



**FULLERTON SCHOOL DISTRICT  
ANNUAL NOTICE TO PARENTS/GUARDIANS  
2024-2025 SCHOOL YEAR**

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**DEAR PARENT/GUARDIAN:**

California Education Code section 48980 requires that, at the beginning of the first semester or quarter of the regular school term, the Board of Trustees of each school district must notify parents/guardians of a minor of their rights and responsibilities under certain provisions of the Education Code. Other provisions of California and United States law also require notification of parents/guardians.

Education Code section 48982 requires parents/guardians to sign and acknowledge that they are aware of their rights and responsibilities. Please make sure that you acknowledge receipt of this notice via the Annual Information Review (AIR) Parent Portal upon initial enrollment and during the yearly Data Confirmation Process at the beginning of each school year. During completion of the Annual Information Review (AIR), your signature is an acknowledgment that you have been informed of your rights, but the signature does not indicate that consent to participate in any particular program has been either given or withheld.

California and United States law requires certain other notices in the event that specific circumstances should arise, affecting your child's education and attendance at school. If any such circumstances should arise, the Fullerton School District will provide notice as required by law.

*The mission of the Fullerton School District is to work collaboratively with the community to provide an innovative, high-quality educational program for all students in a safe learning environment. Our motto, "Great Schools – Successful Kids" exemplifies the belief that all students will achieve excellence, acquire interpersonal skills, and develop technological expertise to contribute as productive citizens in a democratic society.*

**KEY TO LEGAL REFERENCES**

<u>Abbreviation</u>	<u>Complete Title</u>
B&PC	Business and Professional Code
CCR	California Code of Regulations
CFR	Code of Federal Regulations
EC	Education Code
ESSA	Every Student Succeeds Act
FERPA	Family Educational Rights & Privacy Act
H&SC	Health & Safety Code
IDEA	Individuals with Disabilities Education Act
LC	Labor Code
PC	Penal Code
§ 504	Sec 504 of the Rehabilitation Act of 1973
USC	United States Code
W&IC	Welfare & Institutions Code

## STUDENT DISCIPLINE

RULES PERTAINING TO STUDENT DISCIPLINE (EC §§35291, 48980): The Fullerton School District Board of Trustees has prescribed rules for the government and discipline of the schools under the Board's jurisdiction. The Board believes that high expectations for student behavior, effective classroom management, and parent/guardian involvement and support can minimize the need for discipline (Board Policy 5144). To this end, each school has developed disciplinary rules in accordance with the law. Rules pertaining to student discipline are available at each school site.

DUTY CONCERNING CONDUCT OF STUDENTS (EC §44807): Fullerton School District has a responsibility to hold students accountable for their conduct on the way to and from school, in the classroom, on the playgrounds, or during recess due to legislation that has placed additional responsibilities on schools to teach pupils curriculum to help them address difficult issues that they may encounter. State law provides that schools will accomplish this by teaching students to develop positive values, self-esteem, and skills to develop opinions in a responsible manner, and to understand the nature and consequences of the decisions they make.

Parents also have the responsibility for communicating to their children the consequences of their conduct. California Civil Code Section 1714 makes parents liable for acts of willful misconduct by their children that result in injury to persons or damage to property. California Civil Code Section 1714.3 established the liability of the parent/guardian for injuries to a person caused by the minor's discharge of a firearm.

DUTIES OF PUPILS (EC §48908, 5 CCR §300): Every pupil must attend punctually and regularly, conform to the regulations of the school, obey promptly all the directions of his/her teacher and others in authority, observe good order and propriety of deportment, be diligent in study, be respectful to his/her teacher and others in authority, be kind and courteous to schoolmates, and refrain entirely from the use of profane and vulgar language.

SAFE STORAGE OF FIREARMS AND GUN VIOLENCE: (EC §§48980, 49392): The Fullerton School District, in partnership with the Fullerton Police Department, are working together to keep our children as safe as possible. In an effort to stop tragedies before they happen, we want to make you aware of guidelines from the California Department of Education. Please refer to **Attachment 33** for information regarding child firearm access prevention laws relating to the safe storage of firearms. **Store guns securely** (locked in a gun safe, unloaded, with ammunition locked separately); **Ask** about the presence of guns in other homes (play dates, neighbors, family) and; **Recognize** the risk factors and warning signs of suicide and depression and speak up. Two additional resources, the [End Family Fire](#) and [Be Smart](#) websites, provide information to help families with gun safety.

ATTENDANCE OF SUSPENDED CHILD'S PARENT/GUARDIAN (EC §48900.1, LC §230.7): The Fullerton School District Board of Trustees has adopted a policy (BP 5144.1, **Attachment 1**) authorizing teachers to require that a parent/guardian of a pupil who has been suspended by a teacher, to attend a portion of a school day in the child's classroom. Parental attendance may be requested on the day the student returns to class or within one week thereafter. No employer may dismiss or in any manner discriminate against an employee for taking time off from work to comply with this requirement.

CAUSE FOR SUSPENSION (EC §§48900, 48900.2, 212.5, 48900.3, 48900.4, 48900.7, & 48901): A pupil shall not be suspended from school or recommended for expulsion, unless the Superintendent/designee 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 the subdivisions inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person, including a school employee.  
(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, including a laser pointer, per Penal Code Section 417.27(b).
- (c) Possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, the prescription drug Soma, an alcoholic beverage, or intoxicant of any kind.
- (d) Offered, arranged, or negotiated to sell any controlled substance, an alcoholic beverage or intoxicant of any kind; sold, delivered, or otherwise furnished to any 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, including electronic files and databases.
- (g) (l) Stole, attempted to steal (g) or knowingly received (l) stolen school property or private property, including electronic files and databases.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, e-cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew, packets, and betel.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Possessed, offered, arranged, or negotiated to sell drug paraphernalia.

- (m) Possessed an imitation firearm.
- (n) Committed, or attempted to commit sexual assault or sexual battery.
- (o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing the student from being a witness and/or retaliating against the student.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempting to engage in, hazing as defined in EC 32050.
- (r) Engaged in an act of bullying, including, but not limited to, bullying by means of electronic act directed specifically toward pupil or school personnel.
- (s) Aided and/or abetted the infliction or attempted affliction of physical injury to another person.

EC 48900.2, 212.5 – Committed sexual harassment. (only gr. 4-8)

EC 48900.3 – Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. (only gr. 4-8)

EC 48900.4 – Engaged in harassment, threats, or intimidation against students(s) or school district employee(s), creating an intimidating or hostile educational environment. (only gr. 4-8)

EC 48900.7 – Made terrorist threats.

Upon notification of a threat, local law enforcement or the school site police with the support of the district shall immediately conduct an investigation and assessment of any threat (EC 49394). EC 49393 requires a school official who is alerted to or observes any threat or perceived threat to immediately report to law enforcement

**BULLYING POLICY:** The Board of Trustees for the Fullerton School District recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student. Please see **Attachment 2** for more information regarding the Fullerton School District's policy on bullying. Transfer requests may be made if a student is a victim of bullying. If the requested school is at capacity, the transfer will be accepted for an alternate Fullerton School District site. If the district has only one school offering the grade level of a student who is the victim of bullying leaving no option for an intradistrict transfer, the student may apply for an interdistrict transfer. Please see **Attachment 5** for more information regarding the Fullerton School District's policy on transfers.

**DRESS CODE** (EC §§35183, 35183.5, 51101): The Fullerton School District Board of Trustees believes that appropriate dress and grooming contribute to a productive learning environment. To this end, school sites may adopt

dress codes as part of their school plan, prohibiting apparel that, if displayed on a school campus, could reasonably be determined to present a health and/or safety hazard or a distraction, which would interfere with or disrupt the educational process, study habits of students or the learning atmosphere necessary in a classroom or school environment. The principal/designee has sole discretion to determine appropriate dress and grooming standards at his/her school site to meet the need of students. Any student who violates the school site standards shall be subject to appropriate disciplinary action. A copy of the dress code shall be available in the Principal's office at each school site.

**CIVILITY POLICY** (EC §44050): A written copy of the district's section on employee interactions with students in its code of conduct is attached to this notice. Please see **Attachment 20** for information.

## **STUDENT RECORDS**

**PUPIL RECORDS/NOTICE OF PRIVACY RIGHTS OF PARENTS AND STUDENTS (EC §49063 et seq., §49069.7, §49073, 34 CFR 99.30, 34 CFR 99.34, and the federal Family Educational Rights and Privacy Act):**

**Types of Student Records:** A student record is any item of information directly related to an identifiable student, other than directory information, which is maintained by the Fullerton School District or required to be maintained by a Fullerton School District employee in the performance of his/her duties, whether recorded by handwriting, print, tapes, film, microfilm, digital, online or other means. Student records include a student's health record.

**Responsible Officials:** Your child's Principal is responsible for the maintenance of student records located at your child's school. For student records maintained at the Fullerton School District Office, the responsible official is the Director of Administrative Services.

**Location of Log/Record:** The law requires that a log or record be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate interests therefore. For records maintained at your child's school, the log is located in the Principal's office. For records maintained at the Fullerton School District Office, the log is located with the Director of Administrative Services.

**School Officials and Employees/Legitimate Educational Interests:** School officials and employees who are authorized to review student records are school officials with legitimate educational interests. A school official is a person employed by the Fullerton School District as an administrator, supervisor, certificated employee, or support staff member (including, but not limited to, paraeducator, health or medical staff, and school law enforcement personnel); a person serving on the Fullerton School District Board of Trustees; a person or company with whom the Fullerton School District has contracted to perform a special task (such as an attorney, auditor, educational curriculum vendors or app developers including online or digital educational programs, medical consultant, or therapist); a vendor, contractor, or other party to whom the

District has outsourced institutional services or functions, or with whom the District has contracted services such as curriculum, productivity software, online educational apps, etc: an agency caseworker of a state or local child welfare agency that has legal responsibility for the care and protection of a student, other public agencies providing services to students, as well as employees of other public schools or school systems where educational programs leading to high school graduation are provided or where a Fullerton School District student intends to or is directed to enroll: a minor's counsel of record. Access to student records is permitted only for records that are relevant to the legitimate educational interests of the requester. Upon request, the Fullerton School District discloses educational records without consent to officials of another school district in which the student seeks or intends to enroll or to vendors or others who qualify as school officials. Legitimate educational interests are described in California Education Code section 49076 and in Fullerton School District Board Policies 5125 and 5125.1. Please see **Attachment #3** for information.

*Right of Access and Review/Expungement:* You have an absolute right to access any and all student records related to your child, which are maintained by the Fullerton School District. If you wish to review records located at your child's school, please contact the Principal's office, or submit a written request that identifies the record(s) you wish to inspect. If you wish to review records located at the Fullerton School District Office, please contact the Coordinator of Child Welfare and Attendance. The Principal or Fullerton School District Office has five (5) business days from the day of the receipt of a request to provide access to the records. Upon satisfactory completion of the rehabilitation assignment of a student whose expulsion has been suspended by the Fullerton School District Board of Trustees, the Board may order the expungement of any or all records of the expulsion proceedings. If the Orange County Board of Education enters an order reversing the decision of the Fullerton School District Board of Trustees to expel a student, the County Board may direct the Fullerton School District Board of Trustees to expunge the record of the student and records of the Fullerton School District of any references to the expulsion action. When you submit a written revocation of consent after the initial provision of special education and related services for your child, the Fullerton School District is not required to amend the education records of your child to remove any reference to your child's receipt of special education and services.

*Challenging the Content of Records:* You have the right to challenge the content of any student record by filing a written request with the Fullerton School District Superintendent to correct or remove any information recorded in the written records concerning your child which you allege to be any of the following: (1) inaccurate, (2) an unsubstantiated personal conclusion or inference, (3) a conclusion or inference outside the observer's area of competence, (4) not based on the personal observation of a named person with the time and place of the observation noted, (5) misleading, or (6) in violation of the privacy or other rights of the student.

*Copying Costs:* Per Fullerton School District Regulation 1340, the Superintendent or designee shall charge an amount for copies that reflects the direct costs of duplication. The first eight pages/copies of a requested document/s will be produced free of charge as a service to the public. Additional pages/copies may be charged at a rate of \$.20 per page.

*Transfer of Records:* The District is required to transfer a copy of your child's permanent pupil records within 10 school days to the school your child intends to enroll.

*Complaints:* You have the right to file a complaint with the United States Department of Education, concerning an alleged failure by the Fullerton School District to comply with the provisions of the United States Family Educational Rights and Privacy Act (20 USC §1232g).

