



1234 Arcadia Avenue, Vista CA 92084-3404 (760) 726-2170
*Serving the Communities of Vista, Oceanside, San Marcos,
Carlsbad and San Diego County*
www.vistausd.org

Board Members

Rich Alderson
Angela Chunka
Jim Gibson
Carol Weise Herrera
Elizabeth Jaka

Superintendent

Devin Vodicka

VISTA UNIFIED SCHOOL DISTRICT

ANNUAL NOTIFICATION

The Vista Unified School District (District) is required to annually notify pupils, parents, and guardians of their rights and responsibilities, pursuant to California Education Code (EC) 48980.

An acknowledgment of receipt of this notice must be signed by the parent or guardian and returned to the school as required by EC 48982.

2015- 2016 School Year



1234 Arcadia Avenue, Vista CA 92084-3404 (760) 726-2170
*Serving the Communities of Vista, Oceanside, San Marcos,
Carlsbad and San Diego County*
www.vistausd.org

Board Members

Rich Alderson
Angela Chunka
Jim Gibson
Carol Weise Herrera
Elizabeth Jaka

Superintendent

Devin Vodicka

Dear Students, Parents and Guardians,

State law requires the Vista Unified School District (“District”) to provide annual notification to students, parents and guardians of their rights and responsibilities pertaining to their child’s education. Please read this Annual Notification. The parent or guardian is required to acknowledge their receipt of this notice by signing and returning the signature page to the school or District office. The parent’s or guardian’s signature is an acknowledgment that they have been informed of their rights but does not indicate the parent’s or guardian’s consent for their child to participate or not participate in any particular program listed within the Annual Notification.

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

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

Please read this Annual Notification carefully and return the signed forms to your student’s school or the District office as soon as possible.

Sincerely,

Devin Vodicka
Superintendent

RULES AND PROCEDURES ON SCHOOL DISCIPLINE – EC 35291

A. All Students

1. Suspension-EC 48900

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

- a. (1) Caused, attempted to cause or threatened to cause physical injury to another person; (2) Willfully used force or violence upon the person of another, except in self-defense
- b. Possessed, sold or otherwise furnished a firearm, knife, explosive or other dangerous object, unless in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or designee of the principal.
- c. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- d. Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage or intoxicant.
- e. Committed or attempted to commit robbery or extortion.
- f. Caused or attempted to cause damage to school property or private property.
- g. Stolen or attempted to steal school property or private property.
- 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.
- i. Committed an obscene act or engaged in habitual vulgarity or profanity.
- j. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- k. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- l. Knowingly received stolen school property or private property.
- m. Possessed an imitation firearm. As used in this section “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- n. Committed or attempted to commit sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- o. Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- p. Unlawfully offered, arranged to sell, negotiated to sell or sold the prescription drug Soma.
- q. Engaged in, or attempted to engage in hazing. For purposes of this subdivision, “hazing” is any method of initiation or pre-initiation into a pupil organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events
- r. Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
 - i. “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, 28900.3, 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:
 1. Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.

2. Causing a reasonable pupil to experience substantially detrimental effect on his or her physical or mental health.
 3. Causing a reasonable pupil to experience substantial interference with his or her academic performance.
 4. Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.
- ii. (A) “Electronic act” means the creation and transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer, pager, of a communication including, but not limited to, any of the following:
1. A message, text, sound, or image.
 2. A post on a social network Internet Web site, including but not limited to: a) Posting to or creating a burn page. “Burn page” means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (i); b) creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (i). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purposes 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; c) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (i). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
- (B) Notwithstanding paragraph (i) 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.
- iii. “Reasonable pupil” means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.
- s. A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for the acts that are enumerated in this section and related to school activity or attendance that occur at any time, including but not limited to, any of the following:
- i. While on school grounds;
 - ii. While going to or coming from school;
 - iii. During the lunch period whether on or off the campus;
 - iv. During, or while going to or coming from, a school sponsored activity.
- t. A pupil who aides or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- u. As used in this section, “school property” includes, but is not limited to electronic files and databases.
- v. For a pupil subject to discipline under this section, a superintendent of the school district may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil’s misbehavior as specified in Section 48900.5.
- w. It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

2. Expulsion

A student may be recommended for expulsion for any of the reasons enumerated in Education Code 48915, and pursuant to the expulsion procedures identified in Education Code 48918 and 48918.5.

B. Attendance of Suspended Child’s Parent or Guardian for Portion of School Day-EC 48900.1

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

C. Sexual Harassment Policy-EC 231.5, 48980(g)

The District will not tolerate sexual harassment by anyone participating in any District program or activity. This includes student-to-student or peer sexual harassment as well as harassment between a student and any District participant. The District takes all complaints of sexual harassment seriously, investigates and addresses identified sexual harassment, and if the investigation results in the determination that sexual harassment has occurred, takes reasonable, immediate corrective action to stop the harassment, eliminate a hostile environment, and prevent future sexual harassment. Alleged pupil sexual harassment in violation of District policy or federal or state law will be handled pursuant to District policy and procedures which can be found online at www.vistausd.org. (Board Policy 5145.7)

D. Hate Violence- EC 48900.3

A pupil in any of grades 4 to 12 inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the student is enrolled determines that the pupil has caused, attempted to cause, or threatened to cause, or participated in an act of hate violence, as defined in EC233(e).

