5	6
*9	10	11	12	13
*16	17	18	19	20
23	24	25	26	27

19 student days		20 teacher days		
MARCH				
Mon	Tues	Wed	Thur	Fri
2	a 3	a 4	a 5	j 6
9	10	11	12	13
16	17	18	19	20
u 23	24	25	26	27
x 30	x 31			

19 student days		19 teacher days		
APRIL				
Mon	Tues	Wed	Thur	Fri
		x 1	x 2	x 3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

20 student days		20 teacher days		
MAY				
Mon	Tues	Wed	Thur	Fri
				1
t 4	5	6	7	8
11	12	13	14	15
18	c 19	20	21	22
*25	26	27	28	29

4 student days		4 teacher days		
JUNE				
Mon	Tues	Wed	Thur	Fri
1	2	c e 3	h 4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

First day of School Aug 18

**Grade 9-12**

First Quarter Ends	Oct 17
Second Quarter Ends (semester)	Dec 19
Third Quarter Ends	Mar 13
Fourth Quarter Ends (semester)	Jun 4

**Grade K-8**

First Trimester Ends	Nov 14
Second Trimester Ends	Feb 27
Third Trimester Ends	Jun 4

1st sch mth: 8/19 - 9/12
2nd sch mth: 9/15 - 10/10
3rd sch mth: 10/13 - 11/7
4th sch mth: 11/10 - 12/5
5th sch mth: 12/8 - 1/2
6th sch mth: 1/5 - 1/30
7th sch mth: 2/3 - 2/27
8th sch mth: 3/2 - 3/27
9th sch mth: 3/30 - 4/24
10th sch mth: 4/27 - 5/22
11th sch mth: 5/25 - 6/4

- a Minimum Day - Elementary (Parent Conf)
- b Parent Conf K-8 (Student free)
- c Minimum Day - High School
- e Minimum Day - Middle School
- f Minimum Day - K-8
- g Parent Conf 9-12 (Student free)
- h Minimum Day K-12
- j Staff Development Days (All Certificated Staff)
- k Testing Window
- l Teacher Work Day (No School) 1 day
- m Teacher Work Day (No School) 1/2 day
- r High School Staff Development Day
- s K-8 Staff Development Day
- t AP Testing
- u Kindergarten Time Change

- ^ First day of school
- \* Legal Holiday
- x Local Recess

For future calendars, the intent is to start school two weeks prior to Labor Day

## **EC 48980: Information on the California High School Exit Exam (CAHSEE)**

All California public school students are required by state law to earn passing scores on both the Mathematics and the English-Language Arts sections of the California High School Exit Examination (CAHSEE). The Mathematics section is a multiple-choice exam. The English-Language exam has both multiple-choice and written components. A scaled score of 350 or higher is considered passing on both exams.

All students take the CAHSEE for the first time in March of their 10<sup>th</sup> grade year. In 2014-2015, the March testing dates are as follows:

March 17, 2015	English-Language Arts
March 18, 2015	Mathematics

Additional testing dates are provided for students who do not pass one or both sections of the CAHSEE during their 10<sup>th</sup> grade year. Prior to re-taking the CAHSEE, students are provided the opportunity to receive additional instruction designed to prepare them for success on the CAHSEE. The re-testing dates in 2014-2015 are as follows:

November 4, 2014	English-Language Arts
November 5, 2014	Mathematics

February 3, 2015	English-Language Arts
February 4, 2015	Mathematics

May 12, 2015	English-Language Arts
May 13, 2015	Mathematics

Students With Disabilities are required to take the CAHSEE at least once in 10<sup>th</sup> grade. If they do not pass one or both sections in 10<sup>th</sup> grade, they may re-test, but are not required to do so in order to earn a diploma. California Education Code 60852.3 exempts Students With Disabilities from the requirement to pass the CAHSEE in order to earn a high school diploma.

Additional information about the CAHSEE can be found on the California Department of Education web site by following this link: <http://www.cde.ca.gov/ta/tg/hs>

## **EC 48980: Information on Existing Attendance Options**

### **2014-2015 Residency, Permit and Enrollment Information**

#### Residency

A minor between the ages of 6 and 18 is subject to compulsory education and, unless exempted, must enroll in the school district in which the parents/guardians reside. This includes a student placed in in a foster home or licensed care institution, a student living in the home of a caregiver, or a student residing in a hospital located within the boundaries of the District.