*Prospectus of School Curriculum:* The curriculum for your child's school is compiled at least once annually in a curriculum booklet, which is available at the Fullerton School District's web site located at [www.fullertonsd.org](http://www.fullertonsd.org). Click on Fullerton School District Links, Educational Services, Curriculum, to access a grade level copy of this booklet.

*Statement or Response to Disciplinary Actions:* Whenever information is included in a student record concerning any disciplinary action taken in connection with your child, you have the right to include a written statement or response concerning the disciplinary action in your child's student record.

*Destruction of Student Records:* The Fullerton School District Board of Trustees is required to retain indefinitely the original or exact copy of mandatory permanent student records (Class 1-Permanent Records) which schools have been directed to compile by California regulations; maintain for stipulated periods of time mandatory interim student records (Class 2-Optional Records) until the information is no longer needed to provide educational services to a child and are retained until reclassified as Class 3-Disposable Records, and then destroyed as per California regulations (5 CCR 432). Prior to destroying student records of a child who has received special education services, the IDEA requires parental notification when the Fullerton School District decides that personally identifiable information is no longer needed to provide educational services to a child. Once parents/guardians have been notified that personally identifiable information is no longer needed, they have the option of requesting access to and/or copies of student records prior to destruction, and to request that student records be destroyed, unless the Fullerton School District determines that the information could be needed to provide educational services in the future or is needed for auditing purposes (34 CFR 300.624, 5 CCR 16026). Unless classified as permanent records, all other student records are destroyed five years after the information is no longer needed to provide educational services (5 CCR 16027).

**RELEASE OF DIRECTORY INFORMATION (EC §49073):** "Directory Information" means one or more of the following items: student's name, address, telephone number, e-mail address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height

of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student. It also refers to contact information for the parents/guardians, including e-mail addresses. Fullerton School District has determined that the following individuals, officials, or organizations may receive directory information: PTSA/PTA, PTA Council, School Site Council, All the Arts for All the Kids Foundation, Fullerton Education Foundation, and any law enforcement agency to aid in crime investigation. Directory information may also be disclosed to those contractors, consultants, volunteers, or other persons whom the Fullerton School District has outsourced services or functions, if they comply with the Fullerton School District's requirements for use and maintenance of the information and the use and re-disclosure of personally identifiable information. Those contractors, consultants, volunteers or other persons or entities include but are not limited to companies that publish the yearbook, and print playbill showing your student's role in a drama production, honor roll or other recognition lists, graduation programs, and sports activities sheets, or who provide online curriculum or productivity software or apps used in the classroom or to provide education including but not limited to video conferencing. Outside of the instances mentioned in this section, 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. No directory information regarding your child may be released if you notify Fullerton School District that the information shall not be released, except to those individuals, companies, and vendors exempted under the School Officials Exemption outlined in the School Officials and Employees/Legitimate Educational Interests section above. Please submit a written notice to the Principal of your child's school if you wish to deny access to directory information concerning your child.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ("FERPA," 20 USC §1232g): United States law set forth in FERPA grants parents certain rights with respect to their student's records. For a summary of your rights under FERPA, please refer to **Attachment 3** Notification of Rights under FERPA.

## HEALTH AND SAFETY

HEALTH SCREENING AND EVALUATION SERVICES (H&SC §124085): Within 90 days after your child's entrance into first grade, you must provide a certificate documenting that within the prior 18 months your child has received appropriate health screening and evaluation services, including a physical examination. These services are available from the Orange County Public Health Department. In lieu of the certificate, you may submit a signed waiver indicating that you do not want or are unable to obtain the health screening and evaluation services for your child. If the waiver indicates that you were unable to obtain the services, then the reasons why should be included in the waiver.

REFUSAL TO CONSENT TO PHYSICAL EXAMINATION (EC §§49451, 48980): You may file an annual written statement with the Principal of your child's school, stating that you will not consent to a physical examination of your child. However, whenever there is good reason to believe that the child is suffering from a recognized contagious or infectious disease, the child shall be sent home and shall not be permitted to return until school authorities are satisfied that any contagious or infectious disease does not exist.

SUICIDE PREVENTION AND DOMESTIC VIOLENCE HOTLINE (EC §§215.5, 231.5, 48980): The telephone number to reach the National Suicide Prevention Lifeline: 1-800-273-8255 or 988, the Crisis Text Line: HOME to 741741, and the National Domestic Violence Hotline: 1-800-799-7233 are printed on the student's identification cards in grades 7 to 12.

STUDENTS MENTAL HEALTH SERVICES (EC §§49428, 48980): Information on how to initiate access to available mental health services on campus or in the community, or both, is available on the school's website and the student handbook. Please refer to **Attachment 19** for additional information.

CONTINUED MEDICATION REGIMEN FOR NON-EPISODIC CONDITION (EC §49480): If your child is on a continuing medication regimen for a non-episodic condition, you are required to inform the school nurse or other designated certificated school employee of: (1) the medication being taken, (2) the current dosage, and (3) the name of the supervising physician. With your consent, the school nurse may communicate with your child's physician and may counsel with school personnel regarding the possible effects of the drug on your child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose. If your child is on a continuing medication regimen, please stop by your school site office to pick up the appropriate forms per the information contained in **Attachment 11** to this notice.

ADMINISTRATION OF IMMUNIZING AGENTS (EC §§49403, 48980): The Fullerton School District Board of Trustees is required to cooperate with the local health officer in measures necessary for the prevention and control of communicable diseases in school age children, and may permit any person licensed as a physician and surgeon, any person licensed as a registered nurse, or a licensed healthcare practitioner, as specified, who is acting under the direction of a supervising physician and surgeon, to administer an immunizing agent to a student whose parent has consented, in writing, to the administration of the immunizing agent.

ADMINISTRATION OF PRESCRIBED MEDICATION (EC §§49423, 49423.1, 48980): If your child is required to take prescription medication during the regular school day, you may request assistance for your child by the school nurse or other designated school personnel. If you wish such assistance, you must provide both a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and your



own written statement indicating your desire that Fullerton School District assist your child in the matters set forth in the physician's statement. Your child may also carry and self-administer prescription auto-injectable epinephrine or asthma medication if Fullerton School District receives written statements from you and the child's physician in the form required by law. Please refer to **Attachment 11** for more information.

TOBACCO-FREE CAMPUS POLICY (H&SC §104420): The Fullerton School District Board of Trustees has adopted and enforces a tobacco-free campus policy. Board Policy 3513.3 prohibits the use of tobacco products, at any time, in Fullerton School District-owned or leased buildings, on Fullerton School District property and in Fullerton School District vehicles. Board Policy 5131.62 stipulates that students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of District employees. Smoking means inhaling, exhaling, burning, or carrying of 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.

MEDICAL AND HOSPITAL SERVICES NOT PROVIDED (EC §§49471, 48980): The Fullerton School District Board of Trustees does not provide or make available medical and hospital services for Fullerton School District students who are injured while participating in athletic activities.

CONCUSSIONS AND HEAD INJURIES (EC §49475): Requires districts who elect to offer athletic programs to immediately remove for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during the activity and prohibits the return of the athlete to that activity until he/she is evaluated by and receives written clearance from a specified health care provider, and requires district to provide annually a concussion and head injury information sheet to be signed and returned by the athlete and his/her parent before the athlete initiates practice or competition.

INSURANCE NOTICE FOR OPERATION OF INTERSCHOLASTIC ATHLETIC TEAM(S) (EC §32221.5): School districts that operate an interscholastic athletic team(s) are required to include the following statement, printed in boldface type of prominent size, in offers of insurance coverage that are sent to members of school athletic teams: "Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling 800-541-5555. The statement must also be incorporated into any other letters or printed materials, in

boldface type of prominent size, that contain the name or logo, or both, of the school district and are sent to members of school athletic teams to inform them of insurance protection.

MEDICAL AND HOSPITAL SERVICES FOR STUDENTS (EC §§49472, 48980): The Fullerton School District Board of Trustees may provide or make available medical or hospital service through nonprofit membership corporations, defraying the cost of medical service or hospital service, or through group, blanket or individual policies of accident insurance or through policies of liability insurance, for injuries to Fullerton School District students arising out of accidents occurring on Fullerton School District property or while being transported to and from school-sponsored activities. No student is required to accept such service without the consent of his/her parent/guardian.

INSTRUCTION FOR STUDENTS WITH TEMPORARY DISABILITIES (EC §§48206.3, 48207.3, 48207.5, 48208, 48980): If your child should suffer a temporary disability which makes attendance in regular day classes or an alternative education program in which the child is enrolled impossible or inadvisable, your child shall receive individual instruction provided by the district in which he/she is deemed to reside. Individual instruction includes instruction provided in your home, in a hospital or other residential health facility, excluding State hospitals, or under other circumstances prescribed by State law. If your child is well enough to return to school during the school year in which individual instruction began, he/she must be allowed to return to the school that he/she attended prior to receiving individual instruction. Individual instruction in your home must commence no later than five working days after the district determines your child shall receive the instruction.

STUDENTS WITH TEMPORARY DISABILITIES (EC §§48207, 48208, 48980): In the event that your child has a temporary disability and is confined in a hospital or other residential health facility located outside Fullerton School District, you shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. In such circumstances, it is your responsibility to notify the school district in which you are deemed to reside of your child's presence in a qualifying hospital.

TYPE 1 DIABETES (EC §49452.6): Please refer to **Attachment 14** for information required to be provided to parents regarding Type 1 diabetes.

TYPE 2 DIABETES (EC §49452.7): Please refer to **Attachment 14** for information required to be provided to parents of 7<sup>th</sup> grade pupils regarding Type 2 diabetes.

PROOF OF ORAL HEALTH ASSESSMENT (EC §49452.8): Your child must have an oral health assessment (dental check-up) by no later than May 31<sup>st</sup> of the first year entering kindergarten or first grade. Dental check-ups in the 12 months before starting school meet this requirement. Ask your dentist to fill out the Oral Health Assessment Form provided by the school. You may be excused from complying with the dental check-up

requirement by marking the box next to the appropriate reason on Section 3 of the Oral Health Assessment Form.

**AUTOMATED EXTERNAL DEFIBRILLATOR (AED):** The Fullerton School District has placed AEDs in all schools with qualified staff members certified in CPR and AED training. All Fullerton School District elementary schools will have an AED in the health assistant office. All junior highs and K-8 schools will have it installed and accessible in the health assistant offices and the Multiple Purpose/Gym locations. Although the AEDs have audio instructions, designated staff have been trained in how to use these life-saving devices.

**NARCAN AND OPIOID FACTSHEET** (EC §49475) The Fullerton School District will have emergency medication called Naloxone (Narcan) to reverse an overdose caused by an opioid drug. Designated FSD staff will be trained to administer this medication in the event of an overdose. Naloxone (Narcan) will be available in a conspicuous container marked for “emergency overdoses” in the health assistance office. Please refer to **Attachment 34** for Opioid Factsheet.

**DANGERS OF SYNTHETIC DRUGS** (EC §48985.5): The District is required to share information annually about the dangers associated with using synthetic drugs that are not prescribed by a physician (such as fentanyl), and the possibility that dangerous synthetic drugs and counterfeit pills can be found on the District’s website as well as each individual school’s website.

**FREE AND REDUCED-PRICE MEALS** (EC §§49510, et seq., 48980, 49501.5): The District is required to provide two nutritionally adequate 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. For more detailed information visit the Fullerton School District Nutrition Services website at [www.fullertonnutrition.org](http://www.fullertonnutrition.org) or you may contact the Nutrition Services Department directly at 714-447-7435.

**NOTIFICATION OF PESTICIDE USE** (EC §§17611.5, 17612, 48980.3): A copy of the school’s integrated pest management plan is posted on the school’s website. Please refer to **Attachment 4** for a list of all pesticide products expected to be applied at your child’s school during the upcoming year.

**ASBESTOS MANAGEMENT PLAN** (40 CFR §763.93): Fullerton School District’s updated asbestos management plan for each school is available for inspection at the Maintenance and Operations Office located at the Fullerton School District main office.

**CANCER PREVENTION ACT** (EC §48980.4: H&SC §120336): The parents and guardians of pupils admitted or advancing to the sixth grade level are hereby notified that the State of California advises that pupils adhere to current immunization guidelines, as recommended by the Advisory Committee on Immunization Practices (ACIP) of the Federal Centers for Disease Control and Prevention (CDC), the American Academy of Pediatrics, and the American Academy of Family Physicians, regarding full human papillomavirus (HPV) immunization before admission or advancement to the eighth grade level. HPV

vaccination can prevent over 90 percent of cancers caused by HPV, HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. Please refer to **Attachment 17** for a model notice providing information required to be provided to parents of students admitted or advancing to the 6th grade regarding HPV immunization.

