“In a safe, welcoming, and supportive learning environment, we provide innovative educational opportunities to develop resilient students who are inspired to succeed.”
### 2015-2016 Student Calendar
Grades Kindergarten - 12

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 10-11, 2015</td>
<td>Teachers Return</td>
</tr>
<tr>
<td>August 12, 2015</td>
<td><strong>SCHOOLS OPEN</strong> - Classes Begin</td>
</tr>
<tr>
<td>August 25, 2015</td>
<td>Elementary School Back to School Night</td>
</tr>
<tr>
<td>August 26, 2015</td>
<td>Middle School Back to School Night</td>
</tr>
<tr>
<td>August 27, 2015</td>
<td>High School Back to School Night</td>
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<tr>
<td>August 28, 2015</td>
<td>High School Minimum Day</td>
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<tr>
<td>September 7, 2015</td>
<td>Legal Holiday (Labor Day)</td>
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<tr>
<td>September 24, 2015</td>
<td>Middle School Parent Conferences</td>
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<tr>
<td>September 25, 2015</td>
<td>Middle School Minimum Day</td>
</tr>
<tr>
<td>October 12, 2015</td>
<td>Recess - <strong>No students</strong></td>
</tr>
<tr>
<td>November 6, 2015</td>
<td>Elementary School Teacher Work Day - <strong>No Students</strong></td>
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<tr>
<td>November 11, 2015</td>
<td>Legal Holiday (Veterans’ Day)</td>
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<tr>
<td>November 16-20, 2015</td>
<td>Elementary School Minimum Days</td>
</tr>
<tr>
<td>November 23-27, 2015</td>
<td><strong>THANKSGIVING RECESS</strong></td>
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<tr>
<td>November 30, 2015</td>
<td><strong>SCHOOLS REOPEN</strong></td>
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<tr>
<td>December 18, 2015</td>
<td>Middle School &amp; High School Teacher Work Day - <strong>No Students</strong></td>
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<tr>
<td>December 21, 2015</td>
<td>Begin Winter Recess</td>
</tr>
<tr>
<td>Dec. 21, 2015-Jan. 4, 2016</td>
<td><strong>WINTER RECESS</strong></td>
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<tr>
<td>January 5, 2016</td>
<td><strong>SCHOOLS REOPEN</strong></td>
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<tr>
<td>January 18, 2016</td>
<td>Legal Holiday (Martin Luther King Day)</td>
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<td>February 8, 2016</td>
<td>Legal Holiday (Lincoln’s Birthday)</td>
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<tr>
<td>February 15, 2016</td>
<td>Legal Holiday (Washington’s Birthday)</td>
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<tr>
<td>February 18, 2016</td>
<td>Middle School Parent Conferences</td>
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<tr>
<td>February 19, 2016</td>
<td>Middle School Minimum Day</td>
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<tr>
<td>March 4, 2016</td>
<td>Elementary School Teacher Work Day - <strong>No Students</strong></td>
</tr>
<tr>
<td>March 16-18, 2016</td>
<td>Elementary School Minimum Days</td>
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<tr>
<td>March 21-March 28, 2016</td>
<td><strong>SPRING RECESS</strong></td>
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<tr>
<td>March 29, 2016</td>
<td><strong>SCHOOLS REOPEN</strong></td>
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<tr>
<td>April 29, 2016</td>
<td>Recess - <strong>No Students</strong></td>
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<tr>
<td>May 27, 2016</td>
<td>Recess - <strong>No Students</strong></td>
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<td>May 30, 2016</td>
<td>Legal Holiday (Memorial Day)</td>
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<tr>
<td>June 2, 2016</td>
<td>Middle School Last Day of School - Minimum Day</td>
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<tr>
<td>June 2, 2016</td>
<td>High School Last Day of School</td>
</tr>
<tr>
<td>June 3, 2016</td>
<td>Middle School &amp; High School Teacher Work Day - <strong>No Students</strong></td>
</tr>
<tr>
<td>June 3, 2016</td>
<td>Elementary School Last Day of School - Minimum Day</td>
</tr>
</tbody>
</table>
ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION

Detach, sign, and return this page to your child’s school indicating that you have been notified of the specified activities and whether you have a child on continuing medication.

Student’s Name: ___________________________________________________________________________________________

School: _____________________________________________________________ Grade: _________________________

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

Signature of Parent or Guardian: ________________________________ Date: ______________________

PLEASE COMPLETE THE FOLLOWING IF APPLICABLE:

1. Student is on a continuing medication program as prescribed by a physician: (Please check one) YES _______ NO _______

   If you checked YES, complete the information below. By providing this information you are giving the Fairfield-Suisun Unified School District personnel permission to contact student’s physician:

   Physician’s Name: ____________________________________________ Telephone: ____________________________

   Medication: __________________________________________________ Dosage: _______________________________

   Medication: __________________________________________________ Dosage: _______________________________

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

   Do NOT release directory information regarding ________________________________.

   (Pupil’s Name)

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

   Signature of Parent or Guardian: _____________________________________________________
FSUSD Internet Acceptable Use Policy

The district strongly believes in the educational value of the Internet. In this connected world, students must have access to tools that enable them to effectively communicate, collaborate, and create. By providing this access and guiding students to mastery in this area, we promote excellence, prepare students to become effective citizens, and enable them to participate in the global learning community. Teachers will instruct students in the proper use of the Internet and the district network and will guide them toward appropriate materials. Outside of school, families bear the same responsibility as they deal with the Internet, television, movies, radio, telephones and other worldly media. However, students may encounter material that is controversial and that may be considered inappropriate or offensive. It is a shared responsibility of district staff and parents/guardians to supervise student access to Internet content, and it is the student’s responsibility to avoid accessing such material.

E-mail accounts enabling communications outside of the school district may be assigned to students in grades 9-Adult. E-mail accounts enabling communications within the school district and with approved associated systems outside of the district or for special classroom-to-classroom instructional purposes may be assigned to students in grades K-Adult.

Value Statements and Behavioral Expectations

We value communication, collaboration, and creativity, therefore we will:
• use thoughtful and appropriate words, being mindful of how they may be interpreted by others.
• apply existing knowledge to generate new ideas, products or processes.

We value privacy, therefore we will:
• keep our login account and personal identification information secret.
• understand that anything we do online is public and can be monitored.

We value honesty and safety, therefore we will:
• access, post, submit, publish and display appropriate, constructive, or educational content.
• represent ourselves honestly and seek help from an adult if others are not.
• properly give credit to those whose work we reference in our own projects.

We value learning, therefore we will:
• use the district network responsibly and primarily for educational purposes.
• carefully evaluate the validity of information presented online.

We value respect for self and others, therefore we will:
• use only our own accounts to access devices and the network.
• take proper care of equipment and the networking environment and report misuse to adults.

AR 6163.4 (Student Use of Technology) contains a list of prohibited behaviors and consequences that can be viewed here: http://www.gamutonline.net/district/fairfieldsuison/DisplayPolicy/276547/6

PARENT/GUARDIAN: If you DO NOT want your student to have access to district provided Internet when using electronic devices at school, please contact your student’s school via email or physical letter to OPT OUT of Internet Access. This opt out process must take place at the beginning of every school year to remain in effect. Warning: opting your student out of these services will make it more difficult for the school to properly assess your student’s needs and meet them.
PREFACE

The purpose of this handbook is to provide general guidelines and information concerning the rights and responsibilities of students, parents, and the schools in the Fairfield-Suisun Unified School District. Implementation of these guidelines requires the cooperation and understanding of everyone involved in the educational process. Hopefully, this document will be helpful in assuring a successful, productive educational experience for all students.

The Governing Board of any school district shall not prescribe rules 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 (Education Code Section 35291).

DISTRICT MISSION AND BELIEFS

“In a safe, welcoming, and supportive learning environment, we provide innovative educational opportunities to develop resilient students who are inspired to succeed.”

WHERE TO SEEK HELP OR ASSISTANCE

If you have concerns regarding any matter directly related to a situation in a classroom, it is essential that you speak first to the teacher. If you believe your concern is not resolved after a discussion with the teacher, you should then request to discuss the concern with the principal or, in some situations, the appropriate assistant principal. In the event your concern is still not resolved, it would be appropriate to discuss the situation with a district-level administrator by phone or in person.

There might be instances when a concern does not originate at the classroom or school level. In such an instance, you should inquire at the district office as to which district-level administrator could best work with you to resolve your concern. The district office telephone number is 399-5000 and offices are located at 2490 Hilborn Road, Fairfield.

California public schools are governed by a combination of laws. References to state law indicated in this handbook can be found in three locations: Education Code (EC), Penal Code (PC), and Health and Safety Code (H&SC).

WE TIP HOTLINE

If you have information regarding theft or any major crime taking place on school property, please call 1-800-782-7463 or contact www.wetip.com. You can remain anonymous. There is up to a $1,000 reward. Sé Habla Español.

ADDITIONAL INFORMATION

For more information regarding the district, please check the District website at: www.fsusd.org

NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

(Board Policy 0410)

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender identity or expression, or genetic information; 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.