E. Harassment, Intimidation or Threats-EC 48900.4

A pupil enrolled in any of grades 4 to 12 inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment.

F. Terroristic Threats Against School Officials, School Property or Both- EC 48900.7

A pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the student is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both. A “terroristic threat” includes any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

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

The District may document other means of correction short of suspension and expulsion and place the documentation in the pupil’s record. Other means of correction may include: a conference between school personnel, the pupil’s parent or guardian and the pupil; referrals to the school counselor or psychologist; study teams, guidance teams or other intervention-related teams that assess behavior and develop and implement behavior plans; referral for psycho-educational assessment; and after-school programs that address specific behavioral issues.

SEXUAL HEALTH EDUCATION AND HIV/AIDS PREVENTION-EC 51938

Students enrolled in District programs or activities may receive instruction in personal health and public safety, which may include accident prevention, first aid, fire prevention, conservation of resources, and health education that may include sexually transmitted disease prevention and alcohol/drug abuse prevention. If the health education course includes sexually transmitted disease prevention, parents/guardians will be notified. If a guest speaker will present information to students regarding

HIV/AIDS prevention, parents/guardians will be notified in advance of the presentation. Upon request, a parent or guardian may inspect and review the materials to be used in the class or presentation. Additionally upon request, a parent or guardian may request and receive a copy of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act, Education Code Sections 51930-51939.

A pupil's parent or guardian may submit a written request to excuse the pupil from participation in any class involving comprehensive sexual education or HIV/AIDS prevention education, or from participation in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks. A sample opt-out form is provided.

The excused pupil shall not be subject to disciplinary action, academic penalty, or other sanction if the pupil's parent or guardian declines to permit the pupil to receive comprehensive sexual health education or HIV/AIDS prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks.

While comprehensive sexual health education, HIV/AIDS prevention education, or anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks is being administered, an alternative educational activity shall be made available to pupils whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.

PUPIL NUTRITION- EC 49510-49520

Free or reduced-priced meals are available for pupils in receipt of public assistance. Meal program details are provided at the pupil's school site. All parents and guardians receive a letter with the application form upon enrollment. To apply for free or reduced-price meals, households must fill out the application and return it to the school.

RIGHT TO REFRAIN FROM HARMFUL USE OF ANIMALS- EC 32255-32255.6

Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals, based on moral objects, and complete an alternative educational project acceptable to the teacher. In order to refrain from participation, a parent or guardian must submit a written note of the objections to participating in an educational project involving the harmful or destructive use of animals. A sample form is provided within this notice.

IMMUNIZATION AND COMMUNICABLE DISEASES- EC 48216, 49403

The District shall follow all laws, rules, and regulations regarding immunizations required for students to enroll. If a student has not been properly immunized as required, the District reserves the right to temporarily exclude that student from attendance at a District program or activity until the immunization requirements are met. Upon written parental consent, the District may permit any licensed physician or registered nurse to administer an immunizing agent to a pupil.

Note: AB 2109-Effective January 1, 2014: In order to be exempt from immunization requirements, parents or guardians must submit an affidavit specifying which immunizations the pupil has received and which have not been given on the basis that they are contrary to the parent or guardian's beliefs. The affidavit must be accompanied by a signed attestation from a health care practitioner stating the practitioner informed the parent or guardian regarding benefits and risks of the immunization and specified communicable diseases. The affidavit must also be accompanied by a form with a statement from the parent or guardian that he or she received the information from the health care practitioner.

MEDICATION- EC 49423

Any student who must take prescribed medication at school and who desires assistance of school personnel must submit a written statement of instructions from the physician or physician assistant and a parental request for assistance in administering the medications. Any student may carry and self-administer prescription auto-injectable epinephrine only if the student submits a written statement of instructions from the physician or physician assistant and written parental consent authorizing the self-administration of medication, providing a release for the school nurse or other personnel to consult with the child's health care provider as questions arise, and releasing the district and personnel from civil liability if the child suffers any adverse reaction as a result of the self-administration of medication.

CONTINUING MEDICATION REGIMEN-EC 49480

The parent or legal guardian of any pupil on a continuing medication regimen for a non episodic condition shall inform the school nurse or other contact person of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS-EC 49471, 49472

Authorizes districts to provide medical or hospital services through non-profit membership corporations or insurance policies for pupil injuries arising out of school-related activities. If a school district maintaining junior high schools or high schools does not provide or make available medical and hospital services for pupils of the district injured while participating in athletic activities, in accordance with Section 49470, the parent or guardian of each pupil participating in athletic activities shall be notified that the services are not provided.

PUPILS WITH TEMPORARY DISABILITIES; INDIVIDUAL INSTRUCTION-EC 48206.3, 48207, 48208

Special individual instruction (as distinct from independent study) is available for students with temporary disabilities that make attendance at school impossible or inadvisable. Parents or guardians should first contact the principal to determine services.

