

ELK GROVE UNIFIED SCHOOL DISTRICT

Excellence by Design



www.EGUSD.net



Artwork by
Emma Prosio,
Sheldon High
School



PARENT AND STUDENT HANDBOOK 2018-2019

Follow us, like us, watch us!
@ElkGroveUnified



MESSAGE FROM THE SUPERINTENDENT

Dear Parents and Guardians,

Elk Grove Unified School District's primary mission is to serve every student learning in every classroom, in every subject, every day in order to prepare them to be college, career and life ready graduates. By collaborating with families and the community, we can make a positive difference in the life of each student we serve.

My team and I welcome you to stay engaged in your child's education by volunteering your time, meeting with your child's teachers, school and District administrators and staff or by attending activities and special events. Our decision-making stems from a code of human dignity and respect informed by a culturally sensitive perspective and where we act in the best interest of our students with the high expectation that as they grow and develop, by maintaining a safe, healthy and caring learning environment, they can access every opportunity, support and resource available to become college, career and life ready.

I firmly believe that the only way kids can improve their performance is if we, the adults, get better and better at what we do by making a commitment to our own involvement in learning and relationship building. I also believe that a connected student is a successful student and that this same philosophy can apply to our families.

This Parent and Student Handbook outlines our expectations and provides information to help you understand our District policies and procedures. The guide also acts as a reference to state and federal laws related to public schools. Our website also complements this handbook by providing more robust information about the many programs and services we offer. One of our strategic goals focuses on family and community engagement and in addition to our handbook and website, parents and students have access to information via newsletters, flyers, mass notifications sent by phone, email and/or texts, as well as social media to stay informed and engaged.

Sincerely,



Christopher R. Hoffman
Superintendent

- BOARD OF EDUCATION -



Beth Albiani,
Trustee Area 5



Nancy Chaires Espinoza,
Trustee Area 6



Carmine S. Forcina,
Trustee Area 7



Chet Madison, Sr.,
Trustee Area 3



Dr. Crystal Martinez-Alire,
Trustee Area 2



Anthony "Tony" Perez,
Trustee Area 1



Bobbie Singh-Allen,
Trustee Area 4

OUR MISSION

The Elk Grove Unified School District (EGUSD) will provide a learning community that challenges ALL students to realize their greatest potential.

THE DISTRICT SERVES A DIVERSE COMMUNITY

Elk Grove Unified, located in one of the most diverse areas of California, is an award-winning district known for its commitment to academic excellence and learning for all students. The District is the fifth largest school district in California and the largest in Northern California, serving more than 63,000 students representing 88 different languages spoken. The District has 67 schools: (42 elementary schools, 9 middle schools, 9 high schools, 4 alternative schools including one virtual online K-8 program, 1 charter school, 1 special education school, 1 adult education school and offers preschool programs at 15 school sites.

The District covers 320 square miles within the City of Elk Grove, the City

of Sacramento, the City of Rancho Cordova, and the unincorporated area of Sacramento County. Offering a multitude of educational programs, including more than 70 career-themed academies and pathways within 15 industry sectors, we prepare our students for college, career and life, supporting them with the means to be creative problem solvers, self-aware, self-reliant, and self-disciplined; technically literate; effective communicators and collaborators; and engaged in the community as individuals with integrity. We integrate rigorous academics with career-based learning and real world workplace experiences and ensure that *Every Student is Learning, in Every Classroom, in Every Subject, Every Day to Prepare College, Career, and Life Ready Graduates.*

STUDENTS TAUGHT CIVIC RESPONSIBILITIES

Elk Grove Unified recognizes the role of parents in developing civic values and ethical behavior in their children. To support and assist parents, the District is committed to providing strong, high quality instructional programs that help students develop civic values and good behaviors so that they will grow into responsible citizens, family members and workers.

The District teaches civic values and ethics that focus on honesty, respect, responsibility and morality (understanding and doing what is right, both legally and ethically).

Parents identified these principles as “common core civic values” that they wanted taught in school. Parents also support the teaching of human dignity, empathy, justice, civility, courage and community (concern for the common good). These standards are part of everyday lessons appropriate for each grade level.

The District encourages community service by all students so that they learn the importance of giving back to their community. The District also has an award-winning service-learning program.

PARENT AND STUDENT RIGHTS

This Parent and Student Handbook contains important information about laws related to public schools and your rights and responsibilities as a parent. This includes laws pertaining to the federal Every Student Succeeds Act (ESSA) and the military's access to information about high school students. The handbook also contains useful information to help parents guide their child's education. Additional information is available on the District's website. In our efforts to be more environmentally friendly, parents can also choose to receive this Parent and Student Handbook electronically by selecting that option on your child's opt-out form that is submitted every year.

CALIFORNIA DASHBOARD

The California School Dashboard is a state run website that features easy-to-read reports on multiple measures of school success, including test scores, graduation rates, English learner progress and suspension rates. The Dashboard is part of California's new school accountability system based on 2013's Local Control Funding Formula. The new performance measurement tool is one step in a series of major shifts in public education that have raised the bar for student learning, transformed testing and placed the focus on equity for all students.

www.egusd.net/about/district/california-school-dashboard

SCHOOL ACCOUNTABILITY REPORT CARDS (SARC)

California public and nonpublic, nonsectarian schools annually provide information to the community to allow public comparison of schools for student achievement, environment, resources and demographics. Both a long detailed format and a short executive summary are posted for parents to learn more about the schools in our community. The current School Accountability Report Card (SARC) is available online at the Elk Grove Unified School District website at www.egusd.net/academics/assessments/school-accountability-report-cards. Each school's SARC summarizes the school's mission, goals, accomplishments, and highlights the school's unique programs. In addition, state law requires that the SARC contain all of the following: demographic data, school safety and climate for learning information, academic data, school completion rates, class sizes, teacher and staff information, curriculum and instruction descriptions, postsecondary preparation information, fiscal and expenditure data.

Federal law, the Every Student Succeeds Act, requires that SARCs contain reports concerning the "adequate yearly progress" of students in achieving state academic achievement standards; graduation rates at the secondary level; and the extent to which teachers hold full credentials.

A hard copy of these reports can be requested by visiting your child's school office. Additionally, these reports have been translated in Spanish, Hmong and Vietnamese at schools with large populations of families who speak these languages. Any questions regarding the SARCs can be answered by your child's principal or by contacting Learning Support Services at (916) 686-7712.

If you need assistance understanding this document, please call (916)793-2953.

Español: Si usted necesita apoyo comprendiendo este documento, por favor llame al (916)-793-2953, extensión 67099.

Hmoob: Yog koj xav tau kev pab kom nkag siab thiab totaub daim ntawv, thov hu rau (916) 793-2953, extension 67101.

Ngôn Ngữ Tiếng Việt: Nếu bạn cần trợ giúp để hiểu tài liệu này, xin vui lòng gọi số (916) 793-2953, đường dây nối kết 67093.

TABLE OF CONTENTS

INTRODUCTION & WELCOME

Code of Conduct.....	vi
Respect and Civility	vi
School Rules	vi
Student Expectations.....	vi
Graduate Profile	vi

Responsibilities vii

Administrator Responsibilities.....	vii
Parent/Guardian Responsibilities	vii
Student Responsibilities	vii

Enrollment and Registration viii

EGUSD School Boundaries.....	viii
Enrollment and Registration	viii
Early Childhood and Pre-Kindergarten Education Programs	ix
Parent-Child Playgroups	ix
Head Start	ix
California State Preschool Program	ix
Title I Preschool	ix
Oral Health Information.....	ix
Physical Exam - Kindergarten and First Grade.....	x
Immunizations.....	x
Proof of Residency	x
Attendance in District in Which Parent / Guardian is Employed	xi
Parent and Student Living at Parent's Place of Employment for a Minimum of 3 Days During the School Week	xi
Homeless Enrollment Dispute Resolution Process	xi
Bus Transportation Services	xi
Bus Route Updates.....	xii
School Messenger: How to Subscribe and Opt-In to Receive Text Messages	xii
EGUSD Virtual Academy	xii
Notice of Alternative Schools	xii
Persistently Dangerous School Choice Enrollment Options	xii
Pupils in Hospitals Outside of School District	xii
Summer School	xiii
Approved Title I Program	xiii
Elimination of No Child Left Behind Teacher Requirements	xiii
Program Improvement.....	xiii
School Choice	xiii
School Support and Improvement Activities	xiii
Adult and Community Education (EGACE)	xiii

Transfers..... xiv

Academic Program/Childcare Transfers	xiv
EGUSD Open Enrollment.....	xiv
InterDistrict Policies and Procedures	xiv
IntraDistrict Transfer Request Criteria and Procedures	xiv
Medical/Health Transfers	xv
Transfer of Student with Misdemeanor	xv

HIGH QUALITY INSTRUCTION, GRADUATION, COLLEGE AND CAREER PLANNING

High Quality Instruction 1

State Standards	1
Instructional Materials Review Process	1
Minimum Days & Pupil Free Staff Development Days	1
Promotion and Retention.....	1
EGUSD Course Catalogs.....	2
Career Connected Learning: Academies, Pathways & Career Technical Education Courses.....	2
Educational Use of the Internet.....	3
Digital Citizenship	3
Web & Social Media Page Creation.....	4

Homework Supports Classroom Learning.....	4
Individualized Instruction	4
Dissection of Animals	4
Family Life Education	5
Notification of Films, Videos, Digital Media Content, and Television Shown at School	5
Student Fees, Deposits and Charges.....	6
Advancement Via Individual Determination (AVID)	6
Character Education/Unity	6
English Learner Program (EL).....	6
Gifted and Talented Education (GATE)	6
Honors, Advanced Placement (AP) and International Baccalaureate (IB)	6
Native American Education Program.....	6
Services to Disabled Pupils.....	6
Special Education	7
Student Online Learning (APEX).....	7

Graduation 8

EGUSD Graduation Requirements	8
Requirements For Students Living in Active Duty Military Households; Former Juvenile Court School Students; Homeless Students and Foster Youth.....	8
Student Records.....	8

College and Career Preparation 9

College and University A-G High School Courses.....	9
CSU & UC Admissions Requirements.....	9
Community College/CSUS Dual Enrollment	10
California Colleges Tool for Students and Families.....	10
Guidance Counseling.....	10
Withholding Grades, Diploma or Transcripts	10

WELLNESS: STUDENT HEALTH, SUPPORT, NUTRITION, TRANSPORTATION & SAFETY

Student Health, Support & Nutrition..... 11

EGUSD Wellness	11
Student Accident Insurance	11
Covered California.....	11
Medication.....	11
Notice to School of Non-episodic Condition	12
Private Duty Nurses	12
Physical Examination Exemptions.....	12
Lactation Accommodation for Students	12
Married/Pregnant/Parenting Students.....	13
Scoliosis (Curvature of the Spine) Screening	13
Sun Protection	13
Vision and Hearing Appraisal.....	13
Food and Nutrition Services.....	13
HealthierUS School Challenge Award Recognition.....	14
Foster Youth Services	14
Homeless Education Program	15
Additional State Laws Regarding Homeless Students	15

Transportation 16

Offload Students.....	16
Bus Passes	16
Transportation Safety and Helpful Tips at the Bus Stop.....	16
Foggy Day / Inclement Weather Policy	17
You Can Help Us with Traffic	17
Safe Routes to School	17
Safety Tips To & From School	17
School Safety Plan.....	17

Prevention and School Safety 18

Bullying Policy	18
Bullying Prevention	18

TABLE OF CONTENTS

Bully Prevention in PBIS	18
Comprehensive Sexual Health and HIV/AIDS Prevention	18
Crime Reporting	18
Drug, Alcohol, Steroid and Tobacco Prevention Programs	18
Drug and Weapon Prevention	19
Positive Behavior Interventions and Supports (PBIS)	19
Suicide Prevention	19
Student in Crisis: What to Do	19
Student In Crisis: Communication	20
Student in Crisis: What to Avoid When Helping.....	20
Student Crisis: Warning Signs	20
Attendance is Key to Academic Success.....	20
Facts About Attendance	20
Confidential Medical Services Related to Attendance	20
Failure to Ensure Student Attendance.....	21
General Absences.....	21
Leaving School at Lunch Time.....	21
School Attendance Review Board (SARB)	21
Important Notices & Students Rights	22
Annual Notice of the Uniform Complaint Procedures (UCP) 2018-2019 School Year.....	22
Cell Phones, Pagers, Electronic Signaling Devices	23
Non-Discrimination, Harassment, Intimidation and Bullying	23
Sexual Harassment Policy	23
Student Rights.....	24
Immigration Enforcement—"Know Your Rights"	24
Student Rights under Title IX	24
Title IX Coordinators.....	25
Filing a Title IX Complaint with the District.....	25
Student Rights Pursuant to Education Code Section 221.8	25
Student Discipline	26
Disciplinary Practices	26
Alternatives, Interventions and Progressive Discipline.....	26
Grounds for Suspension or Expulsion	26
The Role of Parents and Guardians.....	27
Behavioral Requirements for Participation in Graduation	27
Ceremonies.....	27
Prohibition on Possession and Use of Tobacco and Nicotine Products.....	27
Law Enforcement Partnerships	27
Interview of a Student by Law Enforcement.....	27
Release of a Student to Peace Officer.....	28
Search and Seizure Policy.....	28
Williams Settlement Complaint Procedure.....	28
Table of Education Codes Related to Discipline	29

ASSESSMENTS, DATA ANALYSIS, ACTION, EXAMS & SURVEYS

California High School Proficiency Examination (CHSPE)	33
Assessments & Testing.....	33
CAASPP (California Assessment of Student Performance and Progress)	33
SBAC (Smarter Balanced Assessment Consortium)	33
CAST (California Science Tests)	33

CAA (California Alternate Assessments)	33
ELPAC (English Language Proficiency Assessments for California)	33
PFT (Physical Fitness Test).....	33
College Entrance Exams.....	33
AP Financial Assistance	34
Tests/Surveys on Personal Beliefs.....	34
Student Surveys, Tests and Questionnaires Regarding Sexual Attitudes and Practices	34
California Dashboard	34

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

Family Engagement.....	35
Parent Emergency Notification	35
Emergency Auto-Dialer System	35
Synergy ParentVUE Portal	35
Communication on Student Achievement.....	35
Email Communication with Teachers.....	36
Challenging Student Records	36
Resolution of Challenge/Appeals.....	36
Child Care & Child Development.....	36
Subsidized Child Care	36
Other Extended-Day Services.....	36
Before-and After-School Recreation Services	36
Child Custody.....	36
Tips for Helping Your Child Succeed	37
Meetings with Teachers or other School Staff	37
Resolving Concerns	37
Americans With Disabilities Act	38
Cal Grant GPA Submission	38
English Learner (EL) Program	38
Structured English Immersion (SEI)	38
English Language Mainstream (ELM)	38
Interpreting Services.....	38
How to Volunteer	38
Volunteer Background Check	38
Tuberculosis Clearance for Volunteers	39
Child Protection Responsibility	39
Opt-Out Form	39
Local Control Funding Formula (LCFF) and Local Control Accountability Plan (LCAP)	39
Multimedia Access	39
Release of Directory Information	40

School Learning Environment..... 41

Management Plan for Asbestos-Containing Material.....	41
Pesticide Use	41
Storm Water Management.....	41

DIRECTORY INFORMATION

District Offices Contact Information	42
School Phone Directory	42
EGUSD Regional Student Support Centers.....	43

At the back of this handbook you will find a sample form that will be sent home with students from their school at the beginning of the year. The form allows parents to "opt-out" of media visits, release of directory information, viewing PG-13 or R-rated movies, the family life program and if you would like to receive a handbook electronically instead of by paper. If you have any questions about this form, please contact EGUSD Communications at (916) 686-7732.

GUIDING PRINCIPLES AND CODE OF CONDUCT

CODE OF CONDUCT

To encourage a consistent, firm, and fair culture of discipline that affirms positive behavior, the Elk Grove Unified School District has adopted a district-wide standard of conduct that includes the rights and responsibilities of students, student expectations, interventions for specific disruptive behaviors, and appropriate consequences. Schools may personalize campus rules, but must be consistent with the district-wide standards.

RESPECT AND CIVILITY

We believe everyone (students and District employees) deserves to be treated with respect. We serve many multilingual, multiracial and multicultural students and their families and we want to be a model district striving to ensure that everyone feels welcome in our schools. The school district will not tolerate behavior by students, staff or visitors that insults, degrades or stereotypes any race, gender, disability, physical characteristic, ethnic group, sexual preference, age, national origin or religion. Appropriate consequences for violating the District's Human Dignity Policy are specified in this handbook. In addition, any person who comes onto a school campus or other school facility, and there is reasonable cause to believe that their conduct has

willfully disrupted the orderly operation of such campus/facility, is subject to having their permission to remain withdrawn by the chief administrator and/or may be subject to arrest. [Penal Code 626.4, 626.8]

SCHOOL RULES

You have a right to review school rules regarding student discipline. If you wish to do so, please contact the school office. [E.C. 35291, 48980]

STUDENT EXPECTATIONS

Students are expected to be good citizens and:

- Follow rules and laws.
- Avoid mutual combat situations and any activity that has the potential to cause a verbal or physical conflict.
- Respect authority, property and the rights of others.
- Display acts of tolerance in promoting human dignity that are characterized through respect, sensitivity and care exhibited in the interaction of staff and students regardless of race, gender, disability, physical characteristics, ethnic group, language, sexual orientation, age, national origin or religion.
- Maintain standards of integrity and responsibility.

GRADUATE PROFILE

An Elk Grove Unified School District graduate demonstrates readiness to succeed in college, career, and life through:



CREATIVE PROBLEM-SOLVING

- ANALYSES PROBLEMS BY EXERCISING CRITICAL THINKING TO FORMULATE AND ASK PERTINENT QUESTIONS
- DEVELOPS SOLUTIONS USING INNOVATIVE, INVENTIVE, AND INTUITIVE IDEAS AND APPROACHES
- UTILIZES RESOURCES AND PROCESSES NECESSARY TO SOLVE PROBLEMS



SELF-AWARENESS, SELF-RELIANCE, SELF-DISCIPLINE

- POSSESSES AND APPLIES SKILLS NECESSARY FOR LIVING INDEPENDENTLY
- SETS AND MEETS REALISTIC, MEASURABLE GOALS; MAKES ADJUSTMENTS AS NEEDED
- ARTICULATES STRENGTHS, WEAKNESSES, ABILITIES, AND LIMITATIONS AS THESE APPLY TO ACHIEVING PLANS AND GOALS AFTER GRADUATION
- MANAGES AND BALANCES TIME, RESOURCES, AND RESPONSIBILITIES



TECHNICAL LITERACY

- DEMONSTRATES MASTERY OF TECHNOLOGY NECESSARY FOR COLLEGE AND CAREER SUCCESS
- EXHIBITS WILLINGNESS TO LEARN AND UTILIZE NEW TECHNOLOGY
- UNDERSTANDS THE EVOLVING ROLE OF TECHNOLOGY IN INDUSTRY AND SOCIETY



COMMUNICATION AND COLLABORATION

- ARTICULATES THOUGHTS AND IDEAS IN ALL FORMS OF COMMUNICATION: ORAL, WRITTEN, AND NON-VERBAL
- READS, LISTENS AND OBSERVES CORRECTLY
- RELATES TO AND COLLABORATES WITH DIVERSE GROUPS TO ACHIEVE A COMMON PURPOSE



COMMUNITY ENGAGEMENT

- DEMONSTRATES KNOWLEDGE ABOUT SCHOOL, LOCAL, AND GLOBAL ISSUES
- RESPECTS CULTURAL DIFFERENCES
- PARTICIPATES IN DIVERSE SCHOOL AND COMMUNITY ORGANIZATIONS WILLINGLY AND COOPERATIVELY



INTEGRITY

- MAKES COMMITMENTS AND KEEPS THEM, GIVING FULL EFFORT
- TAKES RESPONSIBILITY FOR ACTIONS
- ACTS WITH HONESTY, AUTHENTICITY, AND SINCERITY

RESPONSIBILITIES

ADMINISTRATOR RESPONSIBILITIES

The teachers and administrators of the Elk Grove Unified School District demonstrate appropriate school and classroom behavior in their attitudes and in their communication with students and parents. Each school is expected to:

- Adopt a comprehensive school safety plan and disaster preparedness procedures.
- Establish an environment in which students can meet their academic standards.
- Communicate regularly with students and their families about their child's academic progress and behavior.
- Involve students in an ongoing process of self-evaluation.
- Communicate the District's standards of behavior.
- Enforce District policy and school rules fairly and consistently.
- Communicate absences to parents.

As representatives of the school and District, administrators will:

- Establish and enforce school rules to ensure a safe educational environment.
- Provide support to teachers as they carry out their discipline responsibilities.
- Communicate school rules and consequences to students, families and staff.
- Support students by involving them in activities that increase confidence in accepting their academic responsibilities.

PARENT/GUARDIAN RESPONSIBILITIES

Every member of the school community shares the responsibility for maintaining a safe and productive environment at your child's school. As a parent or guardian of a child in our school district, you share in this responsibility when you:

- Accept the rights and authority of the school and the Board of Education to maintain standards of behavior for all students.
- Understand the rules. Please review the District's Parent & Student Handbook with your family.
- Get your students to school on time every day. Understand that punctuality and good attendance are family responsibilities.
- Know that children rely on their parents to make certain they arrive at school on time and ready to learn.
- Provide a suitable time and place for study at home. Parents have a great influence on the study habits of their children.
- Keep track of your child's academic achievement. Children learn more when somebody monitors their progress.

As a parent or guardian, you have a right to:

- Information about your children's achievement, behavior in school and attendance.
- A safe environment that is non-threatening and allows your children to achieve.

- Information about all school rules, regulations and expectations.

Parents or guardians are liable for all damages caused by the willful misconduct of their minor children, which result in death or injury to other students, school personnel or damage to school property. Also, the District will not be responsible for damage caused by any student to any item of personal property which another student brings to school.

Parents are also liable for any school property loaned to the student that is willfully not returned. Parents' or guardians' liability may be as much as \$18,700 in damages and another maximum of \$18,700 for payment of a reward, if any. These amounts are expected to be indexed and rise annually.

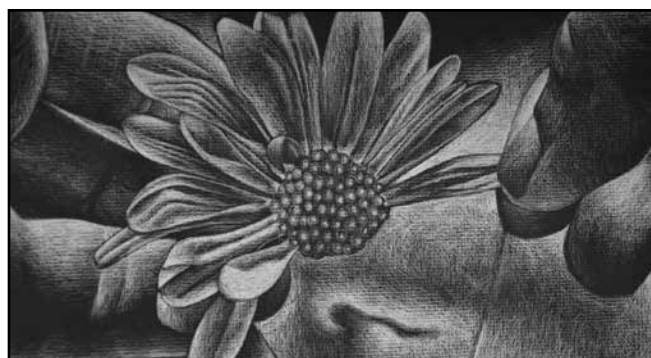
The District may withhold the grades, diploma or transcript of the student responsible until such damages are paid, the property returned or until completion of a voluntary work program in lieu of payment of money.

If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities or otherwise willfully defies the authority of school personnel and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. [E.C. 48900.1, 48904, 48914; Civil Code 1714.1]

STUDENT RESPONSIBILITIES

Every student shares the responsibility for maintaining a safe and productive environment at school. You make an important contribution to your school when you:

- Respect the authority of teachers, principals and all school staff members.
- Comply with the standards of conduct of your school and the District.
- Follow the rules of the classroom and your school.
- Inform an adult authority of any situation that would pose a danger to yourself or others.
- Attend school every day.
- Arrive at class on time and prepared to work.
- Bring necessary books and materials.
- Pay attention in class.
- Complete class work and homework on time.
- Keep track of your own progress.



Artwork by Justina Ibarra,
Sheldon High School

ENROLLMENT AND REGISTRATION

EGUSD SCHOOL BOUNDARIES

If you are moving and want to know which school your child will attend, you may use the School Locator Tool online. To find this tool on the District website, click on 'Enrollment' then 'Boundary Information':

www.egusd.net/enrollment/boundary-info.

Please know the District cannot guarantee any child attendance at a particular school, regardless of where the child lives. However, every child is guaranteed a place somewhere in the District. There may be instances when a school is filled to capacity. This could result in new students being offloaded to another school in the District.

The Elk Grove Unified School District must periodically change its school boundaries. For example, school boundaries are changed when new schools open or as necessary to balance enrollment. In practical terms, this means some students may have to change schools.

If you need further assistance, please call the District's Boundary Hotline at (916) 686-7755.

In addition to asking where your child will attend school, you may also wish to ask "Have any boundary changes been approved for this area? If so, when will they take effect and where will my child attend school after they take effect?" Staff members answering the Boundary Hotline can also answer other questions related to school boundaries.

ENROLLMENT AND REGISTRATION

Enrollment decisions should be made in the best educational interest of your child. In addition to your neighborhood school, the Elk Grove Unified School District offers a variety of programs that appeal to students' interests and talents. If you have a child who will soon enter kindergarten or have children already in school, this section has important information about registering your child for school, open enrollment and transfers. You may register your child for the current school year at any time, as soon as you establish residency within the District boundaries.

Step 1: Determine your child's educational needs and objectives.

Step 2: Become familiar with your neighborhood boundary area. Use our online school boundary locator to identify your home school. (See *EGUSD School Boundaries*)

Step 3: Pick up and complete a registration packet from your home school, review your registration checklist and submit registration materials to your home school.

Step 4: Get involved and/or learn about our student services and support programs.

WHAT IS YOUR CHILD'S AGE?