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities, including the use of facilities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups.

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations.

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program, or meeting.

SPECIAL EDUCATION PARENT RIGHTS

The State Special Schools provide services to students who are deaf, hard of hearing, blind, visually impaired, or deaf-blind at each of its three facilities: the California Schools for the Deaf in Fremont and Riverside and at the California School for the Blind in Fremont. Residential and day school programs are offered to students from infancy to age 21 at both State Schools for the Deaf and from ages 5 through 21 at the California School for the Blind. The State Special Schools also offer assessment services and technical assistance. For more information about the State Special Schools, please visit the California Department of Education Web site at http://www.cde.ca.gov/sp/ss/ or ask for more information from the members of your child's IEP team.
ANNUAL NOTICE TO PARENTS/GUARDIANS
2015-2016

DEAR PARENT/GUARDIAN:

Section 48980 of the Education Code of California requires that notice be given at the beginning of the first semester or quarter of the regular school term to the parent or guardian of the minor pupils in the school district regarding the rights of the parent or guardian under sections 32390, 35291, 46014, 48205, 48207, 48208, 49403, 49423, 49451, 49472, 51938. Chapter 2.3 (commencing with section 32255) of Part 19, and notice of the availability of the program prescribed by Article 9 (commencing with section 49510) of Chapter 9 and of the availability of individualized instruction under section 48206.3. Section 48982 requires this Notice be signed and returned by the parent or guardian to the school. Signature and return of the attached form is acknowledgement 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. Pursuant to parent request, the annual notification may be provided to the parent or guardian in electronic format by providing access to the notice electronically. If the notice is provided in electronic format, the parent or guardian must submit to the school a signed acknowledgment of receipt of this notice.

Some legislation requires additional notification to the parents or guardians during the school term or at least 15 days prior to a specific activity. (A separate letter will be sent to 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 spelled out in this form. Accordingly, you are hereby notified as follows (when used in this notification “parent” includes a parent or legal guardian):

**STUDENT DISCIPLINE**

**RULES AND PROCEDURES ON SCHOOL DISCIPLINE (EC §35291) (BP/AR 5144 and 5144.1):** Rules pertaining to student discipline, including those that govern suspension or expulsion, are set forth in Education Code Sections 48900 and following, and are available upon request from the school. In addition, the following disciplinary information is provided to parents.

**DUTY CONCERNING CONDUCT OF PUPILS (EC §44807) (BP 5131):**
Every teacher shall hold pupils accountable for their conduct on the way to and from school, and on the playground.

**DUTIES OF PUPILS (5 CCR §300):** Pupils must conform to school regulations, obey all directions, be diligent in study, be respectful of teachers/others in authority, and refrain from profane/vulgar language.

**HAZING PROHIBITION (EC §48900(q)) (BP 5131):** Pupils and other persons in attendance are prohibited from engaging or attempting to engage in hazing.

**HATE MOTIVATED POLICY (BP 5145.9):** The Governing Board affirms the right of every student to be protected from hate-motivated behavior. The district’s policy is included on page 18 of this handbook.

**DRESS CODE/GANG APPAREL (EC §35183) (AR 5132):** The district is authorized to adopt a reasonable dress code.

**ATTENDANCE OF SUSPENDED PUPIL’S PARENT (EC §48900.1) (BP/AR 5144.1):** If a teacher suspends a student, the teacher may require the child’s parent to attend a portion of the school day in his or her child’s classes. Employers may not discriminate against parents who are required to comply with this requirement.

**SEXUAL HARASSMENT POLICY (EC §231.5; 5 CCR §4917) (BP 4119.11) Each district is required to have adopted a written policy on sexual harassment, to display such policies in a prominent location, and to include it in orientation for employees and students. (See page 17)

**SCHOOL ACCOUNTABILITY REPORT CARD (EC §35256(c))**
The district annually prepares a School Accountability Report Card (SARC) for each school. The SARC reports information from the previous school year. The SARC for each school is posted on the district and/or school site website no later than February 1 of the current school year. Parents may request and will be provided a copy of the SARC at the school site or through the Instructional Support Services department of the Central Office.

**SAFE PLACE TO LEARN ACT (EC §234.1):** The district is committed to maintaining a learning and working environment free from bullying. “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 that has or can reasonably be 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. Any student who engages in bullying may be subject to disciplinary action up to and including expulsion. For a copy of the district’s anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies or to report incidences of bullying please contact the district office.

**SCHOOL RECORDS AND ACHIEVEMENT**

**PUPIL RECORDS/NOTICE OF PRIVACY RIGHTS OF PARENTS AND STUDENTS (EC §49063 et seq., §49073, 34 CFR 99.30, 34 CFR 99.34, and the federal Family Educational Rights and Privacy Act):** Federal and state laws concerning student records grant certain rights of privacy and right of access to students and to their parents. Full access to all personally identifiable written records maintained by the school district must be granted to: (1) Parents of students 17 and younger; (2) Parents of students age 18 and older if the student is a dependent for tax

All district Board Policies (BP) and Administrative Regulations (AR) can be viewed at [http://www.gamutonline.net](http://www.gamutonline.net). The login is “public” and the password is “fssud" You can also request copies at your student’s school or the district office.
purposes and the records are needed for a legitimate educational purpose; (3) Students age 18 and older, or students who are enrolled in an institution of postsecondary instruction (called "eligible students"); (4) Pupils age 14 and over who are identified as both homeless and an unaccompanied youth; (5) Individuals who have completed and signed a Caregiver’s Authorization Affidavit.

Parents, or an eligible student, may review individual records by making a request to the principal. Districts must respond to a pupil record request by providing access no later than five business days following the date of the request. The principal will see that explanation and interpretations are provided if requested. Information that is alleged to be inaccurate or inappropriate may be removed upon request. In addition, parents or eligible students may receive a copy of any information in the records at reasonable cost per page. District policies and procedures relating to: location of, and types of records; kinds of information retained; persons responsible for records; directory information; access by other persons; review and challenge of records are available through the principal at each school. When a student moves to a new district, records will be forwarded upon the request of the new school district within ten school days. At the time of transfer, the parent or eligible student may review, receive a copy (at a reasonable fee), and/or challenge the records.

If you believe the district is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Department of Education (20 USC §1232(g)).

You have the right to inspect all instructional materials which will be used in connection with any survey, analysis, or evaluation as part of any applicable program.

RELEASE OF PUPIL DIRECTORY INFORMATION (EC §49073) (BP 5125.1): The district also makes student directory information available in accordance with state and federal laws. This means that each student’s name, birth date, address, telephone number, email address, major course of study, participation in officially recognized school activities, dates of attendance degree and awards received, and most recent previous public or private school attendance may be released in accordance with board policy. In addition, height and weight of athletes may be made available. Appropriate directory information may be provided to any agency or person except private, profit-making organizations (other than employers, potential employers or the news media). Names and addresses of seniors or terminating students may be given to public or private schools and colleges. Parents and eligible students will be notified prior to the destruction of any special education records. You have the right to inspect a survey or other instrument to be administered or distributed to your child that either collects personal information; access by other persons; review and challenge of records in the records at reasonable cost per page. District policies and procedures relating to: location of, and types of records; kinds of information retained; persons responsible for records; directory information; access by other persons; review and challenge of records are available through the principal at each school. When a student moves to a new district, records will be forwarded upon the request of the new school district within ten school days. At the time of transfer, the parent or eligible student may review, receive a copy (at a reasonable fee), and/or challenge the records.

Upon written request from the parent of a student age 17 or younger, the district will withhold directory information about the student. If the student is 18 or older or enrolled in an institution of postsecondary instruction and makes a written request, the student’s request to deny access to directory information will be honored. Requests must be submitted within 30 calendar days of the receipt of this notification. (See attached form.) Additionally, directory information related to homeless or unaccompanied youths will not be released without the express written consent for its release by the eligible pupil or guardian.

RELEASE OF INFO TO MILITARY SERVICES REPS / RELEASE OF TELEPHONE NUMBERS (EC §49073.5; 20 USC §7909(a)(2)) (BP 5125.1): Parents of secondary students may request in writing that the student’s name, address, and telephone listing not be released to armed forces recruiters without prior written parental consent.

HIGH SCHOOL EXIT EXAM (EC §§48980(e) and 60850) (BP 6146.1): Pupils completing the 12th grade will be required to successfully complete the high school exit exam. The exam may not be administered to students not receiving adequate notice.

HIGH SCHOOL CURRICULUM: NOTIFICATION REGARDING COLLEGE PREPARATORY COURSES (EC §51229): Districts are required to provide parents or guardians of each minor pupil enrolled in grades 9 to 12 written notice of college admission requirements and career technical education courses.