DISABLED PUPILS-SECTION 504 OF THE REHABILITATION ACT OF 1973

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

- A student has the right to a written accommodation plan if the student qualifies for services under Section 504.
- A student has the right to be educated with nondisabled students to the maximum extent appropriate based on the student's needs.
- Name and contact information of the District's designated individual for implementing Section 504: Director, Student Support Services

SPECIAL EDUCATION: CHILD FIND SYSTEM- IDEA; EC 56301

Federal and state law require that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. Any parent suspecting a child has exceptional needs due to a disability may request an assessment for eligibility for special education services through the school principal. The District's child find policy and procedures are available at www.vistusd.org Special Education Department.

SPECIAL EDUCATION: COMPLAINTS- EC 56500.2

Parents or guardians have a right to file a written complaint with the school if they believe the school is in violation of federal or state law governing the identification or placement of special education students, or similar issues. State regulations require the party filing the complaint to forward a copy of the complaint to the local educational agency serving the child at the same time the party files the complaint with the California Department of Education. Procedures are available from your building principal.

SPECIAL EDUCATION: DUE PROCESS HEARINGS-EC 56502

The State Superintendent is required to develop a model form to assist parents and guardians in filing requests for due process. The model form is available from the Special Education Department for parents that wish to initiate due process hearings relating to special education rights.

SPECIAL EDUCATION: INSPECTION OF RECORDS – EC 56043(n)

Upon request, parents or guardians of children with exceptional needs may examine and receive copies of the student's records within five business days after a request is made and prior to any Individualized Education Program meeting, hearing or resolutions session regarding their child.

PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT-EC 49451

A parent or guardian may, by written statement filed annually, refuse to consent to the physical examination of his/her child; however, a child may be sent home if, for good reasons, he or she is believed to be suffering from a recognized contagious or infectious disease. [EC 49451]. School children are examined for vision, hearing, and curvature of the spine at selected grade levels.

School districts must notify parents or guardians of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening is scheduled that 1) is required as a condition of attendance; 2) administered by the school; and 3) is not necessary to protect the immediate health and safety of the pupil or other pupils. The notification must include an opportunity for parents to opt pupils out of participation in the examination or screening.

Note: EC 49455 was recently amended to require a pupil's vision to be appraised by the school nurse or other authorized person during kindergarten or upon first enrollment or entry in a California school district of a pupil at an elementary school, and in grades 2, 5, and 8, unless a pupil's first entry or enrollment occurs in grade 4 or 7.

CHILD HEALTH AND DISABILITIES PREVENTION PROGRAM- HSC 124085, 124105

Before a child enters first grade, his or her parents must obtain a waiver or health screening for the child and complete the provided certificate or sign a waiver. The screening should take place before (within the prior 6 months) or during the kindergarten year. Parents are encouraged to obtain health screening simultaneously with required immunizations. Parents may inquire in the school office about free health screenings for low-income children provided under the Child Health and Disabilities Prevention Program.

ASBESTOS- 40 C.F.R. 763.93

The school district has a current management plan for asbestos containing materials for all district portables. The plan is available for inspection at the district office Maintenance Department during normal business hours.

USE OF PESTICIDES- EC 48980.3, 17612

The name of all pesticides products expected to be applied at the school facilities during the upcoming year can be found at www.vistausd.org. Persons wishing to be notified in advance of individual pesticide applications may register with the school site for that purpose.

SCHOOL BUS AND PASSENGER SAFETY- EC 39831.5

Bus safety regulations, including 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, can be found online at www.vistausd.org -Transportation Department

WILLIAMS COMPLAINT POLICY AND PROCEDURES- EC 35186

The District has adopted a uniform complaint process to help identify and resolve deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the health and safety of pupils or staff, teacher vacancy or mis-assignment, and intensive instruction and services provided to pupils who have not passed one or both parts of the high school exit examination after 12th grade. Notice of the complaint process and the location at which to obtain a complaint form is posted in all classrooms.

NOTICE OF ALTERNATIVE SCHOOLS- EC 58501

“California State law authorizes all school districts to provide for alternative schools. The Education Code defines alternative school as a school or separate class group within a school, which is operated in a manner designed to:

- (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- (b) Recognize that the best learning takes place when the student learns because of his desire to learn.

- (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may result in whole or in part from a presentation by his teachers of choices of learning projects.
- (d) Maximize the opportunity for teachers, parents and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.
- (e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to the community in which the school is located.

In the event any parent, pupil, or teacher is interested in further information concerning alternative schools, the County Superintendent of Schools, the administrative office of this District, and the principal's office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district.”

A copy of the notice shall also be posted in at least two places normally visible to pupils, teachers, and visiting parents in each attendance unit for the entire month of March in each year.

STATEMENT OF NON-DISCRIMINATION

Discrimination in education programs is prohibited by state and federal law. Education Code 200 et seq. requires school district to afford all pupils regardless of gender, gender identity, gender expression, sex race, color, religion, natural origin, ethnic group identification, mental or physical disability, sexual orientation, or the perception of one or more of such characteristics, equal rights and opportunities in accessing educational programs, activities and facilities. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Title IX prohibits discrimination on the basis of sex. The Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973 prohibit discrimination on the basis of disability.

SDCOE will take the required steps to assure that the lack of English will not be a barrier to admission and participation in district programs. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports. In accordance with federal law, complaints alleging noncompliance with this policy are investigated through the Uniform Complaint Process.