**PARENT GUIDE TO EMERGENCY PROCEDURES:** Please refer to **Attachment 27** for information.

## **ATTENDANCE**

**STATUTORY ATTENDANCE OPTIONS** (EC §§35160.5, 46600, 48204, 48980): Fullerton School District is required to advise each parent/guardian of all existing statutory attendance options and local attendance options available in the Fullerton School District. These are options for attending schools other than the school designated for the local attendance area in which the parent/guardian resides. The options include intradistrict transfer, interdistrict transfer, transfer based on parental employment, and district of enrollment pursuant to the Open Enrollment Act, as specified. Please refer to **Attachment 5** Board Policies 5116.1 Intradistrict Transfers/Open Enrollment and 5117 Interdistrict Transfers for a summary of attendance options.

**EXCUSED ABSENCES** (EC §§48205, 48980): Your child may be excused from school when the absence is for medical or justifiable personal reasons. Your child will be allowed to complete all assignments and tests missed during such an excused absence. Please refer to **Attachment 6** for the full text of section 48205.

**GRADE REDUCTION/LOSS OF ACADEMIC CREDIT** (EC §§48205, 48980): Your child may not have his/her grade reduced or lose academic credit for any absence or absences excused under Education Code section 48205, when missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Please refer to **Attachment 6** for the full text of section 48205.

**ABSENCES FOR RELIGIOUS PURPOSES** (EC §§46014, 48980): With your written consent, your child may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at your child’s place of worship or at other suitable place or places away from school property designed by the religious group. Your child may not be excused from school for this purpose on more than four days per school month.

**EXCUSE TO OBTAIN CONFIDENTIAL MEDICAL SERVICES** (EC §46010.1): Students in grades 7 & 8 may be excused from school for the purpose of obtaining confidential medical services, without the consent of the student’s parent/guardian.

**PREGNANT/PARENTING STUDENTS** (EC §§222.5, 46015, 48205, 48980): Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 – Absences and Excuses. The Superintendent or designee shall grant a student a leave due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary

by a physician. At the conclusion of the leave, the student shall be reinstated to the status held when the leave began.

**SCHEDULE OF MINIMUM DAYS AND STUDENT-FREE STAFF DEVELOPMENT DAYS** (EC §48980): Fullerton School District is required to advise all parents/guardians of the schedule of minimum days and student-free staff development days. Please refer to **Attachment 7**, the Fullerton School District's 2024-2025 Pupil Attendance Calendar. If any minimum or student-free staff development days are scheduled following the distribution of this notice, the Fullerton School District will notify you as early as possible, but not later than one month before the scheduled minimum or student-free day.

### **NON-DISCRIMINATION**

**STATEMENT OF NON-DISCRIMINATION** (EC §§200, 220; Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, §504 of the Rehabilitation Act of 1973): Fullerton School District does not discriminate on the basis of race, color, national origin, ethnic group identification, religion, sex/gender (gender identity, gender expression) physical/mental disability or immigration status. Your child has a right to a free public education, regardless of immigration status. Please refer to **Attachment 25** "Know Your Educational Rights" related to immigration. Additional resources for immigrant students and family members developed by the California Attorney General are accessible at <http://oag.ca.gov/immigrant/rights>. Fullerton School District will take steps to assure that the lack of English will not be a barrier to admission and participation in Fullerton School District programs. Complaints alleging noncompliance with Fullerton School District's policy of nondiscrimination should be directed to the Deputy Superintendent 714-447-7450. A copy of the Fullerton School District's nondiscrimination policy is available from the Fullerton School District office.

**SEXUAL HARASSMENT POLICY** (EC §§231.5, 48980; 5 CCR §4917): The Fullerton School District's written sexual harassment policy is **Attachment 8** (Board Policy 5145.7) to this notice.

**MARRIED/PREGNANT/PARENTING STUDENTS** (EC §§221.52): In accordance with Board Policy 5146, the Fullerton Schools District shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery.

### **STUDENTS WITH DISABILITIES**

**SPECIAL EDUCATION** (EC §56000, et seq., 20 USC §1401 et seq.): Both California and United States law require that a free appropriate public education (FAPE) in the least restrictive environment (LRE) be offered to qualified students with disabilities. Information on student eligibility, procedural safeguards, and additional matters is available from the Fullerton School District Student Support Services Department at 714-447-7500.

**CHILD FIND** (EC §§56300, 56301): Fullerton School District has a duty to identify, locate and assess children with disabilities who are in need of special education and

related services. If you believe that your child is in need of special education and related services, you may initiate a referral for assessment by contacting the Fullerton School District Student Support Services Department at 714-447-7500.

### **MISCELLANEOUS**

**COMPREHENSIVE SEXUAL HEALTH AND HIV/AIDS PREVENTION EDUCATION** (EC §§51938, 48980): The District will provide instruction in comprehensive sexual health and HIV/AIDS prevention education and research on student health behaviors and risks for the coming school year. Written and audiovisual education materials used in this education are available for your inspection at the Principal's office. The education will be taught by school district personnel/outside consultants. A copy of the California Healthy Youth Act is available from the Fullerton District Office. You have the right to request in writing that your child shall not receive comprehensive sexual health education or HIV/AIDS prevention education. The Fullerton School District may administer to students in grades 7 through 8 anonymous, voluntary and confidential research and evaluation tools to measure students' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about students' attitudes concerning or practices relating to sex. You will be notified in writing that any such test, questionnaire or survey is to be administered, and you will be given the opportunity to review the test, questionnaire or survey and request in writing that your child not participate.

**DISSECTION OR OTHERWISE HARMING OR DESTROYING ANIMALS** (EC §32255, et seq.): If your child has a moral objection to dissecting or otherwise harming or destroying animals, he/she has a right to notify the teacher regarding this objection and to refrain from participation in an education project involving the harmful or destructive use of animals which must be substantiated with a note from a parent/guardian.

**CAASPP STATE EXAMS** (EC 60615; 5 CCR 852): During the spring, students in grades 3-8 will take the annual state exams. Parents may annually submit to the school a written request to excuse their child from any or all parts of the CAASPP. Please refer to **Attachment 29** for additional information.

**ADVANCED PLACEMENT EXAMS** (EC §§ 52242, 48980): The District may be able to help pay for all or part of the cost of one or more advanced placement examinations that are charged to economically disadvantaged students.

**SCHOOL ACCOUNTABILITY REPORT CARD** (EC §§35256, 33126, 32286): The Fullerton School District Board of Trustees annually issues a School Accountability Report Card (SARC) for each school in Fullerton School District. A copy of the School Accountability Report Card for your site will be provided by your school upon request and can be accessed on the Fullerton School District's website at [www.fullertonsd.org](http://www.fullertonsd.org). The SARC includes, but is not limited to, assessment of school conditions specified in California Education Code section 33126. The SARC also includes an annual report on the status of the safety plan



for your child's school, including a description of its key elements.

LANGUAGE PROGRAMS AND LANGUAGE ACQUISITION PROGRAMS (EC §310, 5 CCR §11309): Information on the types of language programs available at the district and a description of each program is attached. Please refer to **Attachment 28** for a description of each program.

HEALTH INSTRUCTION/CONFLICTS WITH RELIGIOUS TRAINING AND BELIEFS (EC §51240): If any part of the school's instruction in health conflicts with your religious training and beliefs, you may submit a written request that your child be excused from the part of the instruction that conflicts with your religious training and beliefs.

NOTICE OF ALTERNATIVE SCHOOLS (EC §58501): The law requires Fullerton School District to provide parent/guardians with a notice of alternative schools. Please refer to **Attachment 9** for a copy of the notice specified in Education Code section 58501.

PARTICIPATION IN CAREER COUNSELING AND COURSE SELECTION (EC §221.5): You have the right to participate in counseling sessions and decisions concerning career counseling and course selection, commencing with course selection for grade 7.

UNIFORM COMPLAINT PROCEDURES (5 CCR §4622): The Fullerton School District Board of Trustees has adopted policies and procedures for the filing, investigation and resolution of complaints regarding alleged violations of federal or State law or regulations governing educational programs, including allegations of unlawful discrimination. A copy of the Fullerton School District's Uniform Complaint Procedures is available from the Fullerton School District Personnel Services Department. Please refer to **Attachment 10** for a copy of Board Policy 1312.3 Uniform Complaint Procedures.

EVERY STUDENT SUCCEEDS ACT ("ESSA"; 20 USC §6301, et seq.; EC §§313.2, 440):

Limited English Proficient Children: ESSA requires the Fullerton School District to inform the parent or parents of a limited English proficient (LEP) child identified for participation or participating in a language instruction educational program, of the following:

- (1) The reasons for the identification of the child as LEP and in need of placement in a language instruction educational program;
- (2) The child's level of English proficiency, how such level was assessed and the status of the child's academic achievement;
- (3) The methods of instruction used in the program in which the child is or will be participating, and the methods of instruction used in other available programs;
- (4) How the program in which the child is or will be participating, will meet the educational strengths and needs of the child;

- (5) How such program will specifically help the child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
- (6) The specific exit requirements for the program;
- (7) In the case of a child with a disability, how such program meets the objectives of the individualized education program (IEP) of the child; and
- (8) Information pertaining to parental rights that includes written guidance detailing the right that parents have to have their child immediately removed from such program upon their request, and the options that parents have to decline to enroll their child in such program or to choose another program or method of instruction, if available; and assisting parents in selecting among various programs and methods of instruction, if more than one program or method is offered by Fullerton School District.

If your child is LEP and has been identified for participation or is participating in the language instruction educational program, please contact the Fullerton School District Director of Educational Services at 714-447-7541 for the above information that is specific to your child.

Right to Information Regarding the Professional Qualifications of Teachers and Paraprofessionals: ESSA grants parents the right to request information regarding the professional qualifications of the children's classroom teachers, including the following:

- (1) Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- (2) Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived;
- (3) 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; and
- (4) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

This information is available from the Fullerton School District Personnel Services Department. Fullerton School District will provide timely notice if your child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

Information on Child's Level of Achievement: Fullerton School District will provide timely information on the level of achievement of your child in each of the State academic assessments.

Homeless Liaison: Homeless students have certain rights under California and United States law. For information concerning these rights, please contact the Fullerton School District's Liaison for homeless children and youths, Paola Gomez, at 714-447-7576. Please refer to **Attachment 31** for additional information.

Foster Youth Liaison: Foster youth students have certain rights under California and Federal law. For information concerning these rights, please contact the Fullerton School District Liaison for foster youths, Paola Gomez at 714-447-7576. Refer to **Attachment 32** for more information.

Military Families: Military families have certain rights under California and United States law. For information concerning these rights, please contact the Fullerton School District's liaison for military children and youths, the Director of Administrative Services, at 714-447-7529.

STUDENT INSURANCE (EC §49472): The Fullerton School District provides the option for parents to purchase student insurance for medical and hospital services needed for injuries while participating in school activities. Medical and hospital services for pupils injured at school or school-sponsored events or while being transported may be provided upon the receipt of parent consent. Included with the form packet received at the beginning of the school year is Myers-Stevens voluntary insurance information, which can also be found on the district's webpage.

SUGGESTED ROUTES TO SCHOOL: You can access "Suggested Routes to School" on your child's school home web page via the Fullerton School District website located at [www.fullertonsd.org](http://www.fullertonsd.org).

NSF CHECK COLLECTION: Effective July 1, 2016, Fullerton School District will be researching checks that are uncollectable to collect Non-Sufficient Fund (NSF) checks, sometimes referred to as "bounced" checks.

The cost of any NSF check is \$25 and is due upon payment for the NSF check. This rate of \$25 per check is pursuant to California Civil Code Section 1719 and the Federal Reserve Board Check 21 Act. If the check remains uncollectible, the check may be turned over to a collection agency for further action.

PET AND CLASSROOM ANIMAL PARTICIPATION WAIVER: Please refer to **Attachment 30** for a copy of the waiver. Parents and guardians acknowledge and accept receipt of this waiver, which is provided in the Parent Handbook, by completing and submitting the Annual Information Review.