The University of California (UC) and the California State University (CSU) have established common high school course requirements for undergraduate admission. Students who take these courses and meet other specified criteria are eligible to apply and be considered for admission. The following list is commonly referred to as the "a-g" requirements:

- English – 4 years
- Language other than English – 2 years
- Mathematics – 3 years
- Visual and performing arts – 1 year
- Lab science – 2 years
- College preparatory elective – 1 year
- History/Soc Sci – 2 years

Websites: The following UC and CSU websites help students and their families learn about college admission requirements, and list high school courses that have been certified for undergraduate admission:

University of California: http://www.universityofcalifornia.edu/admissions/

California State University: www.csumentor.edu/planning/high_school

Career Technical Education: The California Education Code defines "career technical education” as a program of study that involves a multi-year sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers. Career technical education includes agriculture education, home economics, industrial and technology education, and regional occupational centers and programs, among other educational programs.

Website for Career Technical Education: Students can learn more about career technical education at the following California Department of education website: www.cde.ca.gov/clet/

RELEASE OF STUDENT RECORDS/COMPLIANCE WITH SUBPOENA OR COURT ORDER (EC §§49076 and 49077) (AR 5125): Districts are required to make a reasonable effort to notify parents in advance of disclosing student information pursuant to a subpoena or court order.

RELEASE OF STUDENT RECORDS TO SCHOOL OFFICIALS AND EMPLOYEES OF THE DISTRICT (EC §§49076(a)(1) and 49064(d)) (AR 5125): Districts may release educational records, without obtaining prior written parental consent, to any school official or employee, which would include accountants, consultants, contractors, or other service providers, who have a legitimate educational interest in the educational record.
HEALTH SERVICES

CHILD HEALTH AND DISABILITIES PREVENTION PROGRAM (H&SC §124085): Physical examinations are required as a prerequisite for enrollment in the first grade. Free health screening may be available through the local health department. Failure to comply with this requirement or sign an appropriate waiver may result in exclusion of your child from school for up to 5 days.

PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT (EC §49451) (BP 5141.3): A child may be exempt from physical examination whenever the parents file a written statement with the school principal stating that they will not consent to routine physical exam of their child. Whenever there is good reason to believe the child is suffering from a recognized contagious disease, the child will be excluded from school attendance.

VISION APPRAISAL (EC §49455): The district is required to appraise each student’s vision upon initial enrollment and every third year thereafter until the student completes the 8th grade. The appraisal shall include tests for visual acuity and color vision; however, color vision shall be appraised once and only on male students. The evaluation may be waived upon presentation of a certificate from a physician, surgeon, physician’s assistant, or optometrist setting out the results of a determination of the student’s vision, including visual acuity and color vision.

SCOLIOSIS SCREENING NOTICE (EC §§49451 and 49452.5) (BP 5141.3): In addition to the physical examinations required pursuant to Sections 100275, 124035 and 124090 of the Health and Safety Code, the district may provide for the screening of every female student in grade 7 and every male student in grade 8 for the condition known as scoliosis.

PUPIL NUTRITION/NOTICE OF FREE AND REDUCED PRICE MEALS (EC §§48980(b), 49510, 49520 and 49558) (BP/AR 3553): Needy children may be eligible for free or reduced price meals. Details are available at your child’s school. Individual records pertaining to student participation in any free or reduced-price meal program may, under appropriate circumstances, be used by school district employees to identify students eligible for public school choice and supplemental educational services pursuant to the federal No Child Left Behind Act. When a household is selected for verification of eligibility for free and reduced meals, the District must notify the parent that their child(ren)’s eligibility is being verified.

COMMUNICABLE DISEASES (EC §48216 and 49403): The district is authorized to administer immunizing agents to pupils, whose parents have consented in writing, to the administration of such immunizing agent. The district is required to exclude pupils who have not been properly immunized pursuant to Health and Safety Code 120325 and 120335. The district must notify parents that they have two weeks to supply evidence either that the pupil has been properly immunized or is exempted from the requirement. Effective January 1, 2014, parents or guardians must submit an affidavit specifying which immunizations the pupil has received and which have not been given on the basis that they are contrary to the parent or guardian’s beliefs. The affidavit must be accompanied by a signed attestation from the health care practitioner and a statement from the parent or guardian that he or she received the information in the attestation.

MEDICATION (EC §49423) (BP/AR 5141.21): Any student who must take prescribed medication at school and who desires assistance of school personnel must submit a written statement of instructions from the physician and a parental request for assistance in administering the medication. Students may also carry and self-administer prescription auto-injectable epinephrine upon the school’s receipt of specified written confirmation and authorization from the student’s parent and physician or surgeon.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS (EC §§49471 and 49472): The district is required to notify parents in writing if it does not provide or make available medical and hospital services for students injured while participating in athletic activities. The district is also authorized to provide medical or hospital services through non-profit membership corporations or insurance policies for student injuries arising out of school-related activities.

AVAILABILITY OF INDIVIDUALIZED INSTRUCTION/PRESENCE OF PUPIL WITH TEMPORARY DISABILITY IN HOSPITAL (EC §§48206.3, 48207-48208): Individualized instruction is available to students with temporary disabilities whose disability makes attendance in the regular day classes or alternative education program in which the student is enrolled impossible or inadvisable. Parents of students hospitalized or with a temporary disability shall notify the school district where the student receives care if an individualized instruction program is desired.

CONTINUING MEDICATION REGIMEN (EC §49480) (BP 5141.21): Parents of any student on a continuing medication regimen for a non-episodic condition shall inform the school nurse or other designated certificated school employee of the medication(s) being taken, the current dosage, and the name of the supervising physician (see page 2 of this handbook). With the consent of the parent, the school nurse may communicate with the physician and may counsel with school personnel regarding the possible effects of the drug on the child’s physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

SUN PROTECTIVE CLOTHING/USE OF SUNSCREEN (EC §35183.5) (BP/AR 5132): School sites must allow for outdoor use of sun-protective clothing and must provide for the use of sunscreen by students during the school day by an established policy.

ASBESTOS (40 CCR 763.93): The district has a plan for eliminating health risks that are created by the presence of asbestos in school buildings. It may be reviewed at the district office.

USE OF PESTICIDES (EC §§17612 and 48980.3): School districts are required to inform parents about the use of pesticides on school grounds. The district will ensure that only trained and licensed staff designated by the IPM coordinator will apply pesticides on school property in a safe and professional manner in order to maintain a safe and healthy school environment for all students and staff. The district will distribute to staff and parents who request notification (sent by way of students) of the Pesticide Application 72-Hour Notification notice prior to application of pesticide treatment. For a list of all pesticides used, call the Maintenance Department at 425-6494. Information can also be obtained at: http://www.cdpr.ca.gov/docs/label/labelque.htm.

COMPREHENSIVE SCHOOL SAFETY PLAN (EC §§32280 et seq.) (BP 3515): Each school is required to report on the status of its school safety plan, including a description of its key elements, in the annual School Accountability Report Card (SARC). The planning committee is required to hold a public meeting to allow members of the public the opportunity to express an opinion about the school plan. The planning committee shall notify specified persons and entities in writing of the meeting date, time and location.

NOTICE OF COMPLIANCE (EC §§32289): A complaint of noncompliance with the school safety planning requirements may be filed with the State Department of Education under the Uniform Complaint Procedures (5 CCR 4600 et seq.).
TOBACCO FREE SCHOOLS (HS §104420): Use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, and in district vehicles. This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products. Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate. For information regarding tobacco cessation support programs, please contact the Student Services Department at 399-5023.

STUDENT SERVICES

MINIMUM AGE OF ADMISSION TO KINDERGARTEN (EC §48000):
A child shall be admitted to a kindergarten maintained by the school district at the beginning of a school year (or at a later time in the same year) if the child will have his or her fifth birthday on or before September 1 of the 2015-16 school year. In the 2015-2016 school year, a child who will have his or her fifth birthday after September 1 shall be admitted to a transitional kindergarten program maintained by the school district.

PROSPECTUS OF SCHOOL CURRICULUM (EC §49091.14) (BP 6141): The curriculum of every course offered by the schools of the district is compiled annually by each school in a prospectus. Each school prospectus is available for review upon request at each school site. Copies are available upon request for a reasonable fee not to exceed the actual copying cost.

ENGLISH LANGUAGE EDUCATION (EC §310): State law requires that all students be taught English by being taught in English. However, this requirement may be waived by parents with prior written informed consent, which shall be provided annually, under specified circumstances. See your school principal for further information.

STATE FUNDED ADVANCED PLACEMENT EXAMINATIONS (EC §49890(k)): State funds may be available to cover the costs of advanced placement examination fees pursuant to EC §52244.

SPECIAL EDUCATION (IDEA) (AR 0430): State and federal law requires that a free appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. More information concerning student eligibility, parental rights, and procedural safeguards are available upon request.

SPECIAL EDUCATION; CHILD FIND SYSTEM (EC §56301): Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the school principal. Policy and procedures shall include written notification to all parents of their rights pursuant to EC §56300.