- **Early Childhood and Pre-Kindergarten Education:** 0-5 years
- **Transitional Kindergarten:** 5 years old between September 2 and December 2
- **Kindergarten:** 5 years old on or before September 1
- **Elementary or Secondary:** 6 years or older (In Elk Grove

Unified, schools are aligned by grade level uniformly.
Elementary School: Grades PreK – 6th; Middle School: Grades 7th – 8th; High School: 9th – 12th)

TO REGISTER

Early Childhood and Pre-Kindergarten Education: The Elk Grove Unified School District's Board of Education is committed to providing opportunities for pre-kindergarten education. Several programs help children from 0 – 5 years old prepare for kindergarten. The programs are funded through different sources and their requirements vary. (See *Early Childhood and Pre-Kindergarten Education Programs*.)

Grades TK-K: Each year, registration for Transitional Kindergarten and Kindergarten begins at the beginning of January. To register, pick up a registration packet from your home school. The packet will be time-stamped and dated by the school office staff. Return your completed registration packets by the first Monday in February.

Grades 1 - 12: You may register your child for the current school year at any time. Registration can be done at your child's home school as soon as residence within the district can be verified. Please see the Boundary Information page on our website to locate your home school. (See *EGUSD School Boundaries*)

REQUIRED DOCUMENTS

- Birth Certificate
- Immunization record
- Proof of residence within the district*
- All students entering 7th grade will need to provide proof that they have received an adolescent pertussis (whooping cough) booster shot (Tdap) prior to starting school.

* Residence Documents Required for Initial Enrollment for all K-12 Students:

Must produce ONE of the following for enrollment:

- Property tax receipts for the current residence
- Mortgage statements in parent/guardian name. If the home is under construction a title/deed or signed sales or purchase agreement in parent/guardian's name will be accepted. Additionally, a current PG&E, SMUD bill that indicates location of service, or a mortgage payment must be presented to the school within six months
- Rental/Lease agreement – current or recently signed in parent/guardian name. Additionally, two consecutive months of a current PG&E or SMUD bill in the parent/guardian name must be presented to the school within two months. Follow the rules of the classroom and your school.

AND

Must also produce ONE of the following for enrollment:

- Parent/guardian's motor vehicle registration with current residence

ENROLLMENT AND REGISTRATION

- Parent/guardian's driver's license with current residence
- Court documents indicating current residence
- Payment verification (paid invoice, credit card receipt, cashed check) for 2 consecutive months of 2 of the following utilities: gas, electricity, water, or garbage for the current residence must be presented within 2 months of enrollment
- Rent payment receipts for 2 consecutive months for the current residence must be presented within 2 months of enrollment
- Documentation from the Department of Human Assistance with current residence

Under state law, the District annually reviews the enrollment options available to pupils within the district. The District strives to maintain available enrollment options that meet the diverse needs, potential and interests of California pupils. Homeless students shall be immediately enrolled and, to the extent feasible, placed in their school of origin unless otherwise requested by their parent/guardian. In the case of an unaccompanied youth, the district liaison to the homeless shall assist in placement or enrollment decisions. If, after enrollment, it is determined that a student is not homeless as defined in the law, the district will follow policies in place to address fraud.

RESIDENCY RETENTION FOR THE STUDENTS OF DETAINED OR DEPORTED PARENTS

A student meets residency requirements when both of the following requirements are met: (1) the student's parent has departed California against his or her will, and the student can provide official documentation evidencing the departure; and (2) the student moved outside of California as a result of his/her parent leaving the state against his/her will, and the student lived in California immediately before moving outside the state.

The student must provide evidence of enrollment at a public school in California immediately before moving outside the state. Deported parents may designate another adult to attend school meetings and to serve as an emergency contact. No charges or fees of any kind, as allowed under Education Code section 48050, may be required for admission or attendance in these circumstances. [E.C. 48204.4.]

REGISTRATION PRIORITY AND PLACEMENT

Although most families who turn in their registration materials by the first Monday in February are likely to get into their home school, EGUSD is not able to guarantee placement for every child at their home school. Due to crowded conditions in the Elk Grove Unified School District, there is a possibility that your child may be reassigned to another Elk Grove Unified elementary school. Priority will be given to packets returned on time, based on the order picked up after registration begins.

EARLY CHILDHOOD AND PRE-KINDERGARTEN EDUCATION PROGRAMS

Elk Grove Unified is committed to providing opportunities for pre-kindergarten early childhood education by offering several programs that help 3 and 4-year old children get

ready for kindergarten. The programs are funded from different sources and their requirements vary by funding source. Head Start, Title I, and State Preschool programs are free to income eligible families. Champions and CDI are fee based Preschool programs.

PARENT-CHILD PLAYGROUPS

Parent-Child Playgroups is a parent participation program for family members and children from ages 0–3 years old.

HEAD START

Head Start is a federal program for preschool children from lower-income families. There are two class sessions available; 3.5 hours per day, Monday through Thursday and 6 hours per day Monday through Friday.

CALIFORNIA STATE PRESCHOOL PROGRAM

California's State Preschool income-eligible program is a state funded program serving 3 and 4-year-old children. State Preschool classrooms focus on preparing children for kindergarten. Classes are in session three hours per day, Monday through Friday.

TITLE I PRESCHOOL

Title 1 Preschool is for children who reside within the boundaries of a Title 1 school. The following elementary schools have a Title 1 preschool program: [Florin](#), [Samuel Kennedy](#), [Herman Leimbach](#), [Prairie](#), [David Reese](#), [John Reith](#), [Sierra Enterprise](#) and [Union House](#).

To register a child for any of these programs, please call (916) 686-7595.

CHAMPIONS PRESCHOOL PROGRAMS

Champions Preschool Programs builds confidence by providing activities that encourage exploration and discovery. We provide the freedom to solve problems as they develop skills in reading, math, and science. We focus on Language and Literacy Development, Executive Function, Creative Exploration, Physical Development and Wellness, Social and Emotional Development, and Cognitive Development.

- [Sunrise Elementary](#) – Morning preschool Offered
- [Adreani Elementary](#) – Full day Preschool Offered
- [Carroll Elementary](#) – Full day Preschool Offered

Please enroll at www.discoverchampions.com or call (916) 246-2154.

ORAL HEALTH INFORMATION

California law requires proof of a dental screening by May 31 of a student's first year of public school, kindergarten or first grade.

Primary teeth, also known as milk or baby teeth, play a vital role in children for eating, speaking, and smiling. They also hold space in the jaws for permanent teeth which are growing under the gums. Problems with primary teeth often cause pain and swelling which can cause distress to the child and lead to the inability to chew or speak properly.

ENROLLMENT AND REGISTRATION

Oral health is a valuable asset to a child's overall health and to learning. Oral health includes not only the teeth and gums, but also the hard and soft palate, the mucosal lining of the mouth and throat, the tongue, the lips, the salivary glands, the chewing muscles and the jaw. By children receiving an early thorough oral examination, it can detect the early signs of nutritional deficiencies as well as a number of systemic disease.

The screening must be done by a licensed dentist or other licensed or registered dental health professional within 12 months of enrollment. If a dental check-up cannot be obtained, parents may be excused from this requirement by filling out a form stating that the oral health assessment could not be completed because of one or more of the following reasons:

- Completion of an assessment poses an undue financial burden on the parent or legal guardian.
- Lack of access by the parent or legal guardian to a licensed dentist or other licensed or registered dental health professional.
- The parent or legal guardian does not consent to an assessment.

The law, California Education Code Section 49452.8, went into effect in 2007. The goal of the law is to establish dental care for every child. The screenings will identify children who need further examination and dental treatment.

Elk Grove Unified School District adheres to the same privacy requirements per the California Department of Education. For more information click on the link, www.cde.ca.gov/ds/ed/dataprivacy.asp.

Parents who have questions about the dental screenings can call the District's Student Support & Health Services Department at (916) 686-7568.

For additional support in accessing a dentist, call the toll-free telephone number to obtain eligibility requirements and request an application:

Health Families: (800) 880-5305

Medi-Cal : (800) 300-1506

Child Health and Disability Prevention Program: (916) 875-7151

Sacramento County Public Health Department: (916) 875-5881

PHYSICAL EXAM - KINDERGARTEN AND FIRST GRADE

State law requires that for each child enrolling in the first grade, the parent or guardian must present a certificate, signed by a physician, verifying that the child has received a physical examination within the last 18 months. If your child does not receive this exam, you must file a waiver with the school district stating the reasons you are unable to obtain such services. You must understand that your child may be sent home if you fail to provide the certificate or waiver, or if your child is suspected to be suffering from a contagious

disease. You may find it convenient to have your child immunized at the same time that the physical examination is conducted. [E.C. 49450; Health and Safety Code 124085, 124100, 124105] These services may be available to you at no cost through the Child Health and Disability Prevention Program (CHDP). For more information, you may contact Sacramento County CHDP at (916) 875-7151.

IMMUNIZATIONS

New immunization law known as SB 277, effective January 1, 2016, exemptions based on personal beliefs will no longer be an option for the vaccines that are currently required for entry into childcare or school in California. Personal beliefs exemptions on file for a child already attending childcare or school will remain valid until the child reaches the next immunization checkpoint at kindergarten (including transitional kindergarten), or 7th grade.

A student may not be admitted to school unless he/she has been fully immunized against Diphtheria, Pertussis (whooping cough), Tetanus, Poliomyelitis, Measles, Mumps, Rubella, Hepatitis B and Varicella. Students must be immunized for Varicella (chicken pox) or provide proof from a doctor stating the child had the disease. The required immunizations are available from the Sacramento County Department of Public Health or a physician.

California Law AB 354 requires all students entering, advancing or transferring into 7th grade provide proof of an adolescent whooping cough booster immunization (called "Tdap") before starting school in the fall.

Documented proof of immunization is required upon admission. Consistent with applicable laws, unless a student provides or has on file with the school a recognized medical exemption, the District shall exclude a student who is not properly immunized and will notify the parent/guardian to supply evidence that the student is properly immunized or is exempt from immunization for medical reasons. For information that is more detailed regarding student immunizations, please refer to the website of the California Department of Public Health, Immunization Branch: www.shotsforschool.org/laws/sb277faq.

For questions regarding school age immunizations requirements for your student, please call your school nurse.

PROOF OF RESIDENCY

Proof of residency may be established by showing the following:

Must Produce One:

- Property tax receipts for the current residence.
- Mortgage statements in parent/guardian's name. If the home is under construction, a title/deed or signed sales or purchase agreement in parent/guardian's name will be accepted. Additionally, if you use one of these documents, a current PG&E, SMUD bill that indicates location of service or a mortgage payment must be presented to the school within six months.

ENROLLMENT AND REGISTRATION

- Rental/Lease agreement – Current or recently signed in parent/guardian's name. Additionally, if you use one of these documents, two consecutive months of a current PG&E or SMUD bill in the parent/guardian's name must be presented to the school within two months.

AND

Must Produce One:

- Parent/Guardian's motor vehicle registration with current address.
- Parent/Guardian's driver's license with current residence.
- Court documents indicating current address.
- Payment verification (paid invoice, credit card receipt, cashed check) for two consecutive months of two of the following utilities: gas, electricity, water or garbage for the current residence must be presented within two months of enrollment.
- Rent payment receipts for two consecutive months for the current residence must be presented within two months of enrollment.
- Documentation from the Department of Human Assistance with current residence.

If a family is homeless or the student is an unaccompanied homeless youth, proof of residency is not required for immediate enrollment. Please contact the appropriate Student Support Center for assistance:

Eastside Student Support Centers (east of Hwy. 99)

David Reese Center (916) 392-9081

Westside Student Support Centers (west of Hwy. 99)

Valley High School Center (916) 681-7577

Prairie Elementary School Center (916) 422-1091

If your child lives in the home of a care-giving adult, as defined by law, your child may attend the school district in which that residence is located. Execution of an affidavit under penalty of perjury pursuant to the Family Code by the care-giving adult is required to determine that your child lives in the caregiver's home. [E.C. 48204(a)(5)]

ATTENDANCE IN DISTRICT IN WHICH PARENT / GUARDIAN IS EMPLOYED

Students (K-12) who live outside of the District's boundaries may have the option of attending schools in the District in which his/her parent/guardian is employed within the boundaries of the District for a minimum of 10 hours per week. A Verification of Employment Form must be submitted. This form is available at www.egusd.net/students-families/egusd-forms.

For more information call PreK-6 Education at (916) 686-7704 or Secondary Education at (916) 686-7706. [E.C. 48204(b)(f), 48980(i)]

PARENT AND STUDENT LIVING AT PARENT'S PLACE OF EMPLOYMENT FOR A MINIMUM OF 3 DAYS DURING THE SCHOOL WEEK

Parents may apply for enrollment of their child in a school district in which the parent is employed, and where the parent and child live at the parent's place of employment for a minimum of 3 days during the school week. [E.C. 48204(a)(7)]

HOMELESS ENROLLMENT DISPUTE RESOLUTION PROCESS

Complaint forms are available at the school, but the form need not be used to make a complaint. Homeless students are to be maintained in their school of origin whenever feasible, unless the parent prefers the student attend their school of residence. If a dispute arises over school selection or enrollment in a particular school, the student shall be immediately admitted to the school in which enrollment is sought pending resolution of the dispute. [42 U.S.C. 11432] If, after enrollment, it is determined that a student is not homeless as defined in the law, the student may be dis-enrolled and the District will follow policies in place to address fraud.

A written explanation of the school's decision regarding school selection or enrollment shall be provided by the school if a parent, guardian or unaccompanied youth disputes a school selection or enrollment decision, including the right to appeal. He/she shall also be referred to the District liaison. [42 U.S.C. 11432]

The District liaison shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the dispute. [42 U.S.C. 11432] The liaison shall provide the parent/guardian a copy of the District's decision, dispute form and a copy of the outcome of the dispute.

If a parent/guardian or unaccompanied youth disagrees with the liaison's enrollment decision, he/she may appeal the decision to the Superintendent or designee. The Superintendent or designee shall make a determination within five working days. If the dispute remains unresolved at the District level or is appealed, then the District homeless liaison shall forward all written documentation and related paperwork to the homeless liaison at the Sacramento County Office of Education (SCOE).

SCOE's homeless liaison will review these materials and determine the school selection or enrollment decision within five working days of receipt of the materials and will notify the District and parent of the decision.

If the dispute remains unresolved or is appealed, the SCOE homeless liaison shall forward all written documentation and related paperwork to the State Homeless Coordinator. Upon the review of the District, SCOE and parent information, the California Department of Education will notify the parent of the final school selection or enrollment decision within ten working days of receipt of materials.

BUS TRANSPORTATION SERVICES

While school districts are not required to provide regular

ENROLLMENT AND REGISTRATION

transportation service, the Elk Grove Unified School District has elected to provide limited service to students in eligible service areas for a fee. **All students must register to ride before boarding the bus.** No fees will be charged to qualifying students due to low income or foster status, special education students whose individualized education program provides for transportation services, or students offloaded at district direction between school sites in eligible areas. However, students must still register to ride and obtain a bus pass before boarding.

To qualify for busing, a student must live within the eligible service area for their school of attendance. Inter-district/intra-district transfer students and grandparented students are not eligible for transportation. Fees and service areas are reviewed annually. Information on the fee structure, along with the application online and can be requested. Falsification of information is cause for revocation of bus pass and bus riding privileges. Registered bus passes will be mailed to the student's home address, or can be picked up at the Transportation Department prior to the start of the new school year.

Bus Pass Registration Information: blogs.egusd.net/transportation

BUS ROUTE UPDATES

Parents who've registered their child to ride the school bus will receive bus route updates or alerts from the District's School Messenger notification system by email, phone and text.

- For school bus parents who prefer to use Twitter, please follow the District's Transportation Department at [@EGUSD_BusAlerts](https://twitter.com/EGUSD_BusAlerts) to receive updates. All Twitter updates will also be viewable on the District's Transportation Department website at blogs.egusd.net/transportation.

SCHOOL MESSENGER: HOW TO SUBSCRIBE AND OPT-IN TO RECEIVE TEXT MESSAGES

If you would like to receive messages from your school or the District you must reply with one of the opt-in keywords: Send a text message to 67587 with either the words "opt in" or "subscribe"

- Standard message and data rates may apply.
- For help information, text HELP to 67587.
- To opt out at any time, text STOP to 67587.

Participating carriers: AT&T, T-Mobile®, Sprint, Verizon Wireless, Alltel, Boost, U.S. Cellular™, MetroPCS and other carriers. *(The mobile carriers are not liable for delayed or undelivered messages.)* schoolmessenger.com/txt

EGUSD VIRTUAL ACADEMY

The EGUSD Virtual Academy offers a free, innovative learning experience for the 21st-century student. This accredited, online academy allows students in kindergarten through 8th

grade to experience teaching and learning from virtually anywhere a computer will take them. The curriculum is provided through a partnership with Connections Education LLC, a national online program, and is available to residents of Sacramento County and its eight contiguous counties. All courses are aligned to California's standards and benchmarks. Call (916) 399-9890 or visit blogs.egusd.net/egva for more information.

NOTICE OF ALTERNATIVE SCHOOLS

California state law authorizes all school Districts to provide alternative schools. The goals of alternative schools and programs of choice, as outlined in EC Section 58500, are the following:

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

In the event a parent, pupil or teacher is interested in further information concerning alternative schools, the county Superintendent of schools, the administrative office of this District and the principal's office in each attendance unit have copies of the law available for your information.

PERSISTENTLY DANGEROUS SCHOOL CHOICE ENROLLMENT OPTIONS

Within 10 school days after learning that a school has been designated as "persistently dangerous," the Superintendent or designee shall notify parents/guardians of the school's designation. Within 20 school days after learning of the school's designation, parents/guardians may exercise their option to transfer.

PUPILS IN HOSPITALS OUTSIDE OF SCHOOL DISTRICT

If, due to a temporary disability, your child is in a hospital or other residential health facility, which is located outside your school district, he/she may be eligible to attend the school district in which the hospital is located. [E.C. 48207] If this situation should arise, you should notify both the District where you reside and where the hospital is located so that individualized instruction, if possible, can be provided. [E.C. 48208, 48206.3, 48980]

ENROLLMENT AND REGISTRATION

SUMMER SCHOOL

Each year, the District evaluates the possibility of Summer School based on need, potential benefits, and funding. The purpose of summer school is four-fold:

- **Enrichment** – deepening and broadening educational opportunities
- **Credit Recovery** – allowing a second chance for students in high school to earn necessary credit for timely progress toward graduation.
- **Intervention** – helping students reach grade-level competency in core subjects
- **Acceleration** – allowing students to go beyond core competency to the level of their ability

Summer School plans are typically finalized in April, and applications are available at that time from your school site.

APPROVED TITLE I PROGRAM

Title I is a federal program that provides funds to high poverty schools to assist students in attaining proficiency on state academic standards/assessments. Elk Grove Unified School District supports many important strategies for student success with Title I funds, including preschool, after school instruction, academic intervention, professional development, parent involvement and education, and the homeless student program.

For more information on the Title I Program, you may contact your child's school or Learning Support Services at (916) 686-7712.

ELIMINATION OF NO CHILD LEFT BEHIND TEACHER REQUIREMENTS

Section 1119 of the NCLB Act required all teachers of core academic subjects in the state to be "highly qualified." This meant that every teacher of a core academic subject was required to meet the following three requirements:

- Hold a bachelor's or higher degree;
- Hold an appropriate State authorization for the assignment; and
- Demonstrate subject matter competence for each core academic subject assigned to teach.

Under the ESSA, states are not required to implement Section 1119 of the NCLB. Teachers may be assigned solely based on state certification and licensure criteria. Therefore, teachers are legally assigned so long as the assignment has been based upon the issuance of a California license or certificate, including the use of California Education Code options and permits that allow teachers to teach outside of their certification area.

PROGRAM IMPROVEMENT

Beginning in the 2017–18 school year, schools will no longer be identified for Program Improvement (PI) or be required to implement specific PI-related activities. In addition, schools will not be required to set aside any PI reservations for the 2017–18 school year. Districts and schools previously iden-

tified for PI are encouraged to use evidence-based interventions, which may include alternative supports that are designed to improve the academic achievement of socioeconomically disadvantaged students.

SCHOOL CHOICE

Districts must allow students who previously transferred to another public school under the No Child Left Behind Act (NCLB) to remain in that school until the child has completed the highest grade offered in that school. Districts that have students who previously transferred to another public school prior to the 2017–18 school year, must set aside Title I, Part A funds for Choice-related transportation.

Beginning in the 2017–18 school year, EGUSD no longer offered Title I, Part A Public School Choice to any additional students.

SCHOOL SUPPORT AND IMPROVEMENT ACTIVITIES

The California Department of Education (CDE) will notify Districts with schools identified for comprehensive support and improvement beginning in the 2018–19 school year and will notify Districts with schools identified for targeted support and improvement beginning in the 2018–19 school year as required in Section 1111(d) of the Every Student Succeeds Act (ESSA).

Districts and their identified schools are encouraged to use the California School Dashboard to identify district and school strengths and areas for improvement in preparation for implementation of comprehensive support and improvement requirements beginning in the 2018–19 school year.

ADULT AND COMMUNITY EDUCATION (EGACE)

EGACE prepares adult learners to transition into post-secondary education and/or training in order to advance on a career pathway to gain employment and/or to prepare for civic participation in the community.

To learn more about programs, services and courses, visit the EGACE website at: blogs.egusd.net/egace or call (916) 686-7717.



Artwork by Allison Keleher,
Elk Grove High School

ACADEMIC PROGRAM/CHILDCARE TRANSFERS

Secondary students may request to transfer to another school within the District to participate in an academic program (grades 9 – 10) that is otherwise not available, both at their school of residence (as long as enrollment space is available), at that school and within the requested program. The student also must meet the entrance criteria for the academic program (grades 9 – 10).

Children in grades K-8, living within the Elk Grove Unified School District boundaries, may choose to attend another school in the District through an intradistrict transfer permit process only if they have childcare in that school's attendance area. Many Elk Grove Unified schools are overcrowded and some intradistrict permits may not be granted due to unavailable space. A Verification of Childcare Form must be provided by the childcare provider. This form is available at www.egusd.net/students-families/egusd-forms.

EGUSD OPEN ENROLLMENT

Open Enrollment is offered only at schools designated annually by the Board of Education. The District reserves the right to limit the number of students transferring into or out of any school identified for Open Enrollment. in[B.P./A.R. 5116.1; E.C. 48980]

INTERDISTRICT POLICIES AND PROCEDURES

The Board recognizes that the District may be capable of serving additional students. Therefore, the Superintendent or designee may approve interdistrict attendance agreements with other districts; however, the Board may approve requests for school attendance in the district for students living outside the District only for reasons specifically listed in Board Policy, Administrative Regulation, and on the permit itself:

- When a student is enrolled or accepted into a program not available in the district of residence;
- To meet the student's special emotional, physical, educational, health or safety needs as certified by a physician, school psychologist or other appropriate school, medical or law enforcement personnel;
- When school personnel have determined that the pupil has been the victim of bullying, as set forth in Education Code 46600 and 48900(r);
- When recommended by the School Attendance Review Board, county child welfare, probation or a social service agency in documented cases of serious home or community issues that make it inadvisable for the student to attend in the district of residence;
- When a student has brothers or sisters concurrently attending the same requested school;
- When parents/guardians provide sufficient written evidence that the family will be moving to a new district within 60 days and would like the student to start the year in the new district;
- To allow a student to remain in his/her current school within two years of graduation or promotion from that school;
- To meet the pupil's desire to remain in their school of current attendance for the balance of the semester or

school year despite his/her parent's or guardian's change of address;

- To address the childcare needs of the student in grades K-8;
- To accommodate parent/guardian employment inside of the requested district [Ed Code 48204].

Transportation shall not be provided for students attending on an interdistrict attendance agreement. Interdistrict transfer requests are granted on a space available basis; they will not be approved for enrollment-impacted schools. The governing Board reserves the right to revoke any interdistrict attendance permit at any time, consistent with Board Policy, Administrative Regulation and those terms contained in the permit itself.

Parents choosing to apply for an Interdistrict Transfer must complete an Application for Interdistrict Transfer (Grades K-12) available from Elementary or Secondary Education. The Interdistrict Transfer form must be returned to Elementary or Secondary Education for processing, along with a completed Childcare Verification Form or Employment Verification Form. Elementary and Secondary Education offices are located in the Robert L. Trigg Education Center at 9510 Elk Grove-Florin Road, Elk Grove, CA. If an interdistrict transfer request is denied, a parent/guardian may appeal that decision to the County Board of Education.

INTRADISTRICT TRANSFER REQUEST CRITERIA AND PROCEDURES

Elk Grove Unified students who wish to attend a school other than their school of residence must complete the District's Intradistrict Transfer Request Form:

- Parents/guardians requesting an Intradistrict Transfer must initiate the request at their home school. Administrators from the home school and the requested school will confer and decide whether the transfer meets required criteria. If it does, the request will be granted. Approval for or termination of a permit will be at the discretion of the principal or their designee(s).
- Intradistrict Transfer Requests are granted on a space available basis. Transfers will not be approved for enrollment-impacted schools.
- Criteria for an Intradistrict Transfer Request include childcare within the attendance area of requested school (grades K-8 only) and specialized academic programs (grades 9-12 only). In certain cases, transfer may be granted for reasons of a student's physical or mental health. In these cases, documentation from a medical provider is required for application and consideration of the transfer.
- Students on an Intradistrict Transfer are expected to meet and maintain academic, attendance and behavioral standards. The transfer permit may be revoked if minimum standards are not met or maintained.
- In certain cases, transfers may be granted for health and safety reasons. In these cases, documentation is required at the time of application.
- To appeal a denial, contact the administration at your child's school of residence.

MEDICAL/HEALTH TRANSFERS

Intra-district and Inter-district transfers may be granted for health reasons, provided that the parent/guardian presents written documentation from a health care professional. This documentation shall clearly identify the student's health issue and explain how it can be resolved by granting a transfer to another school.

TRANSFER OF STUDENT WITH MISDEMEANOR

Senate Bill B1343 allows school district governing boards to adopt a policy to transfer students who have been convicted of violent felonies and designated misdemeanors to another school within the district, if the offending student and the victim of the crime are enrolled at the same school and if certain requirements are satisfied.