ATTENDANCE-EC 48980(h)

A. Residency Requirements-EC 48200 and 48204

Each person between the ages of 6 and 18 years (and not exempted) is subject to compulsory full-time education. Each person subject to compulsory full-time education and not exempted shall attend the public full-time day school or continuation school or classes and for the full time designated as the length of the school day by the governing board of the school district in which the residency of either the parent or legal guardian is located.

A pupil may alternatively comply with the residency requirements for school attendance in a school district, if he or she meets any of the following:

- (1) 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;
- (2) A pupil who is a foster child who remains in his or her school of origin pursuant to subdivisions (d) and (e) of Section 48853.5.
- (3) A pupil for whom interdistrict transfer has been approved;
- (4) An emancipated pupil who resides within the boundaries of the school district;
- (5) A pupil who lives in the home of a care giving adult that is located within the boundaries of the school district;
- (6) A pupil residing in a state hospital located within the boundaries of the school district.

B. Statutory Attendance Options

- **Intradistrict Choice Policy (EC 35160.5(b)):** Residents of the District may apply to other schools within the school district for their child to attend on a space available basis. For more information contact: VUSD Student Support Services.
- **Interdistrict Attendance (EC 46600):** The parent or guardian of a pupil may seek release from the District to attend a school in any other school district. For more information contact: VUSD Student Support Services.

- **Open Enrollment Act (EC 48350 et seq.):** When a student is attending a school on the Open Enrollment List as identified by the Superintendent of Public Instruction, the student may request a transfer to another school with a higher Academic Performance Index that is either within or outside of the District.
- **District of Choice (EC 48300 et seq.):** Some school districts may choose to become a district of choice: a district that accepts transfer students from outside the district under the terms of a resolution. A school board that decides to become a district of choice must determine the number of transfers it is willing to accept and make sure that students are selected through a random and unbiased process.

C. Absence for Religious Instruction-EC 46014

Permissive absence may be granted for governing board approved religious exercises or instruction if a pupil has attended at least the minimum school day.

D. Absence for Confidential Medical Services-EC 46010.1

Students in grades 7 to 12 may be excused for the purpose of obtaining confidential medical services without consent of the pupil's parent or guardian.

E. Notification of Minimum Days and Pupil Free Staff Development Day- EC 48980(c)

A schedule of minimum days and pupil-free staff development days will be made available online at www.vistausd.org at the beginning of the school year or as early as possible/no later than one month prior.

F. Grade Reduction/ Loss of Academic Credit- EC 48980(j)

No pupil shall have his/her grade reduced or lose academic credit for any excused absence pursuant to EC 48205 for missed assignments/tests that can reasonably be provided / completed.

G. Excused absence; Justifiable personal reasons; Credit: EC 48205; Truancy: EC 48260 et seq.

State law permits students to be absent for justifiable reasons and allows for completion of missed assignments. Students who are absent without valid excuse, and their parents/guardians, may be subject to truancy and/or criminal proceedings under Education Code 48260 *et seq.*

- **Excused absences:**

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

- (a) Due to his or her illness.
 - (b) Due to quarantine under the direction of a county or city health officer.
 - (c) For the purpose of having medical, dental, optometric, or chiropractic services rendered.
 - (d) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
 - (e) For the purpose of jury duty in the manner provided for by law.
 - (f) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
 - (g) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, when the pupil's absence has been 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.
 - (h) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
 - (i) For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in EC § 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district
 - (j) A valid excuse may include other reasons that are within the discretion of school administrators, and, based on the pupil's circumstances.
- (2) 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 any class from which a pupil is absent

shall determine the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

- (3) For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.
- (4) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- (5) "Immediate family," as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to "employee" shall be deemed to be references to "pupil."

- **Truancy:**

- (1) The first time a truancy report is issued, the pupil and, as appropriate, the parent or legal guardian, may be requested to attend a meeting with a school counselor or other school's designees to discuss attendance issue and develop plan to improve attendance
- (2) The second time a truancy report is issued within the same school year, the pupil may be given a warning by a peace officer pursuant to Penal Code section 830.1. The pupil may also be assigned to an afterschool or weekend study program located within the same county as the pupil's school.
- (3) The third time a truancy report is issued within the same school year, the pupil shall be classified as a habitual truant and may be required to attend an attendance review board or a truancy mediation program pursuant to EC 48263.

The fourth time truancy is issued within the same school year, the pupil may be within jurisdiction of the Juvenile Court that may adjudge the pupil to be a ward of the court pursuant to Welfare and Institutions Code section 601.

FINGERPRINTING PROGRAM- EC 32390

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

SEX EQUITY IN CAREER COUNSELING AND COURSE SELECTION-EC 221.5(d)

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

COLLEGE ADMISSION REQUIREMENTS AND TECHNICAL EDUCATION-EC 51229

For students who wish to continue their education after high school, the State of California offers community colleges, California State Universities (CSU), and Universities of California (UC).