SPECIAL EDUCATION COMPLAINTS (5 CCR §3080) (BP/AR 6159.1): State regulations require the district to establish procedures to deal with complaints regarding special education. If you believe that the district is in violation of federal or state law governing the identification or placement of a special education student, or similar issues, you may file a written complaint with the district. State regulations require the district to forward your complaint to the State Superintendent of Public Instruction. Procedures are available from your school principal.

SECTION 504/DISABLED PUPILS (Section 504 of the Rehabilitation Act of 1973): Federal law requires districts to annually notify disabled pupils and their parents of the district's non-discriminatory policy and duty under Section 504 of the Rehabilitation Act.

STATEMENT OF NONDISCRIMINATION (Title VI Civil Rights Act of 1964) (BP/AR 5145.3): The district is required to have a policy of nondiscrimination on the basis of race, color, national origin, sex, age, or disability. This policy requires notification in native language if the district's service area contains a community of minority persons with limited English language skills. Notification must state that the district will take steps to assure that the lack of English will not be a barrier to admission and participation in district programs. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports. In accordance with federal law, complaints alleging noncompliance with this policy should be directed to the school principal. Appeals may be made to the district superintendent. A copy of the district's nondiscrimination policy (BP0410) is included on page 3 of this handbook.

FINGERPRINTING PROGRAM (EC §32390): Districts are authorized to offer fingerprinting programs for children enrolled in kindergarten or newly enrolled in the district. If the district has adopted such a program, you will be notified of procedures, applicable fee, and your right to decline your child's participation upon your child's initial enrollment.

CHILDREN IN HOMELESS SITUATIONS (42 USC §11431-11435) (BP/AR 6173): Each local district shall appoint a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations.

SEX/HIV/AIDS EDUCATION

INSTRUCTION IN COMPREHENSIVE SEXUAL HEALTH EDUCATION/HIV AND AIDS PREVENTION (EC §51938) (BP/AR 6142.1 & 6142.2): Districts shall annually notify parents about instruction in comprehensive sexual health education and HIV/AIDS prevention education and research on student health behaviors and risks planned for the school year. Written and audiovisual educational materials used in such education are available for inspection. If arrangement for the instruction is made after the beginning of the school year, you will be notified no fewer than 14 days prior to the commencement of any such instruction if the district elects to provide the instruction by outside consultants in class or during an assembly. The notice must include the date of instruction, the name of the organization or affiliation of each guest speaker and information stating that the parent/guardian has the right to request a copy of the law pertaining to such instruction. You may request in writing that your child not receive comprehensive sexual health education and/or HIV/AIDS prevention education. The law also authorizes the district to use 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 concerning or practices relating to sex. The district must notify you in writing before any such test, questionnaire, or survey is administered and provide you with an opportunity to review the test and request in writing that your child not participate.

HEALTH INSTRUCTION/CONFLICTS WITH RELIGIOUS TRAINING AND BELIEFS (EC §51240): Upon written request of a parent, students shall be excused from the part of any school instruction in health if it conflicts with the religious training and beliefs of a parent.

SCHOOL ATTENDANCE/ATTENDANCE ALTERNATIVES

California law (EC §48980(h)) requires all school boards to inform each student’s parent at the beginning of the school year of the various ways in which they may choose schools for their children to attend other than the ones assigned by school districts. Students who attend schools other
than those assigned by the districts are referred to as “transfer students” throughout this notification. There is one process for choosing a school within the district which the parent lives (intradistrict transfer), and potentially three separate processes for selecting schools in other districts (interdistrict transfer). The general requirements and limitations of each process are described as follows:

Choosing a School Within District in Which Parent Lives:
Parents desiring information on school attendance boundaries should contact any school in the district or go to the district’s school locator website [http://www.schoolworksgis.com/FSUSD/schoollocator.html](http://www.schoolworksgis.com/FSUSD/schoollocator.html)

The law (EC §35160.5(b)) requires the school board of each district to establish a policy that allows parents to choose the schools their children will attend, regardless of where the parent lives in the district. The law limits choice within a school district as follows:

- Students who live in the attendance area of a school must be given priority to attend that school over students who do not live in the school’s attendance area.
- In cases in which there are more requests to attend a school than there are openings, the selection process must be “random and unbiased,” which generally means students must be selected through a lottery process rather than on a first-come, first-served basis. A district cannot use a student’s academic or athletic performance as a reason to accept or reject a transfer.
- Each district must decide the number of openings at each school which can be filled by transfer students. Each district also has the authority to keep appropriate racial and ethnic balances among its schools, meaning that a district can deny a transfer request if it would upset this balance or would leave the district out of compliance with a court-ordered or voluntary desegregation program.
- A district is not required to provide transportation assistance to a student that transfers to another school in the district under these provisions.
- If a transfer is denied, a parent does not have an automatic right to appeal the decision. A district may, however, voluntarily decide to put in place a process for parents to appeal a decision.

Choosing a School Outside District in Which Parent Lives:
Parents have three different options for choosing a school outside the district in which they live. The three options are:

Option 1: Districts of Choice (EC §§48300 through 48315): The law allows, but does not require, each school district to become a “district of choice” – that is, a district that accepts transfer students from outside the district under the terms of the referenced Education Code sections. If the school board of a district decides to become a “district of choice,” it must determine the number of students it is willing to accept in this category each year and make sure that the students are selected through a “random and unbiased” process, which generally means a lottery process. If the district chooses not to become a “district of choice,” a parent may not request a transfer under these provisions. Other provisions of the “district of choice” option include:

- Either the district a student would transfer to or the district a student would transfer from may deny a transfer if it will negatively affect the racial and ethnic balance of the district, or a court-ordered or voluntary desegregation plan. A district of choice cannot deny a transfer request on the basis that the costs to provide services exceeds the revenue received, but it may reject a request if doing so would require the creation of a new program. However, the district of choice may not deny the transfer of any special needs student, including an individual with exceptional needs, or an English Learner student even if the cost to educate the student exceeds the revenue received or the creation of a new program is required. The district a student would be leaving may also limit the total number of students transferring out of the district each year to a specified percentage of its total enrollment, depending on the size of the district.
- Communications to parents or guardians by a school district of choice shall be factually accurate and shall not target students based upon academic ability, athletic performance, or other personal characteristics.
- No student who currently attends a school or lives within the attendance area of a school can be forced out of that school to make room for a student transferring under these provisions.
- Siblings of students already attending school in the “district of choice” and children of military personnel must be given transfer priority.
- A parent may request transportation assistance within the boundaries of the “district of choice.” The district is required to provide transportation only to the extent it already does so.

Option 2: Other Interdistrict Transfers (EC §§46600 et seq.): The law allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods of up to five years each. The agreement must specify the terms and conditions under which transfers are permitted. There are no statutory limitations on the kinds of terms and conditions districts are allowed to place on transfers. The law on interdistrict transfers also provides for the following:

- If the application for a Interdistrict Attendance Agreement is denied, parents/guardians of the student may submit a letter of appeal to the Executive Director of Pupil Services or designee within ten calendar days, stating their reasons that the District should reconsider the application. If the appeal is denied the parents/guardians may enter the process of appeal through the County Board of Education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision.

Option 3: Parental Employment in Lieu of Residency Transfers (EC §48204(b)): If at least one parent or legal guardian of a student is physically employed in the boundaries of a school district other than the one in which they live for a minimum of 10 hours during the school week, the student may be considered a resident of the school district in which his/her parents work. This code section does not require that a school district accept a student requesting a transfer on this basis, but a student may not be rejected on the basis of race/ethnicity, sex, parental income, academic achievement, or any other “arbitrary” consideration. Other provisions of EC §48204(b) include:

- Either the district in which the parent or legal guardian lives or the district in which the parent or legal guardian works may prohibit the student’s transfer if it is determined that there would be a negative impact on the district.
- The district in which the parent or legal guardian works may reject a transfer if it determines that the cost of educating the student would be more than the amount of government funds the district would receive for educating the student.
- There are set limits (based on total enrollment) on the net numbers of students that may transfer out of a district under this law, unless the district approves a greater number of transfers.
- There is no required appeal process for a transfer that is denied. However, the district that declines to admit a student must provide in writing to the parent or legal guardian the specific reasons for denying the transfer.

Open Enrollment Act (EC §48350 et seq.)
Whenever a student is attending a district school on the Open Enrollment List, as identified by the Superintendent of Public Instruction,
he/she may apply to transfer to another school within or outside the
district, if the school to which he/she is transferring has a higher
Academic Performance Index. Districts with a school on the list must
notify the parents/guardians at that school on or before the first day of
the school year of their option to transfer to another public school.
Information regarding the application process and applicable deadlines
can be obtained from the district office.

This summary provides an overview of the laws applicable to school
attendance for each alternative. Additional information is available upon
request.

