

2025-2026

**Annual Notification of
Rights and Responsibilities**



Goleta Union School District

401 N. Fairview Avenue

Goleta, CA 93117

805-681-1200

www.gusd.us

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Key to Code and Regulation Section Abbreviations	
Abbreviation	Full Title
AR	Administrative Regulation for the Goleta Union School District
BP	Board Policy for the Goleta Union School District
BPC	Business and Professions Code
CC	Civil Code
CCR	California Code of Regulations
CFR	Code of Federal Regulations
EC	California Education Code
HSC	California Health and Safety Code
PC	California Penal Code
VC	California Vehicle Code
WIC	California Welfare and Institutions Code
USC	United States Code

ANNUAL NOTIFICATION OF RIGHTS AND RESPONSIBILITIES

DISTRICT CONTACT INFORMATION

District Website: www.gusd.us

District Phone Number: 805-681-1200

District Office: 401 N. Fairview Avenue, Goleta, CA, 93117

Board of Trustees

President - Sholeh Jahangir
Vice President - Ethan Bertrand
Clerk - Emily Zacarias
Member - Dr. Richard Mayer
Member - Dr. Vicki Ben-Yaacov

District Administrators

Superintendent - Dr. Mary Kahn
Assistant Superintendent of Fiscal Services - Jordan Goines
Assistant Superintendent of Human Resources - David Simmons
Assistant Superintendent of Educational Services - Dr. Letitia Bradley
Assistant Superintendent of Pupil Services - John Schettler

Departments

Expanded Learning Afterschool Care Program (805-681-1200 extension 2211)
Fiscal Services (805-681-1200 extension 2205)
Food Services (805-681-1200 extension 2247)
Human Resources (805-681-1200 extension 2217)
Educational Services (805-681-1200 extension 2203)
Maintenance, Operations, and Transportation (805-681-1231 extension 2230)
Pupil Services (805-681-1200 extension 2220)
Superintendent (805-681-1200 extension 2201)
Technology Services (805-681-1200 extension 2290)

Schools

Brandon (TK-6th)

195 Brandon Drive, Goleta, CA 93117
Phone: 805-571-3770
<https://www.gusd.us/brandon>

El Camino (TK-6th)

5020 San Simeon Drive, Santa Barbara, CA 93111
Phone: 805-681-1283
<https://www.gusd.us/el-camino>

Ellwood (Preschool-6th)

7686 Hollister Avenue, Goleta, CA 93117
Phone: 805-571-3774
<https://www.gusd.us/ellwood>

Foothill/Goleta Family School (TK-6th)

711 Ribera Drive, Santa Barbara, CA 93111
Phone: 805-681-1268
<https://www.gusd.us/foothill>

Hollister (Preschool-6th)

4950 Anita Lane, Santa Barbara, CA 93111
Phone: 805-681-1271
<https://www.gusd.us/hollister>

Isla Vista (TK-6th)

6875 El Colegio Road, Goleta, CA 93117
Phone: 805-685-4418
<https://www.gusd.us/islavista>

Kellogg (TK-6th)

475 Cambridge Drive, Goleta, CA 93117
Phone: 805-681-1277
<https://www.gusd.us/kellogg>

La Patera (Preschool-6th)

555 N. La Patera Lane, Goleta, CA 93117
Phone: 805-681-1280
<https://www.gusd.us/lapatera>

Mt View (TK-6)

5465 Queen Anne Lane, Santa Barbara, CA 93111
Phone: 805-681-1284
<https://www.gusd.us/mtnview>

DISTRICT CALENDAR

Goleta Union School District 2026-2027 Calendar

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
3 Independence Day - District Office Closed						

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
10 New Certificated Staff Orientation						
12-18 Certificated Staff Pre-Service Days						
19 First Day of School						

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
7 Labor Day - Schools & Offices Closed						

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
8 Student Minimum Day - 12:00 Dismissal						

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
11 Veteran's Day - Schools & Offices Closed						
16-20 Parent/Teacher Conferences - 12:00 Dismissal						
23-27 Thanksgiving Week - Schools Closed						
26-27 Thanksgiving Holiday - Schools & Offices Closed						

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
21-31 Winter Recess - Schools Closed						
24-25 Christmas Holiday - Schools & Offices Closed						
31 New Year's Holiday - Schools & Offices Closed						

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
1 New Year's Day - School & Offices Closed						
4 Winter Recess - Schools & Offices Closed						
18 MLK Jr. Day - Schools & Offices Closed						

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						
4 Student Minimum Day - 12:00 Dismissal						
12 & 15 President's Day Holiday Observed - Schools & Offices Closed						

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
22-25 Parent/Teacher Conferences - 12:00 Dismissal						
26-31 Spring Recess - Schools Closed						

April						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
1-2 Spring Recess - Schools Closed						

May						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
31 Memorial Day - Schools & Offices Closed						

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
4 Last Day of School - 12:00 Dismissal						
18 Juneteenth Holiday - District Office Closed						

401 N. Fairview Ave. Goleta 93117

180 Student Days
185 Certificated Days

ACCEPTABLE USE OF TECHNOLOGY

GUSD students are provided with devices and technology to support learning objectives, educational goals, and outcomes. Access to Goleta Union School District technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. The District shall make a diligent effort to filter inappropriate or harmful matter accessible through the Internet, and students shall also take responsibility for not initiating access to inappropriate or harmful matter while using District technology.

GUSD students and parents/guardians agree to the following terms regarding the use of district technology:

1. student devices (Chromebooks, iPads, Internet hotspots, etc.) are used for school-related purposes only. Any unlawful or harmful activities using district-provided devices is prohibited;
2. students are responsible for taking care of their district-issued computers and devices. Loss or intentional damage of devices may result in loss of technology privileges, and parents may be responsible for costs related to damage or loss of district equipment;
3. use of social media on student devices or with student accounts is prohibited;
4. student accounts (Google, Seesaw, Lexia, etc.) are used for school-related purposes only. Any unlawful or harmful activities using district-provided devices is prohibited. Students are not to share their passwords with other students;
5. students will not use GUSD devices to cyberbully or share harmful content;
6. student devices are monitored and filtered to prevent access to harmful, obscene, and illegal content on the internet. Students will not attempt to remove or bypass the web filter installed on their district device or computer.

Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability.

[Education Code 48980, Board Policy 6163.4]

ATTENDANCE

California State Law requires that ALL student absences from school be verified on a daily basis. When your child is absent from school, you are required to notify us daily as to the specific reason. You may call, write a note, send an email, send a ParentSquare message, or come in person to excuse an absence or tardy. The District receives funds only for students who attend school or who are legally excused.

Avoiding Absences, Written and/or Verbal Excuses

The Goleta Union School District encourages daily on-time, all-day, everyday school attendance and urges families to schedule appointments, travel, or other absences after school or during school breaks. Families should refer to the District's calendar for school days and school breaks. Children should not be sent to school when they are not feeling well. The more students are in school, the more they will learn. Following an absence, a family is required to submit a written (paper or electronic) or verbal excuse from parents/guardians when returning to school. Absences without an excuse from a parent or legal guardian are recorded as unexcused. Below is a list of legally excused absences: **[Education Code 48205]**

- (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:
- (1) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
 - (2) Due to quarantine under the direction of a county or city health officer.
 - (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
 - (4) For the purpose of attending the funeral services of a member of the pupil'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.
 - (5) For the purpose of jury duty in the manner provided for by law.
 - (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note from a doctor.
 - (7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.
 - (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
 - (9) 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 pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
 - (10) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
 - (11) For the purpose of participating in a cultural ceremony or event.
 - (12) (A) For the purpose of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.
 - (B) (i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one school day-long absence per school year.
 - (ii) A middle school or high school pupil who is absent pursuant to subparagraph (A) may be permitted additional excused absences at the discretion of a school administrator, as described in subdivision (c) of Section 48260.
 - (13) (A) For any of the purposes described in clauses (i) to (iii), inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, has died, so long as the absence is not more than three days per incident.
 - (i) To access services from a victim services organization or agency.
 - (ii) To access grief support services.
 - (iii) To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation.
 - (B) Any absences beyond three days for the reasons described in subparagraph (A) shall be subject to the discretion of the school administrator or their designee, pursuant to Section 48260.
 - (14) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.
- (b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit, therefore. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
- (c) For purposes of this section, attendance at religious retreats shall not exceed one school day per semester.
- (d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- (e) For purposes of this section, the following definitions apply:

- (1) A “civic or political event” includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls.
- (2) “Cultural” means relating to the practices, habits, beliefs, and traditions of a certain group of people.
- (3) “Immediate family” means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.
- (4) “Victim services organization or agency” has the same meaning as defined in paragraph (7) of subdivision (g) of Section 230.1 of the Labor Code.

Chronic Absenteeism

A student is considered a chronic absentee when they are absent on 10% or more of the school days in one school year from the date of enrollment to the current date. Chronic absenteeism includes **all absences – excused and unexcused** – and is an important measure because excessive absences negatively impact academic achievement and student engagement. GUSD participates in the Community Leadership in Achieving Student Success (CLASS) process, which includes the Student Attendance Review Board (SARB) partnership. SARB was created to help truant students and their parents or guardians solve school attendance and/or behavior problems with the help of available school and community resources. The purpose of SARB is to work collaboratively on developing strategies (prevention, intervention, and enforcement) that will help students improve school attendance and behavior while diverting cases away from the juvenile justice system. Truancy letters are sent to parents informing them if their child has reached three (3), six (6), nine (9), or twelve (12) unexcused absences. This is a district-wide procedure that takes place on an ongoing basis. The truancy notification letters are based on the attendance information that is entered into the district computer system. This information is based on the explanation provided by the parent for their child’s absence. **[Education Code 48260.5 and 60901]**

Parent/Guardian Consequence for Non-Attendance

Any parent/guardian who fails to ensure their student’s attendance may be guilty of an infraction and can be punished as follows: \$100 for the first conviction, \$250 for the second conviction, and \$500 for the third conviction. Rather than a fine, a parent or guardian may be placed in a parent education or counseling program; \$1,000 for willful violation of a court order directing that the student must be enrolled in a school program. **[Education Code 48293]**

Residency Requirements

A child between the ages of 6 and 18 years is subject to compulsory education and, unless exempted, must enroll in school in the school district in which the residence of their parent/guardian is located. **[Education Code 48200]**

A pupil may alternatively comply with the residency requirements for school attendance in a school district if they are any of the following: placed in a foster home or licensed children's institution within the boundaries of the school district pursuant to a commitment of placement under the Welfare and Institutions Code; a pupil who is a foster child who remains in their school of origin, an emancipated pupil who resides within the boundaries of the school district; a pupil who lives in the home of a caregiving adult that is located within the boundaries of the school district; a pupil residing in a state hospital located within the boundaries of the school district; or a pupil whose parent is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order. Students in military and migrant families may remain in their school of origin and shall have waived residency restrictions due to the frequency of movement of their families. **[Education Code 48200 and 48204]**

South Santa Barbara County School Attendance Team (SSBC-SAT)

GUSD participates in the South Santa Barbara County School Attendance Team (SSBC-SAT).

The SSBC-SAT is composed of district administrators from four south county school districts as well as members of the Santa Barbara County Education Office, nonprofit organizations, and the Santa Barbara District Attorney’s office.

The SSBC-SAT will meet several times a year to provide solutions-oriented, empathetic support to students and families struggling with chronic absenteeism. Families are referred to this team only after local efforts, including letters, teacher meetings, and administrative meetings, have not resolved the issue.

Truancy letters are sent to parents informing them if their child has reached three (3), six (6), nine (9), or twelve (12) unexcused absences. This is a district-wide procedure that takes place on an ongoing basis. The truancy notification letters are based on the attendance information that is entered into the district computer system. This information is based on the explanation provided by the parent for their child’s absence. **[Education Code 48260.5, 48263, 48264]**

Short-Term Independent Study Agreement

Short-Term Independent Study (STIS) may be an option for a student in TK - 6th grades who has an unavoidable absence that will result in the student missing at least three (3) consecutive days of school. STIS is a voluntary option and must be requested by a student's parent/guardian a minimum of 10 school days prior to the first expected day of absence. Requests are submitted to the Principal for review and approval. Prior to going on STIS, the student will be provided coursework that will account for each day they will be absent. Successfully completing STIS keeps a student up to date on classroom assignments and essential learnings, provides the district the ability to keep the student in average daily attendance reports, which are tied to state funding, and the parent/guardian and the student will not be subject to a truancy review for the time missed while on STIS.

Tardiness

Students should be encouraged to be prompt as part of developing good habits. They are expected to be at school on time. If a student is late, the student should bring an excuse from home to the school office. Repeated unexcused tardies of more than 30 minutes lead to the student being designated as truant.

Truancy Definitions

A student is considered truant after three absences or three tardies of more than 30 minutes each time or any combination thereof, and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year and the District has made a conscientious effort to meet with the family, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a chronic truant. Unexcused absences are all absences that do not fall within Education Code 48205. **[Education Code 48260, 48262, and 48263.6]**

CHILD ABUSE PREVENTION AND REPORTING

The Goleta Union School District is committed to protecting all students in its care. All employees of the District are considered mandated reporters, required by law to report cases of child abuse and neglect whenever there is reasonable suspicion that abuse or neglect has occurred. District employees may not investigate to confirm a suspicion.

All complaints must be filed through a formal report, over the telephone, in person, or in writing, with an appropriate local law enforcement agency (i.e., Police or Sheriff's Department, County Probation Department, or Child Welfare Services). Both the name of the person filing the complaint and the report itself are confidential and cannot be disclosed except to authorized agencies.