Information pertaining to college admission requirements, information about University of California and California State University websites, information about technical information and the availability of school counselors to help students in choosing appropriate high school courses can be found online at school websites

The District does allow a career technical education course to satisfy the visual/performing arts or foreign language graduation requirement, more information about high school graduation requirements and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California, as well as a complete list of career technical education courses offered by the District that satisfy the subject matter requirements for admission to the California State University and the University of California can be found online at school websites. (Board Policy 6178)

In order to attend a community college, students need only be a high school graduate or 18 years of age. In order to attend a CSU, students have to take specific high school courses, have the appropriate grades and test scores, and have graduated from high school. Test scores are not required if the student's GPA is 3.0 or above. In order to attend a UC, students must meet coursework requirements, obtain the necessary GPA and test scores, or rank on the top four percent at a participating high school, or qualify by examination alone. Students may also transfer to a CSU or UC after attending community college. For more information on college admission requirements, please refer to the following websites.

www.cccco.edu – This is the official website of the California Community College system. It offers links to all of the California Community Colleges.

www.assist.org – This interactive site provides course transfer information for students planning to transfer from a California Community College to a CSU or UC.

www.csumentor.edu – This extensive online site offers assistance to students and their families on the CSU system, including the ability to apply online, and links to all CSU campuses.

www.universityofcalifornia.edu – This massive website offers information regarding admissions, online application, and links to all UC campuses.

STATE FUNDED ADVANCED PLACEMENT EXAMINATIONS-EC 489809(k), 52244

State funds are available to cover costs of advanced placement examination fees for eligible economically disadvantaged high school pupils. More information can be found online at www.vistausd.org.

HIGH SCHOOL EXIT EXAM- EC 48980(e), 60850

Pupils completing 12th grade are required to successfully complete the high school exit exam as a condition of graduation. Details regarding the date of the exam administration, the requirements for passing the exam, and the consequences of not passing the exam can be found online at www.vistausd.org.

TEACHER QUALIFICATIONS

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

UNIFORM COMPLAINT PROCEDURES- 5 C.C.R. 4622

The District has adopted a Uniform Complaint Procedure. The District shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination, harassment, intimidation or bullying, non-compliance with school safety planning requirements and pupil fees. Information regarding the Uniform Complaint Procedure can be found online at www.vistausd.org (Board Policy 1312).

PARENT ATTENDANCE OF SUSPENDED STUDENTS DURING SCHOOL DAY – EC 48900.1

The District does not have a policy authorizing teachers to require the parent or guardian of a suspended pupil to attend a portion of a school day in the class of the suspended pupil. More information can be found online at www.vistausd.org.

PUPIL INSURANCE FOR ATHLETIC TEAMS – EC 32221.5

The District operates an interscholastic athletic team or teams and is required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health programs. Information about these programs may be found online at www.vistausd.org.

SCHOOL ACCREDITATION- EC 35178.4

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

PUPIL HEALTH- ORAL HEALTH ASSESSMENT- EC 49452.8

By May 31 of the school year, pupils when first enrolled in public school are required to provide proof of an oral health assessment (conducted within 12 months prior to enrollment) by a licensed dentist or other licensed or registered dental health professional or provide written notice why an oral health assessment by a licensed dentist or other registered dental health professional cannot be completed.

PUPIL RECORDS; NOTIFICATION OF RIGHTS- 20 U.S.C. 1232(g); EC 49063, 49068, 49069, 49073

Parents, pupils 18 and over, pupils 14 and over that are identified as both homeless and an unaccompanied youth, and individuals who have completed and signed a Caregiver's Authorization Affidavit have rights concerning pupil records under Education Code Section 49063. These rights include:

- The right to inspect and review the student's education records within five (5) business days of the day the school receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will forward requests to the Custodian of Records. The Custodian of Records will make arrangements for access and notify the parent or eligible student of inspected.
- The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, the District shall disclose education records without parental consent.
- When a student moves to a new district, the District will forward the student's records upon the request of the new school district within 10 school days.

If parent/guardian or eligible student consent is given in writing, the District will release the following information to the identified party(ies) in the consent:

- Student's date and place of birth
- Student's major field of study, if any
- Student's participation in District-sponsored or recognized organizations or sports
- Weight and height of sports team members
- Student's dates of attendance in a District program or activity
- Degrees and/or awards received by the student
- Most recent educational institution or program of attendance

"Student Records" do not include:

- Instructional, supervisory or administrative notes by District staff that are made only for that staff member or his/her substitute
- Records of a law enforcement unit that were created for use by the law enforcement unit
- Employee records made for personnel use
- Records of a doctor, psychologist, psychiatrist or other treatment provider and/or assistant regarding a student who is 18 or older or who is attending a postsecondary educational institution. In this case, "treatment" does not include remedial instructional measures.

Parents have a right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

CONCUSSION AND HEAD INJURIES - EC 49475

Pursuant to the athletic programs offered by the District, (apart from athletic activity during the regular school day or as part of a physical education course) the District will provide each student athlete's parent and guardian with a "concussion and head injury" information sheet. The sheet shall be signed and returned by the athlete's parent or guardian before the athlete may participate in practice or competition.

SAFE PLACE TO LEARN ACT- EC 234, 234.1

The District has adopted policies pertaining to the following:

- 1) Prohibition of discrimination and harassment based on characteristics set forth in EC § 220 and Penal Code 422.55;
- 2) Process for receiving and investigating complaints of discrimination and harassment;
- 3) Maintenance of documentation of complaints and their resolution;
- 4) Process to ensure complainants are protected from retaliation and the identity of a complainant is kept confidential if appropriate; and
- 5) Identification of a responsible LEA officer to ensure compliance.