NOTICE OF ALTERNATIVE SCHOOLS (EC §58501): State law
authorizes all school districts to provide for alternative schools.
Education Code section 58500 defines an alternative school as a school
or separate class group within a school that is operated in a manner
designed to:

(1) Maximize the opportunity for students to develop the positive values
of self-reliance, initiative, kindness, spontaneity, resourcefulness,
courage, creativity, responsibility, and joy.
(2) Recognize that the best learning takes place when the student learns
because of his/her desire to learn.
(3) 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 result in whole or in part from a
presentation by his/her teachers of choices of learning projects.
(4) Maximize the opportunity for teachers, parents, and students to
coopetatively develop the learning process and its subject matter. This
opportunity shall be a continuous, permanent process.
(5) 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, student, 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 area shall have copies of the law available for your
information. This law particularly authorizes interested persons to
request that the governing board of the district establish alternative
school programs in each district.

EXCUSED ABSENCES (EC §48205) (AR 5113): Students may be
absent for justifiable reasons and may complete missed assignments.

METHOD OF VERIFICATION TO EXCUSE ABSENCES (AR 5113):
When a student who has been absent returns to school, s/he shall present a satisfactory explanation verifying the reason for the absence.
Absences shall be verified by the student's parent/guardian, other person
having control of the minor, or the student if age 18 or older. (Education
Code 46012; 5 CCR 306)
The following methods may be used to verify student absences:

(1) Written note from parent/guardian, parent representative, or student
if 18 or older. (Education Code 46012)
(2) Conversation, in person or by telephone, between the verifying
employee and the student's parent/guardian or parent
representative.
The employee shall subsequently record the following:

a. Name of student
b. Name of parent/guardian or parent representative
c. Name of verifying employee
d. Date(s) of absence
e. Reason for absence
(3) Visit to the student's home by the verifying employee, or any other
reasonable method, which establishes the fact that the student was
absent for the reasons stated. The employee shall document the
verification and include the information specified in item #2 above.
(4) Physician's verification. When a student has had 10 absences in
the school year for illness verified by methods listed in #1-3 above, any
further absences for illness shall be verified by a physician. When
excusing students for confidential medical services or verifying such
appointments, district staff shall not ask the purpose of such
appointments but may contact a medical office to confirm the time of the
appointment.

EDUCATION CODE SECTION (EC §48205)
(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/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,
appearances 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.

(b) A pupil absent from school under this section shall be allowed to
complete all assignments and tests missed during the absence that can
be reasonably provided and, upon satisfactory completion within a
reasonable period of time, shall be given full credit therefore. The
teacher of the class from which a pupil is absent shall determine which
tests and assignments shall be reasonably equivalent to, but not
necessarily identical to, the tests and assignments that the pupil missed
during the absence.
(3) For purposes of this section, attendance at religious retreats shall not
exceed four hours per semester.
(d) Absences pursuant to this section are deemed to be absences in
computing average daily attendance and shall not generate state
apportionment payments.
(e) “Immediate family,” as used in this section, means the sibling,
mother, father, grandmother, or grandfather, of the student, or any
relative living in the immediate household of the student.
ABSENces FOR CONFIDENTIAL MEDICAL SERVICES (EC §46010.1) (BP 5113): Students in grades 7-12 and their parents are notified that the law permits schools to excuse students for the purpose of obtaining confidential medical services without parental consent. District policy regarding excusing such absences is available upon request.

ABSENCE FOR RELIGIOUS INSTRUCTION (EC §46014): Districts may allow pupils with parent consent to be excused from school to participate in religious exercises/instruction.

GRADE REDUCTION/LOSS OF ACADEMIC CREDIT (EC §48980(jj)): No student shall have his/her grade reduced or lose academic credit for any excused absence pursuant to EC §48205 for missed assignments/tests that can reasonably be provided/completed. (See EC §48205 below)

NOTICE OF MINIMUM DAYS AND PUPIL-FREE STAFF DEVELOPMENT DAYS (EC §48980(c)): The district is required to annually notify parents of its schedule(s) of minimum days and student-free staff development days at the beginning of the year or as early as possible, but no later than one month prior to the start of school. (See page 2 of this handbook)

HEALTH INSURANCE ASSISTANCE THROUGH SOLANO COALITION FOR BETTER HEALTH: Fairfield-Suisun Unified has a partnership with Solano Coalition for Better Health to assist families in securing health insurance through a program titled Solano Kids Insurance Program (SKIP). All families are requested to provide insurance information when enrolling their child. Families who indicate they do not have health insurance or do not provide any information regarding health insurance will be sent an Insurance Outreach Form (IOF) to complete and return to the school. The school will provide student contact information to SKIP for all families who do not complete and return an IOF or who indicate they do not have health insurance.

SCHOOL ACCREDITATION (EC §35178.4): Requires a school district to 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.

PUPIL FEES (EC §49010 et seq.): The district is required to establish policies concerning the provision of a free education to pupils. The district is also required to establish policies for filing a complaint of noncompliance under this section using the Uniform Complaint Procedures. Notice of the district's fee policies and complaint process shall be provided to pupils, parents, guardians, and employees annually.

MISCELLANEOUS
CLASSROOM VISITATIONS: The district encourages parents to become and remain involved in their child's education. Please review Board Policy and Administrative Regulation 1250 for procedures on classroom visitations. (See page 17 for BP 1250).

PHYSICAL EDUCATION (BP/AR 6142.7) Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetimes, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work.

Instruction in physical education shall be provided for a total period of time of not less than 200 minutes each 10 school days in elementary schools and not less than 400 minutes each 10 school days from students in secondary schools. (Education Code 51210, 51222)

Parents should file a Uniform Complaint if they do not believe their children's school is in compliance with this state law.

DRUG FREE CAMPUS (Alcohol and Other Drug Use Prevention Education): Possession, use or sale of narcotics, alcohol, or other controlled substances is prohibited and strictly enforced at all school activities. Records will be forwarded to local law enforcement, and district sanctions will result from violations.

FEDERAL RACE AND ETHNICITY DATA COLLECTION REPORTING: Based upon final guidance from the U.S. Department of Education regarding the collection of race and ethnicity data for students and staff, the California Department of Education has revised the data collection requirements using the California Pupil Achievement Longitudinal Data System (CALPADS). CALPADS electronically transfers pupil data for state reporting to the California Department of Education and to districts and/or public postsecondary institutions to which the pupil is transferring or applying for admission. All data maintained by the CALPADS Program is in compliance with federal and state privacy and confidentiality requirements. Pupil information is encoded such that no personally identifiable information is retained by CALPADS. The data being transferred is specific to the state reports and records transfer requirements and no additional data is reported. The benefits of participation to the pupil and parent are that pupil records can be transferred promptly, and information about pupil assessment and academic placement will be available at the time of transfer. Schools and the district will benefit from the streamlining and reduction of required state reporting. (http://www.cde.ca.gov/ds/sp/ed/)

MEGAN'S LAW NOTIFICATION (PENAL CODE §290.4): Parents and members of the public have the right to review information regarding registered sex offenders at the main office of the local law enforcement agency for this school district.

NO CHILD LEFT BEHIND ACT OF 2001 (20 USC §§6301 et seq.): Under the NCLB, parents have the following rights:

- Information Regarding Professional Qualifications of Teachers, Paraprofessionals, and Aides: Upon request, parents have a right to information regarding the professional qualifications of their student’s classroom teachers, paraprofessionals, and aides. This includes whether the teacher meets the state qualifications and licensing criteria for the grades and subjects s/he teaches, whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the teacher’s college major, whether he/she has any advanced degrees and the subject(s) of those degrees, and whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications. Districts shall also notify parents if their child has been assigned to or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

- Information Regarding Individual Student Reports on Statewide Assessments: Upon request, parents have a right to information on the level of achievement of their student on every state academic assessment administered to the student.

- Limited English Proficient Students: NCLB requires prior notice be given to parents of limited English proficient studies regarding limited English proficiency programs, including the reasons for the identification of the student as limited English proficient, the need of placement in a language instruction educational program, the
student’s level of English proficiency, how such level was assessed, the status of the student’s academic achievement, the methods of instruction used in the programs available, how the recommended program will meet the student’s needs, program performance, parent options to remove a student from a program and/or to decline initial enrollment, and expected rate of transition into classrooms not tailored for limited English proficient students.

- **Program Improvement Schools**: Parents shall be notified when their child’s school is identified a “program improvement” school and the opportunities for school choice and supplemental instruction.

- **Non-Release of Information to Armed Forces Recruiters**: Upon written request, parents may direct that their student’s name, address, and telephone listing not be released without prior written parental consent.

The information provided above is available upon request from your child’s school or the district office. Additional notices that may be required under the No Child Left Behind Act shall be sent separately.

**NON-MANDATORY PROGRAMS FOR PARENTAL/PUPIL PARTICIPATION (EC § 49091.18 and 51513)**: Schools may not require a student or student’s family to submit to or participate in any assessment, analysis, evaluation, or monitoring of the quality or character of student home life, parental screening or testing, nonacademic home-based counseling program, parent training, or prescribed family educational service plan.

**PUPILS INSURANCE FOR ATHLETIC TEAMS (EC §32221.5)**: Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling Myers-Stevens at 1-800-827-4695.