A student who is a foster student may remain in his/her school of origin within the District if placement is changed to another district and the District believes that continuing in the

school of origin is in the best educational interest of the student.

Open Enrollment: Intra-District

Students currently residing within the Bonita Unified School District boundaries may apply for permanent school residency at any Bonita Unified school. An Intra-District Open Enrollment application can be printed from the district web site or picked up from the Office of Student Services. Applications are accepted during a designated window each year, which will be published on the district web site.

Open Enrollment: Inter-District

Students currently enrolled in schools on the California Department of Education Open Enrollment List may apply to attend a Bonita Unified school under the Open Enrollment Act. An Inter-District Open Enrollment application can be printed from the district web site or picked up from the Office of Student Services. Applications are accepted during a designated window each year, which will be published on the district web site.

Permits: Intra-District

Students currently residing within the Bonita Unified School District boundaries and wishing to apply for an Intra-District permit for the first time may submit permits any time. An Intra-District permit application may be picked up from the student's current school of attendance/residence. Intra-District Permits are reviewed by school administration at the requested school and may be denied or revoked if the student has an unacceptable academic record, disciplinary history, or attendance pattern.

Permits: Inter-District

Students currently residing outside the Bonita Unified School District boundaries and wishing to apply for an Inter-District permit for the first time may submit permits any time. A new request for an Inter-District permit must first be submitted to the student's current district of residence for release from that district. Inter-District Permits are reviewed by school administration at the requested school and may be denied or revoked if the student has an unacceptable academic record, disciplinary history, or attendance pattern.

Enrollment Under the Allen Bill

Families can send their children to BUSD schools if one or both parents/guardians are employed in La Verne or San Dimas for 10 or more hours per week. Families can enroll their children in the school in the same neighborhood as their employer and use the employer's address to establish residency. No permit is required to enroll, and students do not need to be released from their district of residence.

**EC 48980: State Funds to Defray Costs of Advanced Placement Exams**

If funds are available, the Bonita Unified School District participates in the Advanced Placement Exam Fee Reimbursement Program through the California Department of Education. Through the program, low income students wishing to take Advanced Placement exams are eligible to have some of the cost of the exam subsidized. Please contact the school site for more information on how to access these funds.

## **EC 48980: Diploma Requirements and Career Technical Education Courses**

Students wishing to earn a Bonita Unified School District high school diploma must complete a minimum of 220 semester credits, and must complete all classes listed in the table below. In addition to the subject requirements, all students must pass the California High School Exit Exam (CAHSEE) in Mathematics and English Language Arts and complete a Senior Project/Experience.

<b>SUBJECT REQUIREMENT</b>	<b>SEMESTER CREDITS</b>	<b>COURSE</b>
English	40	I, II, III, IV
Social Studies/ History	10	World History
	10	U. S. History
	5	Government
	5	Economics
Mathematics	10	Algebra I or higher
	10	Other Math Course
Science	10	Physical Science
	10	Biological Science
Physical Education	20	
Career Technical Education	10	
Visual-Performing Arts	10	
Electives	70	
<b>Total</b>	<b>220</b>	

### ***Alternative Requirements for Students in Foster Care***

California Education Code 51225.1 and 51225.3 allow for students in foster care who change schools following the completion of their second year of high school, and who do not have sufficient time to complete all Bonita Unified graduation requirements by the end of their fourth year, to be offered two options for earning a high school diploma. The first option would allow the student to complete the minimum California state requirements for a high school diploma, which are listed in the table below, by the end of their fourth year. The second option would allow the student to remain for a fifth year of high school in order to complete all of the Bonita Unified requirements. Entering students are reviewed on a case-by-case basis to determine available options.