The District's antidiscrimination and anti-harassment policies are posted in schools and offices and available online at www.vistausd.org (Board Policy 5145.3).

AVAILABILITY OF PROSPECTUS- EC 49091.14

Each school site shall create a prospectus which includes the curriculum, including titles, descriptions, and instructional aims of every course offered. The prospectus shall be made available upon request by parent or guardian.

DIRECTORY INFORMATION - EC 49073

"Directory Information" includes one or more of the following items: student's name, address, telephone number, email address, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent public or private school attended by the student. The District has determined that the following individuals, officials, or organizations may receive directory information:

- Certain school publications
- Outside organizations including, but not limited to, companies that manufacture class rings or publish yearbooks
- Military recruiters
- Post secondary educational institutions
- Outside governmental agencies

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. Directory information may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her pupil's directory information. However, directory information related to homeless and unaccompanied youth will not be released without the express written consent for its release by the eligible pupil or guardian.

The District may disclose appropriately designated "directory information" without written consent, unless advised to the contrary in accordance with procedures.

Parents/guardians must notify the District in writing every year if they do not want the District to disclose directory information from their child's education records without prior written consent.

SURVEYS-EC 51513; 20 U.S.C. 1232(h)

The District will notify parents or guardians of the need for their written permission before any test, questionnaire, survey or examination containing any questions about their child's personal beliefs or practices (or the pupil's family's beliefs or practices) in sex, family life, morality and religion, may be administered to any pupil in kindergarten, or grades 1-12, inclusive. Notification will include specific or approximate dates of when any survey containing sensitive, personal information is to be administered and provide an opportunity for parents to opt pupils out of participating in the survey. Upon request, parents or guardians will be given the opportunity to inspect any third party survey.

ACCESS BY MILITARY RECRUITERS – 20 U.S.C. 7908

The District provides military recruiters access to secondary school students' names, addresses and telephone listings upon request by the military recruiters. A pupil or parent may request that this information not be released to military recruiters without prior written parental consent.

CALIFORNIA HIGH SCHOOL PROFICIENCY EXAM - 5 C.C.R. 11523

The California High School Proficiency Exam (CHSPE) is a voluntary test that assesses proficiency in basic reading, writing, and mathematics skills taught in public schools. Eligible pupils who pass the CHSPE are awarded a Certificate of Proficiency by the State Board of Education. A pupil who receives a Certificate of Proficiency may, with verified approval from the parent or legal guardian, leave high school early. The Certificate of Proficiency, however, is not equivalent to completing all course work required for regular graduation from high school. For more information, including administration dates and registration deadlines, visit the following website:

<http://www.chspe.net/>.

CAL GRANT PROGRAM-EC 69432.9

All pupils enrolled in grade 12 will be deemed Cal Grant applicants, unless they, or their parent or guardian if the pupil is 17 years or younger, specifically opts out of such notification. The District will electronically submit each 12th grade pupil's grade point average by of the pupil's 12th grade school year. A pupil of 18 years of age or a parent or guardian of a pupil 17 years or younger, may, by signing the opt out form; opt out of the Cal Grant Program.

OFF-CAMPUS LUNCH - EC 44808.5

The governing board of the District pursuant to Section 44808.5 of the Education Code, has decided to permit the pupils enrolled within its high schools to leave the school grounds during the lunch period. Section 44808.5 of the Education Code states: "Neither the school district nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this section."

PUPIL FEES-EC 49010; AB 1575: Effective March 1, 2013

The District maintains a policy concerning the provision of a free education to pupils and for filing a complaint of noncompliance pursuant to the Uniform Complaint Procedures with the principal of the school alleged to be in noncompliance. More information is available online at www.vistausd.org (Board Policy 3260)

RIGHTS OF PARENTS OR GUARDIANS TO INFORMATION - EC 51101

Parents/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:

- 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 intra-district or inter-district pupil attendance policies or programs.
- 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.
- 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.
- To be notified on a timely basis if their child is absent from school without permission.
- 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.
- 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.
- To have a school environment for their child that is safe and supportive of learning.
- To examine the curriculum materials of the class or classes in which their child is enrolled.
- 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.
- To have access to the school records of their child.
- To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.

- To be informed in advance about school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school.
- To receive information about any psychological testing the school does involving their child and to deny permission to give the test.
- 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.
- 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.
- To be notified, as early in the school year as practicable pursuant to EC § 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. 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.

MEASUREMENT OF ACADEMIC PERFORMANCE PROGRESS – EC 52052, 60640

Commencing with the 2013-2014 school year, the District is not required to administer the standards-based STAR program and CST assessments as the Superintendent of Public Instruction is not required to provide an Academic Performance Index score to a school or school district due to a determination by the Superintendent that a transition to a new standards based assessment would compromise comparability of assessment results across schools or school districts. Commencing with the 2013-2014 school year, STAR program is replaced by the Measurement of Academic Performance (MAPP) for the assessment of certain elementary and secondary school students. The MAPP is composed of a consortium of summative assessment in English language arts and mathematics for grades 3-8, inclusive and grade 11, as specified, science level assessments in grades 5, 8, and 10 measuring specified content standards, the California Alternative Performance Assessment in grades 2-11, inclusive, in English language arts and mathematics and science in grades 5, 8, 10 as specified; and the Early Assessment Program.