Parents and guardians of students also have a right to file a complaint against a school employee, or other person that they suspect has engaged in abuse of a child at a school site. Complaints may be filed with the local law enforcement agency; you may also notify the District of an incident by contacting your school site principal or the Pupil Services Department.

Child abuse does not include an injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:

- To stop a disturbance threatening physical injury to people or damage to property;
- For purposes of self-defense,
- To obtain possession of weapons or other dangerous objects within the control of a student;
- To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of pupils, and maintain proper and appropriate conditions conducive to learning. **[Penal Code 11164 et seq.]**

CHILD FIND

The District recognizes the need to actively seek out and evaluate district residents who have disabilities from birth to age 21 in order to provide them with appropriate educational opportunities in accordance with state and federal law.

The Superintendent or designee shall establish a comprehensive system that includes procedures for the identification, screening, referral, and regular and triennial assessment of individuals eligible for special education, as well as procedures for the planning, implementation, and review of the education and related services provided to such individuals. **[Education Code 56301]**

The District's identification procedures shall include methods for utilizing referrals from parents/guardians, teachers, appropriate professionals, and others and shall be coordinated with school site procedures for referral of students whose needs cannot be met with modifications to the regular instructional program. **[Education Code 56302]**

The Superintendent or designee shall notify parents/guardians, in writing, of their rights related to identification, referral, assessment, instructional planning, implementation, and review, including the right to consent to any assessment concerning their child. In addition, the Superintendent or designee shall notify parents/guardians of procedures for initiating a referral for assessment to identify individuals who need special education services. **[Education Code 56301]**

When the District receives a parent/guardian request for assessment, the District will ask the parent/guardian to submit a written request for assessment. Upon receipt of a parent or guardian's request for assessment, the District has 15 calendar days to determine if it will conduct the assessment and respond.

To establish if there is evidence of a suspected disability, the District may request a meeting with the student's parent/guardian and teacher or ask for referral information forms to be completed. Once the District has reviewed the referral information, it will send a written notification to the parents indicating whether it will proceed to evaluate the student or will not evaluate based on lack of evidence of a suspected disability. If the District denies the parent/guardian's request to evaluate, it will send a Prior Written Notice (PWN) that documents the reasons for the decision, inform the parent/guardian of their right to appeal the denial and provide the parent with a copy of the District's Special Education Rights of Parents and Children and Notice of Procedural Safeguards. If the District grants the parent/guardian's request to evaluate, it will send an assessment plan (AP) that describes the proposed evaluation. If the parent/guardian agrees to the proposed assessment plan, the parent/guardian

should return the signed assessment plan to the District within 15 days. Upon receipt of the signed assessment plan, the District must complete the evaluation and convene an Individualized Education Program (IEP) meeting within 60 calendar days, not including school breaks in excess of 5 days.

The IEP team includes the parent/guardian or their representative. At the IEP meeting, it will be determined whether or not the student is a student with disabilities, and the evaluation, recommendations, and reasons for recommendations shall be discussed. The District must complete the determination as to whether the student is a student with a disability, conduct the initial evaluation to determine their educational needs and develop an IEP within 60 calendar days, not including school breaks in excess of 5 days, of receiving informed parent/guardian consent for the evaluation. **[Education Code 56026, 34 CFR 300.15, 34 CFR 300.300(a), 34 CFR 300.301(c)(1), 34 CFR 300.304, 34 CFR 300.305, 34 CFR 300.306(a)(2), 34 CFR 300.504(a)(1)]**

For more information, please contact your school's principal or contact the Pupil Services Department at 805-681-1200 extension 2220.

[Education Code 56020 et seq., 56040, 56301; 20 USC 1412; Administrative Regulation 6164.4, 6164.6; Board Policy 6159, 6164.4]

CIVILITY ON SCHOOL GROUNDS

Civil behavior is polite, courteous, and reasonable behavior that is respectful to others and includes integrity, honesty, acceptance, timeliness, dependability, observance of laws and rules, and effective communication.

The Board and district staff shall model civil behavior as an example of behavior that is expected throughout the district. Practices that promote civil behavior include actively listening, giving full attention to the speaker, and refraining from interruptions; welcoming and encouraging participation, input, and feedback through stakeholder engagement; promptly responding to concerns; and embracing varying and diverse viewpoints. Such practices may be incorporated into governance standards adopted by the Board or Superintendent and/or professional standards or codes of conduct for employees as specified in district policies and regulations.

Students, staff, parents/guardians, and community members should be educated in the recognition, development, and demonstration of civil behavior. The Superintendent or designee may incorporate related concepts in the curriculum, provide staff development activities, and/or communicate this policy to the school community.

Students, staff, parents/guardians, and community members shall not communicate or behave in a manner that causes disruption, hinders the orderly conduct of district operations, the educational program, or any other district program or activity, or creates an unsafe learning or working environment. The Superintendent or designee may respond to disruptive, violent, or threatening behavior in accordance with law and as specified in BP/AR 3515.2 - Disruptions.

Behavior by students or staff that is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence, or behavior that is in any other way unlawful, is prohibited and is subject to discipline in accordance with law and as specified in district policy and regulations. **[Civil Code 1708.9, Education Code 32210, and Board Policy 1313]**

COMPLAINTS

The District is responsible for compliance with state and federal laws and regulations and has procedures to address allegations of unlawful discrimination and complaints alleging violation of laws governing educational programs. Employees, students, parents or guardians, advisory committees, and other interested parties are advised how to file a complaint if they so desire.

Complaint Against a District Employee

The District recognizes its accountability to the public for the quality of its educational program and the performance of its employees. The district shall provide a process by which a complaint submitted by any person regarding an employee can be resolved impartially, expeditiously, and with minimal disruption to district operations and the educational program.

The Superintendent or designee shall determine whether a complaint against any other employee should be considered a complaint against the district and/or an individual employee and whether it should be resolved by the district's process for complaints concerning personnel and/or other district procedures. Any complaint of child abuse or neglect alleged against a district employee shall be reported to the appropriate local agencies in accordance with law and BP 5141.4 - Child Abuse Prevention and Reporting. Any complaint alleging that an employee engaged in unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) in district programs and activities shall be filed in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. Any complaint by an employee, job applicant, volunteer, intern, or independent contractor alleging unlawful discrimination or harassment by an employee shall be filed in accordance with AR 4030 - Nondiscrimination in Employment.

Any complaint subject to this policy and the accompanying administrative regulation shall be investigated by the principal, the employee's immediate supervisor, the Superintendent or designee, legal counsel, agent of the Board, and/or other appropriate person who is not the subject of the complaint or subordinate to the employee charged in the complaint. The complainant and the employee shall have an opportunity to present information relevant to the complaint.

The Board prohibits retaliation against complainants.

[Board Policy 1312.1]

Uniform Complaint Procedures

The Uniform Complaint Procedures (UCP) apply to the filing, investigation, and resolution of a complaint regarding an alleged violation by a local agency of federal or state law or regulations governing educational programs and other specified subject matter. A Uniform Complaint is a written and signed statement by an individual, public agency, or organization alleging a violation of federal or state laws governing certain educational programs. The District is primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation, or bullying against any protected group and all programs and activities that are subject to the UCP. GUSD encourages the early, informal resolution of complaints whenever possible and appropriate. The UCP may be implemented to resolve complaints that cannot be resolved through an informal process.

The UCP shall apply to complaints relating to all of the matters addressed in Education Code section 33315(a)(1) and any other applicable matters identified by the Legislature in the future. These procedures do not apply to complaints regarding instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of pupils or staff, and teacher vacancies and misalignments, except as otherwise indicated. Such complaints are addressed in and governed by sections 4680 through 4687. LEA Investigation Reports on facilities complaints may be appealed to the CDE pursuant to section 4687. These procedures do not apply to complaints regarding state preschool health and safety issues in LEAs exempt from licensing except as otherwise indicated. Such complaints are addressed in and governed by sections 4690 through 4694. LEA Investigation Reports on state preschool health and safety issues in LEAs exempt from licensing may be appealed to the CDE pursuant to section 4694.

The UCP can be used in cases of discrimination or a violation of a federal or state law within the following programs: Child Development, Consolidated Categorical Aid, No Child Left Behind (NCLB), State Compensatory Education, State Program for Students of Limited English Proficiency, School Improvement, Peer Assistance and Review, School Safety and Violence Prevention Act, Nutrition Services, Special Education, Discrimination, Harassment, Bullying, Civil Rights Guarantees that receive state or federal financial assistance as well as Williams Settlement issues and other areas designated by the District. **[Education Code 234, 260 et seq., 56501; Penal Code 422.55; Title IX of the Education Amendments of 1972; 20 USC 1681-1688, 42 USC 2000d-2000d7; 34 CFR 106.9; Title VI of the Civil Rights Act of 1974; Section 504 of the Rehabilitation Act of 1973; Individuals with Disabilities Education Act (IDEA); 5 CCR 4622]**

A complaint regarding the violation of specific federal and state programs that use categorical funds such as:

- Accommodations for Pregnant and Parenting Pupils
- Adult Education
- After-School Education and Safety
- Agricultural Career Technical Education
- Career Technical and Technical Education and Career Technical and Technical Training Programs
- Child Care and Development Programs
- Compensatory Education
- Consolidated Categorical Aid Programs
- Course Periods without Educational Content
- Discrimination, harassment, intimidation, or bullying against any protected group as identified under sections 200 and 220 and Section 11135 of the Government Code, including any actual or perceived characteristic as set forth in Section 422.55 of the Penal Code, 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 an educational institution, as defined in Section 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance.
- Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families, pupils formerly in Juvenile Court now enrolled in a school district, pupils who are migratory, and pupils participating in a newcomer program.
- Every Student Succeeds Act
- Local Control and Accountability Plans (LCAP)
- Migrant Education
- Physical Education Instructional Minutes
- Pupil Fees
- Reasonable Accommodations to a Lactating Pupil
- Regional Occupational Centers and Programs
- School Plans for Student Achievement
- School Site Councils
- State Preschool
- State Preschool Health and Safety Issues in LEAs Exempt from Licensing
- And any other state or federal educational program the State Superintendent of Public Instruction (SSPI) or designee deems appropriate.

A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Board of Trustees. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. **[Title 5 California Code of Regulations 4630]**

These UCPs require the complainant to submit a written complaint to the District's Complaint Officer (Assistant Superintendent of Pupil Services). Within ten (10) business days after the Compliance Officer receives the complaint, the Compliance Officer shall begin an investigation into the complaint. Unless extended by written agreement with the complainant, the Compliance Officer shall prepare and send to the complainant a written investigation report within 60 calendar days of the District's receipt of the complaint. For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant. Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the district's investigation report. **[Title 5 California Code of Regulations 4622, 4631, 4632; Education Code 234.1, 32289, 49013; Board Policy 1312.3]**

Complaint Officer:

Assistant Superintendent – Pupil Services
Goleta Union School District
401 N Fairview Avenue
Goleta, CA 93117
805-681-1200 extension 2220

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 another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee, who shall determine how the complaint will be investigated.

Title IX: Sex Equity

Title IX of the Education Amendments of 1972 is one of several federal and state anti-discrimination laws that ensure equality in educational programs and activities that receive federal funding. Specifically, Title IX protects male and female pupils and employees, as well as transgender pupils and pupils who do not conform to sex stereotypes, against discrimination based on sex, including sexual harassment. It also requires that students who are transgender and students who do not conform to sex stereotypes be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his/her/their gender identity, irrespective of the gender listed on the student's records. California law also prohibits discrimination based on gender, gender expression, gender identity, and sexual orientation. Under Title IX, pupils may not be discriminated against based on their parental, family, or marital status, and pregnant and parenting students may not be excluded from participating in any educational program, including extracurricular activities, for which they qualify. **[Education Code 221.61, Administrative Regulation 5145.7]**

For more information about Title IX or how to file a complaint of noncompliance with Title IX, contact the Assistant Superintendent of Pupil Services, who can be reached at (805) 681-1200 extension 2220.

Pursuant to Education Code Section 221.8 (Title IX of the Education Amendments of 1972 (20 U.S.C. Sec. 1681 et seq.)), you have the right to:

- (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.

Williams Uniform Complaint Procedures

A Williams Complaint concerns instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils, and teacher vacancy or misassignment. Williams Complaints may be filed anonymously. The District must have a complaint form available for these types of complaints but will not reject a complaint if the form is not used as long as the complaint is submitted in writing. Under applicable regulations, a notice must be posted in each classroom in each school notifying parents and guardians of the matters subject to a Williams complaint and where to obtain a form to file a complaint.

A Williams Complaint must be resolved by the school principal, District superintendent, or designee. A complainant who is not satisfied with the resolution has the right to describe the complaint to the local governing board at a regularly scheduled board meeting. Except for complaints involving a condition of a facility that poses an emergency or urgent threat, there is no right to appeal a Williams Complaint to the CDE.

In the case of complaints concerning a condition of a facility that poses an emergency or urgent threat, a complainant who is not satisfied with the resolution has the right to file an appeal to the Superintendent of Public Instruction at CDE within 15 calendar days of receiving the District's decision. **[Education Code 35186; Administrative Regulation 1312.4]**

For more information about Williams Uniform Complaints or to file a complaint, contact the Assistant Superintendent of Pupil Services, who can be reached at (805) 681-1200 extension 2220.