[E.C. 48929, 48980, subd. (n)]



Artwork by Geselle City,
Monterey Trail High School

HIGH QUALITY INSTRUCTION, GRADUATION, COLLEGE AND CAREER PLANNING

All students will have access to standards aligned curriculum and receive high quality instruction to promote college, career, and life readiness and eliminate the achievement gap

HIGH QUALITY INSTRUCTION

STATE STANDARDS

The Council of Chief State School Officers and the National Governors Association Center for Best Practices (NGA Center) coordinated the Common Core State Standards initiative. California was one of 46 states that participated in this effort. Because the standards were developed by states in collaboration with one another, they provide common expectations for what students are expected to learn.

The State Standards address the content areas of English language arts (ELA) and mathematics, and the ELA standards include literacy standards for history/social studies, science, and technical subjects. These kindergarten through 12th grade standards provide a progression of knowledge and skills that prepare students to graduate from high school and be ready for college and careers. The standards are research-based and internationally benchmarked.

The Elk Grove Unified School District chose to phase in its implementation of the new State Standards in order to give ample time for the transition beginning in 2012-2013 at elementary schools with mathematics in grades K-2 and ELA in grades 3-6. In 2013-2014, elementary schools added ELA in grades K-2, mathematics in grades 3-6, and at the middle and high schools, the mathematics and ELA standards (including literacy standards for science and history/social sciences) at all grade levels.

Between 2015-2017, the implementation of new mathematics curriculum for grades 9-12 began as well as the implementation of the Next Generation Science Standards (NGSS). Currently, the new standards for History and Social Science are being reviewed and the frameworks for Visual and Performing Arts and World Languages are in the very early stages of review.

INSTRUCTIONAL MATERIALS REVIEW PROCESS

In accordance with BP 6161.1, the Elk Grove Unified School District teachers, administrators, and community members carefully review instructional materials. The recommended instructional materials are aligned with California content standards. Prior to selection and purchase by EGUSD, major adoptions of instructional materials (e.g., mathematics, English/language arts, social science, science) are reviewed and are made available to the public for review before being recommended to the Board of Education for adoption. The review process is very important to ensuring that students and teachers have the best possible materials for teaching and learning. An instructional materials evaluation committee, under the auspice of the Curriculum and Professional Learning Department, evaluates and recommends instructional

materials for adoption by the Board of Education. This committee consists of a majority of teachers as well as administrators and other staff who have subject-matter expertise.

Your child's teacher should share information with you about classroom instructional materials. Teachers should also inform you about any particularly sensitive or possibly objectionable portions of instructional materials. Upon request, parents may also receive a course outline from their child's teacher.

If you have questions or concerns about instructional materials, please call your child's teacher, principal, or the District's Curriculum and Professional Learning office at (916) 686-7757.

MINIMUM DAYS & PUPIL FREE STAFF DEVELOPMENT DAYS

If your child will be affected by minimum days or staff development days, we will give you at least one month's notice. At various times during the year, schools will be on a minimum day schedule. Schools have minimum days due to testing, track change days and teacher professional development. [E.C. 48980]

PROMOTION AND RETENTION

The Elk Grove Unified School District curriculum is based on rigorous state standards and benchmarks in math, reading and writing. The standards indicate the skills students need at each grade level. The standards help teachers prepare lesson plans and parents monitor their child's learning of the skills required for that grade level.

Students are promoted to the next grade level or, in the case of high school, pass the course when they learn the standards. If a student is identified as being at risk of retention, several factors are reviewed including: teacher evaluations of the student performance on standards, grades, test scores, attendance and other academic indicators.

In first, second and third grades, reading proficiency is the prime factor in identifying students for retention. In grades four through eight, retention identification is based primarily on reading proficiency, English language arts and mathematics.

The District strives to notify parents as early as possible if their student is at risk of retention. At risk students are given opportunities for remedial instruction, with priority given to those who have been retained. For questions about promotion or retention, contact your school's principal.

HIGH QUALITY INSTRUCTION

9TH GRADE MATH PLACEMENT

EGUSD strives to ensure that students are provided with rigorous and meaningful educational choices. EGUSD is committed to providing high school students with the opportunities to take mathematics courses that are recommended for college admission. Ninth grade students are scheduled into math courses according to the following placement protocol:

8th Grade data considerations for 9th grade math placement:

- Student/parent choice
- SBAC scores
- Grades
- Teacher recommendation
- Challenge test

8th Grade Placement	Incoming 9th Grade Placement
8th Grade	Mathematics I or Mathematics I with Support
Mathematics I (C or better)	Mathematics II
Mathematics I (D)	Mathematics I or Applied Mathematics
Mathematics I (F)	Mathematics I

Per Board Policy 6152.1, if you and your child do not agree with the math course in which your child has been placed, you have the right to appeal the decision within 5 school days of the initial placement. If you choose to appeal, the following steps must be taken:

- Within 5 school days of initial placement, contact your child's counselor, in writing, with your decision to appeal.
- The counselor, in collaboration with the site principal, will be given 5 school days to respond to the appeal and make a final decision.

If you have questions about this information, please contact your child's counselor.

EGUSD COURSE CATALOGS

The goal of the Elk Grove Unified School District is to guide students toward academic success and to prepare them for college and careers. The education that students receive in EGUSD prepares them for many future roles: worker, parent, student in higher education, and citizen. Therefore, sound planning and thoughtful course selection are critical in order for students to make the most of their middle and high school years.

Individual school course catalogs may be found on each middle and high school website. These catalogs provide course offerings specific to each school. The EGUSD course catalog, featuring all current middle and high school courses

adopted by the Board of Education, may be found on the EGUSD website at www.egusd.net/academics/course-catalogs.

CAREER CONNECTED LEARNING: ACADEMIES, PATHWAYS & CAREER TECHNICAL EDUCATION COURSES

EGUSD's Career Connected Learning provides opportunities for EGUSD students to prepare for college, career and life. Career Connected Learning offers a Linked Learning approach that integrates rigorous academics, technical skills, relevant real-world experiences, work-based learning opportunities, and wrap-around student support to help students develop the 21st-century skills and habits of mind they will need to succeed after graduation. Within a Linked Learning approach, secondary education offers clear connections to post-secondary education/training and purposeful involvement of local business and industry. Career Connected Learning engages students through a blend of four Linked Learning components:

- **Rigorous Academic Study:** A-G-approved academic classes that are integrated with career themes and work-based learning opportunities.
- **Relevant Career Technical Education (CTE):** A three-to-four-year sequence of CTE courses related to a career focus area featuring project- and inquiry-based curricula and such real-world experiences as community service, interaction with business and industry, and field trips to colleges.
- **Wrap-around Student Support:** Development of strong relationships and systems of support in the "school-within-a-school" atmosphere of an academy, along with critical 21st-century skills aligned with EGUSD's Graduate Profile.
- **Work-Based Learning Opportunities:** Partnerships with local business and industry leaders who contribute their expertise by speaking to classes, mentoring, hosting industry tours, job shadows and internships; and participating in advisory meetings.

EGUSD offers Career Connected Learning in three settings: academies, pathways and programs.

- **Academies:** Career academies provide an intensive level of implementation of Linked Learning within a small learning environment – like a school within a school. Typically, academies feature some cohort scheduling in order to build a learning community among teachers and students and support curriculum integration: Students will be scheduled into several common core academic and CTE courses, while teachers may teach two or three courses within the academy. All career academies include at least one CTE pathway and teachers develop cross-curricular projects around particular career themes.
- **Pathways:** California identifies 15 industry sectors – broad categories including multiple interrelated careers – for Career Technical Education (CTE) from Agriculture and Natural Resources to Transportation. All 15 are represented in EGUSD. Each industry sector is further broken down into more focused pathways. For example, the Public Services Sector includes three pathways: Emergency Response, Legal Practices, and Public Safety.

In EGUSD, a CTE pathway is a coherent, articulated sequence of rigorous career technical courses, commencing as early as the ninth grade and ultimately leading to an associate degree, baccalaureate degree, industry-recognized certificate, and/or professional licensure. A CTE pathway can be part of an academy or exist independently from an academy. All EGUSD CTE pathways are aligned with a state industry sector and pathway.

- **Programs:** A CTE program is a single intensive training program comprised of at least 300 hours of study. In EGUSD, CTE programs usually are offered through *Explore CTE* and are open to students from throughout the District. EGUSD's CTE programs are typically offered at the beginning of the school day, end of the school day or after school in order to allow students to travel to and from their home site. Most CTE programs provide students with the opportunity to earn an industry-recognized credential or transferable college credits.

To learn more about Career-Connected Learning and EGUSD's academies, pathways and programs visit the EXPLORE website at: blogs.egusd.net/explore.

EDUCATIONAL USE OF THE INTERNET

The Elk Grove Unified School District works to ensure there is adequate access to the Internet in every classroom in the District via wired and wireless networks. These networks provide limited access to the Internet and online resources that includes, but is not limited to, local, national and international sources of information.

Every EGUSD user has the responsibility to respect and protect the rights of every other user in our physical community and on the Internet. Students are expected to act in a responsible, ethical and legal manner on the Internet. Student access to Internet services is provided under staff supervision. Students learn network etiquette and are expected to practice positive digital citizenship.

To become a user, students and their parent(s) must complete the "Application for Educational Use of the Internet" OR sign the Internet permission slip sent home at the beginning of the school year and included in registration packets. When parents and students sign, they verify that they accept the conditions in this handbook and Board Policy 6162.7. They also agree to hold blameless and release from any liability the Elk Grove Unified School District, the sponsoring school, its subcontractors and employees.

Anyone using these systems is subject to having all activities, including e-mail, monitored by system or security personnel. EGUSD has taken all responsible steps to ensure the Internet is used only for purposes consistent with the curriculum. The District or school cannot prevent the availability of material elsewhere on the Internet that may be deemed harmful or intended for adults. Nor can the District ensure that there will not be delays, mis-deliveries or service interruptions.

Information obtained via the District's Internet is at the user's risk. Every user is expected to use good judgment and follow

the Internet acceptable use policies in making electronic contact with others. Should any user breach the guidelines, then that user may lose all privileges on the network and/or be subject to appropriate disciplinary or legal actions. Using the network is a privilege, not a right, and a student's privilege may be revoked at any time for unacceptable conduct.

Unacceptable conduct includes:

- Using the network for any illegal activity.
- Using the Internet for violation of copyright or other contracts.
- Using the network for financial or commercial gain.
- Degrading or disrupting equipment or system performance.
- Vandalizing the network or data of any other user.
- Stealing or damaging files or data of any other user.
- Stealing or damaging files or databases through tampering or hacking.
- Gaining unauthorized access to resources or entities.
- Invading the privacy of individuals.
- Revealing students' address or phone numbers if under 18.
- Using an account owned by another user without authorization.
- Posting personal communications without the author's consent.
- Posting anonymous messages.
- Placing unlawful information on a system.
- Using abusive or otherwise objectionable language or images in either public or private messages.
- Sending messages that contain viruses or malware that are likely to result in the loss of recipient's work or systems.
- Sending "chain letters" or "broadcast" messages to lists of individuals, and any other types of user, which would cause congestion of the networks.
- Accessing or transmitting (electronically) any material that may be deemed harmful.
- Bullying and cyberbullying.
- Installing software on any computer that is not properly licensed for use and authorized by Technology Services.
- Sharing your password, using someone else's password or sharing someone's password.
- Attaching a non-District computer or other device, including wireless devices to the network.
- Leaving a computer unattended with your password entered.
- Using a teacher's or administrator's computer or accounts.

DIGITAL CITIZENSHIP

The Elk Grove Unified School District is committed to ensuring that all students learn what it means to be good digital citizens. With that in mind, the District has selected curriculum and programs to support students in making good choices in their use of social media and to empower them to act responsibly, safely and ethically online.

The following information includes details about some of the actions the District has taken to keep our children safe in cyberspace:

HIGH QUALITY INSTRUCTION

- Maintains an Internet filtering solution designed to comply with Children's Internet Protection Act (COPA) guidelines.
- Offers professional development for staff on the skills necessary to make safe, lawful and appropriate use of the Internet in an educational environment.
- Provides District-approved digital citizenship/internet safety curriculum for grades 1-12.
- Maintains a Digital Citizenship website with extensive resources to help parents and children use the Internet safely, effectively and ethically. blogs.egusd.net/digitalcitizenship
- Incorporates cyberbullying resources into the District's Anti-bullying Initiative. www.egusd.net/students-families/wellness/bullying-prevention

WEB & SOCIAL MEDIA PAGE CREATION

Access to the Internet through the Elk Grove Unified School District and creation of a web page using the District's network or server and as part of the educational program is a limited forum, similar to the school newspaper, and the District will exercise its rights within the law to regulate speech within that forum. Therefore, the District, the principal or the classroom teacher may restrict student speech pursuant to Education Code section 48907 if the speech is obscene, libelous, slanderous or likely to incite students and create a clear and present danger to the operation of the schools, or otherwise interferes with the educational mission of the District. The District will not restrict a student's speech on the basis of a disagreement with the opinions a student expresses. Web pages are defined as actual HTML pages, blog pages, portal entries or other representation/depiction on the World Wide Web.

The following shall be adhered to when staff design web pages for display, or utilize web pages on the Internet in connection with their work, or post or allow the posting, of student web pages or student work:

1. Web pages must support course objectives and be educationally informative.
2. First and last names of students, without photos, may be posted to an Elk Grove Unified School District web page or official social networking web page, unless the student has an opt-out form on file requesting that their photo or name not appear on web pages.
3. Images (photos, videos, etc.) of students without names may be posted to an Elk Grove Unified School District web page or official social networking web page, unless the student has an opt-out form on file requesting that their photo or name not appear on web pages.
4. In order to post images of students along with their first and last name, parent/guardian written permission must be obtained before a student's photograph is placed on an Elk Grove Unified School District or official district social networking web page. The page must be approved by an administrator.
5. Administrator approval must be obtained before a video is posted containing students and before a video conferencing session involving students begins. Videos are required to follow the same guidelines in using names

and student images.

6. Student work may be published on a web page provided that both the student and his/her parent/guardian provide written permission.
7. Electronic student newspapers are required to follow these same requirements.
8. Students' mailing addresses, email addresses and/or phone numbers shall not be posted in any public web space or private web space unless parent/guardian written permission is obtained before the information is posted. One exception to this is in the case of Technology Services and Superintendent's Cabinet approved Application Service Providers (ASP's). Student data may be loaded or transferred to an ASP system in order to meet district or school needs if the application/system, the ASP vendor, and associated security measures have been approved by the Superintendent's Cabinet and Technology Services.
9. Any use of copyrighted material or the intellectual property of others on official websites/pages must be authorized in advance by the owner of the material or permitted by applicable law (e.g., fair use of educators). Social media web pages and blogs which allow commenting are required to be moderated.
10. Material placed on a District web page is expected to meet academic standards of proper spelling, grammar and accuracy of information. The following shall be adhered to regarding Student Web Pages:
 - Students will receive instruction on the design of web pages.
 - A teacher or administrator may authorize the posting of student web pages (and/or student work) that support course objectives or are educationally informative on an Elk Grove Unified School District web page if student and parent/guardian written permission is obtained before posting. Additionally, any student work that contains photos or videos of other students must comply with requirements of this regulation prior to posting.

HOMEWORK SUPPORTS CLASSROOM LEARNING

Homework benefits students by teaching them good study skills, discipline and responsibility. It also gives parents the opportunity to be involved in their child's education. Homework should relate to classroom instruction, as well as reinforce and extend learning and promote immediate recall of basic skills. A minimum amount of homework is assigned at each grade level. Parents may request a meeting to review instructional materials and discuss course curriculum. [E.C. 49063(k) and 49091.14 and 20 U.S.C. 1232h(c) and (d)]

INDIVIDUALIZED INSTRUCTION

If your child has a temporary disability preventing him/her from attending regular class, the District will provide alternative instruction when possible. [E.C. 48206.3, 48208, 48980 (b)]

DISSECTION OF ANIMALS

The dissection of animals is sometimes a component of District science classes. When a student or parent objects to participation in a dissection project, an alternative education

assignment can be substituted if the teacher believes the alternative is adequate. The alternative requires a comparable amount of time and effort, but must not be more arduous than the original project. The school requires a signed note from a parent or guardian indicating your child's objection. [E.C. 32255 et seq.]

FAMILY LIFE EDUCATION

Every year EGUSD schools offer a unit of Family Life education to students in grades 5, 6, 7, and 9. The District's Family Life curriculum is based on abstinence. It acknowledges the family as the primary provider of family life education. It was developed by teachers, community members and administrators. The curriculum is monitored by the District's Family Life Education Advisory Committee.

At the elementary level, the topics covered in Family Life include making decisions, self-esteem, communication, puberty education, communicable infections, anatomy and physiology. Teachers are prepared to respond to students' questions regarding sexually transmitted infections, including the transmission of HIV/AIDS. During the anatomy portion of the curriculum, the fifth grade video "Always Changing, About You" will be shown. During the anatomy and physiology portion of the curriculum in the sixth grade, the video "We're Growing Up" will be shown. Your child's school will contact you with specific dates of instruction.

Family Life is taught by school district personnel or consultants in both middle school and high school. In middle school, the unit is taught in 7th grade science. In high school, students complete a unit in Family Life as part of their Health course.

The units include the following topics:

- Decision-making
- Anatomy and physiology of the reproductive systems
- Conception and fetal development
- Pregnancy and childbirth
- Birth Control including contraception and an emphasis and encouragement on abstinence
- Sexually transmitted infections (STI), including HIV/ AIDS prevention
- Pregnancy options
- Gender
- Sexual Harassment
- Affirmative Consent
- Relationship Violence
- Human Trafficking

If you do not wish to have your child participate in all or part of the Family Life program, please notify your child's teacher in writing. Please note that the request only covers the current school year. [E.C. 51937, 51938, 51939.]

Parents/guardians have the right to preview all materials presented in the classroom under state law and to request a copy of the California Healthy Youth Act. Each year the District holds two Family Life preview nights for the parents of elementary students. Information about these preview

events can be found on the District's website at www.egusd.net/cpl/curriculum.html or by calling the Curriculum/ Professional Learning Department at (916) 686-7757. Parents of middle and high school students who wish to preview Family Life materials should contact their child's school.

Parents will be notified at least two weeks in advance of Family Life instruction in their child's class. Under state law, students may be excused from participating in comprehensive sexual health education when the instruction conflicts with religious training and beliefs or personal moral conviction. A request for your child to be excused must be submitted to the school in writing prior to the lesson. [E.C. 51240]

NOTIFICATION OF FILMS, VIDEOS, DIGITAL MEDIA CONTENT, AND TELEVISION SHOWN AT SCHOOL

The District's board policy emphasizes a parent's right to decide what films, videos, digital media content, and television a student may view. Under Board Policy 6162.1:

- The District limits the types of films shown and emphasizes communication with parents.
- A District-wide review committee composed of parents, teachers and administrators must approve any movie rated PG-13 that a teacher wishes to show to students in grades 6-8 and any movie rated R that a teacher wishes to show to students in grades 9-12. The teacher must show a valid connection between the movie and the curriculum.
- If a teacher plans to show a movie that falls under this policy and that movie has been approved by the District's review committee, the movie's title and a description will be included in a course syllabus. The syllabus will include a form to withhold parent permission. Copies of the syllabus will be available during Back-to-School nights. It will also be sent home with students.
- Prior to showing a movie approved by the District committee, teachers will send home a notice. A form to withhold parent permission will be included.
- Parents shall be informed in writing if controversial or sensitive media is used for student viewing, regardless of Motion Picture Association of America (MPAA) film rating.
- Parents who wish to withhold permission for students in grades 6-8 to see PG-13 movies or for students in grades 9-12 to see R-rated movies for the entire school year should complete the "opt-out" form that comes home with students during the first weeks of school.
- Students may decline to view a film approved by the District committee, even without a signed form from a parent.
- A parent may schedule an appointment to preview an "R" or "PG-13" District-approved video to be shown in his/her child's classroom by contacting the teacher.
- Any students who do not view a movie will be entitled to an appropriate and comparable alternative assignment.
- No movies rated X or NC-17 by the motion picture industry are shown at any grade level.
- No movies rated R may be shown to students in grades K-8.

HIGH QUALITY INSTRUCTION

- No movies rated PG-13 may be shown to students in grades K-5.
- Movies covered by Board Policy 6162.1 are those rated PG-13 for grades 6-8 and rated R for grades 9-12.
- R-rated videos will not be assigned as homework or extra credit in grades 9-11.
- Any R-rated video approved for grade 12 homework or extra credit may only be used for that purpose.

STUDENT FEES, DEPOSITS AND CHARGES

The Governing Board recognizes its responsibility to ensure that books, materials, equipment and supplies are necessary for students' participation in the educational program are made available to them. No student shall be required to pay any fees, deposits or other charges for his/her participation in an educational activity which constitutes an integral fundamental part of the District's educational program, including District curricular and extracurricular educational activities.

As necessary, the District and its schools may approve and impose fees, deposits and other charges which are specifically allowed by law. For such legally-authorized fees, deposits and charges, the District may consider students' and parents'/guardians' ability to pay when establishing fee schedules and for granting waivers or exceptions. The District, its schools and programs may also lawfully solicit voluntary donations of funds or property, or request voluntary participation in fundraising activities, by students and parents/guardians.

ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID)

The AVID Program is a four-year college preparatory class for underrepresented students who demonstrate academic potential. Offered at all 18 middle and comprehensive high schools, the goals of the program are to provide academic instruction and other support to students to prepare them for four-year college and university eligibility, give students college-level entry skills, and motivate them to pursue a college education. Students must apply to participate in the AVID program through an application which may be obtained by contacting the AVID coordinator at each school site.

CHARACTER EDUCATION/UNITY

EGUSD recognizes the importance of incorporating character education into a student's curriculum. Character education helps teach students how to understand, appreciate and internalize positive character traits such as trustworthiness, respect, responsibility, fairness, caring, citizenship, civic virtue, honesty and personal responsibility.

ENGLISH LEARNER PROGRAM (EL)

The goal of the Elk Grove Unified School District is to prepare all students for a successful college and career experience after high school graduation. To support the unique needs of English learners (EL) toward this goal, English Language Development (ELD) instruction is provided to all EL students attending school in EGUSD. The focus of the instruction is on language acquisition through the use of the CA English

Language Development Standards and research-based instructional strategies proven to be successful with students who are still acquiring English. While developing fluent English language skills, all EL students receive instructional support in learning the core content of their particular grade level. Parents or students who would like more information regarding their school's ELD program may contact their school administrative office.

GIFTED AND TALENTED EDUCATION (GATE)

The Elk Grove Unified School District holds high expectations for all students and provides a variety of programs to prepare them for college and career. GATE identification (3-8) and accelerated and advanced coursework (7-12) are available for all students.

Students may participate in accelerated instruction by demonstrating their willingness and ability to meet the high academic standards of the program. At the elementary level, students are served at their home school by a variety of services designed to provide opportunities in the five areas of GATE identification: Academic, Cognitive, Creative, Leadership, Visual and Performing Arts.

HONORS, ADVANCED PLACEMENT (AP) AND INTERNATIONAL BACCALAUREATE (IB)

Honors and AP courses are offered at the secondary level and every student is strongly encouraged to challenge him/herself through enrollment in Honors, Advanced Placement or International Baccalaureate (Middle Years or Diploma program at Harriet Eddy MS or International Baccalaureate courses at Laguna Creek HS).

Successful completion of Honors/AB/IB may result in extra grade point calculations on the student's GPA and in earning college-credit upon successful performance on AP/IB exams. The Elk Grove Unified School District believes in an inclusionary model for participation in these programs and has recently expanded criteria for GATE identification, as well as for Honors and Advanced Placement access and enrollment. For information about the GATE program, Honors, Advanced Placement, or International Baccalaureate classes, please contact your school's principal, GATE Coordinator or school counselor.

NATIVE AMERICAN EDUCATION PROGRAM

The American Indian Education Program provides supplementary education services for eligible American Indian and Alaska Native students. These services include: tutoring assistance; presentation of Native American cultural classes during the regular day, after school, and during summer; college/career sessions and information; outreach to students who have not met grade level requirements and are at risk of retention; and family engagement. For more information, please call Learning Support Services at (916) 686-7712.

SERVICES TO DISABLED PUPILS

If you have reason to believe your child (ages 0 to 21) has a disability requiring special services or accommodations, you should inform school officials. Your child will be evaluated to

HIGH QUALITY INSTRUCTION

determine whether he/she is eligible for free special instruction or services.

The District wants to locate, identify and assess all children with disabilities whether homeless, wards of the state or enrolled in public or private schools. [E.C.56020 et. seq., 56040, 56301; 20 U.S.C. 1412; 35 C.F.R.300.111]

SPECIAL EDUCATION

Special Education provides the continuum of special education support as outlined in the Individuals with Disabilities Education Act (IDEA '04). Students receive support from Special Education as delineated on their Individual Education Plan (IEP). Programs include services and support for Autism (Aut), Deaf/Blind (DB), Deaf, Hard of Hearing (DHOH), Emotionally Disturbed (ED), Intellectually Delayed (ID), Orthopedically Impaired (OI), Other Health Impaired (OHI), Multiple Disabilities (MD), Speech and Language Impaired (SLI), Specific Learning Disability (SLD), Traumatic

Brain Injury (TBI) and Visually Impaired (VI). The District annually notifies parents of the rights related to special education identification, referral, assessment, instructional planning, implementation and review and procedures for initiating a referral for assessment.

Parents receive this special education information at their child's annual IEP meeting. For more information about special education services, please call (916) 686-7780.

STUDENT ONLINE LEARNING (APEX)

A limited number of seats are available in online courses for students who need to make up credits outside of, and/or in addition to, their regular school day. Priority will be given to seniors; however, both juniors and seniors who are credit deficient but can graduate with an additional one or two classes are urged to meet with their counselors to discuss this option.