<b>SUBJECT REQUIREMENT</b>	<b>SEMESTER CREDITS</b>	<b>COURSE</b>
English	30	I, II, III
Social Studies/ History	10	World History
	10	U. S. History
	5	Government
	5	Economics
Mathematics	10	Algebra I or higher
	10	Other Math Course
Science	10	Physical Science
	10	Biological Science
Physical Education	20	
Foreign Language or Career Technical Education or Visual- Performing Arts	10	
<b>Total</b>	<b>130</b>	

A list of career technical education courses that fulfill the elective, “G”, requirement for entrance to the University of California or the California State University can be found on the District website in the High School Handbook.

### **EC 48987: Parent Guidelines for Child Abuse Reporting**

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

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

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

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

For more information on child abuse and child abuse reporting, visit the California Department of Education web site: <http://www.cde.ca.gov/ls/ss/ap/>

### **EC 49063: Pupil Records**

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.

Student records are maintained centrally at the school of attendance for the student. For students with an Individualized Educational Program (IEP), additional records are maintained in the Department of Special Education at the District Office. Student records are also maintained in the Bonita Unified School District student information databases.

Parents' request to access their student's educational records must be submitted in a written form to the school Principal, and the school will have five (5) business days from the day of receipt of the request to provide access to the records. Copies of student records are available to parents for a fee of \$0.20 per page.

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

### **EC 49073: Directory Information**

"Directory Information" includes one or more of the following items: student's name, address, telephone number, e-mail address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent public or private school attended by the student.

No information may be released to private profit making entity other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Directory information may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her pupil's directory information.

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

### **EC 49403: Prevention and Control of Communicable Disease**

(a) Notwithstanding any other law, the governing board of a school district shall cooperate with the local health officer in measures necessary for the prevention and control of communicable diseases in school age children. For that purpose, the board may use any funds, property, and personnel of the district, and may permit a licensed physician and surgeon, or a health care practitioner listed in subdivision (b) who is acting under the direction of a supervising physician and surgeon, to administer an immunizing agent to a pupil whose parent or guardian has consented in writing to the administration of the immunizing agent.

(b) (1) The following health care practitioners, acting under the direction of a supervising physician and surgeon, may administer an immunizing agent within the course of a school immunization program:

- (A) A physician assistant.
- (B) A nurse practitioner.
- (C) A registered nurse.
- (D) A licensed vocational nurse.

(E) A nursing student who is acting under the supervision of a registered nurse, in accordance with applicable provisions of law.

(b) (2) A health care practitioner's authority to administer an immunizing agent pursuant to this subdivision is subject to the following conditions:

(A) The administration of an immunizing agent is upon the standing orders of a supervising physician and surgeon and in accordance with any written regulations that the State Department of Public Health may adopt.

(B) The school nurse is notified and he or she maintains control, as necessary, as supervisor of health in accordance with Sections 44871, 44877, 49422, and subdivision (a) of Section 49426.

(C) The health care practitioner may only administer immunizations for the prevention and control of any of the following:

- (i) Annual seasonal influenza.
- (ii) Influenza pandemic episodes.

(iii) Other diseases that represent a current or potential outbreak as declared by a federal, state, or local public health officer.

(c) As used in this section, "supervising physician and surgeon" means the physician and surgeon of the local health department or school district that is directing the school immunization program.

(d) While nothing in this section shall be construed to require the physical presence of the supervising physician and surgeon, the supervising physician and surgeon shall require a health care practitioner under his or her direction to do both of the following:

(A) Satisfactorily demonstrate competence in the administration of the immunizing agent, including knowledge of all indications and contraindications for the administration of the agent, and the recognition and treatment of emergency reactions to the agent that constitute a danger to the health or life of the person receiving the immunization.

(B) Possess the medications and equipment that are required, in the medical judgment of the supervising physician and surgeon, to treat any emergency conditions and reactions

caused by the immunizing agents that constitute a danger to the health or life of the person receiving the immunization, and to demonstrate the ability to administer the medications and use the equipment as necessary.

### **EC 49423: Pupil Assistance With Prescribed Medication**

Any pupil who is required to take, during the regular school day, medication prescribed for him or her by a physician and surgeon or ordered for him or her by a physician assistant practicing in compliance with Chapter 7.7 (commencing with Section 3500) of Division 2 of the Business and Professions Code, may be assisted by the school nurse or other designated school personnel or may carry and self-administer prescription auto-injectable epinephrine.