CONDUCT

Parents/guardians of students enrolled in public schools have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children, to be informed in advance about school rules, including disciplinary rules and procedures on attendance policies, dress codes, and procedures for visiting the school. For more information, please contact your school principal. **[Education Code 51100]**

Conduct is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful toward their teachers, other staff, students, and volunteers. **[Board Policy 5131]**

At the beginning of the regular school year, the District shall notify parents/guardians of a minor pupil regarding the availability of the district rules pertaining to student discipline. **[Education Code 35291]**

Pupils shall conform to school regulations, obey all directions, be diligent in study and respectful to teachers and others in authority, and refrain from the use of profane and vulgar language. **[Title 5 California Code of Regulations 300]**

Teaching staff shall hold pupils to strict account for their conduct on the way to and from school, on the playgrounds, or during recess. **[Education Code 44807]**

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

Parents/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. Parents/guardians are also liable for any school property loaned to the student and willfully not returned. Parents' or guardians' liability may be as much as \$10,000 in damages and another maximum of \$10,000 for payment of a reward, if any. The District may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid, or 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 the school day in your child's classroom. **[Education Code 48900.1, 48904; Civil Code 1714.1]**

Prohibited student conduct includes but is not limited to:

1. Conduct that endangers students, staff, or others.
2. Conduct that disrupts the orderly classroom or school environment.
3. Harassment of students or staff, such as bullying, including cyberbullying, intimidation, hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause bodily harm or emotional suffering. Bullying includes but is not limited to, cyberbullying by means of an electronic act and can be directed toward a student or school personnel. (Education Code 48900(r)). Bullying means one or more acts by a student or group of students that constitutes sexual harassment pursuant to Education Code 48900.2, as defined in item #19 above; hate violence pursuant to Education Code 48900.3, as defined in item #20 above; or harassment, threats, or intimidation pursuant to Education Code 48900.4, as defined in item #21 above. (Education Code 32261) Electronic act means the transmission of a communication, including, but not limited to, a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. (Education Code 32261)

4. Damage to or theft of property belonging to students, staff, or the district
5. Possession or use of laser pointers unless used for a valid instructional or other school-related purpose, including employment. Prior to bringing a laser pointer on school premises, students shall first obtain permission from the principal or designee. The principal or designee shall determine whether the requested use of the laser pointer is for a valid instructional or other school-related purpose.
6. Use of profane, vulgar, or abusive language
7. Plagiarism or dishonesty in school work or on tests
8. Inappropriate dress
9. Tardiness and unexcused absence from school
10. Failure to remain on school premises in accordance with school rules
11. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs in violation of school rules

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or receive a report of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, they shall refer the matter to their supervisor or administrator for further investigation.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in extracurricular or co-curricular activities in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

Students also may be subject to discipline for any off-campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts the educational program of the district or any other district in accordance with law, Board policy, or administrative regulation.

Bullying/Cyberbullying

The District desires to prevent bullying by establishing a positive, collaborative school climate and clear rules for student conduct.

The district may provide students instruction in the classroom or other educational settings that promote communication, social skills, and assertiveness skills and educate students about appropriate online behavior and strategies to prevent and respond to bullying and cyberbullying. This instruction may involve parents/guardians, staff, and community members.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians and students also may be provided with similar information.

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator and may also request that their name be kept confidential. The Superintendent or designee may establish other processes for students to submit anonymous reports of bullying. Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and a determination of the impact or potential impact on school activity or school attendance. Students shall be encouraged to save and print any messages sent to them that they feel constitute cyberbullying and shall be encouraged to notify a teacher, principal, or other employee so that the matter may be investigated.

Any student who engages in cyberbullying using district-owned equipment, on school premises, or off-campus in a manner that impacts school activity or school attendance shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting harmful material, the Superintendent or designee may also file a complaint with the Internet site or service to have the material removed.

Cell Phones/Smart Watches/Other Non-Instructional Mobile Communication Devices

Districts may regulate the possession or use of any cell phone, pager, or electronic signaling device while pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees, anytime that a disruption occurs due to student's electronic use. Except with prior consent for health reasons (determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to health-related purposes) from the principal or designee, students shall not use on school campus personal electronic signaling devices including, but not limited to, pagers, cellular/digital telephones for voice usage, digital imaging, or text messaging or other mobile communications devices such as digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers. All devices must be turned off and placed in the student's backpack. The District takes no responsibility for items that are lost, stolen, or damaged due to them being brought to school.

In accordance with the Board's policy and administrative regulation on search and seizure, a school official may search a student's mobile communications device, including, but not limited to, reviewing messages or viewing pictures.

A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

[Education Code 48901.5, Board Policy 5131]

Dangerous Objects

Laser Pointer: It is a crime for any student to possess a laser pointer on any elementary or secondary school premise unless the possession is for a valid instructional or other school-related purpose. **[Penal Code 417.27]**

Imitation Firearm: A BB device can be considered an imitation firearm. The Penal Code makes it a criminal offense to openly display or expose any imitation firearm in a public place, including a public school. **[Penal Code 12550, 12556]**

Dress Code

The Board of Trustees believes that dress codes should support equitable educational access and be written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase the marginalization of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. In addition, the following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times. Sandals must have heel straps. Flip-flops, backless shoes, or sandals are not acceptable. All shoes must be safe and appropriate for physical activities, including running across the blacktop and going up steps, and are required to be worn at all times.
2. All clothing must fit appropriately. All clothing worn at school must meet the following requirements:
 - a. clothing must allow students to participate in active play/movement activities;
 - b. clothing and shoes must be safe and
 - c. clothing must support an appropriate learning environment, both inside and outside the classroom.

[Education Code 35183, 35181.5; Administrative Regulation and Board Policy 5132]

Law Enforcement Notification

Per California Education Code 44014, whenever an employee of a school district is attacked, assaulted, or physically threatened by any student, the employee and the supervisor must promptly report the incident to the appropriate law enforcement authorities of the county or city in which the incident occurred. Anyone who tries to stop such a report from being made is subject to a fine. No actions may be taken against an individual for filing a report of this kind. **[Education Code 44014]**

Release of Student to Peace Officer

If a school official releases your child from school to a peace officer for the purpose of removing them from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or guardian. **[Education Code 48906; Penal Code 11165.6]**

Search and Seizure

School officials may search an individual student, the student's property, or district property under the student's control when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law, Board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation.

Any search of a student, the student's property, or district property under the student's control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged violation.

The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses and backpacks.

A student's personal electronic device/s may be searched only if a school official, in good faith, believes that an emergency involving danger of death or serious physical injury to the student or others requires access to the electronic device/s information.

Employees shall not conduct strip searches or body cavity searches of any student.

Searches of individual students shall be conducted in the presence of at least two district employees.

The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.

[Education Code 49050; Administrative Regulation and Board Policy 5145.12; Board Policy 5145.11]

Suspensions and Expulsions

Suspensions

Pursuant to Education Code Section 48900, a pupil shall not be suspended from school or recommended for expulsion unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person. (EDC 48900(a.1))
- (2) Willfully used force or violence upon the person of another, except in self-defense. (EDC 48900(a.2))
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal. (EDC 48900(b))
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. (EDC 48900(c))
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant. (EDC 48900(d))
- (e) Committed or attempted to commit robbery or extortion. (EDC 48900(e))
- (f) Caused or attempted to cause damage to school property or private property. (EDC 48900(f))
- (g) Stole or attempted to steal school property or private property. (EDC 48900(g))
- (h) Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products. (EDC 48900(h))
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity. (EDC 48900(i))
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code. (EDC 48900(j))
- (k)(1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
- (3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025. (EDC 48900(k))
- (l) Knowingly received stolen school property or private property. (EDC 48900(l))
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (EDC 48900(m))
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code. (EDC 48900(n))
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both. (EDC 48900(o))
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma. (EDC 48900(p))
- (q) Engaged in or attempted to engage in hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is

likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events. (EDC 48900(q))

(r) Engaged in an act of bullying. (EDC 48900 (r)) For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.

(D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.

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

(i) A message, text, sound, video, or image.

(ii) A post on a social network internet website, including, but not limited to:

(I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1).

"False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) (I) An act of cyber sexual bullying.

(II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(III) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil's exceptional needs.

The parent/guardian of a student who has been suspended may attend a portion of that school day in their pupil's classroom. The attendance of the parent/guardian will be limited to the class from which the student was suspended. A written notice will be sent to the parent/guardian regarding the implementation of this requirement. Employers are not allowed to apply sanctions against the parent/guardian for this requirement if the parent/guardian has given reasonable notice to their employer. **[Education Code 48900.1]**

Expulsions - Mandatory Recommendation

Schools shall immediately suspend and recommend expulsion for students that commit any of the following acts at school or at a school activity off school grounds:

1. Firearm
 - a. Possessing a firearm when a district employee verified firearm possession and when the student did not have prior written permission from a certificated employee, which is concurred with by the principal or designee.
 - b. Selling or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in California Health and Safety Code 11053 et. seq.
4. Committing or attempting to commit a sexual assault or committing sexual battery as defined in Education Code 48900(n).
5. Possession of an explosive.

The Board of Trustees shall order the student to be expelled upon finding that the student committed the act. **[Education Code 48915]**

CUSTODY ISSUES

Custody disputes must be handled by the courts. The District has no legal jurisdiction to refuse a biological parent access to their child and/or school records. The only exception is when signed restraining or protective orders or proper custody documents specifically stating visitation limitations, are on file with the District. Any student release situation that leaves the student's welfare in question will be handled at the discretion of the site administrator or designee, which may include calling law enforcement or child welfare services. Should any such situation become a disruption to the school, law enforcement will be contacted, and an officer will be requested to intervene. Parents/guardians are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent/guardian or any other person not listed on the emergency card attempts to pick up a child.

EDUCATIONAL EQUITY: GOVERNMENT INSTRUCTION CONFERENCES-EC224

The Sex Equity in Education Act exempts any discrimination based on male or female identity for pupils who seek to participate in state or national conferences, therefore furthering California's goal of providing an equal educational opportunity to all students by prohibiting the use of public resources when a program discriminates based on gender.

EDUCATIONAL EQUITY: IMMIGRATION AND CITIZENSHIP STATUS

The Equity in Higher Education Act states that all persons, regardless of their disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other specified characteristic such as hairstyles, equal rights and opportunities and adds this opportunity to apply for financial aid for higher education to also be equitable, and an application may not be denied of a student based on their immigration status. This does not guarantee any final eligibility but simply an ability to apply for financial aid, just like any other student, without discrimination. **[Education Code 66251, 66260.6, 66270, 66270.3]**

District staff shall not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members or provide assistance with immigration enforcement at District schools except as may be required by state and federal law. **[Education Code 234.7; Board Policy 5145.13]**

No student shall be denied equal rights and responsibilities nor be subjected to unlawful discrimination, harassment, intimidation, or bullying in the district's programs and activities on the basis of their immigration status. **[Education Code 200, 220, and 234.1; Board Policy 5145.13]**

ENROLLMENT

Parents/guardians will be required to complete online enrollment in order for their student(s) to attend the school of residence. District enrollment includes completion of an enrollment form; proof of age (birth certificate, passport, baptismal certificate, or an affidavit of the parent, guardian, or custodian of the minor, or any other appropriate means of proving the age of the child as prescribed by the governing board of the school district); immunization record; emergency card; verification of address; and ethnic and home language surveys. A student who unenrolls from the district will need to re-enroll upon returning to a school. **Annual verification of address is also required prior to the start of school for new and continuing students.**

Address Verification and Residency

Prior to admission in district schools and before the beginning of each subsequent school year, parent(s) or legal guardian(s) shall provide proof of a student's residency within the district. Falsification of any information or documents required for residency verification or the declaration of residence of another person may result in revocation of student enrollment. Unscheduled home visitations by school personnel may occur in order to verify residence. For purposes of school registration, the residence of a minor is where the parent/guardian lives [Education Code Sections 48200, 48204].

Reasonable evidence of residency may be established by documentation including, but not limited to, the following:

- Most current utility service bill (gas, electric, or water only), pay stub, voter registration, or correspondence from a government agency
- AND
- Current property tax statement or Grant Deed with County Recorder's stamp
 - OR
 - Rent payment receipts or lease or rental contract
 - OR
 - A notarized statement by the landlord (plus Landlord's proof of residency documents)

Caregiver Affidavits

Students shall qualify as district residents if they reside full-time in the home of a caregiving adult within the District boundaries. This caregiving adult must provide residency verification as outlined above. "Full Time" for the purposes of this regulation is defined as the Student's primary residence is that of the caregiving adult, and the student resides in the home of the caregiving adult 24 hours a day, seven days a week, and during periods of vacation and/or holidays. Caregiver Affidavits are available at the school site.

Joint Custody

Students whose parents/guardians have joint physical custody as determined by official court documents may continue their enrollment in the District so long as at least one of the parents/guardians can meet the residency verification requirements as outlined above.

Military Families

A school district shall accept applications by electronic means for enrollment, including enrollment in a specific school or program within the school district and course registration for military dependents. The parent/guardian shall provide proof of residence within ten (10) days after the published arrival date provided on official documentation related to his or her military move: temporary on-base billeting facility, purchased or leased home or apartment, or federal government or public-private venture off-base military housing. **[Education Code 46600 et seq., 48204.6, 51225.1 and 51225.2]**

FACILITIES

Asbestos Management Plan

The Goleta Union School District maintains and annually updates its management plan for asbestos-containing material in school buildings. For a copy of the asbestos management plan, please contact the Maintenance, Operations, and Transportation Department at 805-681-1231 extension 2230. **[Title 40, Code of Federal Regulations 763.93]**

Pesticide Products

Pursuant to the Healthy Schools Act of 2000, the Goleta Union School District is required to notify staff, parents, or guardians of the names of all pesticide products expected to be applied at the school facility each school year. The District has a pesticide-free policy that allows for the use of pesticides only in the case of an emergency. In the event of a grave threat to the health and safety of the school community where no other effective alternative to the use of pesticides exists, the Board of Trustees will be notified prior to any application of pesticides.