ELK GROVE UNIFIED SCHOOL DISTRICT OFFERING EVERY STUDENT CAREER-CONNECTED LEARNING



Cosumnes Oaks HS

Architectural Design & Engineering, Broadcast Journalism, Culinary Arts, Digital Communications, Information & Communication Technologies-Robotics & Programming, Medical Careers



Franklin HS

Animation, Design Arts, Digital Media, Entrepreneurship & Innovation, Green Renewable Energy Engineering, School of Technology, Engineering and Media



Pleasant Grove HS

Agriculture, Digital Media, Innovative Design & Engineering, Project Lead the Way-Biomedical



Elk Grove HS

Automotive Technology, Careers in Education, Culinary Arts, Sustainable Agriculture & Green Education, Technology & Digital Arts



Laguna Creek HS

Fashion Design & Merchandising, Green Energy Technology, Information & Communication Technologies-Cybersecurity, Manufacturing Production Technology, Sports Careers



Sheldon HS

Agriculture, ARTSwork, Biotechnology, Engineering & Building Trades, Entrepreneurship and Innovation, Information & Communication Technologies



Florin HS

Agriculture Tech, Automotive Technology, Culinary Arts, Information Technology, Law & the World, Music & Audio, Project Lead the Way-Engineering



Monterey Trail HS

Animation, Broadcast Journalism, Design & Technology (Engineering, Information & Communication Technologies), Fashion Design & Merchandising, Sports, Music & Entertainment Marketing



Valley HS

Airforce Junior Reserve Officer Training Corps, Allied Health, Entrepreneurship & Innovation, Fire & Emergency Services, Health TECH, Project Lead the Way-Engineering for Manufacturing



Daylor HS (Alt Ed.)

Childhood Education, Construction Trades



Rio Cazadero/Las Flores HS (Alt Ed.)

Phlebotomy Technician, Digital Media Production



Excellence by Design



GRADUATION

EGUSD GRADUATION REQUIREMENTS

The Elk Grove Unified School District offers every student a quality education. The District's graduation requirements exceed those at most school districts in California. The graduation requirements represent the minimum students must take to earn a diploma. Students are highly encouraged to enroll in A-G courses that prepare them for college or university entrance.

Course Completion Requirements

- 4 years of English
- 4 years of Math (including Algebra) and 2 years of Science or 3 years of Math (including Algebra) and 3 years of Science (Math must be taken and passed in the senior year)
- 3.5 years of Social Science
- 2 years of World Language or 1 year of World Language and 1 year of Fine Arts
- 2 years of Physical Education
- 1 semester of Health
- Must demonstrate proficiency in current technology or pass a course
- Must demonstrate proficiency in public speaking or pass a course
- Additional electives

The District has partnerships with California State University, Sacramento (CSUS), and University of California, Davis (UCD) to increase the number of EGUSD graduates earning degrees. Part of the agreement is that UCD and CSUS counselors are available to EGUSD students. The District also works closely with Cosumnes River College, which offers classes to help high school students prepare for college.

Post-secondary education financial assistance information is available at each high school. Translators and translated financial aid materials are available to those families whose primary language is not English.

REQUIREMENTS FOR STUDENTS LIVING IN ACTIVE DUTY MILITARY HOUSEHOLDS; FORMER JUVENILE COURT SCHOOL STUDENTS; HOMELESS STUDENTS AND FOSTER YOUTH

AB 365 gives students living in a household of a parent who is an active duty member of the military, former juvenile court school students, homeless students and foster youth modified graduation requirements under certain circumstances. This bill requires a school district to exempt such students from coursework and other requirements that are in addition to statement requirements when a student changes schools after their second year of high school and cannot reasonably complete the District requirements by the end of their fourth year, as determined by the district. A student who is eligible for the graduation exemption and their parent must:

- Attend a Graduation Exemption Determination Meeting with the school counselor and obtain the signatures of the student, parent, school counselor, and principal, on the Graduation Exemption Determination form, indicating all who have signed agree to the alternative graduation

plan and documenting the student and parent have been informed of how the alternative plan will affect admission to postsecondary schools.

- Be informed of the option to remain in school for a 5th year, and how staying the 5th year will affect postsecondary school admission.

STUDENT RECORDS

Student records are confidential and privacy will be maintained. Parents and guardians of students, adult students 18 or older, students 16 or over or who have completed the 10th grade and unaccompanied homeless youth age 14 or over have the right to review and inspect their school records during school hours within five days of a written request submitted to the principal.

In order to release confidential student information, parents or guardians, or students in these specific groups must give written permission to authorize the release except in some instances such as when a student transfers to another school, the District receives a lawfully issued subpoena or a court order, or under the conditions specified in Education Code 49076. Those granted access are prohibited from releasing information to another person or agency without written permission.

[E.C. 49076] Student records include but are not limited to, report cards, transcripts, discipline history, commendations, attendance, assessment information, program participation (including Special Education and Section 504) and health information. The records are maintained at the school site where the student attends. The District maintains student records according to Title 5 of California Code of Regulations, section 432. "Mandatory permanent" records are archived, "mandatory interim" and "permitted" records, including special education student records and student discipline records will be destroyed according to District policy and law.

An Access log of who has viewed the records is kept at the same location as the records. [E.C. 49064] The log does not have to be signed by: Parents/guardians; Adult students, students 16 or older or who have completed the tenth grade, unaccompanied homeless youth 14 or older; Parties obtaining district-approved directory information; Parties who provide written parental/guardian consent or the consent of an adult student 18 or over or an unaccompanied homeless youth age 14 or older. In this case, the consent notice shall be filed with the record; School officials or employees who have a legitimate educational interest.

Files may be reviewed to identify students eligible for public school choice or supplemental educational services. Education Code and Board Policy/Administrative Regulation 5125 set forth the criteria under which school officials and employees may access, change or delete information in a file. [E.C. 49075, 49076]. You may have copies made and you have the right to file a written request with the superintendent or designee challenging the records. Copies of the records may be reviewed/received at the district at a reasonable cost per page.

You may challenge the content of the student record if you think there is an inaccuracy, unsubstantiated conclusion or inference, a conclusion outside the observer's area of competence, a comment not based on personal observation of a named person with the time and date noted, or if the student record includes misleading information or violates a student's privacy rights. The superintendent or designee will respond to the parent/guardian complaint within 30 days. The superintendent or designee will determine whether to sustain or deny the allegations. If your challenge is sustained, the changes will be made. If not, you may appeal to the school board, which has final authority. If you still have a different opinion, it can be included in the student's record. District policies and procedures relating to types of records, logs, kinds of information retained, persons responsible for maintaining records, directory information, persons and organizations permitted access to student information and procedures to challenge records, and policies regarding reviewing and expunging student records, are available through the principal or from our district's Custodian of Records at (916) 686-7753. Parents/guardians have a right to file a complaint with the United States Department of Health, Education, and Welfare, concerning any alleged failure by the District to comply with section 438 of the General Education Provisions Act. If you are not satisfied with how your case was handled by the District, you may file a challenge with the United States Department of Education. [E.C. 49063, 49060, 49070; Family Educational Rights and Privacy Act (FERPA); 34 C.F.R. Part 99]

When a student transfers into the school district, a copy of their school records will be requested from their previous District or private school. Parents will be notified of this request, and have the right to review, challenge and receive a copy of the student's record if desired. [E.C. 49068; 5 C.C.R. 438] The District will forward student records, including academic records, suspension and/or expulsion disciplinary records, health records and special education records (if applicable) to other schools that have requested the records in which the student seeks or intends to enroll. [E.C. 49068; FERPA; 5 C.C.R. 438]

Access to student records will also be granted to school officials (employees or contractors) within Elk Grove Unified who have a legitimate educational interest in order to fulfill his or her professional responsibility. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibilities. A school official may include but is not limited to a person employed by the District as an administrator, supervisor, teacher, instructor, support staff member (including health or medical staff and law enforcement unit personnel), a person serving on the governing board, or a person or company with whom the District has contracted to perform an institutional school district task (such as attorney, auditor, consultant, or therapist).

The curriculum, including titles, descriptions, and instructional aims of every course offered by a public school, shall be compiled at least once annually in a prospectus. The pro-

spectus is available for review upon request and for copying at a reasonable charge. [E.C. 49091.14; 49063(k).]

COLLEGE AND UNIVERSITY A-G HIGH SCHOOL COURSES

The A-G course pathway reflects the minimum course requirements students must meet to enter a University of California or California State University school. While A-G courses are required only by UC and CSU, many other colleges and universities require similar classes for admission. In addition, A-G classes provide a strong foundation on which students can build careers.

A-G requires a minimum 15-unit pattern of courses for a student's admission as a first-time freshman to the UC and CSU systems. Each unit is equal to a year of study in a subject area. A grade of C or higher is required for the course to count as an admission requirement to a UC or CSU school. While A-G courses fulfill many of our District's graduation requirements, there are some classes that students will have to complete in addition to A-G courses in order to receive a diploma.

Please feel free to review the EGUSD Graduation Requirements, EGUSD Course Catalogues, EGUSD CTE Academies, Pathways and Programs to begin preparing your child's educational path toward college and future career ideas. For more guidance on course selections, please contact your child's school guidance counselor.

CSU & UC ADMISSIONS REQUIREMENTS

The University of California (UC) has three paths to eligibility for graduating high school seniors who plan to attend:

- **Eligibility by Examination Alone** - students must achieve specified high scores on their college admissions tests.
- **Eligibility in the Local Context (ELC)** - students must rank in the top four percent of their graduating class at a participating California high school.
- **Eligibility in the Statewide Context** - students must complete specific coursework and college admissions tests and earn the required GPA and test scores.

The following website links provide more information regarding University of California admission requirements:

- admission.universityofcalifornia.edu
- admission.universityofcalifornia.edu/freshman/requirements

The California State University (CSU) system has A-G standards that must be met in each of the following areas:

- Specific high school courses
- Grades in specified courses and test scores
- Graduation from high school

The following website link provides more information regarding the California State University admission requirements: www.csumentor.edu/planning.

COLLEGE AND CAREER PREPARATION

COMMUNITY COLLEGE/CSUS DUAL ENROLLMENT

Opportunities may be available for qualified students to enroll in courses offered by local community colleges or California State University, Sacramento, that may be taught on the high school campus or at individual colleges. Students need to contact their counselors for more information and gain **prior approval** from the school principal for dual enrollment or advanced education opportunities. Students also may enroll in articulated college courses through their career technical education (CTE) teacher.

CALIFORNIA COLLEGES TOOL FOR STUDENTS AND FAMILIES

Ready! Set? *Discover, Plan and Launch* your future at www.CaliforniaColleges.edu, an all-inclusive, one-stop location to guide you and your child through the process of college and career decision-making and planning for life after high school. Students and parents can **register** at www.CaliforniaColleges.edu. This college- and career-planning website has been adopted by EGUSD for students in grades 7-12. The website provides tools for exploring how student interests can guide academic preparation for college, career decision-making, and early financial planning. **Register** for your account at www.CaliforniaColleges.edu.

GUIDANCE COUNSELING

Academic guidance and career counseling opportunities are available to all students. Students may meet with guidance counselors at their school to discuss college admission requirements and/or to enroll in career technical education courses. [E.C. 51229 and 48980(1)]

Appointments with a school counselor are available throughout the school day. Please contact your school counseling secretary to schedule an appointment. At many

schools, parents may also email their student's counselor by logging onto Synergy. Once an appointment is set, students will be given an appointment slip to release them from class. Parents may participate in counseling sessions.

Counselors, as well as teachers, instructors, administrators or instructional aides, may not, on the basis of a student's sex, offer vocational or school program guidance to the student that is different from that offered to a student of the opposite sex in counseling, nor may a counselor differentiate career, vocational or higher education opportunities on the basis of the sex of the student counseled. Any District personnel acting in a career counseling or course selection capacity for a student shall affirmatively explore with the student the possibility of careers or courses leading to careers that are nontraditional for that student's sex. [E.C. 221.5(d)]

WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS

Any school district whose real or personal property has been willfully cut, defaced or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon the request of an employee authorized to do so, may, after affording the pupil his or her due process rights, withhold official grades, diploma and transcripts of the pupil responsible for the damage, from the pupil and/or their parent or guardian, until the pupil or the parent or guardian has paid for the damages. [E.C. 48904] If a previous school district has withheld the grades, diploma or transcripts of a pupil pursuant to Section 48904, the school district to which the pupil has transferred shall also withhold the grades, diploma or transcripts of the pupil as authorized by that section, until it receives notice from the district that initiated the decision to withhold, that the hold has been lifted. [E.C. 48904.3]



Artwork by Luis Diaz,
Elk Grove High School

WELLNESS: STUDENT HEALTH, SUPPORT, NUTRITION, TRANSPORTATION & SAFETY

All students will have an equitable opportunity to learn in a culturally responsive, physically, and emotionally healthy and safe environment.

STUDENT HEALTH, SUPPORT & NUTRITION

EGUSD WELLNESS

The Elk Grove Unified School District takes a comprehensive approach to overall health recognizing that healthy bodies and healthy minds contribute to increased academic performance, improved attendance and positive behavior for healthy learning. In recognizing the link between student health and learning, the district promotes healthy eating and physical activity, as well as opportunities for students to further develop their social, emotional and psychological well-being. The following eight components contribute to the health and well-being of students.

- Health Education
- Physical Education
- Health Services
- Nutrition Services
- Mental Health and Social Services
- Healthy and Safe School Environment
- Health Promotion for Staff
- Family and Community Involvement

STUDENT ACCIDENT INSURANCE

The District assumes no liability for accidents to students at school [E.C. 49472, 49471, 48980] and the District does not provide medical insurance for individual students. However, if you are interested in purchasing Student Accident Insurance, you can contact your family insurance provider for policies available to you, or you can visit the following website for information and a link to a company that issues such coverage: www.egusd.net/riskmanagement.

The coverage you purchase should provide coverage for your child while on school grounds or in school buildings during the time your child is required to be there during a regular school day; while being transported by the District to and from school or other place of instruction; or while at any other place as an incident to school sponsored activities and while being transported to, from and between such places.

COVERED CALIFORNIA

By law, most people are now required to have health insurance or pay a penalty when they file their taxes. Through Covered California, a program from the state of California, qualified legal residents of California and their families can compare health insurance plans and enroll in the one that works best for their needs and budget. Financial assistance is available to qualifying individuals and families to help them pay for health insurance premiums.

This means the federal government may pay a portion of the health insurance premium. Individuals and families may also

qualify for Medi-Cal benefits. Visit CoveredCA.com to learn more, compare health insurance plans, choose the one that best fits your needs and enroll online. For free, confidential, in-person help, in your area, visit www.CoveredCA.com/find-help or call (800) 300-1506 or Sacramento Covered at (916) 414-8333.

The open-enrollment period to enroll in Covered California health insurance plans happens once a year. Once the open-enrollment period closes, you may enroll in a Covered California health plan only if you have a qualifying life event that makes you eligible to apply. Some examples of qualifying life events are: losing your health coverage, getting married, moving outside your plan's coverage area, having a baby and turning 26. To see if you qualify, visit www.covered-ca.com/individuals-and-families/getting-covered/special-enrollment. To enroll during this time, you must apply within 60 days of your qualifying life event. For more information and to find free, confidential, in-person help in your area, visit www.CoveredCA.com/find-help or call (800) 300-1506 or Sacramento Covered at (916) 414-8333.

Undocumented and non-citizen or permanent-resident parents should not fear that applying on behalf of their children or dependents, who may be eligible for health coverage, will result in deportation or other immigration-related actions. For more clarification, read the Immigrations and Customs Enforcement memo on health enrollment and immigration at www.ice.gov/doclib/ero-outreach/pdf/ice-aca-memo.pdf in English and www.ice.gov/espanol/factsheets/aca-memo-SP in Spanish.

MEDICATION

In accordance with California Education Code Section 49423, and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, students who have a medical disability for which a physician has prescribed medication to be taken during the school day, whether of limited or permanent duration, are entitled to seek assistance from the District in meeting their medication needs when the student is under the District's care, custody or control, including while on field trips, sporting events and other off-campus district-sponsored activities.

Before medication assistance can be provided, even if the student has an Individualized Education Plan ("IEP") or a "504 Plan," a Medication Assistance Authorization form ("authorization") must be executed by at least one parent/legal guardian and the student's duly authorized physician or surgeon. A new authorization is required at the beginning of each school year and any time there is a change in medica-

STUDENT HEALTH, SUPPORT & NUTRITION

tion directives, such as change in medication, dosage, timing or frequency. The parent/legal guardian must immediately notify the District of any change in medication directives. Until the District receives an updated authorization, signed by the parent/legal guardian and physician or surgeon, the District will continue the directives in the existing authorization unless (a) there is evidence the student's health may be endangered by the continued use of the existing medication directive, or (b) the parent/legal guardian provides a written statement that medication assistance is to cease or be suspended until the new authorization can be provided.

All medication must be provided to the District by a parent/legal guardian, with the District storing the medication and dispensing it in compliance with the medication directive. All medication supplied to the District must be in its original labeled form (i.e., in the original prescription bottle, sealed package, etc.) as received from the physician, pharmacist or store. State law provides that students may carry and self-administer prescription auto-injectable epinephrine and inhaled asthma medication upon the school's receipt of specified written confirmation and authorization from the student's physician, surgeon and parent/guardian. [E.C.49423 and 49423.1] Thus, except for personal asthma inhalers and personal epi-pens, a student may not independently possess medication during the school day or while on District property. Due to health and safety concerns, including the potential theft of the medication or the potential for sharing/use of the medication by other students who may then suffer unexpected allergic or other negative reactions, there are no exceptions to this requirement. A student personally possessing medication, or providing medication to another student, may face disciplinary action.

Medical Disability means any mental or physical condition limiting a student's ability to engage in major life activities, such as eating, breathing, hearing, speaking, learning, or performing self-care, or who otherwise is subject to a medical disability or condition for which medication has been prescribed by a physician.

Medication means any current (unexpired) prescribed medication, as well as over-the-counter remedies (such as aspirin, decongestant, eye drops) and nutritional/herbal supplements.

Assistance means the providing of the child with medication in accordance with a physician's written instructions or directives, when the child presents himself/herself at the agreed time, or in response to urgent or emergency circumstances. Except as otherwise legally required, assistance may be provided by a District employee other than a nurse or licensed or trained medical care provider. Any emergency assistance provided to a student will be promptly brought to the attention of the parent/guardian. All additional reports of emergency assistance will be undertaken in keeping with governing laws and District policies and procedures.

At the end of the current school year all medications **must** be picked up by the parent within five working days, or the

medication will be destroyed per safety regulations.

NOTICE TO SCHOOL OF NON-EPISODIC CONDITION

The parent or legal guardian of any public school pupil on a continuing medication regimen for a non-episodic condition, shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the 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. The Superintendent of each school district shall be responsible for informing parents of all pupils of the requirements of this section. [E.C. 49480- 49480. Article 6]

PRIVATE DUTY NURSES

Parents who provide a private duty nurse for their child at school must notify both the Elk Grove Unified School District's Student Support and Health Services Department at (916) 686-7568, and their child's assigned school site, in order to comply with the District's procedural guidelines. Specific guidance will be given upon notification to facilitate the provision of this service.

PHYSICAL EXAMINATION EXEMPTIONS

If you want your child to be exempt from physical examinations at school, file a written statement with the school refusing such an exam. However, when there is a good reason to believe that your child is suffering from a recognized contagious or infectious disease, he/she will be sent home and shall not be permitted to return to school until school authorities are satisfied that any contagious or infectious disease does not exist. [E.C.48980, 49451]

LACTATION ACCOMMODATION FOR STUDENTS

A school operated by a school district or a county office of education, the California School for the Deaf, the California School for the Blind, and a charter school shall provide reasonable accommodations to a lactating pupil on a school campus to express breast milk, breast-feed an infant child, or address other needs related to breastfeeding. Reasonable accommodations under this section include, but are not limited to, all of the following:

1. Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
3. Access to a power source for a breast pump or any other equipment used to express breast milk.
4. Access to a place to store expressed breast milk safely.
5. A lactating pupil on a school campus shall be provided a reasonable amount of time to accommodate her need to express breast milk or breast-feed an infant child.

STUDENT HEALTH, SUPPORT & NUTRITION

A school subject to this section may use an existing facility to meet the requirements.

A pupil shall not incur an academic penalty as a result of her use, during the school day, of the reasonable accommodations specified in this section, and shall be provided the opportunity to make up any work missed due to such use.

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

A local educational agency shall respond to a complaint filed pursuant to paragraph (1) in accordance with Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

A complainant not satisfied with the decision of a local educational agency may appeal the decision to the department pursuant to Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations and shall receive a written decision regarding the appeal within 60 days of the department's receipt of the appeal.

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

The Elk Grove Unified School District fully supports the requirements mandated in Education Code Section 222 and will take all necessary steps to provide reasonable accommodations to lactating students. Any questions regarding the foregoing should be directed the Secondary Education Department at (916) 686-7706.

MARRIED/PREGNANT/PARENTING STUDENTS

The Elk Grove Unified School District applies no rule concerning a student's actual or potential parental, family or marital status that treats students differently on the basis of sex. [5 CCR § 4950; 34 CFR § 106.40(a)]

The Elk Grove Unified School District does not exclude or deny any student from any educational program or activity solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom. [5 CCR § 4950(a); 34 CFR § 106.40(b)(1)]

Pregnant students and parenting male or female students are not excluded from participation in their regular school programs or required to participate in pregnant-student programs or alternative educational programs. [5 CCR § 4950(c); 34 CFR § 106.40(b)(1)]

Pregnant/parenting students who voluntarily participate in alternative programs are given educational programs, activities and courses equal to the regular program. [5 CCR § 4950(c); 34 CFR § 106.40(b)(3)]

The Elk Grove Unified School District treats pregnancy, childbirth, false pregnancy, termination of pregnancy and recovery therefrom in the same manner and under the same policies as any other temporary disability. [5 CCR § 4950(d); 34 CFR § 106.40(b)(4)]

SCOLIOSIS (CURVATURE OF THE SPINE) SCREENING

School nurses will conduct scoliosis (curvature of the spine) screenings for 7th-grade girls and 8th-grade boys unless you submit a written denial of consent. [E.C. 49452.5]

SUN PROTECTION

Students, when outdoors, can wear sun protective clothing, including but not limited to, hats. Students may also apply sunscreen during the day without a doctor's note or prescription. [E.C. 35183.5]

VISION AND HEARING APPRAISAL

Vision and hearing will be checked by a credentialed school nurse in grades transitional kindergarten, kindergarten, second, fifth and eighth. A credentialed school nurse or audiologist will screen eighth-grade hearing at middle schools, unless you present to the school a certificate from a physician or optometrist verifying prior testing or a letter stating it violates your faith in a recognized religious belief. [E.C. 49455, 49452]

FOOD AND NUTRITION SERVICES

Elk Grove Unified participates in the National School Lunch and Breakfast Programs through Food and Nutrition Services. This department is committed to improving the nutritional health and academic success of students and has been awarded HealthierUS School Challenge award recognition by the United States Department of Agriculture.

Lunch is offered daily at all school sites and breakfast daily at the majority of school sites. Meals are analyzed to ensure that they meet the nutritional needs of students and the Dietary Guidelines for Americans www.choosemyplate.gov. The lunch price is \$2.75 at elementary schools and \$3.25 at middle and high schools. Middle and high schools offer breakfast for \$2.00 and all elementary schools provide breakfast for \$1.75.

Families may qualify for free or reduced price breakfast/lunch. Students eligible for free or reduced price meals can eat both breakfast and lunch at no charge. To be eligible for free or reduced price meals, an application must be completed each school year. Families can apply online at blogs.egusd.net/fns. Once the application is processed, the family will receive notification by mail regarding their eligibility for that school year. Students who are verified as foster youth or homeless are immediately eligible for free breakfast/lunch.

Your family must have a new application on file to qualify for free and reduced meals each new school year. During this school year, the charge for reduced price meals will be waived and there will be no cost to eligible students.

Families are encouraged to purchase meals in advance

STUDENT HEALTH, SUPPORT & NUTRITION

using the prepayment system, www.myschoolbucks.com. Parents can use myschoolbucks.com to check balances; view student's spending history and place restrictions on their purchases, if desired. Food substitution accommodations will be considered for students with disabilities or medically documented food allergies. Families should obtain a Medical Statement – Food Substitution and/or Accommodations form from the school cafeteria or office. The form must be signed by a recognized medical authority. Return completed forms to the school cafeteria for review by the District dietitian.

For additional information about meal applications, eligibility, breakfast/lunch menus and nutrition education, please contact Food and Nutrition Services at (916) 686-7735 or refer to the website at: blogs.egusd.net/fns.

HEALTHIERUS SCHOOL CHALLENGE AWARD RECOGNITION

Food and Nutrition Services along with 39 EGUSD elementary schools received top honors from the USDA for winning the HealthierUS School Challenge. Honors were awarded based on EGUSD's award winning school menus, Food and Nutrition Services nutrition education program and District school wellness practices.

The USDA established the HealthierUS School Challenge to recognize schools participating in the National School Lunch Program that create healthier school environments by providing nutrition education, nutritious food and beverage choices, physical education and opportunities for physical activity.

FOSTER YOUTH SERVICES

The Elk Grove Unified School District operates a program designed to serve the unique educational needs of children in foster care. Children become a part of the foster care system by virtue of removal from their biological homes for such causes as abuse, neglect or abandonment. They are often moved from placement to placement and school to school within the same school year. As they move, their educational and other legal records need to transfer with them so schools can assist and meet their unique educational needs. With each move, the timely and efficient transfer of records becomes more difficult and may delay or compromise educational placements for these children.