ADDITIONAL INFORMATION: Please see the following attachments for additional important information:

- Attachment 1 Suspension/Expulsion**
- Attachment 2 Bullying Policy**
- Attachment 3 FERPA**
- Attachment 4 Pesticide/Herbicide**
- Attachment 5 Transfer Policies**
- Attachment 6 Excused Absences/Illness**
- Attachment 7 Pupil Attendance Calendar**
- Attachment 8 Sexual Harassment**
- Attachment 9 Notice of Alternative Schools**
- Attachment 10 Uniform Complaint Procedures**
- Attachment 11 Administration of Medication & Forms**
- Attachment 12 First Aid Supplies**
- Attachment 13 Allergy Awareness Notice**
- Attachment 14 Type 1 and Type 2 Diabetes Info**
- Attachment 15 Crutches/Wheelchairs Procedures**
- Attachment 16 Lice Information**
- Attachment 17 HPV Notice**
- Attachment 18 School Restrooms**
- Attachment 19 Mental Health Information**
- Attachment 20 Civility Policy/C. of Conduct**
- Attachment 21 Parent Involvement Policy**
- Attachment 22 Visitors/Outsiders Policy**
- Attachment 23 Transportation**
- Attachment 24 Nutrition Services**
- Attachment 25 Immigration Status of Pupils**
- Attachment 26 Universal Behavior Screening**
- Attachment 27 Emergency Procedures**
- Attachment 28 Language Programs**
- Attachment 29 CAASPP State Exams**
- Attachment 30 Pet and Classroom Animal Waiver**
- Attachment 31 Education for Homeless Children Rights and Protections**
- Attachment 32 Foster Youth Rights**
- Attachment 33 Firearms Safety Notification**
- Attachment 34 Opioid Factsheet**

## ATTACHMENT #1

### FULLERTON SCHOOL DISTRICT

#### STUDENTS

Policy No.: 5144.1

#### Suspension and Expulsion/Due Process – Page 1

Board Adopted: June 10, 2005

Revised: September 5, 2006

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The Board of Trustees has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students and staff and to protect both personal and District property. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Suspended or expelled students shall be excluded from all school-related extracurricular activities during the period of suspension or expulsion and may not be on the grounds or property of any District school or facility.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct.

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature and for acts mandated by law, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to him/herself or others.

The Board authorizes the Superintendent/designee to establish and form an Administrative Review Committee (ARC) to hear cases involving behaviors that might warrant expulsion from the District. The ARC will have the authority to make recommendations for expulsion directly to the Board in the form of written findings of fact. The Board will consider the recommendations for expulsion made by the ARC and will decide the outcome of the case in closed session. The Board further authorizes the ARC to take all other action, short of recommending expulsion, that it feels is appropriate in dealing with the discipline cases that may come before it. Those cases not appropriately heard by the ARC will be heard directly by the Board of Trustees. The determination of appropriateness will be made by the Superintendent/designee. The ARC will regularly report its actions/recommendations to the Board.

#### Zero Tolerance

The Board supports a zero tolerance approach to serious offenses. This approach makes the removal of potentially dangerous students from the classroom a top priority. It ensures fair and equal treatment of all students and requires that all offenders be punished to the fullest extent allowed by law. Staff shall immediately report to the Superintendent or designee any incidence of offenses specified in law, Board policy and administrative regulation as cause for suspension or expulsion.

The Superintendent/designee shall immediately suspend and recommend expulsion of any student found at school, at a school activity or on the way to or from school or a school activity to be:

1. Possessing, as verified by a District employee, or selling or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee, with Superintendent or designee's concurrence
2. Brandishing a knife at another person

## ATTACHMENT #1

### FULLERTON SCHOOL DISTRICT

#### STUDENTS

Policy No.: 5144.1

#### Suspension and Expulsion/Due Process – Page 2

Board Adopted: June 10, 2005

Revised: September 5, 2006

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3. Unlawfully selling a controlled substance
4. Committing or attempting to commit a sexual assault or committing a sexual battery
5. Possession of an explosive

Upon finding that the student committed any of the above acts, the Board shall expel the student. Any student who is expelled for violation of #1 above, having brought or possessed a firearm at school or a school activity (E.C. 48916[a]), shall be expelled for at least one year from the date of expulsion. The Board of Trustees may set an earlier date for readmission on a case-by-case basis.

The Board directs the administration to immediately report all cases involving unauthorized possession or use of firearms, weapons, or other dangerous objects at school, school activities, or on the way to or from school or school activities to the appropriate law enforcement agency.

The Superintendent or designee shall notify staff, students, and parents/guardians about the District's zero tolerance policy and the consequences, which may result from student offenses. He/she shall also ensure strict enforcement of this policy.

#### Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administration regulation and law.

#### On-Campus Suspension Program

The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.

The Superintendent or designee shall establish a supervised in-house suspension program, which meets the requirements of law for suspended students who pose no imminent danger or threat at school and for whom an expulsion action has not been initiated.

The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.



## ATTACHMENT #1

### FULLERTON SCHOOL DISTRICT

#### STUDENTS

Policy No.: 5144.1

#### Suspension and Expulsion/Due Process – Page 3

Board Adopted: June 10, 2005

Revised: September 5, 2006

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#### Required Parental Attendance

The Board believes that parental involvement plays an important role in the resolution of classroom behavior problems. The Board expects that teachers will communicate with parents/guardians when behavior problems arise.

Whenever a student is removed from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that the student's parent/guardian attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the Superintendent or designee.

The Board encourages teachers, before requiring parental attendance, to make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.

The teacher shall apply this policy uniformly to all students within the classroom. This policy shall apply only to a parent/guardian who lives with the student.

Parental attendance may be requested on the day the student returns to class or within one week thereafter. The Superintendent or designee shall contact any parents/guardians who do not respond to the request to attend school. The Board recognizes that parental compliance with this policy may be delayed, modified or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work.

District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements.

#### Decision Not to Enforce Expulsion Order

On a case-by-case basis, the enforcement of an expulsion order may be suspended by the Board pursuant to the requirements of law.

Legal Reference: Please feel free to review the legal references posted with the Board Policy on the Fullerton School District web site located at [www.fullertonsd.org](http://www.fullertonsd.org)

## **ATTACHMENT #2**

### **BULLYING POLICY “BULLYING IS NOT ALLOWED AT FULLERTON SCHOOL DISTRICT”**

The Board of Trustees for the Fullerton School District recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any students.

No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel in a systematic or reoccurring manner.

Cyberbullying included the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance. Cyberbullying also includes breaking into another person’s electronic account and assuming that person’s identity in order to damage or victimize that person’s reputation. Cyberbullying also includes using Artificial Intelligence to create deepfake of other students in order to harass, intimidate, threaten, sexually harass, or cause emotional harm to others. The use of Artificial Intelligence to create any content including fake photos, or impersonating others or any harmful use of AI will be disciplined accordingly up to referral to law enforcement.

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 – Sexual Harassment.

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with District policies and regulations.

**Incidents of Bullying shall be immediately reported to any  
Fullerton School District teacher;  
Principal/Assistant Principal;  
or the Office of  
Child Welfare and Attendance  
714-447-7529**

## ATTACHMENT #3

### Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.

Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. 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.

(3) The right to privacy 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 is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, educational curriculum vendors or app developers including online or digital educational programs, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks; vendors and app developers of educational programs and programs utilized in the process of education include (but are not limited to) curricular programs such as MyMath, Discovery Education, Wonders, Apple, Google, Microsoft, Seesaw, PowerSchool, Zoom, and many others that are deemed necessary or advantageous for education and learning; Specified officials for audit or evaluation purposes: Appropriate parties in connection with financial aid to a student; Organizations conducting certain studies for or on behalf of the school; Accrediting organizations; To comply with a judicial order or lawfully issued subpoena; Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law.

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, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

Schools may disclose, without consent, “directory” information such as a student’s name, address, telephone number, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public private school attended by the student. However, schools must inform parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. School officials must notify parents and eligible students annually of their rights under FERPA. The actual means of notification is left to the discretion of each school.

(4) The 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, DC 20202-8520



## ATTACHMENT #4

### Fullerton School District Pesticide/Herbicide Expected Use List for 2024-2025 School Year

Per the annual written notification requirement of the Healthy Schools Act of 2000, below are listed for parents or guardians of students expected pesticide use on school sites. This notification identifies the active ingredient or ingredients in each pesticide product. The Internet address for further information on pesticides and their alternatives is <http://www.cdpr.ca.gov>.

Per the Healthy Schools Act of 2000  
**Proposed materials that may be applied on District sites.**

<b>Product</b>	<b>Active Ingredient</b>	<b>Manufacturer</b>	<b>Usage</b>	<b>Signal Word</b>
Advion Ant Gel	Indoxacarb	Syngenta	Ants	Caution
Advion Insect Granule	Indoxacarb	Syngenta	Insects	Caution
Advion Roach Gel	Indoxacarb	Syngenta	Roaches	Caution
Alpine WSG	Dinotefuran	BASF	Insects	Caution
Avert	Abamectin	BASF	Insects	Caution
Essentria iC3	Rosemary/Peppermint/Geraniol Oils	Zoecon	Insects	Caution
Evergreen Pyrethrum	Pyrethrum	MGK	Insects	Caution/Organic
Extinguish Plus Fire Ant Bait	Hydramethylnon	Wellmark	Fire Ants	Caution
Fumitoxin	Aluminum Phosphide	D&D Holdings	Burrowing Rodents	Danger
Kaput	Warfarin	Scimetrics	Rodents	Caution
Lesco Prosecutor Pro	Glyphosate	Lesco	Weed	Caution
Maxforce FC Magnum Roach	Fipronil	Bayer	Insects	Caution
Master line	Bifenthrin	FMC	Insects	Caution
Nyguard IGR	Pyriproxyfen	MGK	IGR	Caution
Optigard Flex	Thiamethoxam	Syngenta	Insects	Caution
Pyrocyde 100	Pyrethrum	MGK	Insects	Caution
Ramik Green Ag	Diphacinone	Neogen	Burrowing Rodents	Caution
Ramik Oats	Diphacinone	Neogen	Burrowing Rodents	Caution
Resolve	Bromadiolone	Lipha Tech	Rodents	Caution
Siesta Fire Ant Bait	Metaflumizone	BASF	Fire Ants	Caution
Suspend SC	Deltamethrin	Bayer	Roaches/Ants	Caution
Tempo SC Ultra	Cyfluthrin	Bayer	Insects	Caution
TekkoPro	Pyriproxyfen	CSI	IGR	Caution
Terad 3 Ag	Cholecalciferol	Bell Labs	Rodents	Caution
Termidor SC	Fipronil	BASF	Insects	Caution
ZP AG Oats	Zinc Phosphide	Neogen	Rodents	Caution

## ATTACHMENT #5

### Fullerton School District Board Policy Intradistrict Open Enrollment

BP 5116.1

#### Students

**Board Adopted: April 25, 2006**

**Board Revised: February 12, 2008, December 14, 2010**

The Board of Trustees of the Fullerton School District endorses the concept of the neighborhood school. School attendance boundaries are established by the Board to, among other things, optimize the use of existing facilities, avoid overcrowding conditions, maintain local neighborhood identities, give consideration to geographic barriers, establish and maintain socio-economic balance in schools and programs, and maintain safe and reasonable walking conditions and distances to and from schools.

The Board desires to provide enrollment options that meet the diverse needs and interests of District students. The Superintendent or designee shall establish procedures for the selection and transfer of students among District schools in accordance with law, Board policy, and administrative regulation. The Board also recognizes that some parents may wish to have their children attend a school other than their designated neighborhood school.

The parents/guardians of any student who resides within District boundaries may apply to enroll their child in any District school, regardless of the location of residence within the District. (Education Code 35160.5)

The Superintendent or designee shall annually review this policy. (Education Code 35160.5, 48980)

For all other applications for enrollment from outside a school's attendance area, the Superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever the school receives admission requests during Open Enrollment that are in excess of the school's capacity. A school's capacity shall be calculated in a nonarbitrary manner using student enrollment and available space. (Education Code 35160.5)

Enrollment decisions shall not be based on a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. (Education Code 35160.5)

No student currently residing within a school's attendance area or deemed to be a school attendee determined by District procedure shall be displaced by another student transferring from outside the attendance area. (Education Code 35160.5) It is the intent of the District that students receive as consistent and stable a learning environment throughout the school year as possible under these guidelines. In the event of no available space at the neighborhood school of residence for an incoming resident student after the completion of Open Enrollment, that student will be placed on an overcrowding transfer to another school. That student is guaranteed a seat at his neighborhood school of residence the following school year, or sooner, based on space availability at the neighborhood school of residence.

### Terms and Conditions

Transfer students and their parents/guardians are expected to follow all applicable District policies, procedures and regulations, and all school rules. An Intradistrict transfer may be revoked at any time for violating the conditions stipulated in the administrative regulation.

### Transportation

Except as required by 20 USC 6316 for transfers out of Title I program improvement schools, the District shall not be obligated to provide transportation for students who attend school outside their attendance area. However, upon request, the Superintendent or designee may authorize transportation contingent upon available space and funds.