Information regarding pesticides may be obtained at the California Department of Pesticide Regulation website at <https://www.cdpr.ca.gov/>, or you may call the National Pesticide Information Center at 1-800-858-7378. This toll-free service is funded by the EPA and operated by Oregon State University. The service is available from 7:30 a.m. to 3:30 p.m. PST Monday through Friday.

If you would like to be notified of individual pesticide application done at your child's school please complete the Google Form at this link: <https://forms.gle/RmMrvZTIZiLsDY7m7>

Please contact the Maintenance, Operations, and Transportation Department at 805-681-1231 extension 2230 with any questions. **[Education Code 17610.1, 17612, 48980.3]**

Tobacco Free Campus

The use of tobacco and nicotine products is prohibited on school or district grounds, buildings, and district-owned or leased vehicles. These prohibitions apply to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

Tobacco products include, but is not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, or an electronic device (e.g., electronic cigarette, cigar, pipe, vapes, or hookah) that delivers nicotine or other vaporized liquids.

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. **[Business and Professions Code 22950.5; Education Code 48901]**

Tobacco products include:

1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff;
2. an electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah; and
3. any component, part, or accessory of a tobacco product, whether or not sold separately.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. **[Business Professional Code 22950.5; California Health & Safety Code 104420, 104495, 104559; Penal Code 308; Education Code 48901; Board Policy 3513.3]**

FOSTER AND HOMELESS YOUTH

Students who are identified as homeless or foster children have a right to receive priority enrollment. To request priority enrollment, please contact the Expanded Learning Program at 805-681-1200 extension 2211. No current participant in an after-school program shall be disenrolled in order to allow a student with priority enrollment to enroll.

Programs that charge family fees shall not charge for a child who is homeless or in foster care. In any after-school program, the first priority for enrollment goes to pupils who are identified by the program as homeless at the time they apply or at any time during the school year and pupils who are identified by the program as being in foster care; the second priority in programs serving junior high school pupils goes to those who attend daily. The program must inform the parent or caregiver of a pupil of the right of homeless and foster children to receive priority enrollment and how to request priority enrollment. **[Education Code 8482.6, 8483, and 8483.1]**

Education of Foster Youth

The District's educational liaison is required to ensure pupils in foster care receive stable school placements that are in the best interests of the child, placement in the least restrictive educational programs, access to academic resources, services, and extracurricular and enrichment activities available to all pupils, full and partial credits for coursework taken, and meaningful opportunity to meet state pupil academic achievement standards. Please contact the Pupil Services Department at 805-681-1200 extension 2220 for support. **[Education Code 48850 et seq.]**

Education of Homeless Youth

The District's homeless liaison is required to ensure parents/guardians of homeless pupils are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in their children's education. Notification may address: 1) Circumstances for eligibility (e.g., living in a shelter, in a motel, hotel, or weekly rate housing, in a house or apartment with more than one family because of economic hardship or loss, in an abandoned building, in a car, at a campground, or on the street, in temporary foster care or with an adult who is not your parent or guardian, in substandard housing, or with friends or family because you are a runaway, unaccompanied, or migrant youth); 2) Right to immediate enrollment in school of origin or school where currently residing without proof of residency, immunization records or tuberculosis skin-test results, school records, or legal guardianship papers; 3) Right to education and other services (e.g., to participate fully in all school activities and programs for which child is eligible, to qualify automatically for nutrition programs, to receive transportation services, and to contact liaison to resolve disputes that arise during enrollment) 4) Right to be notified of possibility of graduating within four years with reduced state requirements, if the homeless or foster youth transferred after the second year of high school, is credit deficient, and will not be able to graduate on time with local district requirements.; and 5) Right for the district to accept partial credits for courses that have been satisfactorily completed by the homeless student. Notice of the educational rights of homeless children must be disseminated at places where children receive services, such as schools, shelters, and soup kitchens. Please contact the Pupil Services Department at 805-681-1200 extension 2220 for support. **[42 United States Code 11432, Education Code 48551, 48552.5, 48853, 48857, 49069, 51225.1 and 51225.2]**

FAMILY INVOLVEMENT

The Governing Board recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall consult parents/guardians and family members in the development of meaningful opportunities for them to be involved in district and school activities at all grade levels; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The district's local control and accountability plan (LCAP) shall include goals and strategies for parent/guardian involvement, including district efforts to seek parent/guardian input in district and school site decision-making and to promote parent/guardian participation in programs for English learners, foster youth, students eligible for free and reduced-price meals, and students with disabilities. **[Education Code 42238.02, 52060]**

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent/guardian and family engagement efforts, including, but not limited to, input from parents/guardians, family members, and school staff on the adequacy of involvement opportunities and on barriers that may inhibit participation.

The Superintendent or designee shall involve parents/guardians and family members in establishing district expectations and objectives for meaningful parent/guardian and family engagement in schools supported by Title I funding, developing strategies that describe how the district will carry out each activity listed in 20 USC 6318, as contained in the accompanying administrative regulation and implementing and evaluating such programs, activities, and procedures. As appropriate, the Superintendent or designee shall conduct outreach to all parents/guardians and family members. **[Education Code 11503; 20 United States Code 6318]**

When the district's Title I, Part A allocation exceeds the amount specified in 20 USC 6318, the Board shall reserve at least one percent of the funding to implement parent/guardian and family engagement activities. The Superintendent or designee shall involve parents/guardians and family members of participating students in decisions regarding how the district's Title I funds will be allotted for parent/guardian and family

engagement activities and shall ensure that priority is given to schools in high-poverty areas in accordance with the law. **[20 USC 6318, 6631]** Expenditures of such funds shall be consistent with the activities specified in this policy and shall include at least one of the following (20 USC 6318):

- Support for schools and nonprofit organizations in providing professional development for district and school staff regarding parent/guardian and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents/guardians and family members.
- Support for programs that reach parents/guardians and family members at home, in the community, and at school.
- Disseminate information on best practices focused on parent/guardians and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members.
- Collaboration with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.
- Any other activities and strategies that the district determines are appropriate and consistent with this policy. The Superintendent or designee shall ensure that each school receiving Title I funds develops a school-level parent/guardian and family engagement policy in accordance with 20 USC 6318.

The Superintendent or designee shall develop and implement strategies applicable to each school that does not receive federal Title I funds to encourage the involvement and support of parents/guardians in the education of their children, including, but not limited to, strategies describing how the district and schools will address the purposes and goals described in Education Code 11502. **[Education Code 11504]**

HEALTH AND WELLNESS

All school Health Offices are staffed with personnel who are trained to render basic first aid/CPR, maintain health and immunization records, and handle attendance and attendance-related matters. They also will contact a parent/guardian when students need to be sent home due to illness or injury. If your child has a particular health condition that requires accommodations, please contact the Health Office at your child's school. The District Nurse will review the information, make any assessments, and inform the appropriate school staff. In the case of an accident involving a student, the school is responsible for first aid only. The District provides a Registered Nurse who is on call at all times for assistance and advice. If there is an injury of a serious nature, the parents/guardians of the child will be notified immediately.

Asthma Management

All issues concerning students with asthma are covered in Board Policy 5141.23. This includes identifications, individual student plans, education and support services, and environmental assessment.

Diabetes Information

Type 1 Diabetes Information

The Superintendent or designee shall provide parents/guardians of children enrolled in elementary school for the first time, or with the annual notifications pursuant to Education Code 48980, an information sheet developed by the California Department of Education (CDE) regarding type 1 diabetes as specified in Education Code 49452.6.

Type 2 Diabetes Information

Because type 2 diabetes in children is a preventable and treatable disease, parents/guardians are encouraged to have their child screened by an authorized health care practitioner for risk factors of the disease, including excess weight, and to request tests of their child's blood glucose to determine if the child has type 2 diabetes or pre-diabetes.

Drug, Alcohol, and Tobacco Prevention Programs

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, dispensation, possession, or use of illicit drugs, alcohol, or any form of tobacco product on District premises or as part of any of its activities is wrong, harmful, and is strictly prohibited. Tobacco use is prohibited. All pupils 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, and tobacco 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, tobacco cessation program, or rehabilitation program selected by the District in conformance with law.

The District's drug, alcohol, and tobacco education and prevention programs are designed to address legal, social, and health consequences of drug, alcohol, and tobacco use and to provide pupils 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 pupils 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/guardians and pupils who may desire information regarding the resources available to assist them.

Emergencies

In case of a serious injury or other health situation, 911 will be called. We will make every attempt to contact a parent/guardian immediately.

PLEASE MAKE SURE YOU PROVIDE THE SCHOOL WITH UP-TO-DATE TELEPHONE NUMBERS WHERE YOU OR OTHER DESIGNATED ADULTS CAN BE REACHED IN AN EMERGENCY.

Head Lice

The District recognizes that head lice infestations among students require treatment but do not pose a risk of transmitting disease. Early detection and treatment in a manner that minimizes disruption to the educational program and reduces student absences is highly encouraged.

The District may distribute information to parents/guardians of preschool and elementary students regarding routine screening, symptoms, accurate diagnosis, and proper treatment of head lice infestations. Information may also be provided to school staff.

To better manage and to limit the spread of head lice infestations, school employees shall report all suspected cases of head lice to the school nurse or designee as soon as possible so that the student may be examined.

If a student is found with active, adult head lice, they shall be allowed to stay in school until the end of the school day. The parent/guardian of any such student shall be given information about the treatment of head lice, methods to eliminate infestations, and encouraged to begin treatment of the student immediately and to check all members of the family. The parent/guardian also shall be informed that the student shall be checked upon return to school the next day and allowed to remain in school if no active head lice are detected.

Upon the student's return to school, the school nurse or designee shall check the student for active head lice. If it is determined that the student remains infested with head lice, the school nurse or designee shall contact the student's parent/guardian to discuss treatment. As needed, the nurse or designee may provide additional resources and/or referral to the local health department, health care providers, or other agencies.

If a student is found consistently infested with head lice, they may be referred to a multidisciplinary team, which may consist of the school nurse, representatives from the local health department and social services, and other appropriate individuals, to determine the best approach for identifying and resolving problems contributing to the student's head lice infestations.

When it is determined that one or more students in a class or school are infested with head lice, the principal or designee may, at their discretion, notify parents/guardians of students in that class, grade level, or school and provide them with information about the detection and treatment of head lice.

Staff shall maintain the privacy of students identified as having head lice.

Please call the Health Office if you need information on head lice, how to check for them, and what to do if they are found. Your pharmacist can advise you about various products available to assist you. Treatment requiring prescriptions is rarely necessary but is available. The best results are obtained through prevention (not sharing objects that touch the head) and early identification and treatment. **[Board Policy 5141.33]**

Health Screening for School Entry

State law requires that the parent or legal guardian of each pupil provide the school documentary proof that the pupil has received a health screening examination by a doctor up to 18 months before entry into first grade or up to 90 days after entrance to first grade. Pupils may be excluded up to 5 days from school for failing to comply or not providing a waiver. Free health screening is available through the Child Health Disabilities Prevention Program. **[California Health and Safety Code 124085, 124100, and 124105; Administrative Regulation 5141.32]**

Hearing Tests

Hearing tests will be conducted by authorized personnel pursuant to Education Codes 49452 and 49454 and in accordance with the procedures specified in 17 CCR 2951. **[Administrative Regulation 5141.3]**

Each student shall be given a hearing screening test at the following times: **[17 CCR 2951]**

1. Transitional Kindergarten/Kindergarten or grade 1
2. Grade 2
3. Grade 5
4. Upon first entry into the California public school system,
5. Each student enrolled in a special education program, other than those enrolled because of a hearing problem, shall be given a hearing test when enrolled in the program and every third year thereafter. Hearing tests may be given more frequently as needed, based on the individualized education program team's evaluation of the student.

Illness at School

Should your child become ill at school and need to go home, the office will notify you. If we are unable to reach you, the person designated on your emergency card will be contacted.

Immunizations

Students must be immunized against certain communicable diseases and shall not be admitted to school unless they have presented

documentation of full immunization for their age and grade. **[Health and Safety Code 120335]** The school district shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school-age children. The district may use any funds, property, or personnel and may permit any person licensed as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing. **[Administrative Regulation 5141.31]**

Beginning January 1, 2016, parents of students in any school will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine. A personal beliefs exemption on file at school prior to January 1, 2016, will continue to be valid until the student enters the next grade span at kindergarten (including transitional kindergarten) or 7th grade.