**PHOTOGRAPHING AND INTERVIEWING STUDENTS**: From time to time, the media may wish to interview or photograph students when covering educational events at school. We want you to be aware that your child could be interviewed or photographed in such situations. Please notify your principal in writing if you do not want your child to have such contact with the media.

The District occasionally places photographs of students without any personally identifiable information attached to the photograph on its websites. These photos may be easily recognizable close-up or small group images, or less-discernible large group photos. Parents/guardians who do not want an easily recognizable image of their child to be placed on district websites may notify their principal in writing that they do not want their child’s easily recognizable image posted on district websites.

**RIGHT TO REFRAIN FROM HARMFUL USE OF ANIMALS (EC §§32255 et seq.) (BP/AR 5145.8)**: Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals.

**SCHOOL BUSES/PASSENGER SAFETY (EC §39831.5)**: Districts are required to provide safety regulations to all new students.

**SEX EQUITY IN CAREER PLANNING (EC §221.5(d))**: A school counselor, teacher, instructor, administrator, or aide may not, on the basis of the sex of a pupil, offer vocational or school program guidance to a pupil of one sex that is different from that offered to a pupil of the opposite sex or, in counseling a pupil, differentiate career, vocational, or higher education opportunities on the basis of the sex of the pupil counseled. Any school personnel acting in a career counseling or course selection capacity to a pupil shall affirmatively explore with the pupil the possibility of careers, or courses leading to careers, that are nontraditional for that pupil’s sex. The parents or legal guardian of the pupil shall be notified in a general manner at least once in the manner prescribed by Education Code Section 48980, in advance of career counseling and course selection commencing with course selection for grade seven so that they may participate in the counseling sessions and decisions.

**UNIFORM COMPLAINT PROCEDURES (5 CCR §4622) (BP1312.2)**: The district is required to annually notify parents, pupils, employees, district and school advisory committees and other interested parties in writing of its required Uniform Complaint Procedures.

The policy and procedures is posted on the District website at [http://www.fsusd.org/Page/9789](http://www.fsusd.org/Page/9789). A copy of the policy is available free of charge upon request.

The Governing Board recognizes that the district is primarily responsible for compliance with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district’s uniform complaint procedures.

The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination, harassment, intimidation, or bullying against any protected group as identified under Education Code 200, 220, 234 and Government Code 11135, including actual or perceived age, ancestry, color, ethnic group identification, gender expression, gender identity, gender, disability, nationality, race or ethnicity, religion, sex or sexual orientation, 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 that receives or benefits from state financial assistance.

Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, career technical and technical education and career technical and technical training programs, childcare and development programs, child nutrition programs, special education programs, local control and accountability plan requirement, safety planning requirement, and the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities.

Complaints related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, and teacher vacancies and misassignments shall be investigated pursuant to the district’s Williams uniform complaint procedure (AR 1312.4). The complete policy is also available on the district website or free of charge at the district office.

The Board encourages the early, informal resolution of complaints at the site level whenever possible, and prohibits any form of retaliation against any complainant in the complaint process, including but not limited to, a complainant’s filing of a complaint or the reporting of instances of discrimination, harassment, intimidation, and bullying. Such participation shall not in any way affect the status, grades, or work assignments of the complainant.

**Procedure**: Any individual, public agency or organization may file a written complaint alleging a matter, which, if true, would constitute a violation of
Receiving a Complaint
a. Any individual, public agency or organization may file a complaint alleging district noncompliance with the federal or state law or regulations in general, unlawful discrimination, harassment, intimidation, or bullying, or regarding special education and related services. Child abuse reporting, health and safety at child development programs, employment discrimination, child nutrition programs, allegations of fraud, and Title IX issues are handled under other procedures.
b. The complaint must be filed within six (6) months of the conduct complained of or within six (6) months of the date on which complainant first obtained knowledge, in any manner, of the facts of the allegation. However, upon written request by the complainant, the Superintendent or designee may extend the filing period for up to 90 calendar days. Retaliation for filing a complaint is prohibited by law.
c. A complaint is filed in writing with the Superintendent or with the CDE if the complainant requests direct intervention of the CDE. An oral complainant is advised of his/her right to file a written complaint. If the complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, the district shall assist him/her in the filing of the complaint.
d. If a complaint is erroneously sent to the CDE, it may be forwarded to the school district for action according to the school district complaint procedure process.
e. If it falls within one of the following criteria, the CDE handles the complaint without waiting for school district action:
   1. When the complaint includes information indicating the local education agency (LEA) has failed or refused to implement the local level complaint procedures and this is verified by the CDE.
   2. When the complaint alleges and facts indicate the complainant will suffer an immediate loss of some benefit if CDE does not intervene.
   3. If the complainant requests anonymity and presents clear and convincing evidence and CDE verifies that he/she would be in danger of retaliation if a complaint were filed locally or has been retaliated against because of past or present complaints.
   4. When the complaint includes information indicating the LEA has failed or refused to implement a final decision resulting from its local investigation or local mediation agreement.
   5. The LEA refuses to respond to the SSPI request for information regarding a complaint.
   6. The complainant alleges and the CDE verifies that the LEA has taken no action regarding a complaint within the sixty (60) calendar days of the date the complaint was filed locally.
   7. The complainant alleges that a public agency, other than an LEA (e.g., California Children's Services, California Mental Health Services) has failed or refused to comply with an applicable law or regulation relating to the provision of free appropriate public education to handicapped individuals.
   8. The complainant alleges that the LEA fails or refuses to comply with the due process procedures established pursuant to federal and state law regulations; or has failed or refused to implement a due process hearing order.
9. The complainant alleges facts that indicate that the child or group of children may be in immediate physical danger or that the health, safety, or welfare of a child or group of children is threatened.
10. The complainant alleges that a handicapped student is not receiving the special education or related services specified in his or her Individualized Education Program (IEP).
11. The complaint involves a violation of federal law governing special education, 20 U.S.C. Section 1400 et seq. or its implementing regulations.
12. The complainant must identify on which basis, as described in 1 through 11 above, that direct filing to the CDE is being made. If the complaint does not meet one or more of the above criteria, the school district handles the complaint.

Disposition of Complaint: School District Procedures
a. Within 60 calendar days from receipt of the written complaint, the investigator appointed by the superintendent investigates it and prepares a written report. The investigator shall be familiar with the program under investigation and the laws governing it. This time may be extended by written agreement.
b. Investigation: The investigator provides an opportunity for the complainant or the complainant's representative to present information relevant to the complaint. The investigator also reviews any files and other relevant documents, interviews those responsible for the contents of the files or those documents, may interview the complainant or other relevant persons, visit classrooms, and conduct other inquiries as appropriate.
c. Report: The investigator prepares a report which includes a summary of the investigatory procedures; findings of the investigation, including documents and files as needed; disposition of the complaint; rationale; and recommended corrective action; if necessary. The report is distributed as follows.
   (1) To the complainant within 60 days allowed for investigation.
   (2) To the Superintendent with a copy of the complaint.
d. Review: At least 5 days prior to the 60 day time limit, the superintendent/designee shall review the investigation. The superintendent/designee may agree with and accept a resolution achieved by the investigation; may affirm the allegation of the complainant; or may deliver his/her own resolution and reverse or revise any decision made.

Appeal of School District Decision and CDE Complaint and Appeal Procedure
a. Any complainant may appeal a school district decision to CDE by filing a written appeal with CDE within 15 days of receiving the school district decision. The complainant shall specify the reasons for appealing the local decision and shall include a copy of the locally filed complaint and a copy of the school district decision.
b. The responsible division director of the CDE reviews the complaint and the school district report to determine appropriate action by the CDE. If the CDE upholds the school district decision, the process stops there.
c. When direct CDE intervention is warranted or when an appeal of a school district decision has been filed, the CDE offers to initiate a mediation process, which may lead to a CDE mediation agreement. The CDE and school district staffs develop a possible compliance agreement, which the complainant reviews.
d. If the school district or the complainant waives the mediation process or the mediation fails to resolve the issues, a CDE on-site investigation is conducted.
e. An investigation report or state decision is mailed to the parties within 60 days from the date of receipt of the request for direct state intervention or an appeal unless the parties have participated in mediation and agreed to an extension of the mediation time lines or the SSPI has granted an extension of the time lines.
f. Discretionary reconsideration or appeal of CDE investigation report:
Within 35 days of receipt of the CDE investigation report, either the school district or the complainant may request reconsideration by the State Superintendent of Public Instruction (SSPI). The SSPI may, within 15 days of receipt of the request, respond in writing to the parties either modifying the conclusions or required corrective actions of the CDE report or denying the request outright. During the pending of the SSPI's reconsideration, the CDE report remains in effect and enforceable.

g. Complaints against the California Department of Education are filed with the SSPI.

Due Process - Special Education

Any individual, public agency, or organization may file a due process hearing request for special education with the McGeorge School of Law, 3200 Fifth Street, Sacramento, CA 95817, Attention: Administrative Hearings, when:

a. There is a proposal to initiate or change the identification, assessment, or educational placement of the child or the provision of a free appropriate public education to the child.

b. There is a refusal to initiate or change the identification, assessment, or educational placement of the child or the provision of a free appropriate public education to the child.

c. The parent refuses to consent to an assessment of the child.