### Legal References:

#### EDUCATION CODE

35160.5 District policies; rules and regulations

35291 Rules

35351 Assignment of students to particular schools

48980 Notice at beginning of term

#### CODE OF REGULATIONS, TITLE 5

11992-11994 Definition of persistently dangerous schools

#### UNITED STATES CODE, TITLE 20

6316 Transfers from program improvement schools

7912 Transfers from persistently dangerous schools

#### CODE OF FEDERAL REGULATIONS, TITLE 34

200.36 Dissemination of information

200.37 Notice of program improvement status, option to transfer

200.39 Program improvement, transfer option

200.42 Corrective action, transfer option

200.43 Restructuring, transfer option

200.44 Public school choice, program improvement schools

200.48 Transportation funding for public school choice

#### COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

#### ATTORNEY GENERAL OPINIONS

85 Ops.Cal.Atty.Gen. 95 (2002)

Management Resources:

#### U.S. DEPARTMENT OF EDUCATION GUIDANCE

Unsafe School Choice Option, May 2004

Public School Choice, February 2004

#### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Unsafe School Choice Option:

<http://www.cde.ca.gov/lr/ss/se/usco.asp>

U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>

#### CSBA Revisions

(11/99 3/03) 11/08

## ATTACHMENT #5

### Fullerton School District Board Policy Interdistrict Attendance

BP 5117

#### Students

**Board Adopted: May 10, 2005**

**Board Revised: December 14, 2010**

The Board of Trustees believes that parental choice of programs and schools is desirable and that parental choice should be accommodated where it is in the best interest of the student and District. The Board recognizes that students who reside in one district may choose to attend school in another district and that such choices are made for a variety of reasons. As a condition of granting or renewing permits, parents and interdistrict transfer students are required to comply with the terms of this policy and the rules of the schools within the District.

#### Interdistrict Attendance Permits

Upon request by students' parents/guardians, the Superintendent or designee may approve interdistrict attendance permits with other districts on a case-by-case basis to meet individual student needs.

The interdistrict attendance permit shall be reviewed annually based upon space availability.

The Superintendent or designee may deny or revoke interdistrict attendance permits because of overcrowding within District schools or limited District resources.

#### Legal References:

##### EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional Occupational Center/Program, enrollment of students, interdistrict attendance

##### ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

##### COURT DECISIONS

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

##### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

CSBA Revisions

(7/04 11/07) 11/09



## ATTACHMENT #6

### Fullerton School District Board Policy Students

BP 5113

#### Absences and Excuses

**Board Adopted: June 10, 2005**

**Board Revised: July 28, 2015**

The Board of Trustees believes that regular attendance plays an important role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 6 to 18 are obligated to compel their children to attend school unless otherwise provided by law. The Board shall work with parents/guardians and students to ensure their compliance with all State attendance laws, and may use appropriate legal means to correct problems of chronic absence or truancy.

#### Excused Absences

Absence from school shall be excused only for health reasons, family emergencies, and justifiable personal reasons, as permitted by law, Board policy, and administrative regulations. (Education Code 48205)

Inasmuch as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours. Parents are further encouraged to promptly return students to school after any appointments that must be scheduled during school hours.

At the beginning of each school year, the Superintendent or designee shall send a notification to the parents/guardians of all students, and to all students in grades 7 and 8, informing them that school authorities may excuse any students from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

Students shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulations. (Education Code 46014)

#### Excessive Illness Verification

Absences due to illness or quarantine shall be verified by the District or County Superintendent of Schools in such manner as the Superintendent of Public Instruction may provide. When excusing students for confidential medical services or verifying medical appointments, District staff shall not ask the purpose of such visits but may contact a physician or medical office to confirm the time of the appointment. (Education Code 46011)

Any of the following persons may verify an absence due to illness or quarantine: a) a school or public health nurse, b) an attendance supervisor, c) a physician, d) a principal, e) a teacher, f) any other qualified employee of the District or of a County Superintendent of Schools assigned to make such verification. (CCR, Title 5, Section 421)

A pupil who contracts an illness of a prolonged nature or who has been a victim of an accident which will prevent attendance for a prolonged period shall be counted as absent due to illness only until such time as the student is able and starts to receive instruction in the home, hospital, or sanatorium, or is given instruction by other means. No absence due to illness shall be credited as attendance beyond the current school year. Parents of children with chronic illness are required to complete the "Verification of Chronic

Illness" form available in the health office at the school in which the student is enrolled. (CCR, Title 5, Section 423)

When a student has been absent for more than ten (10) days for illness or injury during a school year, any further absences – beginning with the 11th absence – for illness or injury shall be checked and verified by a physician, school nurse, health assistant, office clerk, or the appropriate school employee. Absences not verified by a physician, school nurse, health assistant, office clerk, or appropriate school employee will be considered unexcused. Parents will have five (5) days to verify absences, beginning with the 11th absence. Unverified absences will be considered unexcused.

#### Effect of Absence on Grades/Credits

If a student's absence is excused under Education Code 48205, he/she shall be allowed to complete any missed assignment or test that can be reasonably given, as determined by the teacher of that class. The student shall be given full credit for the assignment or test if he/she satisfactorily completes the assignment or test within a reasonable period of time. (Education Code 48205)

A student's grades may be affected by excessive unexcused absences in accordance with Board policy.

#### Legal References:

##### EDUCATION CODE

1740 Employment of personnel to supervise attendance (County Superintendent)  
2550-2558.6 Computation of revenue limits  
37201 School month  
37223 Weekend classes  
41601 Reports of average daily attendance  
42238-42250.1 Apportionments  
46000 Records (attendance)  
46010-46014 Absences  
46100-46119 Attendance in kindergarten and elementary schools  
46140-46147 Attendance in junior high and high schools  
48200-48208 Children ages 6-18 (compulsory full-time attendance)  
48210-48216 Exclusions from attendance  
48240-48246 Supervisors of attendance  
48260-48273 Truants  
48292 Filing complaint against parent  
48320-48324 School attendance review boards  
48340-48341 Improvement of student attendance  
49067 Unexcused absences as cause of failing grade  
49701 Provisions of the interstate compact on educational opportunities for military children

##### WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors  
11253.5 Compulsory school attendance

##### CODE OF REGULATIONS, TITLE 5

306 Explanation of absence  
420-421 Record of verification of absence due to illness and other causes

#### Management Resources:

##### CSBA PUBLICATIONS

Improving Student Achievement by Addressing Chronic Absence, Policy Brief, December 2010

##### WEB SITES

CSBA: <http://www.csba.org>

CSBA Revisions

(2/98 11/99) 11/11

## California Education Code § 48205 - Excused Absences; Average Daily Attendance Computation

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

(1) Due to the student's illness, including an absence for the benefit of the student'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, optometrist, or chiropractic services rendered.

(4) For the purpose of attending the funeral services or grieving the death of either a member of the student's immediate family, or of a person that is determined by the student's parent or guardian to be in such close association with the student as to be considered the student's immediate family, so long as the absence is not more than five days per incident.

(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 student 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 attendance or appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the student'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 student'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 student'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 student'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 student engaging in a civic or political event, as provided in subparagraph (B), provided that the student notifies the school ahead of the absence.

(B)(i) A middle school or high school student 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 student who is absent pursuant to subparagraph (A) may be permitted additional excused absences in 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 student or a person that is determined by the student's parent or guardian to be in such close association with the student as to be considered the student'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 student or an immediate family member of the student, or a person that is determined by the student's parent or guardian to be in such close association with the student as to be considered the student'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 48206.

(14) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

(b) A student 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 therefor. The teacher of the class from which a student is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the student 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 habits, practices, 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.

#### Credits

Amended by Stats.2023, c. 601 (S.B.350), § 1, eff. Jan 1, 2024, Stats.2023, c. 846 (A.B.1503), § 1.5, eff. Jan. 1, 2024.

# ATTACHMENT #7

Fullerton School District 2024/2025 Pupil Attendance Calendar													
July 2024							January 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30	31				26	27	28	29	30	31	
August 2024							February 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	31	23	24	25	26	27	28	
September 2024							March 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30						23	24	25	26	27	28	29
October 2024							April 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5			1	2	3	4	5
6	7	8	9	10	11	12	6	7	8	9	10	11	12
13	14	15	16	17	18	19	13	14	15	16	17	18	19
20	21	22	23	24	25	26	20	21	22	23	24	25	26
27	28	29	30	31			27	28	29	30			
November 2024							May 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28	29	30	31
December 2024							June 2025						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30					

**July 2024**  
4 Independence Day

**August 2024**  
7 New Teachers First Day  
8/9 Staff Development  
12 All Students Return

**September 2024**  
2 Labor Day  
25 Full-Day Parent Conference Day

**October 2024**

**November 2024**  
1 Staff Development  
11 Veterans' Day Observance  
25-29 Thanksgiving break

**December 2024**  
20 No Attendance for: Students, Certificated, & Classified less than 12 mo  
23-31 Winter Recess

**January 2025**  
1-3 Winter Recess Continued  
6 Records Day (Jr. High)  
6 Staff Development (Elem.)  
7 All Students Return  
20 Martin Luther King Jr. Day

**February 2025**  
10 Lincoln Day  
17 Washington Day

**March 2025**  
17-21 Spring Break

**April 2025**

**May 2025**  
26 Memorial Day  
30 Student's Last Day

**June 2025**  
19 Juneteenth Holiday

- Students Return
- Staff Development Day/Conference Day/Records Day (no student attendance)
- Students' Last Day
- Non Student Day
- Holiday/Breaks (no student attendance)

**Quarters (7-8)**  
Aug. 12 - Oct. 11 (43 days)  
Oct. 14 - Dec. 19 (42 days)  
Jan. 7 - Mar. 14 (46 days)  
Mar. 24 - May 30 (49 days)

**Trimesters (K-6)**  
Aug. 12 - Nov. 8 (62 days)  
Nov. 12 - Feb. 28 (59 days)  
Mar. 3 - May 30 (59 days)

**Misc. Dates**  
Fall Conference Week: Sept 23 - 27, 2024  
*PreK-6 = Minimum Day*  
Jr. High Fall Conference: Sept 19 - 20, 2024  
Spring Conference Week: March 10 - 14, 2025  
*PreK-6 = Minimum Day*  
Jr. High Spring Conference: February 13 - 14, 2025

180 Student Days  
*drafted 12/12/22*

185 Teacher Work Days (*new teachers work 186 days*)

Board Approved: February 21, 2023

## ATTACHMENT #8

### Fullerton School District Board Policy Sexual Harassment

BP 5145.7

#### Students

**Board Adopted: June 10, 2005**

**Board Revised: November 15, 2016**

The Board of Trustees is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The District strongly encourages any student who feel that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult who has experienced off-campus sexual harassment that has a continuing effect on campus to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or District compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

Complaints regarding sexual harassment shall be investigated and resolved in accordance with law and District procedures specified in AR 1312.3-Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

The Superintendent or designee shall take appropriate actions to reinforce the District's sexual harassment policy.

#### Instruction/Information

The Superintendent or designee shall ensure that all District students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. A clear message that student safety is the District's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students

6. Information about the District's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable including the right to file a civil or criminal complaint while the District investigation of a sexual harassment complaint continues
8. A clear message, that, when needed, the District will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

#### Complaint Process and Disciplinary Actions

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and District procedures specified in AR 1312.3 – Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of that procedure.

Upon investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with law and the applicable collective bargaining agreement.

#### Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the District to monitor, address and prevent repetitive harassing behavior in its schools.

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action.

#### Legal Reference:

##### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

##### CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

##### GOVERNMENT CODE

12950.1 Sexual harassment training

##### CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education program



UNITED STATES CODE, TITLE 20  
1221 Application of laws  
1232g Family Educational Rights and Privacy Act  
1681-1688 Title IX, discrimination

UNITED STATES CODE, TITLE 42  
1983 Civil action for deprivation of rights  
2000d-2000d-7 Title IV, Civil Rights Act of 1964  
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34  
99.1-99.67 Family Educational Rights and Privacy  
106.1-106.71 Nondiscrimination on the basis of sex in education programs

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014  
Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Transgender Students, May 2016  
Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016  
Dear Colleague Letter: Title IX Coordinators, April 2015  
Questions and Answers on Title IX and Sexual Violence, April 2014  
Dear Colleague Letter: Sexual Violence, April 4, 2011  
Sexual Harassment: It's Not Academic, September 2008  
Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

CSBA: <http://www.csba.org>  
California Department of Education: <http://www.cde.ca.gov>  
U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

CSBA Revisions  
(3/12 10/14) 9/16

**Fullerton School District  
Administrative Regulation  
Students**

**AR 5145.7**

**Sexual Harassment**

**Approved: December 12, 2016**

The Fullerton School District designates the following individual as the responsible employee to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 and California Education Code 234.1, as well as to investigate and resolve sexual harassment complaints under AR 1312.3 – Uniform Complaint Procedures. The District’s compliance officer and contact information is as follows:

Assistant Superintendent of Personnel Services  
1401 W. Valencia Drive  
Fullerton, CA 92833  
714-447-7450

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

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

Examples of types of conduct which are prohibited in the District and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual’s body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual’s body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of District policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

### Reporting Process and Complaint Investigation and Resolution

Any student who believes that he/she has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to his/her teacher, the principal, or any other available school employee. Within one school day of receiving such a report, the school employee shall forward the report to the principal or the District's compliance officer identified in AR 1312.3. In addition, any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report his/her observation to the principal or the District compliance officer. The employee shall take these actions, whether or not the alleged victim files a complaint.