A student not fully immunized may be temporarily excluded from a school or other institution when that child has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunization against one of the communicable diseases described above. **[Education Code 49403, 48216; California Health and Safety Code 120325, 120335, 120365, 120370, and 120375]**

Students entering the district in grades kindergarten through 12 shall have received the following immunizations: **[Health and Safety Code 120335; 17 CCR 6020]**

1. Measles, mumps and rubella (MMR) vaccine
 - a. Students entering at the kindergarten level shall have received two doses on or after the first birthday, except one dose may be a measles-only vaccine.
 - b. Mumps vaccine shall not be required for students age seven or older.
 - c. Students entering or advancing to seventh grade shall be required to have a second dose of measles-containing vaccine if they have not previously obtained a second dose.
2. Diphtheria, tetanus, and pertussis (whooping cough) vaccine (DTP or DTaP)
 - a. Five doses shall be required for students ages four through six. However, four doses shall meet the requirement if at least one dose was given on or after the fourth birthday.
 - b. Four doses shall be required for students age seven or older. However, three doses shall meet the requirement if at least one dose was given on or after the second birthday.
 - c. Pertussis immunization shall not be required for students age seven or older.
 - d. A tetanus and diphtheria (Td) shot is recommended but not required for seventh-grade students who have not had a booster within the past five years.
3. Poliomyelitis (polio) vaccine
 - a. Four doses shall be required at any age. However, three doses shall meet the requirement for ages four through six if at least one dose was given on or after the fourth birthday, and three doses shall meet the requirement for ages seven to seventeen if at least one dose was given on or after the second birthday.
4. Hepatitis B vaccine
 - a. Three doses shall be required for entry into kindergarten.
 - i. Students admitted at the kindergarten level or below before August 1, 1997, shall be exempt from this requirement.
 - b. Students shall not be unconditionally admitted or advanced to seventh grade unless they have been fully immunized against hepatitis B. A student who has previously had three doses of the hepatitis B vaccine at any age before seventh grade shall not be required to receive any additional shots.
5. Varicella (chickenpox) vaccine

Immunizations Below Kindergarten Level

- Children younger than age four years, six months shall have received haemophilus influenza type b (Hib meningitis) vaccine. (Health and Safety Code 120335).
- Other immunization requirements for children below kindergarten level depend on the child's age as specified in 17 CCR 6020.

Free- or low-cost immunizations for children are available at the Santa Barbara Public Health Department, 805-346-8420, or the Santa Barbara Neighborhood Clinics, 844-594-0343, for information.

Immunization Exemptions

A pupil with a permanent medical exemption to immunizations shall be admitted unconditionally if the exemption meets the following criteria:

- Beginning January 1, 2021, all new medical exemptions for school and childcare entry must be issued through CAIR-ME (<https://cair.cdph.ca.gov/exemptions>). Medical exemptions can only be issued by MDs or DOs licensed in California and must meet applicable Centers for Disease Control and Prevention (CDC), Advisory Committee on Immunization Practices (ACIP), and American Academy of Pediatrics (AAP) criteria.

Parents/guardians can create an account in CAIR-ME (<https://cair.cdph.ca.gov/exemptions>) and apply for an exemption. They will receive an exemption application number to give to their child's physician. The physician can register for an account in CAIR-ME and log in to issue the ME. Once the ME is issued, the physician prints the form and provides a copy to the parents to give to their child's school or childcare facility.

Medi-Cal Billing

Our District has entered into an agreement with the California Department of Education and the Department of Health Services that will allow us to collect federal funds for some of the health services we provide at school by billing Medi-Cal. In order to do this, we must also offer the option to bill private insurance. If you should select the option for the school district to bill your private insurance, complete the section of the emergency card entitled "Medi-Cal Billing." Any services currently provided at school will continue unchanged.

Medical or Hospital Health Insurance for Students

The District makes medical and/or hospital insurance available for accidental injury while attending school and participating in school-sponsored activities. **[Education Code 49472]**

Your child and family may be eligible for free or low-cost local, state, or federally-sponsored health coverage. For information about healthcare coverage options and enrollment assistance, contact 1-800-300-1506 or go to www.CoveredCA.com. Additionally, California law allows all low-income children under 19 years old, regardless of immigration status, to enroll in Medi-Cal at any time in the year. Families can apply in person at their local county human services office, over the phone, online, with a mail-in application, or at a local health center. For more information about Medi-cal enrollment, visit www.health4allkids.org **[Education Code 3222.1, 49473, 49452.9]**

Medication at School

The parent/guardian of any student who may need medication during the school day shall include, but are not limited to:

1. Submitting the parent/guardian written statement and the authorized health care provider's written statement each school year as described in the sections "Parent/Guardian Statement" and "Health Care Provider Statement" below. The parent/guardian shall provide a new authorized health care provider's statement if the medication, dosage, frequency of administration, or reason for administration changes. **[Education Code 49414.5, 49423, 49423.1; 5 CCR 600, 626]**
2. If the student is on a continuing medication regimen for a nonepisodic condition, inform the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician, and update the information when needed. **[Education Code 49480]**
3. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. **[5 CCR 606]**

The school nurse or other designated school personnel shall:

1. Administer or assist in administering medication in accordance with the authorized health care provider's written statement.
2. Accept delivery of medications from parents/guardians and count and record them upon receipt.
3. Maintain a list of students needing medication during the school day, including those authorized to self-administer medication, and note on the list the type of medication and the times and dosage to be administered.
4. Maintain for each student a medication log which may:
 - a. Specify the student's name, medication, dose, method of administration, time of administration, time of administration, dose during the regular school day, date(s) on which the student is required to take the medication, and the authorized health care provider's name and contact information.
 - b. Contain space for daily recording of the date, time, and amount of medication administered and the signature of the individual administering the medication.
5. Maintain for each student a medication record which may include the authorized health care provider's written statement, the parent/guardian's written statement, the medication log, and any other written documentation related to the administration of medication to the student.
6. Ensure that student confidentiality is appropriately maintained.
7. Coordinate and, as appropriate, ensure the administration of medication during field trips and other school-related activities.
8. Report to a student's parent/guardian and the site administrator any refusal by the student to take the medication.
9. Keep all medication to be administered by the district in a locked drawer or cabinet.
10. As needed, communicate with a student's authorized healthcare provider and/or pharmacist regarding the medication and its effects.
11. Counsel other designated school personnel regarding the possible effects of a medication on a student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.
12. Ensure that any unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances.
13. In the event of a medical emergency requiring administration of medication, provide immediate medical assistance, directly observe the student following the administration of medication, contact the student's parent/guardian, and determine whether the student should return to class, rest in the school office, or receive further medical assistance.
Report to the site administrator, the student's parent/guardian, and, if necessary, the student's authorized health care provider any instance when a medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with authorized health care provider's written statement.

[Education Code 49423; Administrative Regulation 5141.21]

Emergency Epinephrine Auto-Injector Treatment for Anaphylaxis

Education Code 49414 requires school districts to provide epinephrine auto-injectors to school nurses and trained personnel and authorizes them to use epinephrine auto-injectors for any student who may be experiencing anaphylaxis, regardless of known history. Anaphylaxis is a severe and potentially life-threatening allergic reaction that can occur after encountering an allergic trigger, such as food, medicine, insect bite, latex, or exercise. Symptoms include narrowing of the airways, rashes or hives, nausea or vomiting, a weak pulse, and dizziness. It is estimated that approximately 25% of anaphylactic reactions occur during school hours to students who had not previously been diagnosed with a food or other allergy. Without immediate administration of epinephrine followed by calling emergency medical services, death can occur. Being able to recognize and treat it quickly can save lives. **[Education Code 49414; Administrative Regulation 5141.21]**

Emergency Medication for Opioid Overdose

The district may elect to make emergency naloxone hydrochloride or another opioid antagonist available at schools for the purpose of providing emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose. In determining whether to make this medication available, the Superintendent or designee shall evaluate the emergency medical response time to the school and determine whether initiating emergency medical services is an acceptable alternative to providing an opioid antagonist and training personnel to administer the medication.

When available at the school site, the school nurse shall provide emergency naloxone hydrochloride or another opioid antagonist for emergency medical aid to any person exhibiting potentially life-threatening symptoms of an opioid overdose at school or a school activity. Other designated personnel who have volunteered and have received training may administer such medication when a school nurse or physician is unavailable and shall only administer the medication by nasal spray or auto-injector. **[Education Code 49414.3; Administrative Regulation 5141.21]**

Oral Health Assessment

Record of a dental assessment done by a dental professional is required for all kindergarteners and first graders attending public school for the first time. Dental assessments must be completed in the 12 months prior to entry or by May 31st of the pupil's first school year. A licensed dentist or licensed or registered dental health professional must do the assessment. The District Oral Health Assessment/Waiver Request form is available from the District or online at www.cde.ca.gov/ls/he/hn/ and must be filled out at the dental office. If you cannot fulfill this requirement, please give the reason in Section 3 of the form. By law, student health information is confidential. The following resources can help you complete this requirement:

- Medi-Cal Dental at 800-322-6384 or <https://dental.dhcs.ca.gov/>
- California Healthy Families at 800-880-5305 or <https://www.benefits.gov/benefit/1596>

The Superintendent or designee shall notify all parents/guardians of the opportunity for their child to receive the topical application of fluoride, including fluoride varnish or other decay-inhibiting agent to the teeth during the school year. This notification may be returned by the parent/guardian to consent to the treatment or to indicate that the student shall not receive treatment because they have received the treatment from a dentist or the treatment is not desired. **[California Health and Safety Code 104830, 104850, 104855; Education Code 49452.8]**

Physical Examinations

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. A parent/guardian may file annually with the school principal a written statement, signed by the parent or legal guardian, withholding consent to a physical examination of the pupil. However, whenever there is a good reason to believe that the pupil is suffering from a recognized contagious or infectious disease, the pupil shall be sent home and shall not be permitted to return until school authorities are satisfied that the contagious or infectious disease no longer exists. **[Education Code 49450, 49451; 20 United States Code 1232h; Health and Safety Code 124085, 124100, 124105, 120475]**

Student Wellness

The GUSD Wellness policy has done away with frequent child consumption of candy, sweets, soda, cakes, cookies, etc. GUSD has instituted a plan for birthday celebrations: One day per month will be designated as the day to celebrate all birthdays of the month. Healthy and appropriate snacks are encouraged. Cakes, cupcakes, candies, cookies, soda, and other highly processed foods will NOT be permitted. We always encourage the donation of a book in your child's name to the school library as a way to celebrate and remember each birthday. **[Board Policy 5030]**

Breakfast, Lunch, and Snacks

All TK-6th students have the opportunity to receive FREE breakfast and lunch! For health and safety reasons, there is no sharing of food items.

Every family should complete a free and reduced meal application each year, which can be found in our school office or online.

Lunch & Snack Items not permitted at school:

- Glass containers
- Candy
- Gum
- Soda

- Junk Food: Hot Cheetos, Takis, potato chips, cupcakes, cookies, etc.

Students may bring a nutritious snack to eat at recess in the assigned eating area, such as fruit, vegetables, cheese, and items containing protein. Hot Cheetos, Takis, candy, soft drinks, and other foods high in sugar are not nutritious and are not to be eaten at school. Gum is not permitted.

Vision Tests

Each student's vision shall be appraised by the school nurse or other personnel authorized under Education Code 49452 during the kindergarten year or upon first enrollment or entry in a district elementary school and subsequently in grades 2, 5, and 8. However, a student who is tested upon first enrollment or entry in the district in grade 4 or 7 shall not be required to be appraised in the next immediate year.

The vision appraisal shall include tests for visual acuity, including near vision. Male students shall also be tested once for color vision in grade 1 or later and the results of the appraisal shall be entered in the student's health record. **[Education Code 49452, 49455; Administrative Regulation 5141.3]**

ENGLISH LEARNER IDENTIFICATION NOTICE

LEAs are required to notify each parent or guardian of a pupil enrolled in a public school to receive notice of an assessment of a pupil's English proficiency no later than 30 days after the start of the school year that includes, among other things, the reason for the pupil's classification as an English learner including whether a child is a long-term English learner or is an English learner at risk of becoming a long-term English learner. **[Education Code 313.2]**

INSTRUCTION FOR STUDENTS WITH TEMPORARY DISABILITIES

A pupil with a temporary disability which makes attendance in the regular day classes or the alternative educational program in which the pupil is enrolled impossible or inadvisable may receive individualized instruction provided in the pupil's home for one hour a day. Please contact your school office for information.

A pupil with a temporary disability, who is in a hospital or other residential health facility, excluding a state hospital, may be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. It is the responsibility of the parent or guardian to notify the school district in which the hospital or other residential health facility is located of the presence of a pupil with a temporary disability. Upon receipt of the notification, the district will, within five (5) working days, determine whether the pupil will be able to receive individualized instruction pursuant to Education Code 48206.3 and, if so, provide the instruction within five working days or less.

If, due to a temporary disability, your child is in a hospital or other residential health facility that is located outside your district of residence, they may be eligible to attend the school district in which the hospital is located. If this situation should arise, you should notify both districts where you reside and where the hospital is located so that individualized instruction, if possible, can be provided. **[Education Code 48207, 48208]**

A pupil with a temporary disability may remain enrolled in the district of residence or charter school and may attend regular classes when not confined to the hospital setting; the total days of instruction may not exceed the maximum of five (5) days with both school settings and attendance may not be duplicated. If necessary, the district of residence may provide instruction in the home for the days not receiving instruction in the hospital setting, depending upon the temporary doctor's orders. The supervisor of attendance shall ensure that absences from the regular school program are excused until the pupil is able to return to the regular school program.

If your child has a temporary disability preventing him/her from attending regular classes, the District will provide individual instruction. **[Education Code 48206.3, 48980 [b]]**

INSTRUCTIONAL PROGRAMS

Dual-Language Immersion (DLI) Program - Spanish/English

Dual Language Immersion (DLI) Programs integrate native speakers of a target language (Spanish), native speakers of English, and bilingual students in the same classrooms. This includes teaching core content classes in two different languages (Spanish/English) to native English-speaking, native Spanish-speaking, and bilingual students. This program is currently offered at El Camino Elementary School.

Health Education

Comprehensive Health Education

The District's health education program shall include instruction to aid students in making decisions in matters of personal, family, and community health, including the following topics:

1. The use of health care services and products.
2. Mental and emotional health and development.
3. Drug use and misuse, including the misuse of tobacco and alcohol.
4. Family health and child development, including the legal and financial aspects and responsibilities of marriage and parenthood.
5. Oral health, vision, and hearing.
6. Nutrition, which may include related topics such as obesity and diabetes.