Civil Law Remedies

Civil law remedies may be available under state or federal discrimination, harassment, intimidation and bullying laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. Please be advised that you are not required to exhaust the district Uniform Complaint Procedure prior to pursuing civil law remedies. Civil law remedies include legal and equitable actions filed in California and federal courts. Statutory authority for such actions includes, but is not limited to, the following:


b. California Government Code Section 11135 prohibition of discrimination in programs funded by the state.

c. Title VI, Civil Rights Act of 1964 (42 U.S.C. Section 2000d) prohibition of race, color, or national origin discrimination.


Appeals

Any complainant(s) may appeal a district decision to the State Superintendent of Public Instruction by filing a written appeal with the superintendent within 15 days of receiving the district decision. The complainant shall specify the reason(s) for appealing the district decision. The appeal shall include:

• A copy of the complaint; and

• A copy of the district decision.
Screening for Type 2 Diabetes
If you think that your child/adolescent has risk factors or warning signs for type 2 diabetes have him/her see his/her healthcare provider. The healthcare provider may do a blood test to see if your child’s blood sugar is higher than normal. The healthcare provider may also order other tests such as:

**Glycated hemoglobin (A1C) test:** a blood test that measures the average blood sugar level in your child’s blood over the last two to three months.

**Fasting blood sugar test:** a blood test that measures the amount of sugar in your child’s blood after the child has not eaten for 8-12 hours before the blood test.

**Oral glucose tolerance test:** a test that measures your child’s blood sugar after the child has had a sugary drink. Several blood tests are taken over the next few hours.

**Urine ketone test:** a test that measures the amount of ketones in the body.

Treatment for Type 2 Diabetes
In meeting with your child/adolescent healthcare provider he/she may recommend that your child’s type 2 diabetes be treated by doing the following:

**Checking your child’s blood sugar levels several times each day.**

**Eating healthy foods** that include whole foods like fruits, vegetables, and whole grains and avoiding processed or “fast” foods.

**Exercising daily** which will help your child’s body use sugar and insulin better. If your child is overweight or obese, exercise will also help your child lose weight. It is recommended that children exercise 60 minutes daily.

**Taking medicine if the healthcare provider said that it is necessary:** Some children with type 2 diabetes need to take pills or insulin shots to keep their blood sugar at normal levels.

**Visiting your child’s healthcare provider frequently:** It is important that your healthcare provider monitors your child’s blood sugar levels and helps with lifestyle changes.

Resources
California Department of Education: http://www.cde.ca.gov/sls/he/hn/diabetesmgnt.asp

Centers for Disease Control and Prevention: http://www.cdc.gov/diabetes/index.htm

Kids Health: http://kidshealth.org/parent/diabetes_basics/what/type2.html#


U.S. Department of Agriculture: http://www.mypyramid.gov/


California School Nurses Organization-CSNO
1225 8th Street, Suite 500, Sacramento, CA 95814
Phone: 916-448-5752-Toll Free: 888-268-2766-Fax: 916-448-5767
Email: csno@csno.org-Website: www.csno.org
Board Policy 1250 – VISITORS/OUTSIDERS
The Governing Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program. The superintendent or designee shall invite parents/guardians and the community to open house activities and other special events.

To ensure minimum interruption of the instructional program, the superintendent or designee shall establish procedures which facilitate visits during regular school days. Visits during school hours should be first arranged with the teacher and principal or designee. If a conference is desired, an appointment should be set with the teacher during noninstructional time.

To ensure the safety of students and staff and avoid potential disruptions, the Board requires all visitors to identify themselves to the principal or designee upon entering school grounds. Any person requested by the principal or designee to leave school grounds shall promptly comply.

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) (cf. 1112 - Media Relations) (cf. 3515.2 - Disruptions)

Any visitor who fails to register immediately after entering the school grounds, or fails to leave the school grounds upon request of the principal or designee, or who returns after leaving the school grounds pursuant to such a request, has committed an unlawful act and may be prosecuted according to law.

Any person who complies with the request of the principal or designee to depart may appeal to the superintendent or designee in writing. The written request for a hearing must be made within five days after the person has departed from the school campus and must state why the request to depart was improper. The request must also provide an address to which a hearing notice may be sent. Upon receipt of the request for a hearing, the superintendent or designee shall mail a notice of the hearing to the person requesting it. The appeal hearing shall be held within seven days after receipt of the request.

The decision of the superintendent or designee may be appealed to the Board of Education. The Board shall consider and decide the matter at its next regular meeting for which it can be placed on the agenda. The decision of the Board shall be final.

For purposes of school safety and security, the principal or designee may design a visible means of identification for visitors while on school premises.

No electronic listening or recording device may be used in a classroom without the teacher and principal's permission. (Education Code 51512) Parents or other individuals taking students off campus during the school day must first get permission to do so at the school office.

The Board recognizes that, under California law, any person whose conduct materially disrupts class work or extracurricular activities, or causes a disturbance on school grounds may be guilty of a misdemeanor and subject to a fine, imprisonment, or both (Education Code 44811; Penal Code 415.5). When such conduct occurs, the superintendent may take action leading to the imposition of these penalties.

Possession of unauthorized dangerous instruments, weapons, or devices is prohibited on school premises, on any public right-of-way immediately adjacent to school property, or on any other place where a teacher and student(s) are required to be in connection with assigned school activities.

All staff members should watch for strangers on school grounds and ask such persons if they have registered in the school office. Staff shall inform the principal when anyone is present who refuses to comply with the registration requirement.

Any possession of unauthorized weapons or dangerous instruments or devices shall be reported immediately to the principal or designee and may be reported to the local law enforcement agency.

Board Policy 4119.11 - PROHIBITION OF SEXUAL HARASSMENT
The Governing Board prohibits sexual harassment of district employees and job applicants. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify, or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation. (cf. 4030 - Nondiscrimination in Employment)

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing periodic training to all staff regarding the district's sexual harassment policy, particularly the procedures for filing complaints and employees' duty to use the district's complaint procedures. (cf. 4131/4231/4331 - Staff Development)
2. Publicizing and disseminating the district's sexual harassment policy to staff. (cf. 4112.9/4212.9/4312.9 - Employee Notifications)
3. Ensuring prompt, thorough, and fair investigation of complaints.
4. Taking timely and appropriate corrective/remedial actions. This may require interim separation of the complainant and the alleged harasser, and subsequent monitoring of developments.

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or take other subsequent necessary action. Complaints of sexual harassment shall be filed in accordance with AR 4031 - Complaints Concerning Discrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint. (cf. 4031 - Complaints Concerning Discrimination in Employment)
Any district employee who engages or participates in sexual harassment, or who aids, abets, incites, compels, or coerces another to commit sexual harassment against a district employee, job applicant, or student, is in violation of this policy and is subject to disciplinary action, up to and including dismissal.

(cf. 4117.4 - Dismissal)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

January 2013

Board Policy 5145.9 – HATE MOTIVATED BEHAVIOR
The Governing Board affirms the right of every student to be protected from hate-motivated behavior. Students demonstrating hate-motivated behavior shall be subject to discipline in accordance with board policy and administrative procedures. It is the intent of the Board to promote harmonious relationships that enable students to gain a true understanding of the civil rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, color, national origin, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, or religious beliefs or practices shall not be tolerated. This policy is to be posted in every classroom.

District staff will follow all applicable California Education Code sections, U.S. Department of Education guidelines, California Penal Code sections, and district policies in reporting such instances of hate-motivated behavior as provided by law.

Any student who feels that he/she is a victim of hate-motivated behavior shall immediately contact the principal or designee. Students demonstrating hate-motivated behavior shall be subject to discipline in accordance with board policy and administrative procedures. If any party involved believes that the situation has not been remedied by the principal or designee, he/she may file a complaint in accordance with district complaint procedures, which are to be prominently displayed in every classroom.

Students who are the victims of hate-motivated behavior will have the opportunity to receive counseling, guidance, and support. The district will also provide required counseling, appropriate sensitivity training, and diversity education for students exhibiting hate-motivated behavior.

The district will provide age-appropriate curriculum/instruction to help promote understanding of and the respect for human rights. In addition, at the beginning of the school year, students will receive and sign for a copy of the district’s policy on hate-motivated behavior.

Staff

Staff who receive notice of hate-motivated behavior or personally observe such behavior shall notify the principal or designee. The principal or designee shall reserve the right to contact law enforcement as he/she deems necessary. If any party involved believes that the situation has not been remedied by the principal or designee, he/she may file a complaint in accordance with district complaint procedures.

All staff will receive ongoing training to recognize and report hate-motivated behavior and methods for handling such behavior in appropriate ways.

District Administration

The district will provide all employees ongoing training to recognize and report hate-motivated behavior and methods for handling such behavior in appropriate ways.

The district will provide age-appropriate instructional curriculum for students to help promote understanding of and respect for human rights.