To address the needs of foster students, our Foster Youth Program staff assists with or provides:

- Efficient transfer of student records in collaboration with the Sacramento County Office of Education Database "Foster Focus";
- Development of "Educational Passports"- packets of essential information schools need to place foster youth in the most appropriate educational setting;
- Academic support and tutorial assistance, as funding permits;
- Crisis intervention;
- Counseling regarding emancipation and independent living issues, and

- Serve as a single point of contact for families, agencies, and schools.

All educational and school placement decisions for foster youth shall be made to ensure that each foster pupil:

- Has the opportunity to meet the same academic achievement standards to which all pupils are held;
- Is placed in the least restrictive educational programs;
- Has access to the academic resources, services, extracurricular and enrichment activities as all other pupils [E.C. 48850(a)].

On January 1, 2010 (pursuant to Section 51225.3 of the Education Code) California Assembly Bill 167 took effect and modified the graduation requirements for children who are in out-of-home care or who are dependents under the supervision of Child Welfare or Probation. Under certain circumstances, this bill requires a school district to exempt a student in foster care/out of home placement/dependency status from all coursework and other requirements that are in addition to the statewide coursework requirements. In order to determine eligibility the foster youth must:

Be in the 11th or 12th grade;

- Have moved from school to school within a district or;
- Have moved from district to district during the school year;
- Be determined by the District to not reasonably be able to complete the graduation requirements for graduation;
- Meet with the school counselor, educational rights holder for the foster youth, the social worker and the District's educational liaison to agree to the graduation plan;
- Must be informed as to the inability to transfer to a four year college after graduation;
- Informed as to the right to attend a two year community college or vocational program upon high school graduation.

In 2012, Assembly Bill 1933 modified requirements for local educational agencies to allow wards and dependents to stay in their school of origin for the duration of the court's jurisdiction.

This law:

- Stipulates that the local educational agency (LEA) shall allow the child to continue in his/her school of origin for the duration of the court's jurisdiction.
- Provides when court jurisdiction terminates before the end of the school year, the child shall be allowed to stay at the school of origin until the end of the current school year.
- Requires the LEA to allow a foster child to matriculate with his or her peers between grade levels, and from one school to another through high school for the duration of the court's jurisdiction.

STUDENT HEALTH, SUPPORT & NUTRITION

In 2013, Assembly Bill 1909 required that school districts notify a foster youth's county social workers and attorney if the youth is facing expulsion or is subject to a manifestation determination Individualized Education Program (IEP) meeting. It also requests that placing agencies include the name and contact information for the youth's social worker and attorney when providing schools with information about the youth's prior educational placements.

Prompt notification to the foster youth's county social worker, attorney and educational rights holder of a pending expulsion and/or manifestation determination IEP meeting would ensure the foster youth has access to an adult advocate(s) throughout the disciplinary process. Notification would also allow the social worker and attorney to connect the foster youth to any mental health and assessment services provided by the court or local child welfare agency that they might need. Further, it would mitigate the existing communication gap between schools and those responsible for the youth's welfare, especially in instances of disciplinary procedures. Foster children must be allowed to continue their education at their school of origin. If a foster student in grade K-8 is removed from the foster care system before the end of the school year, the former foster student must be allowed to finish the school year in his/her school of origin. If the former foster student is in high school when s/he is removed from foster care, then s/he must be allowed to continue in his/her school of origin through graduation. [E.C. 48853.5(f) (1)-(3)]

The focus of all these efforts is on school stability, student support, and progress toward graduation. It is through these kinds of efforts and services that Elk Grove Unified School District is able to enhance the academic success of students in foster care. For more information on Foster Youth support and services, contact (916) 686-7568.

HOMELESS EDUCATION PROGRAM

Children who are experiencing homelessness are entitled to equal access to the same free and appropriate public education provided to all children. The District serves students identified as homeless under the McKinney-Vento Homeless Children and Youth Act through the EGUSD Regional Student Support Centers. Students may be eligible for special assistance and services due to the circumstances of their living situation. Students who lack fixed, adequate or regular housing such as staying in a hotel/motel or shelter, in a house or apartment with more than one family because of economic hardship or loss, or living in a car, campground or recreational vehicle may be eligible for homeless services. This includes unaccompanied youth not in the care or custody of a parent or guardian and runaways. In order to remove barriers and reduce the hardships students experiencing homelessness face, Student Support Center staff may provide or assist with the following:

- **Enrollment assistance** – determine school of residence and school of origin; assist with gathering and transferring records; make appropriate placements and mediate disputes regarding enrollment of homeless students.

- **Direct services** - provide backpacks, school supplies, hygiene items, and clothing.
- **Case management** - serve as liaison with schools and other service providers; provide information on educational options and community resources, including shelters, housing programs, food closets and other agencies and programs.
- **Academic support** - track student attendance and progress, expedite assessments, and refer to available tutoring and counseling services.
- **Transportation** - homeless students whose nighttime residence is outside the attendance area of their school of origin may be provided with transportation to and from school. Such transportation may include bus passes or mileage reimbursement.

If, during the school year, a student becomes homeless, the student may continue in the school of origin for the remainder of the school year and through the duration of their homelessness.

ADDITIONAL STATE LAWS REGARDING HOMELESS STUDENTS

California State Law AB 1806 contains mandates with regards to partial credit, expulsions, and modified graduation requirements under certain circumstances for youth experiencing homelessness. This bill requires a school district to exempt a homeless student from coursework and other requirements that are in addition to statewide requirements when a student changes schools due to homelessness after their second year of high and cannot reasonably complete the District requirements by the end of their fourth year as determined by the district. A student who is eligible for the graduation exemption and their educational rights holder must:

- Attend a Graduation Exemption Determination Meeting with the school counselor and obtain the signatures of the student, educational rights holder, school counselor, principal, and the District's homeless liaison on the Graduation Exemption Determination form, indicating all who have signed agree to the alternative graduation plan and documenting the student and educational rights holder have been informed of how the alternative plan will affect admission to postsecondary schools.
- Be informed of the option to remain in school for a 5th year, and how staying the 5th year will affect postsecondary school admission.

California State Law SB 177 requires the immediate enrollment of homeless children and youth, deems homeless students to meet residency requirements for interscholastic sports immediately upon enrollment and requires public notice of the educational rights of homeless children and youth are distributed in schools.

California State Law AB 1068 gives unaccompanied youth age 14 and over the right to access and consent to disclose their school records and extends these rights to caregivers who enroll students in school using California's caregiver authorization affidavit. In addition, AB 1068 prevents schools from releasing directory information of students experienc-

TRANSPORTATION

ing homelessness, unless a parent/guardian expressly consents.

California State Law SB 445 permits students whose homeless status changes during the school year so that they are no longer homeless to remain at their school of origin for a specified time: high school students may continue in their school of origin through graduation and students in grades kindergarten and 1-8 may continue in their school of origin through the duration of the academic year.

California State Law AB 309 pertains to the CalFresh Supplemental Nutrition Assistance Program (SNAP) and clarifies that there is no minimum age requirement for unaccompanied homeless youth to apply.

California State Law AB 652 clarifies that a child/youth who is homeless or an unaccompanied minor, is not, in and of itself, a sufficient basis for reporting child abuse or neglect, as defined by the McKinney-Vento Act.

These laws and the District's programs serving homeless children and youth focus on student support, safety, school stability, academic progress and graduation.

For more information, please contact the nearest Regional Student Support Center. See contact information below and in the Directory Information in the back of the handbook:

Eastside Student Support Center (all schools east of Hwy 99)

David Reese Student Support Center (916) 392-9081

Westside Student Support Centers (schools west of Hwy 99)

Prairie Student Support Center (916) 422-1091

Valley Student Support Center (916) 681-7577

TRANSPORTATION

While school districts are not required to provide regular transportation service, the Elk Grove Unified School District has elected to provide limited service to students in eligible service areas for a fee. All students must register to ride before boarding the bus. To help the District plan for the appropriate number of buses and necessary bus stop locations, an early bird discount is available when you register your student to ride 30 days prior to the start of the school year.

To qualify for busing, a student must live within the eligible service area for their school of attendance. Interdistrict / intradistrict transfer students and grandfathered students are not eligible for transportation.

Fees and service areas are reviewed annually. Please check our district website at www.egusd.net for annual fee and service updates and to take advantage of early bird discounts when students register to ride 30 days prior to the start of school.

No fee will be required for students eligible for free transportation due to low income, homeless, foster status or special education students whose individualized education program provides transportation services.

OFFLOAD STUDENTS

New students whose home school is at capacity and are offloaded to another school may be eligible to receive a bus ride from their home school to their new school at no charge. Service is provided if the school of attendance is a significant increase in walking distance from the home school.

BUS PASSES

All students must register to ride and obtain a bus pass before they may ride. Bus passes identify students and their appropriate bus stops and must be carried at all times. Students are required to show their bus pass daily when boarding the bus. The completed application for home-to-school transportation must be returned to the Transportation Department for processing.

Students may request a separate morning pick up and afternoon drop off location serviced by the same bus. For the safety of the students and consistency to the routes, multiple pickup or drop off locations are not accepted. Falsification of information is cause for revocation of bus pass and bus riding privileges. Single ride ticket booklets are available for those students who need to ride the bus intermittently on a space available basis.

Should a pass be lost, stolen or damaged, contact or visit the Transportation Department immediately to secure a replacement. Payment of a \$15 service charge is required for a replacement pass.

Parents, guardians and students should be familiar with the Bus Rules and Regulations. Violation of any of the rules and regulations may result in suspension or revocation of the student's ability to ride the bus. Many of our buses are equipped with video and audio surveillance systems. Boarding the bus is consent to audio and video recording and may be used in disciplinary proceedings. Information, including the application, bus rules and regulations, and service areas, can be found on the district's website at www.egusd.net or by calling (916) 686-7733.

TRANSPORTATION SAFETY AND HELPFUL TIPS AT THE BUS STOP

- Arrive to the bus stop five minutes prior to bus stop departure time.
- Bus passes are required for all students to board the bus. The pass identifies the student and the correct bus stop.
- Have your bus pass ready to show the driver each and every time upon boarding the bus.
- If something drops near the bus, ask the driver for help. NEVER stoop down or go under the bus to retrieve items.
- Destruction of property, playing in or running across the street or other horseplay at a bus stop is dangerous and prohibited.
- Do not bring pets to a bus stop.

- Large school projects, large band instruments, scooters or skateboards cannot be transported on the bus unless contained in a backpack.
- For the safety of your student, advanced written permission is required for a student to exit the bus at any bus stop other than their assigned stop. The request must be in writing and signed by the parent, and approved by your school site administrator or designee.

The National Highway and Traffic Safety Administration has reported that a California School Bus is the safest method of transportation for students in the United States. Please help us to keep your children safe at school and bus stops by complying with speed limits, parking signs, and traffic direction. With your help, we can all travel in and around our schools safely.

FOGGY DAY / INCLEMENT WEATHER POLICY

Foggy or inclement weather may result in service delays or cancellations. By law, school buses are prohibited from traveling when there is less than 200 feet of visibility in each direction. Parents are advised to listen to or watch local television and radio stations for weather updates and service delays. You may also call our weather hotline at (916) 686-7733 and select #3 or check the District website at www.egusd.net for updates. Students should not stand at the bus stop longer than 30 minutes beyond the usual bus arrival time. Remember, while the sun may have broken through in your area, your bus may still be experiencing delays.

YOU CAN HELP US WITH TRAFFIC

By following the school's directions, parents and guardians can help provide a smooth flow of traffic at our schools during the morning drop-off and afternoon pickup times. Please use appropriate pickup and dropoff areas, follow the directions of school staff and follow traffic laws around school.

Vehicles that are double-parked, stopped in crosswalks or parked in restricted zones – such as those for loading and unloading school buses – create unsafe conditions for students, parents and motorists. These conditions make it difficult for children and other motorists to see each other, which can lead to accidents and injuries. It is better to wait a few seconds for a more secure drop off or pickup location than to stop where children need to dart across busy streets, or hold up traffic while picking up or dropping off students in the street.

The traffic situations you experience at your child's school are also part of the day-to-day problem our school bus drivers deal with every day while charged with the safe travel of their riders. Please do not block the path of a school bus with your vehicle or drive alongside the bus trying to get the driver's attention.

SAFE ROUTES TO SCHOOL

The Elk Grove Unified School District has promoted Safe Routes to School (SRTS) programs since 2002. These efforts encourage and teach children how to safely walk and bicycle

to school. As a result, a higher number of our students walk or bike to school than the national average.

Students who participate in 'active transportation' arrive at school alert, refreshed, and ready to start their day. Walking or biking to school has been shown to improve health, academic performance, attendance, and community connections. SRTS benefits include:

- Increased levels of student physical activity
- Fewer cars and congestion around school sites
- Increased bicycle, pedestrian, and traffic safety
- Fewer cars traveling through neighborhoods
- Improved air quality in and around schools
- Age-appropriate opportunities for student independence and responsibility
- Increased connections between neighbors and community residents

More information on the SRTS program is available at: blogs.egusd.net/saferoutes. To contact the SRTS Coordinator, call (916) 686-7711.

SAFETY TIPS TO & FROM SCHOOL

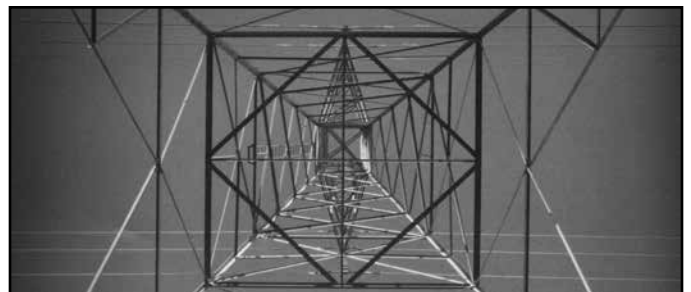
There are several precautionary safety measures parents and students can take as they go to and from school. Talk to your children about the following safety measures:

- Do not talk to strangers, even if they know your name.
- Always walk directly to and from school using the same path everyday.
- Always walk or ride your bike with a group of friends.
- Run directly to school or home if you are approached by a stranger.
- Immediately notify a school official or parent.

SCHOOL SAFETY PLAN

Each year schools are required by law to update a school safety plan by March 1. The plan includes earthquake emergency procedures and a disaster policy for buildings with a capacity of 50 or more people. Schools must report on the status of the safety plan to numerous community leaders. In addition, a description of the safety plan's key elements must be detailed in the school accountability report card. [E.C. 32286, 32288]

To assist law enforcement officers and public safety personnel, each school site is equipped with a "Crisis Response Box" that includes site emergency plans.



Artwork by Benedicto Briones Jr.,
Elk Grove High School

PREVENTION AND SCHOOL SAFETY

BULLYING POLICY

All Elk Grove Unified students have a right to a safe and healthy school environment, and the Board of Education and EGUSD will not tolerate behavior in the form of bullying that infringes on the safety or emotional or physical well-being of any student. As is set forth more fully in Board Policy 5131.2, EGUSD considers bullying to include abusive actions or conduct, which can be physical, verbal, written, psychological or sexual in nature, including cyberbullying. Students who are victims of bullying, or who witness bullying, are expected to immediately report such behavior to the school site principal or other school administrator. EGUSD schools follow Board Policy 5131.2 regarding Bullying and 5145.3 regarding Discrimination/Harassment/Intimidation/Bullying, when receiving and investigating complaints of bullying. Students who perpetrate acts of bullying will be disciplined in accordance with District Board Policy/Administrative Regulation 5144.1.

BULLYING PREVENTION

The Elk Grove Unified School District has a no tolerance policy against bullying in all forms. Student safety is a top priority for Elk Grove Unified and the district does not allow any behaviors that infringe on the safety or emotional or physical well-being of any student. Elk Grove Unified has developed strategies for bullying prevention and intervention to help keep students safe and ensure a healthy learning environment. The district has an extensive board policy on bullying that covers a variety of areas, including cyberbullying, bullying prevention, intervention, complaints and investigation, discipline and enforcement mechanisms.

BULLY PREVENTION IN PBIS

School-wide PBIS begins with the premise that all students should have access to supports to prevent the development and occurrence of problem behavior, including bullying behavior. To avoid stigmatizing any student, school-wide PBIS emphasizes what a student does and where it occurs. Instead of negatively labeling a student as a bully, victim, perpetrator, or aggressor, the emphasis is on labeling what the student does, for example, name-calling, teasing, intimidation, verbal aggression, and cyber-harassment. Bullying behavior is always described in the context or setting in which it occurs, for example, cyberspace, hallway, dance, field trip, bus, or other "setting."

COMPREHENSIVE SEXUAL HEALTH AND HIV/AIDS PREVENTION

Written and audiovisual educational material will be used in the California Comprehensive Sexual Health and HIV/AIDS Prevention curriculum. Upon request, these materials are available for inspection prior to the beginning of instruction.

You have a right to request, in writing, that your child not participate in the curriculum. You may also withdraw this request at any time. School districts must ensure that all pupils receive comprehensive sexual health instruction from adequately trained personnel in appropriate courses. In this District, highly qualified teachers provide such instruction.

If a guest speaker gives a presentation or presents at an assembly, parents will be given the dates and names of the guest speaker/organization at least 14 days prior to the dates of the presentation. This instruction will emphasize sexual abstinence and abstinence from intravenous drug use as the most effective means for HIV/AIDS prevention and avoiding the spread of sexually transmitted diseases. The instruction will also assist students in overcoming peer pressure and using effective decision-making skills to avoid high-risk activities.

Parents will be notified in writing and given the opportunity to review the material. Parents can request in writing that their child not participate in any or all of the above activities. Copies of Board Policy 6142.1 and Education Code Sections 51938, 51933 and 51934 can be requested from the District by contacting the Curriculum/Professional Learning Department at (916) 686-7757. The Education Codes can also be found online at leginfo.ca.gov. [E.C. 51933, 51934, 51938]

CRIME REPORTING

The Elk Grove Unified School District encourages the reporting of crimes and suspicious activities. Through the We-Tip program, our community can make anonymous reports through a 24-hour hotline. If you or your child wants to report a crime or suspicious circumstance, call the toll-free number, 1-800-78-CRIME.

"If you see something or know something, say something."

You can also make reports by calling the District's Division of Safety and Security at (916) 686-7786 or the Sacramento County Sheriff's Department at (916) 874-5115.

DRUG, ALCOHOL, STEROID AND TOBACCO PREVENTION PROGRAMS

Secondary student-athletes and their parents/guardians must sign an acknowledgment form that they will adhere to all of the policies of the Student-Athlete/Parent Handbook. One of these policies states that student-athletes will not use tobacco, drugs, alcohol, steroids or any performance-enhancing drug. Students and parents must sign the form before the student-athlete will be allowed to participate in any contests. The form and policy are available online at www.egusd.net. This notice is provided in compliance with the requirements of state and federal law as a part of the District's drug, alcohol and tobacco prevention programs.

The unlawful manufacture, distribution, dispensing, possession or use of illicit drugs, alcohol or any form of tobacco or nicotine product on District premises or as a part of any of its activities is wrong, harmful and strictly prohibited.

The District defines "tobacco and nicotine products" as a lighted or unlighted cigarette, cigar, pipe or other smoking product or material, smokeless tobacco in any form and electronic cigarettes. "Electronic cigarettes" are defined as battery-operated or other electronic products designed to deliver nicotine, flavor and other chemicals by turning the

PREVENTION AND SCHOOL SAFETY

substance into a vapor that is inhaled by the user, including, but not limited to electronic vaping devices, personal vaporizers, digital vapor devices, electronic nicotine delivery systems and hookah pens.

All students will abide by this prohibition as a condition of attendance. Any violations of District or school standards of conduct, rules and regulations or state or federal laws regarding illicit drugs, alcohol, tobacco and nicotine will be investigated. Violators will be subject to prosecution in accordance with local, state and federal law and District disciplinary action up to and including expulsion, and/or required to satisfactorily complete a drug abuse assistance program, tobacco cessation program or rehabilitation program selected by the District in conformance with law.

Students determined to have used or to be in possession of tobacco or nicotine products at school or school-related activities may be subject to discipline under District policy, Education Code 48900(h), and/or other applicable laws. Students determined to have used or to be in possession of products at school or school-related activities that can be used to consume and/or use tobacco or nicotine products, including but not limited to "electronic cigarettes" as defined above, but which do not contain tobacco, nicotine, or any other controlled substance, may be subject to discipline under District policy, Education Code 48900(k), and/or other applicable laws. [E.C. 48901]

The District's drug, alcohol and tobacco education and prevention programs are designed to address the legal, social and health consequences of drug, alcohol and tobacco use and to provide students with effective techniques for resisting peer pressure to use illicit drugs, alcohol or tobacco. Information about any drug, alcohol and tobacco counseling, rehabilitation and re-entry programs available to students may be obtained by contacting their school.

This information may include programs sponsored or maintained by various community groups or agencies. The District neither supports nor endorses any specific program, agency or firm. The information is provided only to assist parents and students who may desire information regarding the resources available to assist them.

DRUG AND WEAPON PREVENTION

The Elk Grove Unified School District partners with the Sacramento County Sheriff's Department to deploy canine officers trained to detect drugs and weapons. The dogs are used randomly in the common areas of high schools. They do not sniff individual students. When deemed necessary, the District also employs undercover officers to address the sale of narcotics at schools.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

Positive Behavior Interventions and Supports is an integral part of EGUSD's commitment to wellness. PBIS is a proactive approach to establishing the behavioral supports and social culture needed for all students on a school site to achieve

social, emotional and academic success. PBIS is a framework implemented by explicitly teaching expected behaviors, acknowledging appropriate behaviors and reteaching when behavioral errors are made.

PBIS is a data-driven, team-based system that enhances the capacity of schools, families, and communities to respond to the unique needs of each student. This Multiple Tiered System of Supports (MTSS) focuses on creating and sustaining universal/school-wide (all students), targeted (small group), and intensive (individual) systems of support that improve lifestyle results (personal, health, social, family, work, recreation) for all children and youth by making targeted behaviors less effective, efficient, and relevant, and desired behavior more functional.

Every school in Elk Grove has a PBIS team. Community and family members are critical members of this team. If you have a passion for helping create high quality, learning environments please consider this option. If you would like to know more about PBIS at your area school of have questions please contact the site administration.

SUICIDE PREVENTION

Suicide prevention is the collective effort of school and community resources working together to support our students. Saving lives often begins with asking a question.

STUDENT IN CRISIS: WHAT TO DO

Ask the difficult question. "Have you had thoughts about killing yourself?" Do not offer unrealistic reassurances. Paraphrase what you are hearing the student say. This will support your ability to monitor how accurately you are understanding what the student is saying.

For example, *"I understand when you say that you aren't sure if you want to live or die, but have you always wanted to die? Well, maybe there's a chance you won't feel that way forever. I can help."*

- Providing information about a current or upcoming life transition can help lessen anxiety.
- Remember, your job is not to act in the role of the mental health professional.
- Connect the student with a counselor, administrator or mental health professional immediately. Maintain visual contact with student at all times.
- Always provide a student with a 24-hour crisis number. Have them put the contact information into their phone if possible.

- * School and Community Resources: EGUSD Counselors, School Psychologists and Mental Health Therapists.
- * Local Suicide Prevention Crisis Line (916) 368-3111
- * National Suicide Prevention Lifeline 1 (800) 273-TALK (800-273-8255)
- * Sources of Strength - sourcesofstrength.org
- * Know the Signs - www.suicideispreventable.org
- * American Foundation for Suicide Prevention - afsp.org

PREVENTION AND SCHOOL SAFETY

* NAMI Sacramento: Crisis Help for Mental Illness - namisacramento.org/crisis

- Be aware of the identified individuals on your site who are working with you to provide more long-term professional support.
- The wider your network of support, the more effective you will be in managing the crisis for the student, family and others.

STUDENT IN CRISIS: COMMUNICATION

- Staff will connect and communicate with administration and Crisis Team on-site to determine level of risk.
- Crisis Team and Administration will contact district director for consultation and support, law enforcement or protective services, inform the parent or guardian and identify staff member to monitor student.

STUDENT IN CRISIS: WHAT TO AVOID WHEN HELPING

- The student could be in a state of chaos and confusion, so how you model your emotions is key.
- In an effort to provide support, be careful that you are not providing your opinions.
- Avoid being impatient, judgmental or shocked.
- Be careful not to minimize the student's experience but do not overreact as it may cause the student to shut down.
- Base the foundation of your relationship on honesty and trust.
- Do not promise secrecy in an effort to glean information regarding the crisis.

STUDENT CRISIS: WARNING SIGNS

Warning signs are observable behaviors that may signal the presence of suicidal thinking. They might be considered "cries for help" or "invitations to intervene." We encourage our staff to follow your instincts, it is not overreacting. Please communicate with your counselor or mental health professional on site if you observe behaviors that concern you.

- Feelings of sadness, hopelessness, helplessness
- Changes in sleep patterns or eating habits
- Significant changes in behavior, appearance, thoughts, and/or feelings
- Change in school attendance/tardies
- Social withdrawal and isolation
- Suicide threats (direct and indirect)
- Suicide notes and plans
- History of suicidal ideation/ behavior
- Self-injurious behavior
- Preoccupation with death
- Making final arrangements (e.g., giving away prized possessions, posting plans on social media, sending text messages to friends)

ATTENDANCE IS KEY TO ACADEMIC SUCCESS

In elementary, middle and high school, your child's academic success can be put in jeopardy if too many days are missed. If your child must miss school due to an illness or other critical reasons, work with his/her teacher to make-up the lost time in class. Ask for homework assignments and do extra review.

In addition to the academic component, student absences directly affect the District's finances. The majority of state funding is based on each day a student attends school. The state only pays the District for those days the student is physically in class. It does not pay for excused absences, even if the parents provide a note from a doctor.

The Elk Grove Unified School District actively promotes regular school attendance through an incentive and promotion campaign called No Excuses – Go to School. The campaign is designed to keep students thinking, "I need to go to school today." Experts agree that regular school attendance improves learning and the educational experience. For more information on the campaign, visit: blogs.egusd.net/attendance.