7. Exercise, rest, and posture.
8. Diseases and disorders, including sickle cell anemia and related genetic diseases and disorders.
9. Environmental health and safety.
10. Community health.

[Education Code 51890; Administrative Regulation 6142.8]

Sexual Health Instruction

The District recognizes that accurate information about family life and human sexuality provides a pupil with the knowledge and skills necessary to protect their sexual and reproductive health. The District also recognizes that Human Immunodeficiency Virus (HIV) and Acquired Immune Deficiency Syndrome (AIDS) pose a public health crisis and that awareness education is a necessary component to this instruction.

The district's sexual health education curriculum shall satisfy the following criteria:

1. Instruction and materials shall be age-appropriate.
 - a. Age-appropriate refers to topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents based on developing cognitive, emotional, and behavioral capacities typical for the age or age group.
2. All factual information presented shall be medically accurate and objective.
 - a. Medically accurate means verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists.
3. Instruction shall be made available on an equal basis to a student who is an English learner, consistent with the existing curriculum and alternative options for an English learner student, as otherwise provided in the Education Code.
4. Instruction and materials shall be appropriate for use with students of all races, genders, sexual orientations, ethnic and cultural backgrounds, and students with disabilities.
5. Instruction and materials shall be accessible to students with disabilities, including, but not limited to, the provision of a modified curriculum, materials and instruction in alternative formats, and auxiliary aids.
6. Instruction and materials shall encourage a student to communicate with his/her parents/guardians about human sexuality.
7. Instruction and materials shall teach respect for marriage and committed relationships.
8. Instruction and materials may not teach or promote religious doctrine.
9. Instruction and materials may not reflect or promote bias against any person on the basis of any category protected by Education Code 220.

Per Education Code 51938, a parent/guardian of a pupil has the right to excuse their child from all or part of comprehensive sexual health education, HIV prevention education, and assessments related to that education through a passive consent ("opt-out") process. A school district shall not require active parental consent ("opt-in") for comprehensive sexual health education and HIV prevention education.

At the beginning of each school year, or, for a pupil who enrolls in a school after the beginning of the school year, at the time of that pupil's enrollment, each school district shall notify the parent or guardian of each pupil about instruction in comprehensive sexual health education and HIV prevention education and research on pupil health behaviors and risks planned for the coming year. The notice shall do all of the following:

1. Advise the parent or guardian that written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection.
2. Advise the parent or guardian whether the comprehensive sexual health education or HIV prevention education will be taught by school district personnel or by outside consultants. A school district may provide comprehensive sexual health education or HIV prevention education, to be taught by outside consultants, and may hold an assembly to deliver comprehensive sexual health education or HIV prevention education by guest speakers, but if it elects to provide comprehensive sexual health education or HIV prevention education in either of these manners, the notice shall include the date of the instruction, the name of the organization or affiliation of each guest speaker, and information stating the right of the parent or guardian to request a copy of this section, Section 51933, and Section 51934. If arrangements for this instruction are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14 days before the instruction is delivered.
3. Include information explaining the parent's or guardian's right to request a copy of this chapter.
4. Advise the parent or guardian that the parent or guardian has the right to excuse their child from comprehensive sexual health education and HIV prevention education and that in order to excuse their child, they must state their request in writing to the school district.

A student shall not be subject to disciplinary action, academic penalty, or other sanctions if the student's parent/guardian declines to permit the student to receive the instruction.

[Education Code 48980, 51931, 51933, 51938, 51939; Administrative Regulation and Board Policy 6142.1]

Sexual Abuse and Sex Trafficking Prevention

Our schools provide age-appropriate instruction for students in kindergarten through grade 6 in sexual abuse, sexual assault awareness, sex trafficking, strategies to reduce their risk, techniques to set healthy boundaries, and how to safely report an incident through prevention education. Parents/guardians may submit a written request to excuse their child from participation in any class and assessments related to that education. [**Education Code 51950 and 51900.6**]

SINCERELY HELD RELIGIOUS BELIEFS

On June 27, 2025, the U.S. Supreme Court issued a decision in *Mahmoud v. Taylor*, which gives parents/guardians the ability to opt their children out of specific instructional materials or lessons that conflict with their sincerely held religious beliefs. If your family has questions about instructional materials or lessons used in your child's classroom, we encourage you to communicate directly with your child's school principal. If you would like to then request an opt out for specific instructional materials or lessons, they will assist you.

MENTAL HEALTH

The District recognizes that students' emotional well-being and mental health are critical to their ability to perform to their full academic and personal potential. The Superintendent or designee shall develop strategies and services to reduce the stigma associated with mental illness, facilitate access to mental health services, and help students build resiliency skills, including digital resilience, increase social connections, and cope with life challenges.

The Superintendent or designee shall consult and collaborate with school-employed mental health professionals, the county mental health department, psychologists and other health professionals, social workers, and/or community organizations to strengthen local mental health services and develop and implement an integrated plan to support student mental health.

To the extent possible, the district shall focus on preventive strategies which increase students' connectedness to school, create a support network of peers and trusted adults, and provide techniques for conflict resolution. The district shall investigate and resolve any complaint of bullying, intimidation, harassment, or discrimination in accordance with law and district policy.

The district shall provide instruction to students that promotes their healthy mental, emotional, and social development. Health education courses shall be aligned with the state content standards and curriculum framework and shall include, but not be limited to, instruction related to identifying signs of depression and self-destructive behaviors, developing coping skills, and identifying resources that may provide assistance. Our school district will notify parents at least twice per year. This is one time through our Annual Notifications; we will also notify you again a second time each school year online through ParentSquare. [**Education Code 49428; Board Policy 5141.5**]

Mental Health Counseling and Referrals

A school counselor, school psychologist, school social worker, or other mental health care provider may provide mental health counseling to students in accordance with the specialization(s) authorized on the individual's credential or licensure. As needed, students and their parents/guardians may be provided referrals to mental health services in the community and/or to mental health services at or near district schools.

Mental health and behavioral health services for students on campus may be provided by way of telehealth technology. [**Education Code 49429**]

If a student has an emotional or mental illness that limits a major life activity, has a record of such impairment, or is regarded as having such impairment, or may need special education and related services, the student shall be referred for an evaluation for purposes of determining whether any educational or related services are required in accordance with Section 504 of the Rehabilitation Act or the federal Individuals with Disabilities Education Act, as applicable. [**Education Code 56301-56302; 29 USC 794; 28 CFR 35.108**]

Suicide Prevention

Student suicide rates are of concern to all members of the school community. One child, ages 12 and older, dies by suicide every five days in California. Local Districts were required by California law to provide suicide prevention education, according to age-appropriate and sensitive local policies, for grades 7 to 12. Legislators have determined that training in mental health and coordination around improved services is extended to our elementary students. A shared goal by all staff educators is to keep a safe place to learn, free from harm to any of our students.

Suicide prevention training shall be provided to all staff working with students, including but not limited to principals, teachers, mental health professionals, paraeducators, playground supervisors, and volunteers, including student teachers. The training shall be offered under the direction of a district mental health provider who has received advanced training specific to suicide and who may collaborate with one or more county or community mental health agencies.

Materials for training shall include how to identify appropriate mental health services at the school site and within the community and when and how to refer youth and their families to those services. Materials also may include programs that can be completed through self-review of suitable suicide prevention materials.

The District's comprehensive health education program shall promote the healthy mental, emotional, and social development of students and shall be aligned with the state content standards and curriculum framework. Suicide prevention instruction shall be incorporated into the health education curriculum in an age and developmentally-appropriate manner and shall be designed to help students:

1. Identify and analyze warning signs and risk factors associated with suicide, including, but not limited to, understanding how mental health challenges and emotional distress, such as feelings of depression, loss, isolation, inadequacy, and anxiety, can lead to thoughts of suicide.
2. Develop coping and resiliency skills for dealing with stress and trauma, and building self-esteem.
3. Learn to listen, be honest, share feelings, and get help when communicating with friends who show signs of suicidal intent.
4. Identify trusted adults; school resources, including the district's suicide prevention, intervention, and referral procedures; and/or community crisis intervention resources where youth can get help.
5. Develop help-seeking strategies and recognize that there is no stigma associated with seeking services for mental health, substance abuse, and/or suicide prevention.
6. Recognize that early prevention and intervention can drastically reduce the risk of suicide.

[Education Code 215; Administrative Regulation and Board Policy 5151.52]

MINIMUM & PUPIL-FREE STAFF DEVELOPMENT DAYS

The Goleta Union School District is annually required to advise parents and guardians of all pupils attending a school of the schedule of minimum days and pupil-free staff development days, which can be found on the annual school year calendar on the District's website (www.gusd.us). If minimum or pupil-free staff development days are scheduled after the start of the school year, the school will notify parents and guardians of affected pupils as early as possible with at least one month advanced notice. **[Education Code 48980(c)]**

NONDISCRIMINATION STATEMENT

Discrimination in education programs and activities is prohibited by state and federal law. Education Code 200 et seq. requires school districts to afford all pupils regardless of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic, including immigration status, equal rights, and opportunities in education. State law, as provided in EC 221.5, specifically prohibits discrimination on the basis of gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Title IX of the Education Amendments of 1972 and Title IV of the Civil Rights Act of 1964 also prohibits discrimination on the basis of gender. The Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973 prohibit discrimination on the basis of disability. The Office for Civil Rights of the U.S. Department of Education has authority to enforce federal laws in all programs and activities that receive federal funds.

The Goleta Union School District is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Transgender students shall be permitted to participate in gender-segregated school programs and activities (e.g., athletic teams, sports competitions, and field trips) and to use facilities consistent with their gender identity.

All individuals shall be treated equitably in the receipt of district and school services. Personally identifiable information collected in the implementation of any district program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by the district shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, immigration status, or any other category identified above.

District programs and activities shall be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames. District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies, or other modifications to increase accessibility to district and school websites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

The District assures that lack of English language skills will not be a barrier to admission or participation in District programs. Complaints of unlawful discrimination, harassment, intimidation, or bullying are investigated through the Uniform Complaint Process. Such complaints must be filed no later than six months after knowledge of the alleged discrimination was first obtained. **[Education Code 221.8; Board Policy 0410]**

FREE AND REDUCED-PRICE MEALS – EC49510 et seq.

Education Code 49501.5 requires public school districts, county office of education, and charter schools serving students in grades TK-12 to provide two meals free of charge (breakfast and lunch) during each school day to students requesting a meal, regardless of their free or reduced-price meal eligibility. Charter Schools and Districts will still require eligible parents to submit an application in order to remain in compliance for accounting purposes only.

PHOTOGRAPHY AND/OR FILMING OF STUDENTS

There are many activities and accomplishments that take place in our schools, which the Goleta Union School District feels are positive, newsworthy, and of interest to the community. District representatives and program partners will, from time to time, use still photography or videography for the purpose of highlighting student achievements or chronicling classroom/school activities. Those images may be used in informational newsletters, school brochures, and other printed material published by the Santa Barbara Unified School District. It is possible that those images might be used on school and/or district websites. They may also be submitted to the news media for possible publication.

If, for any reason, you do not want your child's likeness to be used by the Goleta Union School District or by the news media for the purpose of positive publicity about school activities or student achievement, please notify your school office immediately and opt out during online enrollment.

Parents/guardians should be aware that there are times when members of the news media are on our campuses covering a variety of education-related stories.

RIGHTS OF PARENTS AND GUARDIANS TO INFORMATION

The parents and guardians of pupils enrolled in public schools have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children within the public schools, to be informed by the school, and to participate in the education of their children, as follows:

- (1) Within a reasonable period of time following making the request, to observe the classroom or classrooms in which their child is enrolled or for the purpose of selecting the school in which their child will be enrolled in accordance with the requirements of any intradistrict or interdistrict pupil attendance policies or programs.
- (2) Within a reasonable time of their request, to meet with their child's teacher or teachers and the principal of the school in which their child is enrolled.
- (3) To volunteer their time and resources for the improvement of school facilities and school programs under the supervision of district employees, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher. Although volunteer parents may assist with instruction, primary instructional responsibility shall remain with the teacher.
- (4) To be notified on a timely basis if their child is absent from school without permission.
- (5) To receive the results of their child's performance on standardized tests and statewide tests and information on the performance of the school that their child attends on standardized statewide tests.
- (6) To request a particular school for their child, and to receive a response from the school district. This paragraph does not obligate the school district to grant the parent's request.
- (7) To have a school environment for their child that is safe and supportive of learning.
- (8) To examine the curriculum materials of the class or classes in which their child is enrolled.
- (9) To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child.
- (10) To have access to the school records of their child.
- (11) To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
- (12) To be informed in advance about school rules, including disciplinary rules and procedures in accordance with Section 48980, attendance policies, dress codes, and procedures for visiting the school.
- (13) To receive information about any psychological testing the school does involving their child and to deny permission to give the test.

(14) To participate as a member of a parent advisory committee, school site council, or site-based management leadership team in accordance with any rules and regulations governing membership in these organizations. In order to facilitate parental participation, school site councils are encouraged to schedule a biannual open forum for the purpose of informing parents about current school issues and activities and answering parents' questions. The meetings should be scheduled on weekends, and prior notice should be provided to parents.

(15) To question anything in their child's record that the parent feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.

(16) To be notified, as early in the school year as practicable pursuant to Section 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal a decision to retain or promote their child.