When a report or complaint of sexual harassment involves off-campus conduct, the principal shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If he/she determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the principal or compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with the District's uniform complaint procedures. Regardless of whether a formal complaint is filed, the principal or compliance officer shall take steps to investigate the allegations and, if sexual harassment is found, shall take prompt action to stop it, prevent recurrence, and address any continuing effects.

If a complaint of sexual harassment is initially submitted to the principal, he/she shall, within two school days, forward the report to the compliance officer to initiate investigation of the complaint. The compliance officer shall contact the complainant and investigate and resolve the complaint in accordance with law and District procedures specified in AR 1312.3.

In investigating a sexual harassment involving the principal, compliance officer, or any other person to whom the incident would ordinarily be reported or filed, the report may instead be submitted to the Superintendent or designee who shall determine who will investigate the complaint.

### Confidentiality

All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)

However, when a complainant or victim of sexual harassment notifies the District of the harassment but requests confidentiality, the compliance officer shall inform him/her that the request may limit the District's ability to investigate the harassment or take other necessary action. When honoring a request for confidentiality, the District will nevertheless take all reasonable steps to investigate and respond to the complaint consistent with the request.

When a complainant or victim of sexual harassment notifies the District of the harassment but requests that the District not pursue an investigation, the District will determine whether or not it can honor such a request while still providing a safe and nondiscriminatory environment for all students.

#### Response Pending Investigation

When an incident of sexual harassment is reported, the principal or designee, in consultation with the compliance officer, shall determine whether interim measures are necessary pending the results of the investigation. The principal/designee or compliance officer shall take immediate measures necessary to stop the harassment and protect students and/or ensure their access to the educational program. To the extent possible, such interim measures shall not disadvantage the complainant or victim of the alleged harassment. Interim measures may include placing the individuals involved in separate classes or transferring a student to a class taught by a different teacher, in accordance with law and Board policy. The school should notify the individual who was harassed of his/her options to avoid contact with the alleged harasser and allow the complainant to change academic and extracurricular arrangements as appropriate. The school should also ensure that the complainant is aware of the resources and assistance, such as counseling, that are available to him/her. As appropriate, such actions shall be considered even when a student chooses to not file a formal complaint or the sexual harassment occurs off school grounds or outside school-sponsored or school-related programs or activities.

#### Notifications

A copy of the District's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)
2. Be displayed in a prominent location in the main administration building or other area where notices of District rules, regulations, procedures, and standards of conduct are posted (Education Code 231.5)  
A copy of the District's sexual harassment policy and regulation shall be posted on District and school web sites and, when available on District-supported social media.
3. Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session (Education Code 231.5)
4. Appear in any school or District publication that sets forth the school's or District's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)

## ATTACHMENT #9

### NOTICE OF ALTERNATIVE SCHOOLS

#### California Education Code Section 58501

California state law authorizes all school districts to provide for alternative schools. Section 58500 of 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/her desire to learn.
- (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently or may result in whole or part from a presentation by his/her 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.

## ATTACHMENT #10

### FULLERTON SCHOOL DISTRICT

**Fullerton School District  
Board Policy  
Uniform Complaint Procedures**

**BP 1312.3**

**Community Relations  
Board Adopted: August 19, 2009**

**Board Revised: November 14, 2012, May 21, 2013, September 9, 2014, May 10, 2016,  
November 15, 2016, August 14, 2018**

The Board of Trustees recognizes that the District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The District's UCP shall be used to investigate and resolve the following complaints:

1. Any complaint alleging District violation of applicable state or federal law or regulations governing adult education programs, After School Education and Safety programs, agricultural vocational education, American Indian education centers and early childhood education program assessments, bilingual education, peer assistance and review programs for teachers, career technical and technical education and training programs, child care and development programs, child nutrition programs, compensatory education, consolidated categorical aid programs, Economic Impact Aid, English learner programs, federal education programs in Title I-VII, migrant education, Regional Occupational Centers and Programs, school safety plans, special education programs, State Preschool Programs, Tobacco-Use Prevention Education programs, and any other District-implemented program which is listed in Education Code 64000(a).
2. Any complaint alleging the occurrence of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in District programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics. (5 CCR 4610)
3. Any complaints alleging District noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the student. (Education Code 222)

4. Any complaint alleging District noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities. (5 CCR 4610)
5. Any complaint alleging District noncompliance with legal requirements related to the implementation of the local control and accountability plan. (Education Code 52075)
6. Any complaint, by or on behalf of any student who is a foster youth, alleging District noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the District's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or District, school transfer, or the grant of an exemption from Board-imposed graduation requirements. (Education Code 48853,48853.5, 49069.5, 51225.1, 51225.2)
7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, a former juvenile court school student, or a child of a military family as defined in Education Code 49701 who transfers into the District after his/her second year of high school, alleging District noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or District or the grant of an exemption from Board-imposed graduation requirements. (Education Code 51225.1, 51225.2)
8. Any complaint alleging District noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions. (Education Code 51228.3)
9. Any complaint alleging District noncompliance with the physical education instructional minutes requirement for students in elementary school. (Education Code 51210, 51223)
10. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy.
11. Any other complaint as specified in a District policy.

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with State and federal laws and regulations.



The District shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if he/she is different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

When an allegation that is not subject to the UCP is included in a UCP complaint, the District shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the District's UCP.

The Superintendent or designee shall provide training to District staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints in accordance with applicable law and District policy.

### Non-UCP Complaints

The following complaints shall not be subject to the District's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing- exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging fraud shall be referred to the Legal, Audits and Compliance Branch of the California Department of Education.

Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the District in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment.

Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with the procedures in AR 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)

## Legal Reference:

### EDUCATION CODE

200-262.4 Prohibition of discrimination  
222 Reasonable accommodations; lactating students  
8200-8498 Child care and development programs  
8500-8538 Adult basic education  
18100-18203 School libraries  
33380-33384 California Indian Education Centers  
32280-32289 School safety plan, uniform complaint procedures  
35186 Williams uniform complaint procedures  
44500-44508 California Peer Assistance and Review Program for Teachers  
48853-48853.5 Foster youth  
48985 Notices in language other than English  
49010-49013 Student fees  
49060-49079 Student records  
49069.5 Rights of parents  
49490-49590 Child nutrition programs  
51210 Courses of study grades 1-6  
51223 Physical education, elementary schools  
51225.1-51225.2 Foster youth and homeless children; course credits; graduation requirements  
51228.1-51228.3 Course periods without educational content  
52060-52077 Local control and accountability plan, especially  
52075 Complaint for lack of compliance with local control and accountability plan requirements  
52160-52178 Bilingual education programs  
52300-52462 ~~52490~~ Career technical education  
52500-52616.24 Adult schools  
52800-52870 School-based program coordination  
54400-54425 Compensatory education programs  
54440-54445 Migrant education  
56000-56867 Special education programs  
59000-59300 Special schools and centers  
64000-64001 Consolidated application process

### GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state  
12900-12996 Fair Employment and Housing Act

### HEALTH AND SAFETY CODE

104420 Tobacco-Use Prevention Education

### PENAL CODE

422.55 Hate crime; definition  
422.6 Interference with constitutional right or privilege

### CODE OF REGULATIONS, TITLE 2

11023 Harassment and discrimination prevention and correction

### CODE OF REGULATIONS, TITLE 5

3080 Application of section  
4600-4687 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

### UNITED STATES CODE, TITLE 20

1221 Application of laws  
1232g Family Educational Rights and Privacy Act  
1681-1688 Title IX of the Education Amendments of 1972  
6301-6577 Title I basic programs  
6801-6871 Title III language instruction for limited English proficient and immigrant students  
7101-7184 Safe and Drug-Free Schools and Communities Act  
7201-7283g Title V promoting informed parental choice and innovative programs  
7301-7372 Title V rural and low-income school programs  
12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29  
794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42  
2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended  
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964  
6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28  
35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34  
99.1-99.67 Family Educational Rights and Privacy Act  
100.3 Prohibition of discrimination on basis of race, color or national origin  
104.7 Designation of responsible employee for Section 504  
106.8 Designation of responsible employee for Title IX  
106.9 Notification of nondiscrimination on basis of sex  
110.25 Notification of nondiscrimination on the basis of age

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Sample UCP Board Policies and Procedures

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Title IX Coordinators, April 2015

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Family Policy Compliance Office: <http://familypolicy.ed.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Department of Justice: <http://www.justice.gov>

CSBA Revision

~~(7/15 3/16) 9/16~~ (9/16 5/17) 3/18

**Fullerton School District  
Administrative Regulation  
Community Relations**

**AR 1312.3**

**Uniform Complaint Procedures**

**Approved: March 24, 1994**

**Revised: February 24, 2004, December 12, 2016**

Except as the Board of Trustees may otherwise specifically provide in other District policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in BP 1312.3.

**Compliance Officers**

The District designates the individual identified below as the employee responsible for coordinating the District's response to complaints and for complying with State and federal civil rights laws. The individual also serves as the compliance officer specified in AR 5145.3 Nondiscrimination/Harassment as the responsible employee to handle complaints regarding unlawful discrimination (such as discriminatory harassment, intimidation, or bullying). The individual shall receive and coordinate the investigation of complaints and shall ensure District compliance with law.

Assistant Superintendent of Personnel Services  
1401 W. Valencia Drive  
Fullerton, CA 92833  
714-447-7450

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

In no instance shall a compliance officer be assigned to a complaint in which he/she has a bias or conflict of interest that would prohibit him/her from fairly investigating or resolving 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 a complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall include current State and federal laws and regulations governing the program, applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), applicable standards for reaching decisions on complaints, and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during and pending the result of an investigation. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if applicable, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the

District issues its final written decision, whichever occurs first.

## Notifications

The District's UCP policy and administrative regulation shall be posted in all District schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

The Superintendent or designee shall annually provide written notification of the District's UCP, including information regarding unlawful student fees, local control and accountability plan (LCAP) requirements, and requirements related to the educational rights of foster youth and homeless students, to students, employees, parents/guardians, the District advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (Education Code 262.3, 48853, 48853.5, 49013, 49069.5, 51125.1, 51125.2, 52075; 5 CCR 4622)

The annual notification and complete contact information of the compliance officer may be posted on the District web site and, if available, provided through District-supported social media.

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the District's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular District school speak a single primary language other than English, the District's policy, regulation, forms, and notices concerning the UCP shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the District shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

The notice shall:

1. Identify the person, position, or unit responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under State or federal antidiscrimination laws, if applicable
3. Advise the complainant of the appeal process, including, if applicable, the complainant's right to take a complaint directly to the California Department of Education (CE) or to pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education's Office for Civil Rights (OCR) in cases involving unlawful discrimination (such as discriminatory harassment, intimidation, or bullying)
4. Include statements that:
  - (a) The District has the primary responsibility to ensure compliance with applicable State and federal laws and regulations governing educational programs.
  - (b) The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.
  - (c) A complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) must be filed not later than six months from the date it occurred, or six months from the date 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.
  - (d) Complaints should be filed in writing and signed by complainant. If a complainant is unable to put his/her complaint in writing, for example, due to conditions such as a

- disability or illiteracy, District staff shall assist him/her in the filing of the complaint.
- (e) If a complaint is not filed in writing but the District receives notice of any allegation that is subject to the UCP, the District shall take affirmative steps to investigate and address the allegations, in a manner appropriate to the particular circumstances.  
If the allegation involved retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) and the investigation reveals that discrimination has occurred, the District will take steps to prevent recurrence of discrimination and correct its discriminatory effects on the complainant, and on others, if appropriate.
  - (f) A student enrolled in a public school shall not be required to pay a fee for his/her participation in an educational activity that constitutes an integral fundamental part of the District's educational program, including extracurricular activities.
  - (g) The Board is required to adopt and annually update the LCAP in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.
  - (h) A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and checkout from school, as well as the responsibilities of the District liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades when he/she transfers between schools or between the District and another district.
  - (i) The complainant has a right to appeal the District's decision to the CDE by filing a written appeal within 15 calendar days of receiving the District's decision.  
In any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the respondent also shall have the right to file an appeal with the CDE in the same manner as the complainant, if he/she is dissatisfied with the District's decision.
  - (j) The appeal to the CDE must include a copy of the complaint filed with the District and a copy of the District decision.
  - (k) Copied of the District's UCP are available free of charge.