Teachers build your child's education one day at a time so every day is essential. In elementary, middle and high school, your child's academic success can be put in jeopardy if too many days are missed. If your child must miss school due to an illness or other critical reasons, work with office staff to ensure that absences are recorded correctly and also his/her teacher to make-up the lost time in class. Ask for homework assignments and do extra review.

FACTS ABOUT ATTENDANCE

Facts from the California Department of Education's 2000 "School Attendance Improvement Handbook" and Elk Grove Unified School District data:

- Absenteeism in the first month of school can predict poor attendance throughout the school year. Half the students who miss 2-4 days in September go on to miss nearly a month of school.
- Absenteeism and its ill effects start early. One in 10 kindergarten and first grade students are chronically absent. Poor attendance can influence whether children read proficiently by the end of third grade or be held back.
- By 6th grade, chronic absence becomes a leading indicator that a student will drop out of high school.
- Research shows that missing 10 percent of the school, or about 18 days in most school districts, negatively affects a student's academic performance. That's just two days a month and that's known as chronic absence.
- The academic impact of missing that much school is the same whether the absences are excused or unexcused.
- When students improve their attendance rates, they improve their academic prospects and chances for graduating.

CONFIDENTIAL MEDICAL SERVICES RELATED TO ATTENDANCE

According to the Education Code, school authorities may excuse any student in grade 7 through 12 for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian. School districts are permitted to grant such excuses. [E.C. 46010.1]

FAILURE TO ENSURE STUDENT ATTENDANCE

Any parent or guardian who fails to ensure their student's attendance may be guilty of an infraction and can be punishable as follows: \$100 for first conviction; \$250 for second conviction; and \$500 for third conviction. A parent or guardian may be placed in a parent education program or counseling program in lieu of a fine. A willful violation of a court order directing that a student must be enrolled in a school or program can mean a \$1,000 fine. [E.C. 48293]

GENERAL ABSENCES

According to Education Code 48205(a) a pupil shall be excused from school when the absence is:

- Due to a personal illness.
- Due to quarantine under the direction of a county or city health officer.
- For the purposes of having medical, dental, optometric or chiropractic services rendered.
- For the purposes of attending the funeral services of a member of the student's 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.
- For the purpose of jury duty in the manner provided for by law.
- For justifiable personal reasons, including, but not limited to: an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, for attendance at an employment conference or educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designed representative pursuant to uniform standards established by the governing board.
- For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support position. Absences granted on this basis shall be granted for a period of time to be determined at the discretion of the Superintendent or designee.
- For the purposes of serving as a member of a precinct board for an election pursuant to Sec. 12302 of the Elections Code.
- For the purpose of attending the pupil's naturalization ceremony to become a United States citizen (AB 1593).
- A student in foster care will be excused due to placement changes, court appearances, or related court ordered activities.
- 11th and 12th grade students are eligible for two excused absences per year for college/military visits providing that meet certain criteria and submit the **Excused Absence Request for a College/Military Visit** form within prescribed timeline.

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

Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

"Immediate" family as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to "employee: shall be deemed to be references to pupil." [E.C. 46014, 48205]

A pupil shall be excused for participation in religious instruction or exercises upon written notice. Such absences may not exceed four days per month. Any excused student must nevertheless attend school at the minimum school day required for his or her grade.

LEAVING SCHOOL AT LUNCH TIME

The Elk Grove Unified Board of Education has established a closed campus policy at all sites. Students may not leave campus at any time during the school day. This is to protect your student's health, safety and welfare and maintain the security of the campus. We ask that you not request permission for your student to leave campus during the school day for lunch. [E.C. 44808.5]

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

SARB reviews student attendance and disruptive behavior. Students may be referred to SARB for habitual truancy or irregular attendance. SARB may involve the District Attorney, County Probation Department and County Health and Human Services in a student's case.



Artwork by Elisa Galindo,
Sheldon High School

IMPORTANT NOTICES & STUDENTS RIGHTS

ANNUAL NOTICE OF THE UNIFORM COMPLAINT PROCEDURES (UCP) 2018-2019 SCHOOL YEAR

For students, employees, parents/guardians, school and District advisory committee members, private school officials, and other interested parties.

The Elk Grove Unified School District has the primary responsibility for compliance with federal and state laws and regulations. We have established Uniform Complaint Procedures (UCP) to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violation of state or federal laws governing educational programs, the charging of unlawful pupil fees and the non-compliance of our Local Control and Accountability Plan (LCAP).

We will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the agency, which is funded directly by, or that receives or benefits from any state financial assistance.

The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

- Adult Education
- After School Education and Safety
- Agricultural Vocational Education
- American Indian Education Centers and Early Childhood
- Education Program Assessments
- Bilingual Education
- California Peer Assistance and Review Programs for Teachers
- Career Technical and Technical Education; Career Technical; Technical Training
- Career Technical Education
- Child Care and Development
- Child Nutrition
- Compensatory Education
- Consolidated Categorical Aid
- Course Periods without Educational Content
- Economic Impact Aid
- Education of Pupils in Foster Care, Pupils who are Homeless, former Juvenile Court Pupils now enrolled in a school district and Children of Military Families
- English Learner Programs
- Every Student Succeeds Act / No Child Left Behind (Titles I-VII)
- Local Control Accountability Plans Migrant Education
- Physical Education Instructional Minutes
- Pupil Fees
- Reasonable Accommodations to a Lactating Pupil
- Regional Occupational Centers and Programs
- School Safety Plans
- Special Education
- State Preschool
- Tobacco-Use Prevention Education

A pupil fee includes, but is not limited to, all of the following: 1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit. 2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment. 3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

A pupil fees or LCAP complaint may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint.

A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint shall be filed no later than one year from the date the alleged violation occurred.

We shall post a standardized notice of the educational rights of foster and homeless youth, as specified in Education Code Sections 48853, 48853.5, 48853.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information, as applicable Complaints other than issues relating to pupil fees must be filed in writing with the following designated to receive complaints:

Name or title: Legal Compliance Specialist

Unit or office: Human Resources

Address: Human Resources Department, Elk Grove Unified School District, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624

Phone: (916) 686-7795

E-mail address: legalcompliance@egusd.net

The above, responsible for compliance and investigations, is knowledgeable about the laws and programs assigned to investigate.

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, if applicable, if another compliance officer is assigned to the complaint.

A pupil fees complaint is filed with the Superintendent or his designee and/or the principal of a school.

Complaints alleging discrimination, harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the superintendent or his or her designee.

Complaints will be investigated and a written Decision or

IMPORTANT NOTICES & STUDENTS RIGHTS

report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This time period may be extended by written agreement of the complainant. The person responsible for investigating the complaint shall conduct and complete the investigation in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal our Decision of complaints regarding specific programs, pupil fees and the LCAP to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving our Decision. The appeal must be accompanied by a copy of the original-filed complaint and a copy of our Decision.

The complainant is advised of civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Notwithstanding the process for written complaints, any individual who believes that he/she or another student or group has been subjected to unlawful discrimination may orally report the alleged discrimination to the involved student's teacher (or a teacher of a student in the alleged group), or to the principal, or to the principal's designee of the school site where the alleged discrimination occurred. The principal or principal's designee shall, in process of following up on the report, inform the individual making the report of the right to file a written complaint. If the individual making the oral report does not want to file a written complaint, does not want to be identified, or does not give names of the perpetrators, the school still may have a duty to respond in some way depending on the seriousness of the allegations and the risk of future harm to the student or others. However, the extent to which these concerns can be investigated and/or responded to may be limited given the lack of information made available to the District. The District's response to the oral reporting of concerns of unlawful discrimination shall follow the process set forth in the local UCP.

A copy of our UCP complaint policies and procedures is available free of charge and is available on the District's website at the following link:
www.egusd.net/about/district/policiesproceduresnotices

For more information regarding the District's uniform complaint procedures or assistance with the complaint or investigation process, please contact the Legal Compliance Office in Human Resources at (916) 686-7795.

CELL PHONES, PAGERS, ELECTRONIC SIGNALING DEVICES

Schools may regulate the possession or use of any cell phone, pager or electronic signaling device while students are on campus, attending school-sponsored activities or under the supervision and control of school District employees. The District is not responsible for stolen personal electronic devices, including if such device is confiscated pursuant to District/school policies and procedures.

NON-DISCRIMINATION, HARASSMENT, INTIMIDATION AND BULLYING

District programs and activities shall be free from discrimination, including harassment, intimidation and bullying based on a student's actual or perceived disability, sex, gender, gender identity, gender expression, nationality, immigration status, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics.

The District's policy on Non-Discrimination/Harassment/Intimidation/Bullying, Board Policy 5145.3 can be found at: www.gamutonline.net/district/elkgrove/DisplayPolicy/854176/5. This policy applies to all acts related to school activity or school attendance occurring with a school under the jurisdiction of the District Superintendent.

When providing or arranging for the provision of nonacademic and extracurricular services and activities, the District shall ensure that a student with a disability participates with nondisabled persons in such activities and services to the maximum extent appropriate to the needs of the student with a disability in question.

Pursuant to California Education Code section 221.5, a pupil shall be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records. Any student may request the use of private or unisex restroom facilities for increased privacy. The District endeavors to protect the privacy of all students.

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and/or bullying because of actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, physical or mental disability, sex, marital or parental or family status, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics, contact one of the following Title IX and Nondiscrimination Coordinators. (See page 25 for contact information)

In the event of a complaint regarding discrimination based upon an actual or perceived mental or physical disability, contact the District's Director of Student Support and Health Services, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624, (916) 686-7568.

For more information, visit www2.ed.gov/about/offices/list/ocr/docs/howto.html; or www2.ed.gov/about/offices/list/ocr/complaintintro.html and www2.ed.gov/about/offices/list/ocr/docs/title-ix-rights-201104.pdf.

SEXUAL HARASSMENT POLICY

The Governing Board prohibits unlawful sexual harassment of or by any student by anyone in or from the District.

IMPORTANT NOTICES & STUDENTS RIGHTS

Teachers shall discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of sexual harassment.

Any student who engages in the sexual harassment of anyone in or from the District may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal.

The Board expects students or staff to immediately report incidents of sexual harassment to the principal or designee or to another District administrator. Any student who feels that he/she is being discriminated against or harassed should immediately contact the principal or designee. In addition a written complaint can be filed in accordance with B.P./A.R. 1312.3. Written complaint policies are available at all school sites, the District Office and can be accessed online at www.egusd.net/about/district/policiesproceduresnotices. The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature when:

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

Other types of conduct which are prohibited in the District and which may constitute sexual harassment include:

1. Unwelcome leering, sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation.
4. Sexual jokes, stories, drawing, pictures or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students.
7. Touching an individual's body or clothes in a sexual way.
8. Cornering or blocking of normal movements for sexual purposes.
9. Displaying sexually suggestive objects in the educational or work environment.
10. Any act of retaliation against an individual who reports

a violation of the District's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

A copy of the District's policy on harassment shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year.
2. Be displayed in a prominent location in the main administrative building or other area of the campus or school site where notices regarding the institution's rules, regulations, procedures and standards of conduct are posted.
3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester or summer session.
4. Appear in any school or District publication that sets forth the school or District's comprehensive rules, regulations, procedures and standards of conduct.

The principal or designee shall take appropriate actions to reinforce the District's sexual harassment policy. These actions may include:

1. Removing vulgar or offending graffiti.
2. Providing staff inservice and student instruction or counseling.
3. Taking appropriate disciplinary action as needed.

Questions or complaints regarding sexual harassment can also be raised with or be directed to one of the Title IX Coordinators for the District. (See page 25 for contact information)

STUDENT RIGHTS

Students have a right to a safe learning environment. Both the U.S. Constitution and California state law protect this right. All students and staff of public elementary, middle and senior high schools have the inalienable right to attend campuses which are safe, secure and peaceful. If you feel your school is not providing a safe environment, please discuss this with your teacher or principal.

IMMIGRATION ENFORCEMENT-"KNOW YOUR RIGHTS"

All students have the right to a free public education, regardless of immigration status or religious beliefs. For more information, please see the resources developed by the California Attorney General at www.oag.ca.gov/immigrant/rights.

STUDENT RIGHTS UNDER TITLE IX

Federal Title IX of the Education Amendments of 1972 ("Title IX"), implemented at 34 C.F.R. § 106.31, subd. (a), provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by a recipient which receives federal financial assistance. Relevant here, Title IX requires school districts to take immediate and appropriate action to investigate when it knows or reasonably should know of a possible Title IX violation.

IMPORTANT NOTICES & STUDENTS RIGHTS

TITLE IX COORDINATORS

In the event of a complaint regarding gender equity or sexual harassment, or discrimination, including harassment, intimidation and bullying because of actual or perceived disability, sex, gender, gender identity, gender expression, nationality, race, ethnicity, color, ancestry, religion, sexual orientation, age, marital or parental status, or association with a person or group with one or more of these actual or perceived characteristics, contact one of the following Title IX and Nondiscrimination Coordinators:

For complaints against employees:

Legal Compliance Specialist, Human Resources
9510 Elk Grove-Florin Road, Elk Grove, CA 95624
(916) 686-7795; legalcompliance@egusd.net

For student against student complaints:

Associate Superintendent, PreK-6 Education
9510 Elk Grove-Florin Road, Elk Grove, CA 95624
(916) 686-7704; PK6Ed@egusd.net

Associate Superintendent, Secondary Education,
9510 Elk Grove-Florin Road, Elk Grove, CA 95624
(916) 686-7706; egusded@egusd.net

FILING A TITLE IX COMPLAINT WITH THE DISTRICT

Student complaints shall be submitted in written form in accordance with Board Policy 1312.3 - Uniform Complaint Procedures. If the complainant is unable to prepare the complaint in writing, administrative staff shall help him/her to do so.

Complaints must be filed within six months from the date when the alleged unlawful discrimination occurred, or from the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying that is based on sex. The time for filing may be extended up to 90 days by the Superintendent or the Superintendent's designee, for good cause, upon written request by the complainant setting forth the reasons for the request for an extension of time to file a written complaint.

All complaints shall be appropriately investigated in a timely manner. Within 10 business days after the compliance officer receives the complaint, the compliance officer, or designee, shall begin an investigation into the complaint. The investigation shall include an opportunity for the complainant, or the complainant's representative, or both, to present the compliance officer, or designee, with any evidence, or information leading to evidence, to support the allegations in the complaint.

The District shall issue a written decision based on the evidence within 60 calendar days from receipt of the written complaint by the District. Any complainant who is dissatisfied with the District's final written decision may file an appeal in writing with the California Department of Education within 15 calendar days of receiving the District's decision.

Complaints made by or on behalf of students may also be filed with the U.S. Department of Education, Office of Civil Rights within 180 calendar days of the date of the alleged discrimination, unless the time for filing is extended by the Office of Civil Rights for good cause shown under certain circumstances.

STUDENT RIGHTS PURSUANT TO EDUCATION CODE SECTION 221.8

The following list of rights, which are based on the relevant provisions of the federal regulations implementing Title IX of the Education Amendments of 1972 (20 U.S.C. Sec. 1681 et seq.), may be used by the department for purposes of Section 221.6:

- (a) You have the right to fair and equitable treatment and you shall not be discriminated against based on your sex.
- (b) You have the right to be provided with an equitable opportunity to participate in all academic extracurricular activities, including athletics.
- (c) You have the right to inquire of the athletic director of your school as to the athletic opportunities offered by the school.
- (d) You have the right to apply for athletic scholarships.
- (e) You have the right to receive equitable treatment and benefits in the provision of all of the following:

- 1. Equipment and supplies
- 2. Scheduling of games and practices
- 3. Transportation and daily allowances
- 4. Access to tutoring
- 5. Coaching
- 6. Locker rooms
- 7. Practice and competitive facilities
- 8. Medical and training facilities and services
- 9. Publicity
- (f) You have the right to have access to a gender equity coordinator to answer questions regarding gender equity laws.
- (g) You have the right to contact the State Department of Education and the California Interscholastic Federation to access information on gender equity laws.
- (h) You have the right to file a confidential discrimination complaint with the United States Office of Civil Rights or the State Department of Education if you believe you have been discriminated against or if you believe you have received unequal treatment on the basis of your sex.
- (i) You have the right to pursue civil remedies if you have been discriminated against.
- (j) You have the right to be protected against retaliation if you file a discrimination complaint.



Artwork by Hunter Poston,
Sheldon High School

STUDENT DISCIPLINE

DISCIPLINARY PRACTICES

A student may be disciplined, suspended, or expelled for acts enumerated in Disciplinary Practices and Progressive Discipline that are related to school activity or school attendance occurring at any district school or within any other school district, including, but not limited to, any of the following:

1. While on school grounds.
2. While going to or coming from school.
3. During the lunch period whether on or off campus.
4. During, while going to, or coming from a school sponsored activity.
5. For conduct which occurs after school hours and off District property, but which is reasonably likely to cause or causes a substantial disruption of a school activity or attendance. [EGUSD AR 5144.1]

ALTERNATIVES, INTERVENTIONS AND PROGRESSIVE DISCIPLINE

The Elk Grove Unified School District has a defined and progressive set of interventions, remediations and consequences that schools follow when a student misbehaves. The superintendent or principal may use his or her discretion to provide alternatives to suspension or expulsion to address student misconduct. [E.C. 48900(v), 48900.5] [EGUSD AR 5144]

- Parent Contact – verbal or written communication with the parent or guardian
- Counseling – individual or group meetings of the student, which consist of teachers, counselors, administrators, parents, and the student to address the behavior issue and develop a plan of action to correct the student's behavior.
- Personal Responsibility – students participate in directed activities such as written apologies, restitution, school/community service, conflict resolution skills.
- Detention – Students participate in behavior modification for a period of 30 minutes to two hours during non-instructional time.
- Community Service - Student may be assigned work performed in the community or on school grounds in the areas of outdoor beautification, community or campus betterment, and teacher, peer, or youth assistance programs.
- Parent Conference – a formal meeting between the parents or guardians and school personnel to discuss the student's needs.
- In-School Suspension – assignment of student to separate supervised activity during the school day with the intent of correcting inappropriate activity.

GROUND FORS SUSPENSION OR EXPULSION

A student shall not be disciplined, suspended or recommended for expulsion unless the Superintendent, a designee or the principal of the school in which the student is enrolled determines the student has violated one or more parts of an act as defined by any of the following subdivisions identified in Ed Code 48900 inclusive of:

- Weapons and Dangerous Objects [E.C. 48900(b)]
- Drugs and Alcohol [E.C. 48900(c)]
- Sale of "Look-Alike" Controlled Substance or Alcohol [E.C. 48900(d)]
- Robbery or Extortion [E.C. 48900(e)]
- Damage to Property [E.C. 48900(f)]
- Theft or Stealing [E.C. 48900(g)]
- Tobacco [E.C. 48900(h)]
- Profanity, Obscene Acts, Vulgarity [E.C. 48900(i)]
- Drug Paraphernalia [E.C. 48900(j)]
- Willful Defiance or Disruption of School Activities [E.C. 48900(k)(1)]
- Possession of Stolen Property [E.C. 48900(l)]
- Imitation Firearm [E.C. 48900(m)]
- Sexual Assault or Sexual Battery [E.C. 48900(n)]
- Harassment of a Student Witness [E.C. 48900(o)]
- Prescription Drug Soma [E.C. 48900(p)]
- Hazing [E.C. 48900(q)]
- Bullying and Bullying by Electronic Act [E.C. 48900(r)]

(Please see the Table of Education Codes Related to Discipline for more detail.)

Students who commit these offenses may be suspended from school and/or to the Superintendent's designee with the recommendation for reassignment to an alternative program or expulsion and transfer to an alternative program. Major acts of misconduct must be reported to the school administrator immediately after the incident and may result in the immediate removal of a student from the school following suspension due process procedures.

Suspension is the removal of a student from the classroom for disciplinary reasons for a defined period of time by a teacher or school administrator. A principal or designee may suspend a student for up to five days. A teacher may suspend a student for the remainder of the class in which the misbehavior occurred and for the next day's class. A suspension may be extended under certain conditions.

There are two kinds of suspension – on-campus suspension and home suspension. Students placed on home suspension are not permitted on or near the school campus, nor are they allowed to participate in any school activities during suspension. They may, however, be required to complete assignments and tests which will be made available to them through an intermediary.

Expulsion, as ordered by the Board of Education, is the removal of a student from all schools in the Elk Grove Unified School District for violating the California Education Code. The expulsion is for a defined period of time, but an application for re-admission must be considered within a specified time period. State law provides for due process and rights to appeal any order of expulsion.

If a student's behavior is a threat to the safety, health or emotional well-being of others, and previous methods of prevention and intervention have not been successful, that student may be suspended in accordance with state law and district policy.

Suspension may be imposed upon a first offense if the Superintendent, principal or designee determines the student violated Education Code 48900(a)-(e) or if the student's presence causes a danger to persons. [E.C. 48900.5]

For all other acts and conduct for which a student is subject to discipline under Education Code 48900 through 48900.7 and which are not specifically listed or addressed under Education Code 48915(a) or 48915(c), a student may be recommended for expulsion where other means of correction are not feasible or have repeatedly failed to bring about proper conduct, or where due to the nature of the student's conduct violation, the presence of the student causes a continuing danger to the physical safety of the student or others. [E.C. 48915(b) and (e)]

THE ROLE OF PARENTS AND GUARDIANS

School rules are designed to teach children to be responsible, respectful, and safe. Parents and guardians have a key role in maintaining welcoming, safe campus environments that are conducive to learning.

Parents and guardians are urged to review district and school standards of conduct and rules with their children at the start of each school year, with special emphasis during critical transitional years when children move from elementary to middle school, and from middle to high school. Reinforcing positive behavior and acknowledging children for demonstrating appropriate conduct is important. If parents or guardians spot a behavior problem, they should contact school staff, who will partner with them to find solutions. Parent/student handbooks are available online in English, Spanish, Hmong and Vietnamese.

The Elk Grove Unified School District is committed to strong partnerships between home and school to establish and enforce appropriate standards of conduct for students. In the event of student misconduct, teachers, school or district personnel will contact parents first, unless the infraction is so serious that police notification is mandated.

Assistance is available for parents or guardians who are dealing with difficult or out-of-control children. Parents are given tools to empower them as they work toward modifying the behavior of their difficult children. To find out more, visit the webpage of the Student Support and Health Services at www.egusd.net/student-support-and-health-services.

BEHAVIORAL REQUIREMENTS FOR PARTICIPATION IN GRADUATION CEREMONIES

Students must demonstrate good citizenship to participate in the graduation ceremony. Any student who has received an off-campus suspension from school in the spring semester prior to graduation will be notified in writing that if a second off-campus suspendable event occurs, he/she will not be eligible to participate in the graduation ceremony. Any senior student who receives an off-campus suspension within the last 20 school attendance days prior to the date of graduation may be denied the privilege of participating in the graduation ceremony, even if that off-campus suspension is the student's first off-campus suspension during his/her senior year. If a student receives an off-campus

suspension that falls on the day of graduation practice or of the graduation ceremony, that student will not be allowed to participate in graduation. A senior student with a second off-campus suspension will be denied the privilege of participating in the graduation ceremony. In addition, a senior student may not attend the graduation ceremony while under off-campus suspension, even if the off-campus suspension is the first for the student during the senior year. Each high school student and his/her parent/guardian will receive annual notification of this policy. [B.P. 5127(a)]

PROHIBITION ON POSSESSION AND USE OF TOBACCO AND NICOTINE PRODUCTS

District policy and the Education Code prohibit the possession, use, manufacture, distribution, or dispensing of tobacco and nicotine products at school or during school related activities. The District defines "tobacco and nicotine products" as a lighted or unlighted cigarette, cigar, pipe or other smoking product or material, smokeless tobacco in any form, and electronic cigarettes. "Electronic cigarettes" are defined as battery-operated or other electronic products designed to deliver nicotine, flavor, and other chemicals by turning the substance into a vapor that is inhaled by the user, including, but not limited to electronic vaping devices, personal vaporizers, digital vapor devices, electronic nicotine delivery systems, and hookah pens.

Students determined to have used or to be in possession of tobacco or nicotine products at school or school related activities may be subject to discipline under District policy, Education Code 48900(h), and/or other applicable laws. Students determined to have used or to be in possession of products at school or school related activities that can be used to consume and/or use tobacco or nicotine products, including but not limited to "electronic cigarettes" as defined above, but which do not contain tobacco, nicotine, or any other controlled substance, may be subject to discipline under District policy, Education Code 48900(k)(1), and/or other applicable laws. [E.C.48901]

LAW ENFORCEMENT PARTNERSHIPS

The Division of Safety and Security works in cooperation with the Sacramento County Sheriff's Department. This department also works closely with the Elk Grove Police, Sacramento Police, Rancho Cordova Police and the Sacramento County Probation Department. Each comprehensive high school region has an assigned Sheriff's deputy as a School Resource Officer (SRO).

The SRO is stationed at the high school and works with each region's middle school and elementary schools' site staff to enforce laws and mentor the District's youth. Additional officers are dedicated to the alternative education sites, assist at elementary and middle schools as well as address truancy problems.

INTERVIEW OF A STUDENT BY LAW ENFORCEMENT

Students can be interviewed by law enforcement officers while at school. In instances where law enforcement is involved, the principal or designee shall attempt to minimize disruption at the school and provide privacy to the student. School officials are required to make every effort to contact

STUDENT DISCIPLINE

a parent or guardian at the time a peace officer requests to interview a student, unless directed not to by the peace officer. For example, no notification will be made in the case of child abuse or neglect. The principal or designee may be present for the interview if allowed by the officer and with the student's approval. [B.P. 5145.11]

RELEASE OF A STUDENT TO PEACE OFFICER

If a peace officer removes a student from school, the principal or designee shall take immediate steps to notify a parent or guardian, except when a student has been taken into custody as a victim of suspected child abuse or neglect. In such cases, the peace officer will notify the parent or guardian. [E.C. 48906; Penal Code 11165.6]

SEARCH AND SEIZURE POLICY

The Search and Seizure Policy governs the District's authority to search individual students and their property and the student's responsibility to submit to searches. Under Board Policy 5145.12, school officials may conduct a search when there is a reasonable suspicion the search will uncover evidence that the student is violating the law or the rules of the school or District.