(b1) In order for a pupil to be assisted by a school nurse or other designated school personnel pursuant to subdivision (a), the school district shall obtain both a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken and a written statement from the parent, foster parent, or guardian of the pupil indicating the desire that the school district assist the pupil in the matters set forth in the statement of the physician and surgeon or physician assistant.

(b2) In order for a pupil to carry and self-administer prescription auto-injectable epinephrine pursuant to subdivision (a), the school district shall obtain both a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the pupil is able to self-administer auto-injectable epinephrine, and a written statement from the parent, foster parent, or guardian of the pupil consenting to the self-administration, providing a release for the school nurse or other designated school personnel to consult with the health care provider of the pupil regarding any questions that may arise with regard to the medication, and releasing the school district and school personnel from civil liability if the self-administering pupil suffers an adverse reaction as a result of self-administering medication pursuant to this paragraph.

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

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

### ***Students With Exceptional Needs***

(a) Notwithstanding Section 49422, an individual with exceptional needs who requires specialized physical health care services, during the regular school day, may be assisted by any of the following individuals:

- (1) Qualified persons who possess an appropriate credential issued pursuant to Section 44267 or 44267.5, or hold a valid certificate of public health nursing issued by the Board of Registered Nursing.
- (2) Qualified designated school personnel trained in the administration of specialized physical health care if they perform those services under the supervision, as defined by Section 3051.12 of Title 5 of the California Code of Regulations, of a credentialed school nurse, public health nurse, or licensed physician and surgeon and the services are determined by the credentialed school nurse or licensed physician and surgeon, in consultation with the physician treating the pupil, to be all of the following:
  - (A) Routine for the pupil.

- (B) Pose little potential harm for the pupil.
  - (C) Performed with predictable outcomes, as defined in the individualized education program of the pupil.
  - (D) Do not require a nursing assessment, interpretation, or decision making by the designated school personnel.
- (b) Specialized health care or other services that require medically related training shall be provided pursuant to the procedures prescribed by Section 49423.
  - (c) Persons providing specialized physical health care services shall also demonstrate competence in basic cardiopulmonary resuscitation and shall be knowledgeable of the emergency medical resources available in the community in which the services are performed.
  - (d) "Specialized physical health care services," as used in this section, includes catheterization, gastric tube feeding, suctioning, or other services that require medically related training.

**EC 49451: Right to Not Consent to a Pupil Physical Examination**

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

**EC 49472: Availability of Pupil Accident Insurance**

Bonita Unified School District health staff can assist parents with the process of enrolling their children into free or low cost health insurance programs such as Medi-Cal, Healthy Families, Healthy Kids and Kaiser Child Health Plan.

Additionally, parents of a student participating in interscholastic athletic teams may wish to acquire additional accident insurance for the student.

For more information on low cost health or accident insurance, contact the Health Office or the Athletics Department at the school site.

**EC 49475: Concussions and Head Injuries**

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. 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 schoolday or as part of a physical education course.

### **EC 49510: Nutrition Program**

The State Department of Education has established a statewide program to provide nutritious meals and milk at school for pupils, and to provide free meals to the neediest children. In some instances, nominal cash payments may be required.

### **EC 51129: Information on College Admission**

Students earning a high school diploma may choose to pursue higher education in one of three kinds of institutions: Community College, State University, Private College or University. Guidance on how to access admissions information for each is found below.

#### Community College

The California Community College system is available to all students with a valid high school Diploma. For more information on admissions and local campuses, visit the California Community Colleges web site at <http://www.cccco.edu/>

#### State University

In order for a student to be eligible to attend any of the campuses of the University of California, the student must meet minimum requirements for completed coursework, grades, and scores on the SAT and/or ACT. For a thorough review of all aspects of admission to the University of California, visit the admissions web site at <http://www.universityofcalifornia.edu/admissions/>

In order for a student to be eligible to attend any of the campuses of the California State University, the student must meet minimum requirements for completed coursework, grades, and scores on the SAT and/or ACT. For a thorough review of all aspects of admission to the University of California, visit the admissions web site at <http://www.calstate.edu/admission/admission.shtml>

#### Private College or University

Admission requirements and standards vary for private colleges and universities. To obtain more information, contact the private college or university of interest.