DRESS CODE/GANG APPAREL -EC 35183

Students are expected to come to school appropriately dressed. Students failing to dress appropriately will be asked to change. The District's dress code is available online at www.vistausd.org (Board Policy 5132)

SUN PROTECTIVE CLOTHING/USE OF SUNSCREEN- EC 35183.5

The District allows for outdoor use of sun-protective clothing and the use of sunscreen by students during the day. More information is available online at www.vistausd.org (Board Policy 5132).

BILINGUAL EDUCATION-EC 52173

The District will notify the parents or guardians of pupils who will be enrolled in a bilingual education program. The notice will contain a simple description of the program, inform the parent or guardian they have the right and are encouraged to visit the class in which their pupil will be enrolled and to have a school conference to explain the purpose of such an education, and that they have the right not to have their pupil enrolled in the program. Notice shall be in English and the primary language of the pupil.

MARKETING: DISCLOSURE OF STUDENT INFORMATION-20 U.S.C. 1232(h)

The District makes student directory information available in accordance with state and federal laws. This means that each student's name, birthday, birth place, address, telephone number, major course of study, participation in school activities, dates of attendance, awards, and the previous school attendance may be released to agencies such as the local PTA or Parent Club, or the military services. If you do not wish this information released, please request an opt out form at your child's school.

ENGLISH IMMERSION PROGRAM-EC 310

In order to facilitate parental choice of program, all parents and guardians must be informed of the placement of their children in a structured English immersion program and must be notified of an opportunity to apply for a parental exception waiver. Notice to include a description of the locally adopted procedures for requesting a parental exception waiver, and any locally adopted guidelines for evaluating a parental waiver request.

GATE PROGRAMS- 5 C.C.R. 3831

The District's written plan for its GATE program includes procedures to inform parents or guardians of their pupil's participation or nonparticipation in the GATE program. The written plan is available at www.vistausd.org (Board Policy 6172).

MIGRANT EDUCATION-EC 5444.2

The District receives a migrant education fund and services and will actively solicit parental involvement in the planning operation and evaluation of its programs through the establishment of a parent advisory council. The composition of the migrant parent council is determined by the parents of children enrolled in the migrant program.

TITLE 1-20 U.S.C. 6311

Permits parents to request information regarding the professional qualifications of the student's classroom teachers, including the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request regarding their child's teacher, parents may also request:

- Information on the level of achievement of the parent's child in each of the State academic assessments, and
- Timely notice that the parent's child has been assigned, or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified.

Parents may obtain this information by logging on to www.ctc.ca.gov/ and looking up the child's teacher's credentials by entering the first and last name.

The law also requires that parents be notified when a teacher who is not *highly qualified* is hired and teaches the child *four (4) consecutive weeks or more*.

TOBACCO-FREE CAMPUS- HSC 104420, 104495

Remove if inapplicable: The District receives Tobacco Use Prevention funding to adopt and enforce a tobacco-free campus policy. Information about the policy and enforcement procedures may be found online at www.vistausd.org (Board Policy 3513.3). HSC 104495 prohibits smoking and use of any tobacco-related products and disposal of any tobacco-related waste within 25 feet of a school playground. The prohibition does not apply to a public sidewalk located within 25 feet of a playground.

PROGRAM IMPROVEMENTS-20 U.S.C. 6316

The District shall notify the parent or guardian when their children's school is identified as a "program improvement" and the opportunities for school choice and / or supplemental instruction. The notification shall include:

- An explanation for what the identification means, and how the school compares in terms of academic achievement to other elementary or secondary schools in the district and state;
- The reasons for the identification;
- An explanation of the school is doing to address the problem of low achievement;
- An explanation of what the District or the state is doing to help the school address the achievement problem;
- An explanation of how parents or guardians can become involved in addressing the academic issues that caused the school to be identified for program improvement; and
- An explanation of the option to transfer to another school or to obtain supplemental educational services.

Information regarding the availability of supplemental educational services, including approved providers, provider services and qualifications, and the applicable procedure for selecting a provider may be found online at www.vistausd.org Student Services Department-Extended Learning Opportunities.

UNSAFE SCHOOL CHOICE- 5 C.C.R. 11993(k); 20 U.S.C. 7912

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

SCHOOL ACCOUNTABILITY REPORT CARD-EC 35256, 35258

The School Accountability Report Card provides parents and other interested members of the community a variety of information about the school, its resources, its successes, and the areas where it needs improvement. On or before February 1 of each year, an updated copy of the School Accountability Report Card for each District operated school can be found on the District's website at www.vistausd.org. A hard copy will also be provided upon request to any student's parent or guardian.

COMPREHENSIVE SCHOOL SAFETY PLAN-EC 32286, 32288

Each school is required to develop a school safety plan, which includes a comprehensive disaster preparedness plan. Copies of the school safety plan are available to read at the school site during normal business hours.