General inspections of school properties, such as lockers and desks, may be conducted on a regular, announced basis. Any items in a locker shall be considered the property of the student to whom the locker was assigned.

The school principal or designee may search the person of a student, the student's locker, backpack, purse or other belongings if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property or contraband. [U.S. Supreme Court Case: New Jersey v. T.L.O. (1985) 469 U.S. 325; B.P. 5145.12]

To ensure the safety of students and staff, schools may conduct random searches for weapons using metal detectors.

The District may use specially trained, non-aggressive dogs to detect the presence of substances prohibited by law or District policy. Dogs may be used in the inspection of lockers, vehicles, or personal property, but may not be used to search a person.

WILLIAMS SETTLEMENT COMPLAINT PROCEDURE

Complaint policies and forms are available at the school office and are available online at: www.egusd.net/about/district/policiesproceduresnotices. The following procedures shall be used to file Williams related complaints:

1. Complaint forms can be turned in to the principal or designee who will make every reasonable attempt to investigate.
2. Complaints beyond the site authority will be forwarded to the District within 10 days.
3. Complaints may be filed anonymously. The form will have a box to mark if a response is requested. The complainant must be identified and provide a mailing address on the complaint form to receive a written response.

4. Valid complaints shall be remedied within 30 days of receipt.
5. If a response was requested, it shall be provided by mail within 45 days of resolution to the address listed. The principal will also inform the Superintendent of the resolution within the same time frame.
6. If dissatisfied with the resolution, the complainant may file a request to describe the complaint to the governing board at a regularly scheduled meeting.
7. If the complaint involves a condition of a facility that poses an emergency or urgent threat, a complainant who is not satisfied with the resolution proffered by the principal or appropriate District official has the right to file an appeal to the Superintendent of Public Instruction.
8. The District will report quarterly on the number of resolved and unresolved complaints and summarize data regarding complaints and resolutions to the county superintendent and the local governing board in public session making it part of the public records.



Artwork by Karina Nim,
Sheldon High School

TABLE OF EDUCATION CODES RELATED TO DISCIPLINE

1. Mandatory Expulsion [E.C. 48915(c)]	Alternative to Suspension	Suspension	Expulsion
(1) Possession, selling or otherwise furnishing a firearm. However, possession of an imitation firearm, as defined in Education Code 48900(m), shall not be regarded as an offense requiring a mandatory recommendation for expulsion and mandatory expulsion.		•	•
(2) Brandishing a knife.		•	•
(3) Unlawfully selling a controlled substance.		•	•
(4) Committing or attempting to commit a sexual assault or battery.		•	•
(5) Possession of an explosive.		•	•
2. Mandatory Recommendation for Expulsion [E.C. 48915(a)(1)]	Alternative to Suspension	Suspension	Expulsion
Unless the Superintendent, Superintendent's designee, principal or principal's designee determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct.			
(1) Causing serious physical injury to another person except in self-defense.		•	•
(2) Possession of any knife or other dangerous object of no reasonable use to the pupil.		•	•
(3) Unlawful possession of any drug except for (1) the first offense of possession of not more than one ounce of marijuana, or (2) for the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician.		•	•
(4) Robbery or extortion.		•	•
(5) Assault or battery upon a school employee.		•	•
3. Acts of Violence [E.C. 48900(a)]	Alternative to Suspension	Suspension	Expulsion
(1) Caused, attempted to cause, or threatened to cause physical injury to another person.	•	•	•
(2) Willfully used force or violence upon another person.		•	•
4. Weapons and Dangerous Objects [E.C. 48900(b)]	Alternative to Suspension	Suspension	Expulsion
(1) Possession, sale, or furnishing of weapons (knife, gun, sharp object, club, or an object that could inflict injury) or explosive.		•	•
(2) Explosives, use or possession.		•	•
5. Drugs and Alcohol [E.C. 48900(c)]	Alternative to Suspension	Suspension	Expulsion
(1) Possession, use, sale, or furnishing, or otherwise being under the influence of alcohol, controlled substances, or an intoxicant.		•	•
6. Sale of "Look-Alike" Controlled Substance or Alcohol [E.C. 48900(d)]	Alternative to Suspension	Suspension	Expulsion
Offering, arranging, or negotiating to sell drugs, alcohol or any intoxicant and then substituting a look-alike substance intended to represent drugs, alcohol, or an intoxicant.		•	•

STUDENT DISCIPLINE

7. Robbery or Extortion [E.C. 48900(e)]	Alternative to Suspension	Suspension	Expulsion
Committed or attempted to commit robbery or extortion.		•	•
8. Damage to Property [E.C. 48900(f)]	Alternative to Suspension	Suspension	Expulsion
Caused, or attempted to cause damage to school or private property.	•	•	•
9. Theft or Stealing [E.C. 48900(g)]	Alternative to Suspension	Suspension	Expulsion
Stealing, or attempting to steal school or private property.	•	•	•
10. Tobacco [E.C. 48900(h)]	Alternative to Suspension	Suspension	Expulsion
Possessed or used tobacco or nicotine products.	•	•	
11. Profanity, Obscene Acts, Vulgarity [E.C. 48900(i)]	Alternative to Suspension	Suspension	Expulsion
(1) Directed at peers.	•	•	•
(2) Directed at school personnel.	•	•	•
12. Drug Paraphernalia [E.C. 48900(j)]	Alternative to Suspension	Suspension	Expulsion
Possessed, offered, arranged, or negotiated to sell any drug paraphernalia.		•	•
13. Willful Defiance or Disruption of School Activities [E.C. 48900(k)(1)]	Alternative to Suspension	Suspension	Expulsion

Disrupting school activities or otherwise refusing to follow the valid authority of school personnel, including supervisors, teachers, school officials or other school staff performing their duties.

“Disruption of school activities” is defined as follows: when a student’s conduct, presence or actions disrupts or threatens to disrupt normal district or school operations, threatens the health or safety of anyone on district or school property, or causes or threatens to cause damage to district property or to any property on school grounds.

“Willful defiance of valid authority” is defined as follows: when a student defies the valid authority of a district or school official or district or school staff in a manner that has an impact on the effective or safe functioning of district or school operations, such as continuing to remain at the scene of a fight or to instigate a disturbance after being told to stop the subject behavior; repeated disobedience to or defiance of school personnel when other interventions have not been successful in modifying the misbehavior; or in the proper instance one-time or first-time disobedience to or defiance of school personnel that has an impact on the effective or safe functioning of district or school operations.

Note: With the exception of classroom suspensions imposed by a teacher under Education Code 48910, no student enrolled in kindergarten through grade three may be suspended for violation of Education Code 48900(k)(1). Additionally, no student enrolled in kindergarten through grade twelve, regardless of age, may be recommended for expulsion for violation of Education Code 48900(k)(1) [E.C. 48900(k)(2)]

(1) Disrupting school activities.	•	•	
-----------------------------------	---	---	--

Examples of disruption of school activities under Education Code 48900(k)(1), as defined above, which may subject a student to discipline, include but are not limited to: Classroom behavior that impedes a teacher’s ability to teach and other students’ ability to learn, such as a student talking loudly or making other distracting noises or gestures while a teacher is speaking to and instructing the class and when students are expected to be silent and attentive; or the intentional activation of the fire alarm causing the temporary evacuation of the school and/or causing emergency personnel to respond.

STUDENT DISCIPLINE

(2) Refusing to follow the valid authority of school personnel, including supervisors, teachers, school officials or other school staff performing their duties.	•	•	
Examples of willful defiance of valid authority under Education Code 48900(k)(1), as defined above, which may subject a student to discipline, include but are not limited to: Continuing to remain at the scene of a fight or other violent disturbance despite specific directions to leave the area by administrators or other school staff attempting to break up the fight or mitigate the disturbance caused by the fight; or repeated episodes of misbehavior, despite multiple efforts and/or directives by a classroom teacher or other district staff intended to change and correct the student's misbehavior.			
(3) Failure to follow school rules.	•	•	
(4) Failure to follow directive or instruction of staff or teachers.	•	•	
(5) Failure to follow conduct code for school bus passengers.	•	•	
14. Possession of Stolen Property [E.C. 48900(l)]	Alternative to Suspension	Suspension	Expulsion
Knowingly received stolen school property or private property. *School property includes, but is not limited to, electronic files. [E.C. 48900(u)]	•	•	•
15. Imitation Firearm [E.C. 48900(m)]	Alternative to Suspension	Suspension	Expulsion
Possession of an imitation firearm that is substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude the replica is a firearm.		•	•
16. Sexual Assault or Sexual Battery [E.C. 48900(n)]	Alternative to Suspension	Suspension	Expulsion
Committed or attempted to commit a sexual assault or battery.		•	•
17. Harassment of a Student Witness [E.C. 48900(o)]	Alternative to Suspension	Suspension	Expulsion
Harassed, threatened, or intimidated a pupil who is a witness in a school disciplinary proceeding for the purpose of intimidation or retaliation.	•	•	•
18. Prescription Drug Soma [E.C. 48900(p)]	Alternative to Suspension	Suspension	Expulsion
Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.	•	•	•
19. Hazing [E.C. 48900(q)]	Alternative to Suspension	Suspension	Expulsion
Engaged or attempted to engage in hazing.	•	•	•
20. Bullying and Bullying by Electronic Act [E.C. 48900(r)]	Alternative to Suspension	Suspension	Expulsion
Bullying means any severe or pervasive or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from services, activities, or privileges provided by a school. [E.C. 48900(r)] Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 that has any of the effects described above on a reasonable student. [E.C. 48900(r)]			
Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, directed specifically toward a pupil.	•	•	•

STUDENT DISCIPLINE

21. Aided or Abetted to Inflict Physical Injury [E.C. 48900(t)]	Alternative to Suspension	Suspension	Expulsion
Aided or abetted in the infliction or attempted infliction of physical injury to another student.	•	•	•
22. Sexual Harassment [E.C. 48900.2]	Alternative to Suspension	Suspension	Expulsion
Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature. Applies to grades 4-12.	•	•	•
23. Acts of Hate Violence [E.C. 48900.3]	Alternative to Suspension	Suspension	Expulsion
Students in grades 4-12 may be suspended or recommended for expulsion for causing, threatening, or attempting to cause, or participating in an act of hate violence defined as willfully interfering with or threatening another person's person or property rights because of race, ethnicity, national origin, religion, disability, or sexual orientation. Speech that threatens violence, when the perpetrator has the apparent ability to carry out the threat, may be considered an act of hate violence.	•	•	•
24. Other Harassment [E.C. 48900.4]	Alternative to Suspension	Suspension	Expulsion
Students in grades 4-12 may be suspended or recommended for expulsion for intentionally engaging in harassment, threats, or intimidation against a student or group of students because of race, ethnicity, national origin, religion, disability, or sexual orientation. The harassment is severe and pervasive and disrupts classes or creates disorder or an intimidating or hostile educational environment.	•	•	•
25. Terrorist Threats [E.C. 48900.7]	Alternative to Suspension	Suspension	Expulsion
Making terrorist threats against school officials and/or property.	•	•	•
26a. Attendance – Truant [E.C. 48260]	Alternative to Suspension	Suspension	Expulsion
Absent from school without a valid excuse.	•		
26b. Attendance – Repeat Truant [E.C. 48261]	Alternative to Suspension	Suspension	Expulsion
Absent from school more than one day without a valid excuse.	•		
26c. Attendance – Habitual Truant [E.C. 48262]	Alternative to Suspension	Suspension	Expulsion
Any student truant three or more times per school year. Students who are habitually truant may be referred to the School Attendance Review Board.	•		

ASSESSMENTS, DATA ANALYSIS, ACTION, EXAMS & SURVEYS

All students will benefit from instruction guided by assessment results (formative, interim and summative) and continuous programmatic evaluation.

CALIFORNIA HIGH SCHOOL PROFICIENCY EXAMINATION (CHSPE)

The California High School Proficiency Examination (CHSPE) provides an opportunity for eligible persons to demonstrate their proficiency in the basic requirements and earn the legal equivalent of a California high school diploma. The fee-based CHSPE is given two times each year at approximately 75 sites throughout the state. Current enrollment in high school is not a requirement; however, at the time the test is taken, the registrant must be either: (1) sixteen years of age; or (2) have completed one year of enrollment in grade ten; or (3) will have completed one year of enrollment in grade ten at the end of the semester during which the next exam is administered. Those who pass the CHSPE are awarded a Certificate of Proficiency, which is equivalent by law to a California high school diploma. However, the Certificate of Proficiency is not equivalent to completing all course work required for graduation from high school. For general information, including registration information, call (866) 342-4773 or visit www.chspe.net.

ASSESSMENTS & TESTING

California students take several mandated statewide tests. These tests provide parents, teachers and educators with information about how well students are learning core academic skills and becoming college ready. Teachers use this information, along with formative, progress monitoring assessments, to help them prepare instruction based on the needs of each student. Results are also used for local, state, and federal accountability purposes.

CAASPP (CALIFORNIA ASSESSMENT OF STUDENT PERFORMANCE AND PROGRESS)

CAASPP is California's statewide testing program which consists of the following assessments:

SBAC (SMARTER BALANCED ASSESSMENT CONSORTIUM)

These state standards aligned English language arts/literacy (ELA) and math tests and are administered in grades 3-8 and 11 to measure whether or not students are on track to college and career readiness. These computer adaptive assessments include a variety of item types including, but not limited to: multiple choice, constructed response, technology enabled/enhanced items, and performance tasks. In grade 11, results from the ELA and math assessments can be used as an indicator of college readiness.

CAST (CALIFORNIA SCIENCE TESTS)

The new computer-based California Science Tests (CAST) measure student acquisition of the California Next Generation Science Standards (NGSS). The tests are administered in grades 5, 8, and selected grades in high school. The new computer-based CAST replaces the science California

Standards Tests (CST). In 2019, the state will administer the first operational version of CAST and students who take that assessment will receive scores.

CAA (CALIFORNIA ALTERNATE ASSESSMENTS)

The computer-based California Alternate Assessment (CAA) for ELA and math is administered to students with severe cognitive disabilities in grades 3-8 and 11. Test items are aligned with state standards and are based on the Core Content Connectors. The CAA science is administered in grades 5, 8, and selected grades in high school. CAA science will be administered as an online census field test in 2019 and then an operational assessment in 2020.

Pursuant to California Education Code 60615, parents may annually submit to the school a written request to excuse their child from any or all of the CAASPP assessments.

ELPAC (ENGLISH LANGUAGE PROFICIENCY ASSESSMENTS FOR CALIFORNIA)

The ELPAC is aligned with the 2012 California English Language Development Standards. It is comprised of two separate English Language Proficiency (ELP) assessments: one for the initial identification of students as English learners (ELs), and a second for the annual summative assessment to identify students' English Language Proficiency level and to measure their progress in learning English. Within 30 days of enrollment in a California school, a student who speaks a primary language other than English, and has not taken the CELDT or ELPAC before, and has not been classified before as an English learner will be given the Initial ELPAC Assessment, based on answers provided on the Home Language Survey. The Initial Assessment is used to identify students as either an English learner who needs support to learn English, or as proficient in English. The ELPAC is comprised of four domains: Listening, Speaking, Reading, and Writing.

PFT (PHYSICAL FITNESS TEST)

This test is used to assess the physical fitness of students in grades 5, 7 and 9. It consists of tests in six fitness areas: Aerobic Capacity, Body Composition, Abdominal Strength & Endurance, Trunk Extensor Strength & Flexibility, Upper Body Strength & Endurance and Overall Flexibility. Students are scored as "within the Healthy Fitness Zone," or "Needs Improvement - Some Risk," or "Needs Improvement - Health Risk." To pass the PFT, students must have 5 of 6 fitness standards "within" the Healthy Fitness Zone.

COLLEGE ENTRANCE EXAMS

The District also supports preparation for college entrance exams. The PSAT 8/9, PSAT/NMSQT, SAT, ACT, and AP exams are offered several times during the year at various locations. Please call your high school counseling office for information about requirements, deadlines to register, and testing dates



Artwork by
Sherly Angulo,
Sheldon High
School

and locations. More information on the PSAT, SAT, and AP can be found at www.collegeboard.org.

- ACT (American College Testing)
- AP (Advanced Placement)
- PSAT (Preliminary Scholastic Aptitude Test)
- NMSQT (National Merit Scholarship Qualifying Test)
- SAT (Scholastic Aptitude Test)

AP FINANCIAL ASSISTANCE

All high schools offer a wide selection of honors and advanced placement (AP) courses. Some colleges and universities will give credit to students who have scored well on an advanced placement test.

The EGUSD College Readiness Block Grant is available to students who need assistance paying the AP exams fees [E.C. 52240, 52242]

TESTS/SURVEYS ON PERSONAL BELIEFS

Unless required by law, your child will not be given any test, questionnaire, survey, examination or marketing material containing questions about your child's or his/her parents' or guardians' personal beliefs of practices in politics, mental health, anti-social, illegal, self-incriminating or demeaning behavior, critical appraisals of others close to the family, legally confidential relationships such as ministers or doctors, income (unless to determine eligibility in a program or for receiving assistance), sex, family life, morality or religion without prior notification and written permission of the parent or guardian. Parents have the right to review any survey or educational materials related to the survey on any of the above items. The District has developed policies relating to

the surveys and personal information. [E.C. 51513, 60614; PPRA, 34 C.F.R. 98; NCLB, 20 U.S.C. 1232h(b)]

STUDENT SURVEYS, TESTS AND QUESTIONNAIRES REGARDING SEXUAL ATTITUDES AND PRACTICES

The law also authorizes the District to use anonymous, voluntary and confidential research and evaluation tools to measure 7th through 12th grade students' 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. If a school receives a written request from the parent or guardian excusing a student from this activity, the student may not be subject to disciplinary action, academic penalty or other sanction and an alternative educational activity must be made available to the student. [E.C. 51938(c) and 51939]

CALIFORNIA DASHBOARD

The California School Dashboard is a state run website that features easy-to-read reports on multiple measures of school success, including test scores, graduation rates, English learner progress and suspension rates. The Dashboard is part of California's new school accountability system based on 2013's Local Control Funding Formula. The new performance measurement tool is one step in a series of major shifts in public education that have raised the bar for student learning, transformed testing and placed the focus on equity for all students.

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

All students will benefit from programs and services designed to inform and involve family and community partners.

FAMILY ENGAGEMENT

The Board of Education recognizes that parents and guardians are their child's most influential teachers. Continuous family engagement in a child's education contributes greatly to achievement and a positive school environment. To maximize the potential of family engagement on campus, each school:

- Develops programs and activities that enable parents to actively participate in their child's education.
- Helps parents develop skills and home environments that support their child's growth as responsible members of society.
- Provides parents with techniques and strategies to improve their child's academic success and help learning at home.
- Initiates consistent and effective two-way communication between the home and school so parents know when and how to support classroom learning activities.
- Provides training to teachers, administrators and other school staff that fosters effective and culturally sensitive communication with the home. [B.P. 6020 (a), E.C. 11500-11506, L.C. 230.8]

PARENT EMERGENCY NOTIFICATION

In the event that an emergency takes place on a school campus, student safety is our top concern. Depending on the level of the emergency, parents will be notified by telephone call, email or a letter home. Please make certain that your child's school has your most current emergency contact information.

EMERGENCY AUTO-DIALER SYSTEM

The Elk Grove Unified School District has an automated telephone dialing system for emergency situations. In the case of an emergency, the auto dialer system will call all telephone numbers listed under a student's emergency contact information as well as the student's home phone. Parents are encouraged to update telephone numbers at the school site on a regular basis. Questions about the emergency auto dialer system can be directed to the Communications Department at (916) 686-7732 or communication@egusd.net.

SYNERGY PARENTVUE PORTAL

The District utilizes Synergy, by Edupoint for its Student Information System. Synergy has a fully integrated parent portal called ParentVUE. This portal is available on the web or mobile phone app.

ParentVUE Features:

- Single sign-on – one login for each parent, which allows access to all children associated with that parent or guardian, across the District in any grade or school
- Big picture information – ability to view attendance, immunization compliance, transcripts, graduation status, and more
- Ability to modify data – emergency contacts, physician and demographic information
- Real-time grades and assessment scores – view if your children are on track academically or may need extra help
- Class website access – know what is happening in your children's classroom(s)
- Assignments – view when new assignments are posted
- Customizable alerts – receive email notification for school events, attendance, discipline incidents
- Ability to stay connected with teachers – by communicating within Synergy or through email
- Web Portal and mobile app – available for use anywhere, anytime

Parents will need to register for a ParentVUE account one time only using a specialized code. Handouts with specific instructions will be available at the start of the school year at the each site for parents who have not registered previously at any EGUSD school. The handout will include a specialized code and instructions on how to register and update information in Synergy. If you lose your code or need another one, please contact your children's school.

For more information about Synergy, registration and ParentVUE Guides, please refer to: www.egusd.net/students-families/synergy.

COMMUNICATION ON STUDENT ACHIEVEMENT

The Board of Education believes good communication regarding academic progress between parents and teachers is important in the education process. All appropriate forms of communication should be used. The progress report should reflect student progress in classwork and proficiency levels. It should also indicate educational growth in relation to the student's ability, citizenship and effort. At elementary schools, report cards are given to parents during parent teacher conferences or are sent home with the student.

Report cards of middle and high school students are mailed home. Any parent wanting special arrangements for receiving report cards may call the school. Parents will be notified when a student is in danger of not passing a course. [E.C. 49063 and 49067]

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

EMAIL COMMUNICATION WITH TEACHERS

Email communication is a very effective means for parents to communicate with their student's teacher. Please know that teachers are not always able to respond immediately to emails they receive. However, they will respond within a reasonable amount of time.

CHALLENGING STUDENT RECORDS

The custodial parent/guardian of any student may submit to the Superintendent or designee a written request to correct or remove from his/her child's records any information concerning the child which he/she alleges to be any of the following: (Education Code Section 49070; 34 CFR 99.20)

- Inaccurate
- An unsubstantiated personal conclusion or inference
- A conclusion or inference outside of the observer's area of competence
- Not based on the personal observation of a named person with the time and place of the observation noted
- Misleading
- In violation of the privacy or other rights of the student (cf. 5121 Grades/Evaluation of Student Achievement) (cf. 5125 Student Records)

Any student who is 18 years of age or attends a postsecondary institution shall have the sole right to challenge the contents of his/her records in accordance with the following procedures. [Education Code 49061, 49063]

Within 30 days of receiving a request to correct or remove information from a record, the Superintendent or designee shall meet with the parent/guardian and with the district employee who recorded that information. [Education Code Section 49070]

If the challenge involves a student's grade, the teacher who gave the grade shall be given an opportunity to state orally, and/or in writing, the reasons for which the grade was given. In the absence of clerical or mechanical error, fraud, bad faith or incompetency, the student's grade as determined by the teacher shall be final. [Education Code Section 49066] [cf. 5121 - Grades/Evaluation of Student Achievement]

RESOLUTION OF CHALLENGE/APPEALS

After considering all relevant information, the Superintendent or designee shall sustain or deny the parent/guardian's allegations. [Education Code 49070]

If the Superintendent or designee denies the allegations, the parent/guardian may, within 30 days, appeal the decision in writing to the Governing Board. [Education Code Section 49070]

CHILD CARE & CHILD DEVELOPMENT

Many elementary schools in the District contract with outside agencies to offer extended-day student care for a fee. Most agencies operate before- and after-school programs. If you are interested in learning more about how to enroll your child in these programs, please call the individual providers

at the numbers listed below or the District liaison at (916) 686-7704.

Licensed Child Care and Development – Before- and After-School

Child Development, Inc. (CDI): (916) 286-7865

www.cdicdc.org

School sites: Maeola R. Beitzel, Arthur C. Butler, Raymond Case, Elitha Donner, John Ehrhardt, Elk Grove Elementary, Elliott Ranch, Ellen Feickert, Robert J. Fite, Foulks Ranch, Franklin Elementary, Isabelle Jackson, Anna Kirchgater, Robert J. McGarvey, Barbara Comstock Morse, Pleasant Grove Elementary, Prairie, Joseph Sims, Stone Lake, Mary Tsukamoto, Zehnder Ranch

Champions Extended Learning: (916) 714-2452 or (916) 687-3493 www.discoverchampions.com

School sites: Arnold Adreani, Edna Batey, Carroll, Helen Carr Castello, Arlene Hein, Roy Herburger, James A. McKee, Marion Mix, Sunrise, Irene B. West

YMCA: (916) 688-8660 jmoore@ymcasuperiorcal.org

School site: Cosumnes River

SUBSIDIZED CHILD CARE

Families should inquire about subsidized child care at the on-site child care center at their home elementary school. Subsidized slots based on income and need are available at some centers. All centers can provide information about subsidized slots available through the Sacramento County Centralized Eligibility List managed by Child Action, Inc.

OTHER EXTENDED-DAY SERVICES

Some elementary school sites host fee-based before and/or after-school services provided by a local parks and recreation district instead of or in addition to licensed child care services. For more information, call a representative at the numbers listed below.

BEFORE-AND AFTER-SCHOOL RECREATION SERVICES

Cosumnes Community Services District (CSD): (916) 405-5300

School sites: Florence Markofer, Stone Lake

Southgate Recreation & Parks District: (916) 391-7622

School sites: Maeola R. Beitzel, Mary Tsukamoto

After-School Only Recreation Services

Cosumnes Community Services District (CSD): (916) 405-5300

School sites: Arthur C. Butler, John Ehrhardt, Elk Grove, Ellen Feickert, Joseph Sims

CHILD CUSTODY

Schools in the Elk Grove Unified School District follow child custody decisions made by courts. Principals cannot modify a judge's ruling regarding custody of a child. If a child custody arrangement has changed, a parent or guardian must provide the school with complete legal documents.