### **EC 51129: Information on Career Technical Education**

The Bonita Unified School District offers more than 50 courses in the Career/Technical Education field. For more information on specific offerings at each school site, contact the counseling department or check the High School Handbook on the school web site.

For more information on the goals and objectives of the Career/Technical Education initiative, visit the California Department of Education web site at <http://www.cde.ca.gov/ci/ct/>

### **EC 51129: Availability of On-Campus Counseling**

High schools and middle schools in the Bonita Unified School District employ full-time counselors to assist students with a range of needs, including personal/social issues, academic struggles, and career and post-secondary education planning. For more information on the services provided, and how to access these services, contact the Counseling Office at the school site.

### **EC 51938: Right to Excuse Pupils From Sexual Health Education**

A parent or guardian of a pupil has the right to excuse their child from all or part of comprehensive sexual health education, HIV/AIDS prevention education, and assessments related to that education.

For more information on the content and schedule for sexual health education, as well as procedures for excusing students from participation, please contact the school site.

Anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the pupil's attitudes concerning or practices relating to sex may be administered to any pupil in grades 7 to 12, inclusive, if the parent or guardian is notified in writing that this test, questionnaire, or survey is to be administered and the pupil's parent or guardian is given the opportunity to review the test, questionnaire, or survey and to request in writing that his or her child not participate.

### **EC 51512: Electronic Listening Devices**

The use by any person, including a student, 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 student, willfully in violation shall be guilty of a misdemeanor. Any student in violation shall be subject to appropriate disciplinary action.

### **Notification of Right to Request 504 Eligibility Determination and Procedural Safeguards**

Section 504 of the Rehabilitation Act of 1973 protects students with disabilities from discrimination based on their disabilities. The Section 504 regulations require a school district to provide a "free appropriate public education" (FAPE) to each qualified student with a disability who is in the school district's jurisdiction, regardless of the nature or severity of the disability.

Your child may be eligible for services under Section 504 of the Rehabilitation Act of 1973. You have the right to request a Section 504 eligibility determination meeting by contacting your School's designated Section 504 Chairperson or the District's Section 504 Coordinator. Parents of children diagnosed with or suspected of having any type of anxiety disorder, Attention Deficit Disorder, i.e. impulsive, attentive or hyperactive, or other disabilities, who, in the past, were determined to be ineligible under Section 504 or the Individuals with Disabilities Act (IDEA), are not precluded from requesting a Section 504

meeting or individualized education program (IEP) meeting to discuss current eligibility. Parents and/or Students have the following rights and procedural safeguards under Section 504:

1. Application. Section 504 protections apply to preschool, elementary, secondary and adult school programs or activities that receive federal financial assistance and to the recipients of said federal financial assistance for the operation of such programs and activities.
2. Parents' Rights. You have a right to be informed by the District of your rights under Section 504, including notification of the applicable procedure when a parent or guardian disagrees with a decision regarding the identification, evaluation, or placement or wishes to submit a complaint alleging discrimination or harassment of a student based on his or her actual or perceived disability.
3. FAPE. If eligible under Section 504, your child has the right to a free appropriate public education designed to meet his/her individual educational needs as adequately as the needs of non-disabled students are met.
4. Free Education. If eligible under Section 504, your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. If the District refers your child for aide, benefits or services by an entity not operated by the District it may be required to incur the cost of said aide, benefit or service, including the cost of transportation. Insurers and similar third parties are not relieved of an otherwise valid obligation to provide or pay for services provided to a disabled student.
5. Academic Setting. Your child has a right to be educated with non-disabled students and have an opportunity to participate in school and school-related activities to the maximum extent appropriate. 34 C.F.R. Section 104.34
6. Comparable Facilities. If eligible under Section 504, your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students.
7. Evaluations. Your child has a right to an evaluation prior to an initial Section 504 placement and prior to any subsequent significant change in placement.
8. Evaluation Procedures. Testing and other evaluation procedures must conform to the requirements of 34 C.F.R. Section 104.35 as to validation and administration, to ensure that they assess specific areas of educational need and are administered by trained and knowledgeable personnel.
9. Placement. Placement decisions must be made by a group of persons, including persons knowledgeable about your child, drawing upon evaluation data from a variety of sources, which is documented and reviewed to consider the placement options and the legal requirements in conformity with the FAPE, least restrictive environment and comparable facilities requirements.
10. Re-evaluations. If eligible under Section 504, your child has a right to periodic re-evaluations prior to any significant change in placement.
11. Notice. You have the right to receive notice as to yours and your child's rights as they pertain to the right to examine records, the right to an impartial hearing, the right to be represented by counsel, and the right to a review procedure concerning any decisions made on behalf of your child.
12. Nonacademic Services. Your child has the right to an equal opportunity to participate in extracurricular activities such as, counseling, athletics, recreation, and special interest groups or clubs. 34 C.F.R. Section 104.39.
13. Records. You have the right to examine relevant educational records of your child.