In addition to the rights described above, parents and guardians of pupils, including those parents and guardians whose primary language is not English, shall have the opportunity to work together in a mutually supportive and respectful partnership with schools and to help their children succeed in school. Each governing board of a school district shall develop jointly with parents and guardians and shall adopt a policy that outlines the manner in which parents or guardians of pupils, school staff, and pupils may share the responsibility for continuing the intellectual, physical, emotional, and social development and well-being of pupils at each school site. The policy shall include, but is not necessarily limited to, the following:

(1) The means by which the school and parents or guardians of pupils may help pupils to achieve academic and other standards of the school.

(2) A description of the school's responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all pupils to meet the academic expectations of the school.

(3) The manner in which the parents and guardians of pupils may support the learning environment of their children, including, but not limited to, the following:

(A) Monitoring attendance of their children.

(B) Ensuring that homework is completed and turned in on a timely basis.

(C) Participation of the children in extracurricular activities.

(D) Monitoring and regulating the television viewed by their children.

(E) Working with their children at home in learning activities that extend learning in the classroom.

(F) Volunteering in their children's classrooms, or for other activities at the school.

(G) Participating, as appropriate, in decisions relating to the education of their own child or the total school program.

(c) All schools that participate in the High Priority Schools Grant Program established pursuant to Article 3.5 (commencing with Section 52055.600) of Chapter 6.1 of Part 28 and that maintain kindergarten or any of grades 1 to 5, inclusive, shall jointly develop with parents or guardians for all children enrolled at that school site, a school-parent compact pursuant to Section 6319 of Title 20 of the United States Code.

(d) This section does not authorize a school to inform a parent or guardian, as provided in this section, or to permit participation by a parent or guardian in the education of a child if it conflicts with a valid restraining order, protective order, or order for custody or visitation issued by a court of competent jurisdiction.

[Education Code 51101]

SAFETY

California Law Regarding Safe Storage of Firearms

The Goleta Union School District reminds parents and guardians of their responsibilities for keeping firearms out of the hands of children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from his or her home. These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition. To help everyone understand their legal responsibilities, the following spells out California law regarding the storage of firearms. Please take some time to review this information and evaluate your own personal practices to assure that you and your family are in compliance with California law.

California makes a person criminally liable for keeping a loaded firearm under their custody and control, where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian and the child obtains access to the firearm and thereby: (1) causes death or great bodily injury to the child or any other person; (2) carries the firearm to a public place, including to any preschool or school grades TK-12, including to any school-sponsored event, activity, or performance; or (3) brandishes a firearm to others. The criminal penalty may be greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.

[Cal. Penal Code § 25100 through 25125, 25200 through 25220]

As of 2014, California makes a person criminally liable if they negligently store or leave any loaded firearm on their premises where a child is likely to gain access to it, regardless of whether or not the child brings the gun to a public place. **[Cal. Penal Code § 25100 through 25125, 25200 through 25220]**

A parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward. These damages may be up to \$30,000 per victim. **[Cal. Penal Code § 1714.3]**

Gun owners may avoid criminal liability under Cal. Penal Code 25100 by keeping their firearm in a locked container or secured with a locking device that renders the firearm inoperable. **[Cal. Penal Code § 25105 and 25205]**

Persons with a valid license to carry a concealed firearm are to be allowed in an area within 1,000 feet of school but not on school grounds. Ammunition or reloaded ammunition is allowed on campus but only if in a locked container in a locked trunk of vehicle. Peacekeepers, military, and armored vehicle guards engaged in job duties as defined are exempt. **[Cal. Penal Code § 626.9 and 30310]**

Thank you for helping keep our children and schools safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

Camera Surveillance on School Property

For the safety of our students, staff, and visitors, the District employs camera surveillance equipment for security purposes. This equipment may or may not be monitored at any time.

Surveillance cameras will generally be utilized only in public areas where there is no "reasonable expectation of privacy." Public areas may include school buses; building entrances; hallways; parking lots; front offices where students, employees, and parents/guardians come and go; multipurpose rooms; cafeterias; and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of District buildings or all District activities.

District surveillance cameras will not be installed in "private" areas such as restrooms, changing areas, private offices (unless consent by the office owner is given), or classrooms. **[Penal Code 647(j)]**

Gun-Free School Zone Act

California prohibits any person from possessing a firearm on, or within 1,000 feet from, the grounds of a public or private school unless it is with the written permission of the school principal. This does not apply to law enforcement officers, any active or honorably retired peace officers, members of the military forces of California or the United States, or armored vehicle guards engaged in the performance of, or acting in the scope of, their duties. A person may also be in possession of a firearm on school grounds if the firearm is unloaded and in a locked container or within the locked trunk of a motor vehicle. A violation of this law is punishable by imprisonment in a county jail for up to six months, a fine of up to \$1,000, or both imprisonment and fine. **[California Penal Code § 626.9 and 30310]**

Registered Sex Offender Information - Megan's Law

Information about registered sex offenders in California can be found on the California Department of Justice's website, <http://meganslaw.ca.gov/>. This website provides information on registered sex offenders pursuant to California Penal Code § 290.46 so that members of the public can better protect themselves and their families. The information on this site is extracted from the California Sex and Arson Registry (CSAR), the State's repository for sex offender information. The information in the CSAR is provided to local law enforcement agencies by the sex offender during the registration process. Pursuant to Penal Code § 290.46, not all registered sex offenders are posted on this website. **[Penal Code § 290.46]**

Safe Place to Learn Act

The District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Education Code 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion. To report an incident and/or to receive a copy of the district's antidiscrimination, antiharassment, anti-intimidation, and antibullying policies, please the Pupil Services Department at 805-681-1200 extension 2220. **[Education Code 234, 234.1]**

SB187 Comprehensive School Safety Plans

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any

grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school. In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process that includes strategies aimed at the prevention of and education about potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contain the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School-wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan, including a description of its key elements in the annual school accountability report card. Emergency drills are held periodically at each school. School Site Safety Plans are available to be viewed on the District's website (www.gusd.us). **[Education Code 32280]**

Every year, each school shall review and update its plan by March 1. The plan will include an earthquake emergency procedure system and disaster policy for buildings with a capacity of 50 or more people. Each school shall report on the status of its school safety plan to numerous community leaders and include a description of its key elements in the school accountability report card. **[Education Code 32286, 32288]**

School Bus Safety

All pupils in pre-kindergarten, kindergarten, and grades 1 to 6 shall receive written information on school bus safety (i.e., a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all pupils riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. For questions related to school bus safety, please contact our Maintenance, Operations, and Transportation Department at 805-681-1231 extension 2230. **[Education Code 39831.5]**

School Safety: Bullying

The District is committed to the prohibition of discrimination, harassment, intimidation, and bullying. Annual training will be provided to all staff who work with students, to prevent bullying and cyberbullying. You may find a list of education web pages describing the staff training at: <https://www.cde.ca.gov/ls/ss/se/bullyres.asp>. If you or your child should experience any bullying on campus, at school events, or on the way to or from school, please contact a school site administrator to assist you in identifying and stopping this behavior. **[Education Code 234.4 and 32283.5]**

Sexual Harassment

The Goleta Union School District is committed to maintaining an educational environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in the District complaint process. **[Board Policy 5145.7]**

Any student who engages in sexual harassment of anyone in or from the district may be subject to disciplinary action to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidences of sexual harassment, please contact the Pupil Services Department at 805-681-1200 extension 2220. **[Education Code 231.5, 48980(f)]**

Victim of a Violent Crime

A pupil who becomes a victim of a violent crime while in or on the school grounds must be offered the opportunity to transfer to a safe public school within the school district, including a public charter school, within ten calendar days. If there is not another school within the area served by the district, the district is encouraged, but not required, to explore other appropriate options, such as an agreement with a neighboring school district to accept pupils through an interdistrict transfer. Primary examples of violent criminal offenses in the Penal Code include attempted

murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, and hate crimes. For more information, please contact your school principal or the Pupil Services Department at 805-681-1200 extension 2220. **[20 United States Code 7912]**

Walking or Riding a Bike to School

Parents/guardians of children who walk or ride their bicycles to school are asked to go over a safe route to school with their children. Walkers may not take shortcuts through private property. All children are expected to display good behavior on the way to and from school.

No person under 18 years of age may operate a bicycle, non-motorized scooter, skateboard or wear in-line or roller skates, nor ride as a passenger on a bicycle, non-motorized scooter, or skateboard upon a street, bikeway, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets specified standards. **[California Vehicle Code 21212]**

SCHOOL ACCOUNTABILITY REPORT CARD

School districts are required to develop, for each school, a school accountability report card. The content of the report card is defined by Education Code 33126 and 33286. Hard copies of the School Accountability Report Cards for each of our schools are available upon request by February 1 and at the District's website (www.gusd.us). **[Education Code 35256, 35258]**

SECTION 504

Section 504 of the Rehabilitation Act of 1973 is a federal law which prohibits discrimination against persons with a disability. The District provides a free and appropriate public education (FAPE) to all pupils regardless of the nature or severity of their disability. The District has a responsibility to identify, evaluate, and, if eligible, provide pupils with disabilities the same opportunity to benefit from education programs, services, or activities as provided to their non-disabled peers. To qualify for Section 504 protections, the pupil must have a mental or physical impairment which substantially limits one or more major life activity. For additional information about the rights of parents/guardians of eligible pupils, or questions regarding the identification, evaluation, and eligibility of Section 504 protections, please contact the Pupil Services Department at 805-681-1200 extension 2220. **[29 United States Code 794; 34 Code of Federal Regulations 104.32; Administrative Regulation and Board Policy 6164.6]**

STUDENT RECORDS

Cumulative Records

Student cumulative records are any items of information (in handwriting, print, tape, film, computer, or other medium) gathered within or outside the district that are directly related to an identifiable student and maintained by the district, required to be maintained by an employee in the performance of the employee's duties, or maintained by a party acting for the district, and that contains personally identifiable information as defined by 34 CFR 99.3. Any information maintained for the purpose of second-party review is considered a student record. Student records include the student's health record. **[Education Code 49061, 49062; 5 CCR 430; 34 CFR 99.3]**

Student records do not include:

1. Directory information
2. Informal notes compiled by a school officer or employee, which remain in the sole possession of the maker, are used only as a personal memory aid and are not accessible or revealed to any other person except a substitute employee
3. Records of the law enforcement unit of the district, subject to 34 CFR 99.8
4. Records created or received by the district after an individual is no longer a student and that are not directly related to the individual's attendance as a student
5. Grades on peer-graded papers before they are collected and recorded by a teacher

Parents/guardians have the right to 1) inspect and review the student's educational record maintained by the school, 2) request that a school correct records that they believe to be inaccurate or misleading, and 3) have some control over the disclosure of information from educational records. School officials with legitimate educational interests may access student records without parental consent as long as the official needs to review the records in order to fulfill their professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, the District shall disclose educational records without parent/guardian consent.

Parents/guardians must request to access their student's cumulative records must be submitted in a written form to the school principal and the Pupil Services Department. The District will have five (5) business days from the day of receipt of the request to provide access to the records. To provide copies of any student record, the district may charge a reasonable fee not to exceed the actual cost of providing the copies. **[Education Code 49065]**

The parent/guardian of any student may submit to the Superintendent or designee a written request to correct or remove from their child's records any information concerning the child which they allege to be any of the following: **[Education Code 49070; Administrative Regulation 5125.3]**

1. Inaccurate
2. An unsubstantiated personal conclusion or inference
3. A conclusion or inference outside of the observer's area of competence
4. Not based on the personal observation of a named person with the time and place of the observation noted

5. Misleading
6. In violation of the privacy or other rights of the student

The District will protect the privacy of such records. Should a parent/guardian allege there has been a violation of the privacy of the student's cumulative records, parents/guardians have the right to file a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605. **[Education Code 49063, 49070; 20 United States Code 1232g; Administrative Regulation 5125, 5125.3; Board Policy 5125]**

Directory Information

The District recognizes the importance of maintaining the confidentiality of directory information and, therefore, authorizes the release of such information only in accordance with law, Board policy, and administrative regulation. The District shall determine which individuals, officials, or organizations may receive directory information. However, no information may be released to a private profit-making entity other than employers, prospective employers, and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Any school district may limit or deny the release of specific categories of directory information to any public or private nonprofit organization based upon a determination of the best interests of pupils.

Directory information may be released according to local policy as to any pupil or former pupil. However, notice shall be given at least on an annual basis of the categories of information that the school district plans to release and of the recipients. Directory information shall not be released regarding a pupil if a parent of that pupil has notified the school district that the information shall not be released.

Directory information shall not be released regarding a pupil identified as a homeless child or youth, as defined in paragraph (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)), unless a parent or pupil accorded parental rights, as identified in the federal Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g), has provided written consent that directory information may be released.

[Education Code 49061c, 49070, 49073, 56515]

Juvenile Court Records - Felonies and Misdemeanors

Whenever a pupil has been found by a court to have committed any felony or misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense, assault or battery, larceny, vandalism, or graffiti, the court will provide a written notice to the Superintendent of the school district of attendance. The Superintendent will then provide the information to the Assistant Superintendent of Pupil Services, who will disseminate the information to any administrator, teacher, or counselor directly supervising or reporting on the behavior or progress of the pupil, allowing them to work with the pupil in an appropriate manner. **[California Welfare and Institutions Code 827 and 831]**

Social Security Numbers

Pupils and their parents/guardians should not be asked to provide their social security numbers or the last four digits of the social security numbers unless required by state or federal law. If a form is requesting that you provide a social security number or the last four digits of the social security number for you and/or your child and it does not specify the state or federal law that requires this information, ask the school administrator for more information before providing it. **[Education Code 49076.7]**

STATE TESTING

California Assessment of Student Performance and Progress (CAASPP)

Participation: All students in grade 3-8 and 11 are required to participate with the following exceptions: English Learners/Multi-lingual Learners (EL/MLL) only: students who are in their first 12 months of attending a school in the United States, are automatically exempt from the CAASPP English language arts/literacy (ELA) tests, but are not exempt from mathematics and science assessments.