DUTY CONCERNING CONDUCT OF PUPILS - EC 44807

All students participating in District programs or activities will comply with District policies, rules and regulations, pursue their studies and obey the valid authority of District staff. Any student who feels another participant is disrupting the student's learning environment is strongly encouraged to report that misconduct to a District staff member. The District staff member will, in turn, report to the designated District staff member in charge of handling student complaints. District staff expects all students enrolled in District programs or activities to conduct themselves in a manner that enriches the educational environment and does not disrupt the learning process. The District believes all students enrolled in District programs or activities should experience a positive learning environment. All students participating in District programs or activities are expected to cooperate by respecting the rights of other participants, which includes the right to a learning environment free from disruptions. Student conduct includes conduct on school grounds, going to and from school and during recess and lunch periods.

Every teacher has a duty to hold pupils accountable for their conduct on the way to and from school, and on the playground, or during recess. A teacher, vice principal, principal or any other certificated employee of a school district, shall not be subject to criminal prosecution or criminal penalties for the exercise, during the performance of his duties, of the same degree or physical control over a pupil that a parent would be legally privileged to exercise but which in no event shall exceed the amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

DANGEROUS OBJECTS-PENAL CODE 417.27

The District prohibits dangerous objects on campus, such as laser pointers and B.B. guns, unless possession is for valid instructional or other school related purpose.

INVESTING FOR FUTURE EDUCATION - EC 48980(d)

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

CHILD ABUSE AND NEGLECT REPORTING- PENAL CODE 11164

District staff is required by law to report cases of child abuse and neglect to the appropriate law enforcement agency when they have a reasonable suspicion that a child has been a victim of child abuse and/ or neglect. Reasonable suspicion does not require certainty that the child abuse and/or neglect has occurred. The reporting staff member's name and report are confidential. The fact that a child is homeless or an unaccompanied minor is not, in and of itself, a sufficient basis for reporting child abuse or neglect.

DISRUPTION IN PUBLIC SCHOOL OR MEETING - EC 32210

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

MEDICAL RECORD SHARING -HSC 120440

Medical information may be shared with local health departments and the State Department of Public Health. Any information shared shall be treated as confidential medical information. The student or parent or guardian has the right to examine any immunization-related information shared in this manner and to correct any errors in it; and the student or parent or guardian may refuse to allow this information to be shared in the manner described, or to receive immunization reminder notifications at any time, or both.

MEGAN'S LAW-PENAL CODE-290

Information about registered sex offenders in California and how to protect their families can be found at <http://meganslaw.ca.gov/>.

LIABILITY OF PARENT OR GUARDIAN FOR WILLFUL PUPIL MISCONDUCT - EC 48904

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

CHILDREN IN HOMELESS SITUATIONS- 42 U.S.C. 11432

The District has appointed a liaison for homeless children who ensures the dissemination of public notice of the educational rights of students in homeless situations.

- 1) Liaison contact information : VUSD Student Support Services Coordinator
- 2) Circumstances for eligibility include: children who lack a fixed regular and adequate nighttime residence.
- 3) Right to immediate enrollment in school of origin or school where currently residing without proof of residency, immunization records or tuberculosis skin-test results, schools records, or legal guardianship papers;

- 4) Right to education and other services including to participate fully in all school activities and programs for which child is eligible, to qualify automatically for school meal programs, to receive transportation services, and to contact liaison to resolve disputes that arise during enrollment;
- 5) That no homeless youth shall be required to attend a separate school for homeless children or youth; and
- 6) That homeless youth shall not be stigmatized by school personnel.

More information can be found online at www.vistausd.org - Student Services Department/Homeless and Foster Youth.

ACCEPTABLE USE OF TECHNOLOGY

The District policy on the acceptable use of technology on school campuses and access by pupils to the Internet and on-line sites is available at www.vistausd.org (Board Policy 6163.4).

CUSTODY ISSUES

Schools are not a forum to settle custody disputes and the school has no legal jurisdiction to refuse a biological parent access to his or her child and the child's school records unless a signed restraining order or proper divorce papers specifically setting forth limitations are on file at the school office. Custody disputes are must be handled by the courts.

ELECTRONIC SIGNALING DEVICE -EC 48901.5

District policy regulating the rights of pupils to possess or use electronic signaling devices (e.g., cell phones and pagers) on school campuses during the school day or at school activities can be found online at www.vistausd.org (Board Policy 5131).

SCHOOL VISITING PROCEDURES- EC 51101(a)(12)

District policy concerning visiting procedures may be found online at www.vistausd.org (Board Policy 1250, Administrative Regulation 1250). Penal Code 627.6: requires schools to post at every entrance a notice of visitor registration requirements, registration hours, registration location, and penalties for the violation of the registration requirements.

WALKING OR RIDING A BIKE TO SCHOOL-VEHICLE CODE 21212

The District requests that parents or guardians of children who walk or ride their bike to school plan a safe route to school with their children. The route shall not involve shortcuts through private property and all students are expected to exhibit good behavior.

SEARCH OF SCHOOL LOCKERS

The District's policies and procedures related to the search of school lockers may be found online at www.vistausd.org (Board Policy 5145.12).

ELECTRONIC LISTENING OR RECORDING DEVICE – EC51512

The use by any person, including a student, of any electronic listening or recording device in any classroom without prior consent of the teacher and the principal is prohibited. Any person, other than the student, willfully in violation shall be guilty of a misdemeanor. Any pupil in violation is subject to the District's disciplinary procedures.