14. Due Process Procedures. You have the right to request an impartial due process hearing with respect to the District's action regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney.
15. Periodic Review. If eligible under Section 504, your child has a right to a periodic review of his or her Section 504 plan. Such meetings generally occur one time per year. However, if you, a teacher, or the Section 504 team believes that changes may be necessary to effectuate your child's educational program, you or these persons may request a Section 504 Plan meeting. The meeting shall be held within a reasonable period of time after receiving the request.
16. Pre-disciplinary Considerations. If eligible under Section 504, your child has the right to a pre-disciplinary determination as to whether any misconduct was a manifestation of his or her disability.

### **Title I: Parent Notification**

Allen Avenue Elementary, Ekstrand Elementary, Gladstone Elementary, Grace Miller Elementary, Roynon Elementary, Shull Elementary, Chaparral High School, and Vista School will receive Title I funds during the 2014-15 school year. Parents/guardians of a student attending one of these schools has the right to request information regarding the professional qualifications of the student's classroom teacher(s).

### **5 CCR 3831: Gifted and Talented Education Plan**

The Bonita Unified School District offers a Gifted and Talented Education (GATE) program. The District maintains a written GATE plan which is available for public inspection. To request a copy of the GATE plan, contact the Office of K-8 Education at 909-971-8200, ext. 5311.

### **42 U.S.C. 11431: McKinney-Vento Homeless Assistance Act**

If your family lives in any of the following situations:

- In a shelter
- In a motel or campground due to the lack of an alternative adequate accommodation
- In a car, park, abandoned building, or bus or train station
- Doubled up with other people due to loss of housing or economic hardship

Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.

Your eligible children have the right to:

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if

that is your preference and is feasible.

- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

If you need further assistance with your children's educational needs, please contact Mark Rodgers, Senior Director, Student Services, at 909-971-8330, ext. 5320.

The Los Angeles County Office of Education also supports homeless and foster youth. For more information visit the LACOE website.



**BONITA UNIFIED SCHOOL DISTRICT  
Parent Acknowledgement of Notification of Rights and Responsibilities  
2014-2015**

Each year, public school districts in the State of California are required by Education Code #48980, to “... annually notify students, parents, and guardians of their rights and responsibilities.” In addition, Education Code 48982 requires that an acknowledgement of notification of these rights and responsibilities must be signed by the parent or guardian and returned to the school.

This information is contained in the **Parent Annual Notification Guide**, which can be found on the District web site: <http://do.bonita.k12.ca.us>. If you would like a printed copy, please request one from your school site.

Please review the contents of the **Parent Annual Notification Guide** with your children, and then complete the signature section below.

If you have any questions, please contact your student’s school site, or contact the Student Services Office at (909) 971-8200, ext. 5321.

***PLEASE COMPLETE THE SECTION BELOW AND RETURN TO THE SCHOOL SITE***

**BONITA UNIFIED SCHOOL DISTRICT  
Parent Acknowledgement of Notification of Rights and Responsibilities  
2014-2015**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_

Parent Acknowledgement:

*I have been notified of my rights under Education Code 48980 and can access specific information contained in the Parent Annual Notification Guide. I sign this acknowledgement below on behalf of myself and the above named student.*

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date