Content and Format: The Smarter Balanced Assessment Consortium (SBAC) Summative Assessments are delivered by computer each spring to students in California and consist of two sections: Computer Adaptive Tests (CAT) and Performance Tasks (PT), based on the Common Core State Standards for English language arts/literacy, mathematics, and science. The CAT include a range of item types, such as selected response, constructed response, table, fill-in, graphing, etc. The PT extend activities that measure a student's ability to integrate knowledge and skills across multiple standards—a key component of college and career readiness.

All students are required to participate in the CAASPP assessments for which they are eligible, with the exception of those for whom a parent/guardian exemption has been submitted to the school site. An exemption letter applies for one school year and can only be written after speaking with the principal (or designee) and must be submitted to the school prior to the beginning of testing.

More information can be found about CAASPP assessments on the CAASPP Starting Smarter website (English: <https://ca.startingsmarter.org/> or Spanish: <https://ca.startingsmarter.org/es/>).

English Language Proficiency Assessments for California (ELPAC)

By law, California Local Education Agencies (LEAs) are required to administer the ELPAC Initial Assessment (IELPAC) to all students whose home language is not English within 30 calendar days after they enroll for the first time in California public schools. LEAs are also required to administer the ELPAC Summative Assessment (ELPAC SA) each spring to identify English Learners/Multi-Lingual Learners (ELs/MLLs) until they are designated as Reclassified Fluent English Proficient (RFEP) during the annual assessment window from February 1 through May 31. Additionally, Section 3302 of Title III SSA (20 United States Code Section 7012) indicates that LEAs that receive Title III funds shall, not later than 30 days after the beginning of the school year, inform parents or guardians of the reason for the identification of their child as an EL/MLL and that the child is in need of placement in a language acquisition program. EL/MLL students cannot be exempted from or opt out of ELPAC assessments. EL/MLL students are required to take the ELPAC SA each spring until the student reclassifies (RFEP's) as English proficient.

More information about the ELPAC Assessments can be found on the ELPAC Starting Smarter website (English: <https://elpac.startingsmarter.org/> or Spanish: <https://elpac.startingsmarter.org/es/>).

Physical Fitness Testing

The Physical Fitness Test (PFT) is a comprehensive, health-related physical fitness test for students in California. The State Board of Education designated the FITNESSGRAM® as the PFT for students in California public schools. Students in grades five, seven, and nine take the six-part PFT.

More information about the PFT can be found on the CDE's website (<https://www.cde.ca.gov/ta/tg/pf/>).

TRANSFERS

California Education Code [EDC 48980(j)] requires all school boards to inform each student's parents/guardians of the various ways in which they may choose schools for their children to attend other than the ones assigned by the school district. Students that attend schools other than their school of residence ("home school") are referred to as "transfer students." There is a process for choosing a school within the district in which the parents/guardians live (intra-district transfer) and for selecting schools in other districts (inter-district transfer).

Intradistrict

Intradistrict transfers are when a student transfers from one school WITHIN the District boundaries to another school WITHIN the District boundaries.

California Education Code [EDC 35160.5(b)] requires the school board of each district to establish a policy that allows parents/guardians to choose the schools their children will attend, regardless of where the parents/guardians live in the district.

The law limits choice within a school district as follows:

- Students who live in the attendance area of a school must be given priority to attend that school over students who do not live in the school's attendance area.
- Intra-district transfer forms are available on the district website and the district office. Parents/guardians are to submit applications for the upcoming school year between February 1st and May 15th to be considered for the Intra-District Transfer Lottery for any available spots.
- The district is not required to provide transportation to a student who transfers to another school within the district.
- If a transfer is denied, a parent/guardian does not have an automatic right to appeal the decision. Any complaints regarding the selection process should be taken to the Superintendent or designee.

The Intradistrict Transfer Application window for each school year opens on February 1st through May 15th. The Intradistrict Transfer lottery will be held at the end of August/beginning of September, which allows us to determine which schools/grades have available spots that can be offered in the lottery. For those students who are randomly selected in the lottery and there is space available at the requested school/grade, their transfers will be approved. Transfers granted for K-6 are permanent while transfers granted for TK are provisional because we are adding new birth months to the TK acceptance span every school year and the number of students enrolling is not stable. All students requesting transfers will need to enroll and start the school year at their school of residence.

Please be advised that no transportation services are provided for students who voluntarily attend a school other than their school of residence. You are responsible for transporting your child to school, and picking them up from school at the release of the school day. If your child attends the Expanded Learning after-school program currently, you will need to contact the Expanded Learning office directly at 805-681-1200 extension 2211 to arrange for services at your new school. We do not guarantee room in the Expanded Learning program as part of the Intra-District Transfer. APPLICATIONS MUST BE RECEIVED AT THE DISTRICT OFFICE BY DEADLINE. **[Education Code 35160.5(b)]**

Except for the transfers under the Enrollment Priorities listed in Board Policy 5116.1, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests that are in excess of the schools' capacity.

No pupil who currently resides in the attendance area of a school can be displaced by pupils transferring from outside the attendance area. Students who are a victim of bullying shall be allowed an intradistrict permit to transfer if space is available at the same grade level. If there is no "intra-district" space to attend, the student may seek an "inter-district" permit to another district without any delay in release from the

home district, but it does not guarantee entrance to an outside district. The process to enter another school district will be according to the desired district's transfer policies. A "victim of an act of bullying" means a pupil that has been determined to have been a victim of bullying by an investigation pursuant to the complaint process described in Section 234.1, and the bullying was committed by any pupil in the school district of residence, and the parent of the pupil has filed a written complaint regarding the bullying with the school, school district personnel, or a local law enforcement agency. "Bullying" means any severe or pervasive physical or verbal communication made in writing or by means of an electronic act directed toward one or more pupils that results in placing a reasonable person in fear of harm to self or property. It may cause a substantially detrimental effect on physical or mental health, interfere with academic performance, or the ability to participate in or benefit from the services, activities, or privileges provided by a school, and may be done in person or online. Bullying may be exhibited in the creation or transmission of bullying online, on or off the school site, by telephone or other device in a message, text, sound, video, or image in a post on a social network internet website or burn page that creates a credible impersonation of another student knowingly and without consent for the purpose of bullying. Sharing or forwarding messages contributes to the act of bullying. **[Education Code 35160.5(b)]**

Interdistrict

Interdistrict transfers are when a student transfers from one school OUTSIDE the District boundaries to a school WITHIN the District boundaries.

California Education Code sections 46600 through 46611 allows two or more districts to enter into an agreement for the transfer of one or more students pursuant to the policies of the board and the terms of the agreement. The agreement must specify the terms and conditions under which transfers are permitted. There are no statutory limitations on the kinds of terms and conditions districts are allowed to place on transfers. A summary of the District's policy on Interdistrict transfers (BP/AR 5117) follows:

1. General Regulations
 - a. The parent/guardian shall obtain a release form from the district of residence, complete a GUSD Application for Inter-District, and submit both documents to the Office of the Assistant Superintendent of Pupil Services.
 - b. The District may deny an application for any of the following reasons:
 - i. The cost of educating the pupil will exceed the amount of additional state aid the Inter-District Attendance would generate.
 - ii. The Superintendent or designee determines that space is not available at the site(s)/grade level requested.
 - iii. Attendance/Behavior concerns.
 - c. All applications for Inter-District Attendance will require the action of the Board of Trustees.
 - d. If an application is denied, the District shall communicate in writing to the parent/guardian the specific reasons for denial of Inter-District Attendance. These reasons must also be recorded in the minutes of the Board meeting in which the request was denied.
 - e. Once an application for Inter-District Attendance is granted, the student may complete that school year. Additional applications, however, may be required annually unless otherwise required by law.
 - f. If an Inter-District Transfer is granted, the District is not required to provide transportation to a student who transfers into the District.
2. Selection Procedures
 - a. Requests for Inter-District Transfers will be considered after applications for Intra-District Transfers have been selected.
 - b. Admission to the District shall be determined on a case-by-case basis.
 - c. In the event that there are more requests for Inter-District Attendance than spaces available, admission to the District shall be determined by random selection.
 - d. No new transfers will be considered at grade levels participating in the Class Size Reduction Program until after Staffing Day in September (unless otherwise exempted by law).

The application window for the subsequent school year is February 1st through the day prior to the first day of the new school year. Round 1 Inter-District Transfer Applications submitted more than 15 days before the first day of school must be responded to within 14 calendar days after school starts. Round 2 Inter-District Transfer Applications submitted 15 or fewer days before the first day of school must be responded to within 30 calendar days after school starts. APPLICATIONS MUST BE RECEIVED AT THE DISTRICT OFFICE BY DEADLINE. **[Education Code 46600]**

An interdistrict agreement is signed by both the releasing and accepting districts. When denied, there are appeal processes according to the local district policies. The education rights holder may appeal to their County Office of Education for an appeal process within 30 days of a final denial from either district. **[Education Code 48980 (g)]**

Involuntary Transfer

Students who are convicted of a violent felony or misdemeanor may be transferred to another district school if they are convicted of a violent felony, as defined in Penal Code 667.5(c), or a misdemeanor listed in Penal Code 29805 and is enrolled at the same school as the victim of the crime for which they were convicted. (Education Code 48929) Before transferring such a student, the Superintendent or designee shall attempt to resolve the conflict using restorative approaches, counseling, or other such services. They shall also notify the student and their parents/guardians of the right to request a meeting with the principal or designee. (Education Code 48929) (cf. 5138 - Conflict Resolution/Peer Mediation) (cf. 5144 - Discipline) (cf. 6164.2 - Guidance and Counseling Services) Participation of the victim in any conflict resolution program shall be voluntary, and they shall not be subjected to any disciplinary action for their refusal to participate in conflict resolution. The principal or designee shall submit to the Superintendent or designee a recommendation as to whether or not the student should be transferred. If the Superintendent or designee determines that a transfer would be in the best interest of the students involved, they shall submit such recommendation to the Board for

approval. The Board shall deliberate in closed session to maintain the confidentiality of student information unless the parent/guardian or adult student submits a written request that the matter be addressed in open session, and doing so would not violate the privacy rights of any other student. The Board's decision shall be final. The decision to transfer a student shall be subject to periodic review by the Superintendent or designee. **[Education Code 48980(m), 48929]**

VISITORS, VOLUNTEERS, AND OBSERVATIONS

The District recognizes that parent/guardian involvement and support in the education of children are an integral part of achieving academic success and developing capable citizens and that schools and parents/guardians must work together as knowledgeable partners to educate all students effectively.

Our school campuses are considered "closed to the public" during the school day. Any adult on campus between the start of school and the end of school are required to sign in at the front office and wear a visible "visitor" or "volunteer" badge for the duration of the time spent on campus. Those waiting to pick up their child at dismissal are invited to wait at the benches located at the front of the schools and may not walk onto the school campus prior.

Alcoholic beverages, motorized vehicles, skateboards, and animals of any kind are prohibited on school grounds. Bicycling, scooters, and rollerblades are permitted only on the asphalt playground after 6:00 PM, when all students have been cleared from the after-school care program (Expanded Learning).

Public daytime use of grounds is permitted when school or District programs during school breaks are not in session. Grounds are closed to the public at sunset without prior written consent. Violators/trespassers will be reported to the Santa Barbara Sheriff's Department. **[Penal Code 603 S.B. Code Sec. 7-11; Business and Professions Code 25608]**

The school districts are required to post at every entrance to each school a notice setting forth the visitor registration requirements, hours during which registration is required, the registration location, the route to take to that location, and the penalties for violation of registration requirements. **[Penal Code 627.6]**

Students are not permitted to visit other schools during the school day without the permission of school administrators.

[Board Policy 1240, 1250; Administrative Regulation 1240]

Visitors and Observations

School sites may allow visitors, regardless of vaccination status, on campus both indoors and outdoors. Visitors may include but are not limited to executive board PTA members, school site council committee members, English learner advisory council committee members, SST/504/IEP meeting participants, and occasional classroom presenters/observers.

Visitors to our schools must sign in at the main school office upon entering the campus for the safety of our staff and students. You will find a sign posted where to sign in at each entrance to our school sites. **[Education Code 51101(a)(12)]**

A normal classroom visit/observation for parents/legal guardians of students enrolled in a school may be up to forty-five (45) minutes per visit, not to exceed two (2) visits per month. Other visitors to a classroom may visit for no more than one (1) hour per month per visitor, with prior approval from the site. The principal and their designee will make the decision to accompany the visitor. Visitors related to a Special Education referral or private assessment must be accompanied by the Assistant Superintendent of Pupil Services or designee. **[Administrative Regulation 6116]**

Volunteers

School sites may allow parent/guardian volunteers to assist in school-related activities. All volunteers must complete the Expectations and Requirements for Volunteers/Adults on Campus form prior to starting, which can be found at the District's website (www.gusd.us) or at the school office. Volunteers will follow the same regulations as employees. Prior to entering a school campus, all volunteers will be required to self-screen for any symptoms of illness or infectious disease. If a volunteer has any symptoms of illness or symptoms of infectious illness, they will not enter the campus and will seek testing and care. Volunteers must sign in and out for health and safety purposes.