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

TIPS FOR HELPING YOUR CHILD SUCCEED

The District encourages families to ask about their child's progress throughout the school year. Parents and guardians can ask for progress reports on how well their child is doing in school rather than waiting for one each quarter. Please contact your child's teacher or principal to get information about your student's academic performance.

There are several things families can do that help children succeed in school:

- Spend time at school. Interact with teachers and administrators.
- Make sure your child arrives at school on time.
- Volunteer in the classroom or at school events.
- Attend student performances and school meetings and participate in site and advisory councils.
- Read to your student or encourage them to read independently.
- Insist that your students treat teachers, administrators, staff and other adults with respect.
- Talk to your student about obeying school rules.
- Ask your child about their school day.
- Contact your child's teacher when you have a question, concern or complaint.
- Check your child's backpack on a regular basis.
- Carefully review your child's homework, report cards, school newsletters and other information from the school.
- Discuss upcoming tests with your child.
- Encourage them to do their best in school.
- Reinforce the importance of homework.
- Talk to them about turning assignments in on-time.

Good communication is essential to a student's success. Families and students are encouraged to ask questions and discuss concerns promptly. We welcome engagement at all levels of our schools and district.

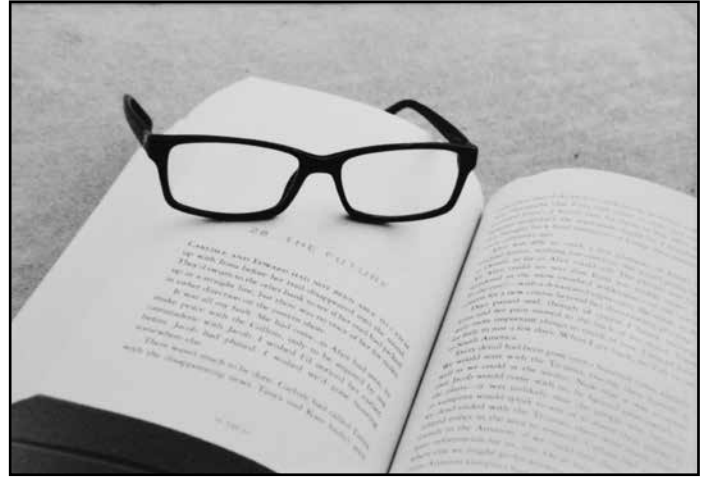
ParentVUE®
powered by  **Synergy®**

ParentVUE helps parents/guardians stay informed and connected by providing day-to-day insight into their child's academic experience. Parents will need to register for a ParentVUE account using an activation code and instructions available at each school. Instructions on how to register and update information in the system are included on the activation code handout. If you lose your activation code or need another one, please contact your child's school. For more information online, go to: www.egusd.net/students-families/synergy

MEETINGS WITH TEACHERS OR OTHER SCHOOL STAFF

Generally, the principal, teachers, counselor and other school staff are available before and after school to provide special assistance, answer questions and help resolve concerns. It

is recommended that you make appointments with school staff when possible, especially for issues that cannot be resolved quickly. If you have questions or difficulties communicating with school staff, contact the school site's principal or administrative team.



*Artwork by Madison Cox,
Sheldon High School*

RESOLVING CONCERNS

Sometimes miscommunication or incomplete information can cause concern. Clarifying the situation with the people immediately involved creates opportunities to develop successful solutions. A team approach to resolution helps everyone. (BP 1312.1)

To resolve questions, concerns or problems successfully, we ask families and students to:

- Meet informally with the person(s) involved. Calmly state the facts you are aware of and what you think the problem is.
- If the concern is not resolved, discuss the issue with the school principal.
- If the concern is not resolved at this level, request assistance from the appropriate or district department related to the issue and we will work with you and the school administration to resolve concerns.

If you are still unsatisfied with attempts to resolve your concerns, the division-level administrator may request that you and the supervisor put your concerns in writing in accordance with appropriate district procedures.

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

AMERICANS WITH DISABILITIES ACT

The Elk Grove Unified School District is committed to achieving full compliance with the Americans with Disabilities Act (ADA) and does not:

1. Deny the benefits of District programs, services and/or activities to qualified individuals with a disability on the basis of a disability.
2. Discriminate on the basis of disability in access to or provision of programs, services, activities of the District and/or application for employment or employment to qualified individuals with disabilities.
3. Provide separate, unequal or different programs, services or activities, unless the separate or different programs are necessary to ensure that the benefits and services are equally effective.

The District operates its programs so that, when viewed in their entirety, they are readily accessible to or usable by individuals with disabilities. We welcome those with disabilities to participate fully in the programs, services and activities offered to students, parents, guardians and members of the public. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in any program, service or activity offered to you, contact the District ADA Coordinator in the Risk Management Department at (916) 686-7775 at least 48 hours before the scheduled event so that we may make every reasonable effort to accommodate you. If you have an observation of a possible barrier to access or a complaint about access, please contact the District's ADA Coordinator. [Government Code Section 54953.2; Americans with Disabilities Act of 1990, Section 202 (42 U.S.C. Section 12132), (42 U.S.C. Section 12132, Section 35.106)]

CAL GRANT GPA SUBMISSION

The Cal Grant is a need and merit-based form of financial aid distributed by the State of California available to college-going students. Education Code 69432.9 deems all high school seniors (except students who opt out) to be Cal Grant applicants and requires school districts to electronically submit GPAs on their behalf to the California Student Aid Commission (CSAC) for award consideration. Along with the GPA, the electronic submission includes other identifying information to help match students with their Free Application for Federal Student Aid (FAFSA). A student, or the student's parent or guardian if the student is a minor, who wishes to opt out of the electronic submission is to notify their school counselor by September 15th of their senior year. EGUSD submits GPAs to CSAC on or before the October 1st deadline of each year.

ENGLISH LEARNER (EL) PROGRAM

The Department of English Learner Services provides guidance and support to schools as they implement legally mandated Designated and Integrated English Language Development instruction for all students who are learning English. All instructional programs include English Language Development (ELD) and teaching strategies differentiated for each student's level of English language proficiency. These

strategies are used to help each student reach proficiency in speaking, reading and writing English, and succeed academically in all core subjects.

STRUCTURED ENGLISH IMMERSION (SEI)

Students who score at less than reasonable fluency receive an SEI program of instruction and are taught overwhelmingly in English. Some assistance may be provided in the primary language. Students are taught ELD and other core subjects by authorized teachers using district adopted textbooks and supplementary materials. Instruction is based on ELD and grade-level content standards.

ENGLISH LANGUAGE MAINSTREAM (ELM)

Students who score at reasonable fluency in English receive an ELM program of instruction. They are taught ELD and other core subjects by authorized teachers using district adopted textbooks and supplementary materials. Instruction is based on ELD and grade-level content standards. Students receive any additional instruction needed for them to be reclassified as fluent English proficient.

Parents are notified annually of their child's English fluency level and program placement. For more information, please contact your school site principal, EL Coordinator or the Department of English Learner Services (916) 793-2953.

INTERPRETING SERVICES

Interpreting services for school related issues are provided for parents of English Learners. For more information, please check with your school site principal or EL Coordinator.

HOW TO VOLUNTEER

Applicants interested in volunteering should contact the school directly to obtain information regarding volunteer opportunities available. All volunteers must be cleared by the District prior to participating in school activities.

VOLUNTEER BACKGROUND CHECK

The Elk Grove Unified School District requires that all volunteer candidates who work with students be fingerprinted as part of a criminal background check. Even volunteers that work under the direct supervision of a District employee need to be fingerprinted.

The fingerprint check is done by the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). Both agencies provide the district with a record of prior convictions or pending arrests or citations. The district reviews this report with specific interest in the history of offenses, pattern of offenses, time of offenses and for drug crimes, sexual crimes or serious or violent felonies. After receiving and reviewing the fingerprint reports, volunteer candidates may be authorized as volunteers, based upon the discretion of the District, and must be cleared or authorized as volunteers, prior to contact with students. This is the same background check that district employees must pass prior to being hired.

Volunteers are not charged for fingerprinting. The service

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

is available in Room 103-A in the Robert L. Trigg Education Center, 9510 Elk Grove-Florin Road, Elk Grove, CA 95624. The fingerprinting service is available from 8:30 a.m. to 10:30 a.m. on Mondays and Wednesdays, and from 2:30 p.m. to 4:30 p.m. on Tuesdays and Thursdays. The office is closed Fridays. Office hours are subject to change. For more information please call (916) 686-7795, ext. 67172 or visit: www.egusd.net/wp-content/uploads/2015/12/Fingerprinting-2.pdf

TUBERCULOSIS CLEARANCE FOR VOLUNTEERS

California law requires that volunteers who have frequent or prolonged contact with students must have a certificate that they are clear from tuberculosis. Prior to initial volunteer assignment, a volunteer who will have contact with students shall have on file with the school a certificate from a physician licensed under the Business and Professions Code or from a registered nurse, nurse practitioner or physician's assistant indicating that a tuberculosis examination within the past sixty (60) days shows that he/she is free from active tuberculosis. The tuberculosis examination shall consist of an approved intradermal tuberculin test. An X-ray of the lungs shall be required only if the intradermal test is positive..

Continuing volunteers who test negative on tuberculin skin tests shall undergo a tuberculosis examination at least once every four (4) years. If you have any questions regarding this requirement, please contact your school's principal or vice principal.

CHILD PROTECTION RESPONSIBILITY

Volunteers are not considered "mandated reporters" under California Law, but volunteers should be aware of child abuse reporting requirements for school employees.

School Personnel must report:

- Cases of suspected infliction of physical or mental suffering on minor,
- Cases of suspected physical injuries to minors by other than accidental means
- Cases of suspected sexual molestation

School personnel are defined as teacher, administrative officer, supervisor of child welfare and attendance or certificated pupil personnel employee of any public school. All school personnel are mandated reporters for suspected child abuse. If you become aware of suspected child maltreatment, report your observations to your supervising teacher or site administrator.

OPT-OUT FORM

The EGUSD Student Opt-Out Form is sent home by school sites at the beginning of each school year. The form allows parents to opt-out of media visits, release of directory information, viewing PG-13 or R rated movies and/or the family life program. It only needs to be filled out if the parent/guardian wishes to opt-out of one of these areas. Please note the Release of Directory Information/Yearbook section.

You now have:

- Option A, which opts out your student from release of any and all directory information, including yearbooks.
- Option B provides opt out of directory information to outside organizations and allows your student's information in yearbook and awards lists

You can also choose to receive this parent and Student Handbook via email beginning in the 2019-2020 school year.

LOCAL CONTROL FUNDING FORMULA (LCFF) AND LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP)

California's 2013-14 Budget Act included landmark legislation that greatly simplifies the state's school finance system. The changes introduce the Local Control Funding Formula (LCFF) which represents a major shift in how California funds public schools. For nearly 40 years, California has relied on a system that included general purpose funding (known as revenue limits) and more than 40 tightly defined categorical programs to provide state funding to school districts. Under LCFF, California funds school districts per student with adjustments based on grade levels and demographic characteristics.

This major change comes with state mandates for new accountability measures that include the development of a Local Control Accountability Plan (LCAP) that requires parent and community input prior to adoption. The LCAP describes the actions, services and expenditures that support student growth. The LCAP clarifies how programs/services will be measurably improved in quantity or quality, proportionate to the increase in funding. The LCAP is a three-year plan that must be adopted by July 1 and updated each year. For more information on LCFF and LCAP visit www.egusd.net/about/district/lcap.

MULTIMEDIA ACCESS

The Elk Grove Unified School District wants you to know there may be occasions when news media will be on school campuses to interview, photograph and film students for print and broadcast stories.

In many cases, media presence is positive in spreading good news about our students, teachers and staff. However, there may be instances when the media seeks access to our schools on more controversial issues. At all times our goal is to maintain student security and Privacy.

As with all guests visiting a school campus, Board Policy 1112 requires media representatives to register before coming on campus. At the time of registration our staff will inform the media of our guidelines and parental preferences indicated by the Student Opt-Out Form's Multimedia Withhold Form sent home at the beginning of the school year. School officials may refuse access to all visitors if there is a reasonable belief their presence would disrupt the school, students or employees. In order to minimize possible disruption, media representatives are strongly encouraged to make prior arrangements with the District's

PARENT & FAMILY ENGAGEMENT, COMMUNICATION AND NOTICES

Communications Department.

The District uses the Multimedia Withhold Form to identify students who do not want their names or images in public news stories. The District cannot guarantee the media will comply with parental preferences for news reports. Photos of students without their name may be posted to a District web page, unless the student has an opt-out form on file requesting that their photo or name not appear on web pages. We have included a check box for parents and guardians who wish to withhold authorization from news media to broadcast and/or publish photographs, film or obtain information identifying their child on the Multimedia Withhold section of the Opt-Out Form. This form goes home with students at the beginning of the school year.

There are times when the media will interview or photograph students outside the campus. Signing the form will not apply to off campus media interactions. We encourage parents to talk to their children about possible media interactions if they do not want them interviewed, photographed or videotaped.

In the case of special education students, Board Policy 1112 states, "The student shall not be identified as a special education student without prior written consent."

RELEASE OF DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act ("FERPA"), a federal law, and the California Education Code, require that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures, including this notice. In the case of students who have been identified as a homeless child or youth, no directory information can be released without parent or guardian consent.

Directory information is information about a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information is defined in Administrative Regulation 5125.1 and may include: a student's name, student's telephone number, student's email address, photograph, date and place of birth, grade level, dates of attendance, participation in District activities and sports, weight and height of members of athletic teams, and honors and awards received.

The primary purpose of directory information is to allow the District to include this type of information in certain school or District publications, which may include, but are not limited to: the annual yearbook, honor roll or other recognition lists, graduation programs, sports activity lists, or a playbill showing a student's role in a drama production. Directory information may also be disclosed to outside organizations without a parent's or guardian's prior written consent. In addition, federal law requires that districts receiving assis-

tance under the Every Student Succeeds Act of 2015, provide military recruiters, media, locally elected officials and institutions of higher learning, upon request, with student's names, addresses, and telephone listings unless parents or guardians have advised the district in writing that they do not want their child's information disclosed without their prior written consent.

The Superintendent or designee may release student directory information to representatives of public or private schools or colleges, branches of the military, offices of public officials for purposes of certificates or awards of recognition and/or news media in accordance with Board policy and administrative regulation. [Education Code 49073]

This release is optional. If you do not want the District to release directory information from your child's education records without your prior written consent or to use directory information on District digital communications tools, such as the District website, you must notify the District by returning a completed Opt-Out Form.



Artwork by Vy Nguyen,
Sheldon High School

MANAGEMENT PLAN FOR ASBESTOS-CONTAINING MATERIAL

The District has, available upon request, a complete and updated management plan for asbestos-containing material. [40 C.F.R. 763.93]

PESTICIDE USE

The District will provide for parents the names of all pesticide products expected to be applied at school facilities this school year. That identification includes the name and active ingredients. Only fully certified pesticides can be used on school grounds. The District maintains an integrated pest management plan which is utilized for applying certified pesticides and to ensure compliance with applicable laws and requirements. Staff, parents and guardians may view a copy of the district's integrated pest management plan either by request (by calling the number below) or in the school office or by visiting our website at: www.egusd.net.

Signs are posted at the school, describing the pesticides or herbicides to be used, along with the active ingredients contained in the pesticide/herbicide, at least 24 hours prior to the application and such sign will remain posted at least 72 hours after the application. If you would also prefer to be notified by mail at least 72 hours prior to application at your child's school in the 2018-2019 school year, please call the District's Maintenance and Operations Department at (916) 686-7745 to be placed on a notification list. In the event of an emergency condition, advance notification and prior sign-posting may not be feasible, but a warning sign will be posted immediately upon application.

Further information is available from the California Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015, www.cdpr.ca.gov. [E.C. 17612, 48980.3]

At this time, Elk Grove Unified School District is planning to use the following Pesticides: *Alpine Flea Insecticide w/IGR (Dinotefuran, Pyriproxyfen)*, *Alpine WSG (Dinotefuran)*, *Harmonix (Pyrethrins)*, *Temprid SC (Imidacloprid, Cyfluthrin)*, *Wisdom Lawn Granular (Bifenthrin)*, *Advioun Cockroach Bait Arena (Indoxacarb)*, *Advioun Cockroach Gel Bait (Indoxacarb)*, *Advioun Ant Bait Arena (Indoxacarb)*, *Advioun Ant Gel (Indoxacarb)*, *Phantom Insecticide (Chlorfenapyr)*, *Tempo Ultra WSP (Cyfluthrin)*, *Archer IGR (Pyridine)*, *Delta Dust (Deltamethrin)*, *Wasp Freeze (Allethrin)*, *BP-100 (Pyrethrin)*, *ECO Exempt D Dust (2-phenethyl propionate eugenol)*, *Insecticidal Soap (potassium salts of fatty acids, ethanol)*, *Premise 75 WP (N-Octyl bicycloheptane and petroleum distillate)*, *Talstar Professional (Bifenthrin)*, *ContraC (Bromadiolone)*, *Gentrol IGR Concentrate (Hydroprene)*, *Precor IGR Concentrate (Methoprene)*, *Suspend SC (Deltamethrin)*, *Suspend Polyzone (Deltamethrin)*, *Termidor SC (Fipronil)*, *Merit 75 WSB (Imidacloprid)*, *Criterion 75 WSP (Imidacloprid)*, *Maxxthor SC (Bifenthrin)*, *ZP Rodent Oat Bait (Zinc Phosphide)*, *Talpirid Mole Bait (Bromethalin)*, *Ditrac Rodent Bait (Diphacinone)*, *Rozol Pocket Gopher Bait (Chlorophacinone)*, *Maxforce FC Select (Fipronil)*, *MaxForce Quantum Ant Bait (Imidacloprid)*, *565*



Artwork by Stacy Han,
Sheldon High School

XLO (Pyrethrins, Piperonyl Butoxide, MGK 264), *Zenoprox EC Etonfenprox, Piperonyl Butoxide*, *Vikane (Sulfuryl Fluoride)*, *Wilco Ground Squirrel Bait (Diphacinone)*. **Herbicides:** *Ranger Pro (Glyphosate)*, *Primo-Maxx (Trinexapac-ethyl)*, *Surflan AS (Oryzalin)*, *Turflon Ester Ultra (Triclopyr)*, *Fusilade II (Fluazifop-P-butyl)*, *SpeedZone Southern Broadleaf Herbicide (Carfentrazone-ethyl, 2,4-D, 2-ethylhexyl ester, Mecoprop-p acid, Dicamba acid)*, *Reward Herbicide (Diquat dibromide)*, *Turf Supreme 16-6-8 w/ Trimec 2,4-Dacid, MCPP acid, Dicamba acid)*, *Dimension 270G (Dithiopyr)*, *Dimension 2EW Dithiopyr)*, *Dimension Ultra 40WP (Dithiopyr)*, *Super Spread 7000 (Alkyl Aryl Polyoxyethylene, Ethoxylated Alcohols and Aliphatic Acid)*, *Target Pro Spreader (Alkyl phenol ethoxylate, Isopropanol, Fatty acids)*.

STORM WATER MANAGEMENT

The District has a Storm Water management program that complies with the California Regional Water Quality Control Board. The Storm Water Management Program seeks to reduce the dumping of water from school sites into streams, lakes and rivers within the District. For more information about the District's Storm Water Policy, please visit www.egusd.net/about/divisions-departments/business-services-and-facilities/facilities-and-planning.

DIRECTORY INFORMATION

DISTRICT OFFICES CONTACT INFORMATION

General Information (916) 686-5085

Education Contacts

Adult & Community Education (916) 686-7717
 Alternative Education (916) 686-7709
 Elementary Education (PreK-6) (916) 686-7704
 Preschool Program (916) 686-7595
 Secondary Education (7-12) (916) 686-7706
 Special Education (916) 686-7780
 Summer School (916) 686-7738

Support Services

Boundary Hotline (916) 686-7755
 Business Services (916) 686-7722
 Communications (916) 686-7732
 Curriculum/Professional Learning (916) 686-7757
 Education Services (916) 686-7784
 Facilities & Planning (916) 686-7711
 Food & Nutrition Services (916) 686-7735
 Human Resources (916) 686-7795
 Learning Support Services (916) 686-7712
 Research & Evaluation (916) 686-7764
 Safety and Security (916) 686-7786
 Student Support/Health Services (916) 686-7568
 Transportation (916) 686-7733

SCHOOL PHONE DIRECTORY

Elementary Schools

Arnold Adreani (916) 525-0630
 Edna Batey (916) 714-5520
 Maeola R. Beitzel (916) 688-8484
 Arthur C. Butler (916) 681-7595
 Carroll (916) 714-0106
 Raymond Case (916) 681-8820
 Helen Carr Castello (916) 686-1725
 Cosumnes River (916) 682-2653
 C.W. Dillard (916) 687-6121
 Elitha Donner (916) 683-3073
 John Ehrhardt (916) 684-7259
 Elk Grove (916) 686-3766
 Elliott Ranch (916) 683-3877
 Ellen Feickert (916) 686-7716
 Robert J. Fite (916) 689-2854
 Florin (916) 383-0530
 Foulks Ranch (916) 684-8177
 Franklin (916) 684-6518
 Arlene Hein (916) 714-0654
 Roy Herburger (916) 681-1390
 Isabelle Jackson (916) 689-2115
 Samuel Kennedy (916) 383-3311
 Anna Kirchgater (916) 689-9150
 Herman Leimbach (916) 689-2120
 Charles E. Mack (916) 422-5524
 Florence Markofer (916) 686-7714
 Robert J. McGarvey (916) 793-3400
 James McKee (916) 686-3715

Marion Mix (916) 509-8877
 Barbara Comstock Morse (916) 688-8586
 Pleasant Grove (916) 685-9630
 Prairie (916) 422-1843
 David Reese (916) 422-2450
 John Reith (916) 399-0110
 Sierra Enterprise (916) 381-2767
 Joseph Sims (916) 683-7445
 Stone Lake (916) 683-4096
 Sunrise (916) 985-4350
 Mary Tsukamoto (916) 689-7580
 Union House (916) 424-9021
 Irene B. West (916) 683-4362
 Zehnder Ranch (916) 793-3300

Middle Schools

Katherine L. Albani (916) 686-5210
 Harriet Eddy (916) 683-1302
 Edward Harris, Jr. (916) 688-0080
 Samuel Jackman (916) 393-2352
 Toby Johnson (916) 714-8181
 Joseph Kerr (916) 686-7728
 Elizabeth Pinkerton (916) 683-7680
 James Rutter (916) 422-7590
 T.R. Smedberg (916) 681-7525

High Schools

Cosumnes Oaks	(916) 683-7670
Elk Grove	(916) 686-7741
Florin	(916) 689-8600
Franklin	(916) 714-8150
Laguna Creek	(916) 683-1339
Monterey Trail	(916) 688-0050
Pleasant Grove	(916) 686-0230
Sheldon	(916) 681-7500
Valley	(916) 689-6500

Alternative Schools

Calvine High School	(916) 689-7502
William Daylor High School	(916) 427-5428
Las Flores High School	(916) 422-5604
Rio Cazadero High School	(916) 422-3058

Adult & Community Ed.	(916) 686-7717
-----------------------	----------------

Jessie Baker School	(916) 686-7703
Elk Grove Charter School	(916) 714-1653
EGUSD Virtual Academy	(916) 399-9890

Additional Phone Numbers

Boundary Hotline	(916) 686-7755
------------------	----------------

Regional Student Support Centers

Prairie Elementary	(916) 422-1091
Reese Elementary	(916) 392-9081
Valley High School	(916) 681-7577

EGUSD Safety & Security	(916) 686-7765
-------------------------	----------------

We-Tip Hotline 1 (800) 78-CRIME

EGUSD REGIONAL STUDENT SUPPORT CENTERS

Using the school site as a hub for service coordination, the EGUSD Regional Student Support Centers assist students and parents/guardians to improve educational, health, and social outcomes for their families. The centers work with students and families, using a case management approach, to assist families with links to resources for various needs they may have.

Student Support Center staff assist parents, students, and educators throughout the district to identify and navigate the resources available in the community and on school campuses. Center staff refer families who need assistance to an array of services, including local clothing and food closets, medical and counseling providers, and dental and vision care.

Student Support Centers collaborate with community partners to bring programs and services to District families, including: Elk Grove Optimist Kohls' Child Spree; Smiles for Kids Dental Clinic (sponsored by the Sacramento District Dental Society); Early Smiles and Carrington College dental care programs (dental care education and screenings); Vision to Learn vision care program (vision exams and glasses); holiday 'Celebrate the Season' programs; Sacramento Covered Health Navigators (connection to medical insurance); and Sacramento County Department of Human Assistance (consultation with Human Services Specialists).

Student Support Centers coordinate the District's Homeless Education Program and Project A.C.T. The programs serve students and families experiencing homelessness. Students have eligibility rights based on federal and state laws governing the education of homeless children and youth.

Eastside Student Support Center (all schools east of Hwy 99)

David Reese Student Support Center (916) 392-9081

Westside Student Support Centers (schools west of Hwy 99)

Prairie Student Support Center (916) 422-1091

Valley Student Support Center (916) 681-7577

NON-PROFIT ORGANIZATION
U.S. POSTAGE PAID
PERMIT NO. 23
ELK GROVE, CA 95624

Elk Grove Unified School District
9510 Elk Grove-Florin Road
Elk Grove, CA 95624
Returned Service Requested

Receipt of Information on Parents Legal Rights

As required by law, this handbook is to notify you of your legal rights and responsibilities.

"I hereby acknowledge that I have received information from Elk Grove Unified School District about the legal rights of parents and guardians with children in California public schools."

Name(s) of Student(s) _____

School(s) _____

Signature of parent or guardian

Date

Please sign and return this form to your school office.