The district will provide counseling, guidance, and support as necessary to those students who are victims of hate-motivated behavior. The district will also provide required counseling, appropriate sensitivity training, and diversity education for students exhibiting hate-motivated behavior.

The superintendent or designee shall ensure that staff receives appropriate training to recognize hate-motivated behavior and methods for handling such behavior in appropriate ways.

The district shall provide age-appropriate instruction to help promote understanding of and respect for human rights.

At the beginning of each school year, students and staff shall receive a copy of the district's policy on hate-motivated behavior.

April 2013
## Section B: Procedural Exemptions that Parents May Exercise

<table>
<thead>
<tr>
<th>Law/Education Code</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 49451</td>
<td>Parents refusal to consent to a student’s physical examination</td>
</tr>
<tr>
<td></td>
<td>A child may be exempt from physical examinations whenever the parents file a written statement with the school principal stating that they will not consent to routine physical exam of their child. Whenever there is good reason to believe the child is suffering from a recognized contagious disease, the child will be excluded from school attendance.</td>
</tr>
<tr>
<td>Health and Safety Code 120325 &amp; 120335</td>
<td>Immunizations</td>
</tr>
<tr>
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<td>Beginning with the 2011-2013 school year, all students entering 7th through 12th grades must be immunized with a pertussis (whooping cough) vaccine booster called Tdap. The new requirements affects all students – current, new and transfers – in public and private schools.</td>
</tr>
<tr>
<td>Health and Safety Code 120375</td>
<td>Immunizations prior to enrollment</td>
</tr>
<tr>
<td>(a) The governing authority of each school or institution included in Section 120335 shall require documentary proof of each entrant’s immunization status. The governing authority shall record the immunizations of each new entrant in the entrant's permanent enrollment and scholarship record on a form provided by the department. The immunization record of each new entrant admitted conditionally shall be reviewed periodically by the governing authority to ensure that within the time periods designated by regulation of the department he or she has been fully immunized against all of the diseases listed in Section 120335, and immunizations received subsequent to entry shall be added to the pupil’s immunization record. (b) The governing authority of each school or institution included in Section 120335 shall prohibit from further attendance any pupil admitted conditionally who failed to obtain the required immunizations within the time limits allowed in the regulations of the department, unless the pupil is exempted under Section 120365 or 120370, until that pupil has been fully immunized against all of the diseases listed in Section 120335.</td>
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</tr>
<tr>
<td>Health and Safety Code 124085</td>
<td>Child health and disabilities prevention program</td>
</tr>
<tr>
<td>Sections 49455</td>
<td>Vision appraisal</td>
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<td>The district is required to appraise each student’s vision upon initial enrollment and every third year thereafter until the student completes the 8th grade. The appraisal shall include tests for visual acuity and color vision; however, color vision shall be appraised once and only on male students. The evaluation may be waived upon presentation of a certificate from a physician or optometrist setting out the results of a determination of the student’s vision, including visual acuity and color vision.</td>
</tr>
<tr>
<td>Section 49451 and 49452.5</td>
<td>Scoliosis screening notice</td>
</tr>
<tr>
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<td>In addition to the physical examinations required pursuant to Sections 208, 321 and 323.7 of the Health and Safety Code, the district is required to provide for the screening of every female student in grade 7 and every male student in grade 8 for the condition known as scoliosis.</td>
</tr>
<tr>
<td>Section 49452.8</td>
<td>Oral health assessment</td>
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<td>Any student enrolled in kindergarten in a public school, or enrolled in first grade in a public school if the student was not previously enrolled in kindergarten in a public school, must present proof of having received an oral health assessment that was performed no earlier than 12 months prior to the date of the initial enrollment of the student. This proof must be provided no later than May 31 of the school year.</td>
</tr>
<tr>
<td>Section 46014</td>
<td>Regulations regarding absences for religious purposes</td>
</tr>
<tr>
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<td>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.</td>
</tr>
<tr>
<td>Section 49073</td>
<td>Release of student directory information</td>
</tr>
<tr>
<td></td>
<td>The district also makes student directory information available in accordance with state and federal laws. This means that each student’s name, birth date, address, telephone number, email address, major course of study, participation in school activities, dates of attendance, awards, and previous school attendance may be released in accordance with board policy. In addition, height and weight of athletes may be made available. Appropriate directory information may be provided to any agency or person except private, profit-making organizations (other than employers, potential employers or the news media). Names and addresses of seniors or terminating students may be given to public or private schools and colleges. Parents and eligible students will be notified prior to the destruction of any special education records.</td>
</tr>
<tr>
<td>Section 49073.5</td>
<td>Providing student information to military recruiters</td>
</tr>
<tr>
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<td>Parents of secondary students may request in writing that the student’s name, address, and telephone listing not be released to armed forces recruiters without prior written parental consent.</td>
</tr>
</tbody>
</table>

## Section C: Instructional Exemptions that Parents May Exercise

<table>
<thead>
<tr>
<th>Law/Education Code</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 32255</td>
<td>Right to refrain from harmful or destructive use of animals</td>
</tr>
<tr>
<td></td>
<td>Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals.</td>
</tr>
<tr>
<td>Section 51240</td>
<td>Excuse from health, family life, and sex education instruction due to religious beliefs</td>
</tr>
<tr>
<td></td>
<td>Upon written request of a parent, students shall be excused from the part of any school instruction in health if it conflicts with the religious training and beliefs of a parent, including personal moral convictions.</td>
</tr>
<tr>
<td>Section 51550</td>
<td>Sex education courses</td>
</tr>
<tr>
<td></td>
<td>Districts shall annually notify parents about instruction in comprehensive sexual health education and HIV/AIDS prevention education and research on student health behaviors and risks planned for the school year. Written and audiovisual educational materials used in such education are available for inspection. You will be notified prior to the commencement of any such instruction as to whether the instruction will be taught by district personnel or by outside consultants in class or during an assembly. A copy of the law pertaining to such instruction is available upon request from the district. You may request in writing that your child not receive comprehensive sexual health education and/or HIV/AIDS prevention education. The law also authorizes the district to use 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 concerning or practices relating to sex. The district must notify you in writing before any such test, questionnaire, or survey is administered and provide you with an opportunity to review the test and request in writing that your child not participate.</td>
</tr>
</tbody>
</table>
Dear Parent/Guardian:

LOCAL CONTROL AND ACCOUNTABILITY PLAN (EC §§52060-52077):

The District is required to adopt a three-year Local Control and Accountability Plan (LCAP) and to update the LCAP on or before July 1 of each subsequent year. The LCAP is required to identify annual goals, specific actions geared toward implementing those goals, and must measure progress for student subgroups across multiple performance indicators based on eight priorities set by the State. The priorities must be aligned to the District’s spending plan. The LCAP must be approved before the annual District budget can be adopted. Once the budget and LCAP are adopted at the local level, the Plan will be reviewed by the County Superintendent to ensure alignment of projected spending toward goals and services. The following are the eight State priorities:

1. Providing all students access to fully-credentialed teachers, instructional materials that align with State standards, and safe facilities;
2. Implementation of and student access to State academic content and performance standards;
3. Parent involvement and participation;
4. Improving student achievement and outcomes along multiple measures;
5. Supporting student engagement;
6. Highlighting school climate and connectedness;
7. Ensuring all students have access to classes that prepare them for college and careers; and
8. Measuring other important student outcomes related to required areas of study.

The Board of Education is required to establish a Parent Advisory Committee (PAC) and English Learner Parent Advisory Committee (ELPAC) to provide advice to the Board of Education and the Superintendent regarding the LCAP. (ELPACs are required if enrollment in the school district includes at least 15% English learners and the district enrolls at least 50 pupils who are English learners. Districts are not required to establish a new ELPAC if an English Learner Parent Committee has already been established). PACs shall include parents or legal guardians of low income students, English learner students, and foster youth.

Each District is required to consult with its teachers, principals, administrators, other school personnel, local bargaining units, parents, and pupils in developing the LCAP. As part of this consultation process, districts must present their proposed plans to the PAC and ELPAC. The advisory committees can review and comment on the proposed plan. Districts must respond in writing to the comments of the PAC and ELPAC. Districts are also required to notify members of the public that they may submit written comments regarding the specific actions and expenditures proposed in the LCAP.

Districts must hold at least two public hearings to discuss and adopt (or update) their LCAPs. The district must first hold at least one hearing to solicit recommendations and comments from the public regarding expenditures proposed in the plan, and then adopt (or officially update) the LCAP at a subsequent hearing.

Districts are required to post on the school district website the LCAP approved by the Board of Education and any updates or revisions to the LCAP, and establish policies for filing a complaint of noncompliance under Education Code section 52075 using the Uniform Complaint Procedures. Information regarding the requirements for a LCAP and the complaint process shall be provided to pupils, parents, guardians, and employees on an annual basis.
Fairfield-Suisun Unified School District

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David C. Isom
Board President

Judi Honeychurch
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Pat Shamansky
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Jonathan Richardson
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Kris Corey