### District Responsibilities

All UCP-related complaints shall be investigated and resolved within 60 calendar days of the District's receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. (5 CCR 4631)

For complaints alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) the District shall inform the respondent when the complainant agrees to an extension of the timeline for investigating and resolving the complaint.

The compliance officer shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in the allegations shall be notified when a complaint is filed and when a decision or ruling is made. However, the compliance officer shall keep all complaints or allegations of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) confidential except when disclosure is necessary to carry out the investigation, take subsequent corrective action, conduct ongoing monitoring, or maintain the integrity of the process. (5 CCR 4630, 4964)

### Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of

complaints received, providing each with a code number and a date stamp.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, District staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging District violation of applicable State and federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and developmental programs, child nutrition programs, and special education programs may be filed by any individual, public agency, or organization. (5 CCR 4630)
2. Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee. However, any such complaint shall be filed no later than one year from the date the alleged violation occurred. (Education Code 49013, 52075; 5 CCR 4630)
3. A complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) may be filed only by a person who alleges that he/she personally suffered the unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged unlawful discrimination occurred, or six months from the date when 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. (5 CCR 4630)
4. When a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
5. When the complainant of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) or the alleged victim, when he/she is not the complainant, requests confidentiality, the compliance officer shall inform him/her that the request may limit the District's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the District shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

### Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one (1) business day of initiating the investigation, the compliance officer shall provide the complainant and/or his/her representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or his/her representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.



In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. He/she shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform both parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall interview the alleged victim(s), any alleged offenders, and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the District's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Similarly, a respondent's refusal to provide the District's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in a finding, based on evidence collected, that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

In accordance with law, the District shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the District to cooperate in the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

The compliance officer shall apply a "preponderance of the evidence" standard in determining the veracity of the factual allegations in a complaint. This standard is met if the allegation is more likely to be true than not.

### Report of Findings

Unless extended by written agreement with the complainant, a final decision shall be sent to the complainant within 60 calendar days of the District's receipt of the complaint. Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Final Written Decision" below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five business days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the District's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

In resolving any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent also shall be sent the District's decision and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the

decision.

### Final Written Decision

The District's decision on how it will resolve the complaint shall be in writing and shall be sent to the complainant and respondent. (5 CCR 4631)

In consultation with District legal counsel, information about the relevant part of a decision may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the decision or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), notice of the District's decision to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involved a limited English-proficient students or parent/guardian and the student involved attends a school at which 15 percent or more of the students speak a single primary language other than English, then the decision shall also be translated into that language. In all other instances, the District shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

For all complaints, the decision shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered. In reaching a factual determination, the following factors may be taken into account:
  - (a) Statements made by any witnesses
  - (b) The relative credibility of the individuals involved
  - (c) How the complaining individual reacted to the incident
  - (d) Any documentary or other evidence relating to the alleged conduct
  - (e) Past instances of similar conduct by any alleged offenders
  - (f) Past false allegations made by the complainant
2. The conclusion(s) of law
3. Disposition of the complaint
4. Rational for such disposition

For complaints of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred.

The determination of whether a hostile environment exists may involve consideration of the following:

- (a) How the misconduct affected one or more students' education
  - (b) The type, frequency, and duration of the misconduct
  - (c) The relationship between the alleged victim(s) and offender(s)
  - (d) The number of persons engaged in the conduct and at whom the conduct was directed
  - (e) The size of the school, location of the incidents, and context in which they occurred
  - (f) Other incidents at the school involving different individuals
5. Corrective action(s), including any actions that have been taken or will be taken to address the allegations in the complaint and including, with respect to a student fees complaint, a remedy that comports with Education Code 49013 and 5 CCR 4600

For complaints of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the decision may, as required by law, include:

- (a) The corrective actions imposed on the respondent
  - (b) Individual remedies offered or provided to the complainant or another person who was the subject of the complaint, but this information should not be shared with the respondent.
  - (c) Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence
6. Notice of the complainant's and respondent's right to appeal the District's decision to the CDE within 15 calendar days, and procedures to be followed for initiating such an appeal

The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

For complaints alleging unlawful discrimination based on State law (such as discriminatory harassment, intimidation, and bullying), the decision shall also include a notice to the complainant that:

1. He/she may pursue available civil law remedies outside of the District's complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in State courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination.

### Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or District environment may include, but are not limited to, actions to reinforce District policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about the campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation
9. Determination of whether any past actions of the victim that resulted in discipline were

related to the treatment the victim received and described in the complaint

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate corrective actions that focus on a student offender may include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the District shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and the collective bargaining agreement.

The District may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) that the District does not tolerate it, and how to report and respond to it.

If a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes for students in elementary schools, or any requirement related to the LCAP is found to have merit, the District shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51223, 52075)

For complaints alleging noncompliance with the laws regarding student fees, the District shall attempt in good faith, by engaging in reasonable efforts, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

#### Appeals to the California Department of Education

Any complainant who is dissatisfied with the District's final written decision may file an appeal in writing with the CDE within 15 calendar days of receiving the District's decision. (Education Code 222, 48853, 48853.5, 49013, 49069.5, 51223, 51225.1, 51225.2, 51228.3, 52075; 5 CCR 4632)

When a respondent in any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying) is dissatisfied with the District's final written decision, he/she, in the same manner as the complainant, may file an appeal with the CDE.

The complainant or respondent shall specify the basis for the appeal of the decision and whether the facts are correct and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the District's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant or respondent has appealed the District's decision, the Superintendent or designee shall forward the following documents to the CDE: (5

CCR 4633)

1. A copy of the original complaint
2. A copy of the written decision
3. A summary of the nature and extent of the investigation conducted by the District, if not covered by the decision
4. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the District's Uniform Complaint Procedures
7. Other relevant information requested by the CDE

## ATTACHMENT #11

FULLERTON SCHOOL DISTRICT  
Student Support Services  
**Health Services**

1401 W. Valencia Drive • Fullerton, CA 92833 • Phone 714/447-7502 • Fax 714/447-7793

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2024-2025 PARENT/GUARDIAN INFORMATION  
FOR ADMINISTRATION OF MEDICATION AT SCHOOL

Dear Parent/Guardian,

Many children within today's school setting are in need of the administration of medications. While it is generally better to have medication administered at home, it is sometimes necessary to give a child medication during school hours. The nurses in the District train non-medical personnel at the schools to dispense medication for your child. Whenever possible, we encourage **you with the help of your physician, to work out a schedule to give medication outside of school hours.**

IN COMPLIANCE WITH CALIFORNIA EDUCATION Code section 49423, when an employee of the school district gives a medication to a student, the employee must be acting in accordance with the written directions of a physician and with the written permission of the child's parent or legal guardian. These authorizations must be renewed whenever the prescription changes and at the beginning of each school year. **The prescription label on the container is not acceptable as a physician's statement. Over-the-counter medications will only be given if prescribed by a physician or dentist.**

We require all medications to be stored in the health office and to be administered only when the physician's and parents/guardians signed permissions are on file. Children are not allowed to have medication in their possession at school, walking to and from school, or on the school bus. This practice provides for the safety of all students on campus. The only exception to this policy is if the student's well-being is in jeopardy unless the medication, such as an EpiPen or inhaler for asthma, is carried on his/her person. The appropriate release forms can be obtained from the school and must include a statement from the physician that the student's well-being is in jeopardy unless he/she carries the medication.

Medication must be provided to the school in the container in which it was purchased, with the prescription label attached, and must be prescribed to the student to whom it will be administered. School personnel cannot give medication brought to school in a plastic bag, plastic ware, or any other repackaging. No out-of-date medication will be given. An adult must bring the medication to school along with the completed authorization form.

If you anticipate a visit to your child's physician or dentist and expect that medication may be prescribed or the dosage changed, please stop by the school office for the appropriate forms, or utilize the attached Medication form.

Sincerely,

Director of Student Support Services



**ATTACHMENT #11**

**Orange County Department of Education  
Community and Student Support Services**

**PARENT/GUARDIAN AND AUTHORIZED HEALTH CARE PROVIDER REQUEST FOR MEDICATION**

Name of Student: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
School/District: \_\_\_\_\_ Teachers Name: \_\_\_\_\_ Grade/Track: \_\_\_\_\_

**PARENT/GUARDIAN REQUEST FOR THE ADMINISTRATION OF MEDICATION  
PRESCRIPTION AND NONPRESCRIPTION**

California Education Code Section, 49423 allows the school nurse or other designated non-medical school personnel to assist students who are required to take medication during the school day. This service is provided to enable the student to remain in school and to maintain, or improve his/her potential for education and learning.

I request that medication be administered to my child in accordance with our authorized health care provider written instructions. I understand that designated non-medical school personnel may assist in carrying out written orders under supervision of a qualified School Nurse. I will notify the school immediately and submit a new form if there are changes in medication, dosage, time of administration, and/or the prescribing authorized health care provider. I give permission for the school nurse to exchange medication-related information with the authorized health care provider. The school nurse may counsel appropriate school personnel regarding the medication and its possible effects.

Emergency medicine such as EpiPen or inhalers may be carried by the student when recommended by an authorized health care provider and parent. Back-up medication should be kept at school for emergency use. I release the district and school personnel from civil liability if my child suffers an adverse reaction as a result of self-administering medication.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Telephone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

**AUTHORIZED HEALTH CARE PROVIDER REQUEST FOR ADMINISTRATION OF MEDICATION**

Reason for Medication: \_\_\_\_\_

Medication: \_\_\_\_\_ Dose: \_\_\_\_\_ Route: \_\_\_\_\_ Time: \_\_\_\_\_

If PRN: Amount of time between doses \_\_\_\_\_ Maximum number of doses \_\_\_\_\_

Possible medication reactions: \_\_\_\_\_

Instructions for emergency care \_\_\_\_\_

Authorized Health Care Provider Signature: \_\_\_\_\_

Authorized Health Care Provider Name (print clearly): \_\_\_\_\_

Telephone \_\_\_\_\_

Provider NPI # \_\_\_\_\_

Date of Request: \_\_\_\_\_

Date to Discontinue Medication: \_\_\_\_\_



**Regarding EpiPen/Inhalers:** It is my professional opinion that this student should be permitted to carry/self-administer this emergency Inhaler/EpiPen. This student has been instructed in, and demonstrates an understanding of proper usage.

*Health Care Provider Initials* \_\_\_\_\_

**SCHOOL USE:**

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

**This request is valid for a maximum of one year.**

Revised 10-3-2018 pk





## ATTACHMENT #11

### Orange County Department of Education Community and Student Support Services

#### ***PARENT NOTIFICATION FOR THE ADMINISTRATION OF MEDICINE AT SCHOOL***

**Name of Student:** \_\_\_\_\_

TO THE PARENT/GUARDIAN:

Medical treatment is the responsibility of the parent/guardian and an authorized health care provider. An authorized health care provider is an individual who is licensed by the State of California to prescribe medication. **Medications, both prescription and over the counter**, may be given at school when it is deemed absolutely necessary by the authorized health care provider that the medication be given during school hours. **The parent/guardian is urged, with the help of your child's authorized health care provider, to work out a schedule of giving medication at home whenever possible.**

California Education Code, Section 49423 allows school personnel to assist in carrying out an authorized health care provider written orders. Designated non-medical school personnel may be assisting with your child's medication. They will be trained and supervised by credentialed school nurses. Medication will be safely stored and locked or refrigerated, if required.

Emergency medicine such as EpiPen's or inhalers may be carried by the student **when recommended by an authorized health care provider and parent**. When appropriate, the school nurse will evaluate the student's ability to safely self-administer the medication based on written district guidelines. (Title 5). Back up medication should be kept at school for emergency use. Students who have a serious medical condition (diabetes, epilepsy, etc.) should have an emergency supply of their prescription medication at school with the appropriate consent forms in the event of a disaster.

**IF MEDICATION IS TO BE ADMINISTERED AT SCHOOL, ALL OF THE FOLLOWING CONDITIONS MUST BE MET:**

1. A written statement signed by the licensed authorized health care provider/dentist specifying the reason for the medication, the name, dosage, time, route, side effect; and specific instructions for emergency treatment must be on file at school.
2. A signed request from the parent/guardian must be on file at school.
3. Medication must be delivered to the school by the parent/guardian or other responsible adult.
4. Medication must be in your child's original, labeled pharmacy container written in English.
5. All liquid medication must be accompanied by an appropriate measuring device.
6. If pill splitting is required to obtain the correct dose of medication to be administered, only pills that are scored may be split, scored pills may be split in half only, and a commercial pill splitting device should be used for correct splitting.
7. Over the counter medication that has been prescribed by an authorized health care provider must be in its original container.
8. A separate form is required for each medication.

**NOTE: Whenever there is a change in medication, dosage, time, or route the parent/guardian and authorized health care provider must complete a new form.** Please discuss your authorized health care provider's instructions with your child, so that he/she is aware of the time medication is due at school.

**This request is valid for a maximum of one year.**

Revised 10-3-2018 pk

## ATTACHMENT #12



### School Health Office First Aid Supplies

Dear Parent/Guardian

The following products listed below have been approved by the Fullerton School District to be administered to students during the school day by the school nurse or other designated unlicensed personnel. They are kept in the school health office at the school site and utilized for basic first-aid care to students as needed.

- Alcohol (clean, disinfect)
- Bee Sting Swabs/Wipes (itch/pain relief)
- Eucerin/Lubriderm (rehydrating dry skin)
- Salt Water Gargle (minor sore throat)
- Petroleum Jelly (chapped lips)
- Eye Wash (flush eye)

**Please note:** If your child requires over-the-counter products not listed above (such as Tylenol or Advil) and/or prescription medications to be administered at school, please obtain and complete the necessary Medication Administration form available in the school office. Cough drops are not allowed at school due to choking hazard.

Thank you,

Your School Nurse

## ATTACHMENT #13



### ALLERGY AWARENESS NOTICE

Dear Parents/Guardians:

A significant number of our students have allergies to a variety of foods, medications and environmental triggers. In some cases, the allergy is so severe that it could become life threatening.

The best way to ensure a safe environment for all children is to make our classroom and families aware of this potential health risk. Allergy Awareness lunch tables are available at lunchtime for your child upon request, (which may include but not limited to peanuts, tree nuts, and dairy). ***Please remind your child(ren) not to share food at school. In addition, please do not bring or send lunches for your child to share with others. Our noon supervisors will do their best to enforce this safety guideline.*** Encourage your child to wash hands before and after eating. If a student with a food allergy becomes ill, remind your child to help by notifying an adult.

***Food allergies are extremely important to remember when preparing for classroom activities or parties. Therefore, we request that any food items that you would like to contribute for special events in the classroom first be cleared with the classroom teacher.*** Special occasions can also be celebrated with items such as school supplies or a donation of a book to the classroom.

If your child buys school lunch and has dietary restrictions, please complete the "Medical Statement Form to Request a Special Diet" and return it to Nutrition Services. The form is available from Nutrition Services at the District Office and also on the Fullerton School District website at [www.fullertonsd.org](http://www.fullertonsd.org)

Thank you for all that you do to help keep our children safe, healthy and focused on learning. We look forward to continuing to work together with you in this effort.

Sincerely,

Your School Nurse

## ATTACHMENT #14

### TYPE 1 DIABETES INFORMATION

Pursuant to California Education Code Section 49452.6, this type 1 diabetes information is for local educational agencies to provide to parents and guardians of incoming elementary school students beginning January 1, 2023.

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Type 1 diabetes in children is an autoimmune disease that can be fatal if untreated, and the guidance provided in this information sheet is intended to raise awareness about this disease.

#### **Description**

##### **Type 1 diabetes usually develops in children and young adults but can occur at any age**

- According to the U.S. Centers for Disease Control and Prevention (CDC), cases of type 1 diabetes in youth increased nationally from 187,000 in 2018 to 244,000 in 2019, representing an increase of 25 per 10,000 youths to 35 per 10,000 youths, respectively.
- The peak age of diagnosis of type 1 diabetes is 13-14 years, but diagnosis can also occur much earlier or later in life.

##### **Type 1 diabetes affects insulin production**

- As a normal function, the body turns the carbohydrates in food into glucose (blood sugar), the basic fuel for the body's cells.
- The pancreas makes insulin, a hormone that moves glucose from the blood into the cells.
- In type 1 diabetes, the body's pancreas stops making insulin, and blood glucose levels rise.
- Over time, glucose can reach dangerously high levels in the blood, which is called hyperglycemia. Untreated hyperglycemia can result in diabetic ketoacidosis (DKA), which is a life-threatening complication of diabetes.

#### **Risk Factors Associated with Type 1 Diabetes**

It is recommended that students displaying warning signs associated with type 1 diabetes, which are described below, should be screened (tested) for the disease by their health care provider.

#### **Risk Factors**

Researchers do not completely understand why some people develop type 1 diabetes and others do not; however, having a family history of type 1 diabetes can increase the likelihood of developing type 1 diabetes. Other factors may play a role in developing type 1 diabetes, including environmental triggers such as viruses. Type 1 diabetes is not caused by diet or lifestyle choices.

## TYPE 1 DIABETES INFORMATION

### **Warning Signs and Symptoms Associated with Type 1 Diabetes and Diabetic Ketoacidosis**

Warning signs and symptoms of type 1 diabetes in children develop quickly, in a few weeks or months, and can be severe. If your child displays the warning signs below, contact your child's primary health care provider or pediatrician for a consultation to determine if screening your child for type 1 diabetes is appropriate:

- Increased thirst
- Increased urination, including bed-wetting after toilet training
- Increased hunger, even after eating
- Unexplained weight loss
- Feeling very tired
- Blurred vision
- Very dry skin
- Slow healing of sores or cuts
- Moodiness, restlessness, irritability, or behavior changes

DKA is a complication of untreated type 1 diabetes. DKA is a medical emergency. Symptoms include:

- Fruity breath
- Dry/flushed skin
- Nausea
- Vomiting
- Stomach pains
- Trouble breathing
- Confusion

### **Types of Diabetes Screening Tests That Are Available**

- **Glycated hemoglobin (A1C) test.** A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- **Random (non-fasting) blood sugar test.** A blood sample is taken any time without fasting. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes.
- **Fasting blood sugar test.** A blood sample is taken after an overnight fast. A level of 126mg/dL or higher on two separate tests indicates diabetes.
- **Oral glucose tolerance test.** A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

### **Type 1 Diabetes Treatments**

There are no known ways to prevent type 1 diabetes. Once type 1 diabetes develops, medication is the only treatment. If your child is diagnosed with type 1 diabetes, their health care provider will be able to help develop a treatment plan. Your child's health care provider may refer your child to an endocrinologist, a doctor specializing in the endocrine system and its disorders, such as diabetes.

Contact your student's school nurse, school administrator, or health care provider if you have questions.

#### **References**

Centers for Disease Control and Prevention  
KidsHealth  
Mayo Clinic  
National Library of Medicine and National Institutes of Health's MedLine

Questions: Office of School-Based Health Programs | [schoolnurse@cde.ca.gov](mailto:schoolnurse@cde.ca.gov)

*Last Reviewed: Monday, March 4, 2024*

## ATTACHMENT #14

### TYPE 2 DIABETES INFORMATION

Pursuant to California *Education Code* Section 49452.7, this type 2 diabetes information is for local educational agencies to provide to parents and guardians of incoming seventh grade students beginning July 1, 2010.

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The California Department of Education developed this type 2 diabetes information in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County.

#### **Description**

**Type 2 diabetes is the most common form of diabetes in adults.**

- Until a few years ago, type 2 diabetes was rare in children, but it is becoming more common, especially for overweight teens.
- According to the U.S. Centers for Disease Control and Prevention (CDC), one in three American children born after 2000 will develop type 2 diabetes in his or her lifetime.

**Type 2 diabetes affects the way the body is able to use sugar (glucose) for energy.**

- The body turns the carbohydrates in food into glucose, the basic fuel for the body's cells.
- The pancreas makes insulin, a hormone that moves glucose from the blood to the cells.
- In type 2 diabetes, the body's cells resist the effects of insulin, and blood glucose levels rise.
- Over time, glucose reaches dangerously high levels in the blood, which is called hyperglycemia. Hyperglycemia can lead to health problems like heart disease, blindness, and kidney failure.

#### **Risk Factors Associated with Type 2 Diabetes**

**It is recommended that students displaying or possibly experiencing the risk factors and warning signs associated with type 2 diabetes be screened (tested) for the disease.**

#### **Risk Factors**

Researchers do not completely understand why some people develop type 2 diabetes and others do not; however, the following risk factors are associated with an increased risk of type 2 diabetes in children:

- **Being overweight.** The single greatest risk factor for type 2 diabetes in children is excess weight. In the U.S., almost one out of every five children is overweight. The chances are more than double that an overweight child will develop diabetes.
- **Family history of diabetes.** Many affected children and youth have at least one parent with diabetes or have a significant family history of the disease.
- **Inactivity.** Being inactive further reduces the body's ability to respond to insulin.
- **Specific racial/ethnic groups.** Native Americans, African Americans, Hispanics/Latinos, or Asian/Pacific Islanders are more prone than other ethnic groups to develop type 2 diabetes.
- **Puberty.** Young people in puberty are more likely to develop type 2 diabetes than younger children, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

## TYPE 2 DIABETES INFORMATION

### Warning Signs and Symptoms Associated with Type 2 Diabetes

Warning signs and symptoms of type 2 diabetes in children develop slowly, and initially there may be no symptoms. However, not everyone with insulin resistance or type 2 diabetes develops these warning signs, and not everyone who has these symptoms necessarily has type 2 diabetes.

- Increased hunger, even after eating
- Unexplained weight loss
- Increased thirst, dry mouth, and frequent urination
- Feeling very tired
- Blurred vision
- Slow healing of sores or cuts
- Dark velvety or ridged patches of skin, especially on the back of the neck or under the arms
- Irregular periods, no periods, and/or excess facial and body hair growth in girls
- High blood pressure or abnormal blood fats levels

### Type 2 Diabetes Prevention Methods and Treatments

Healthy lifestyle choices can help prevent and treat type 2 diabetes. Even with a family history of diabetes, eating healthy foods in the correct amounts and exercising regularly can help children achieve or maintain a normal weight and normal blood glucose levels.

- **Eat healthy foods.** Make wise food choices. Eat foods low in fat and calories.
- **Get more physical activity.** Increase physical activity to at least 60 minutes every day.
- **Take medication.** If diet and exercise are not enough to control the disease, it may be necessary to treat type 2 diabetes with medication.

The first step in treating type 2 diabetes is to visit a doctor. A doctor can determine if a child is overweight based on the child's age, weight, and height. A doctor can also request tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (a condition which may lead to type 2 diabetes).

### Types of Diabetes Screening Tests That Are Available

- **Glycated hemoglobin (A1C) test.** A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- **Random (non-fasting) blood sugar test.** A blood sample is taken at a random time. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes. This test must be confirmed with a fasting blood glucose test.
- **Fasting blood sugar test.** A blood sample is taken after an overnight fast. A fasting blood sugar level less than 100 mg/dL is normal. A level of 100 to 125 mg/dL is considered pre-diabetes. A level of 126 mg/dL or higher on two separate tests indicates diabetes.
- **Oral glucose tolerance test.** A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

Type 2 diabetes in children is a preventable/treatable disease and the guidance provided in this information sheet is intended to raise awareness about this disease. Contact your student's school nurse, school administrator, or health care provider if you have questions.

*Last Reviewed: Monday, March 4, 2024*

## ATTACHMENT #15

### Fullerton School District Student Support Services

#### Procedure for Use of Crutches, Wheelchairs, Cast and Assistive Devices on School Property Following Injury

The Fullerton School District recognizes that occasionally students may need to use assistive devices such as, crutches, wheelchairs, casts, walking boot, wraps, slings, splints, etc. (See "School Participation Following Injury" form) in order to attend school. There is potential risk to a student or others if this equipment is not used properly or if steps are not taken to ensure safe use while on campus. The District will not be responsible for student injuries that occur without a physician's written statement on file. Student's will be restricted from physical activity (ie, play, P.E.), pending physician's written participation recommendations.

Parent will provide a School Participation Following Injury form to the office staff when a student who uses crutches, wheelchair or other assistive devices returns to school. The school nurse will be called to assess the situation if there are questions.

#### Parent/guardian will provide the following:

1. A completed School Participation Following Injury form identifying the limitations and duration of use before the student will be allowed to use either crutches, wheelchair, cast or other assistive devices. The statement will also indicate that the student received instructions on how to safely use these devices. (Only students who have submitted such a document shall be permitted in class with these devices). Otherwise student will be given a work packet to complete at home or in the school office temporarily.
2. The School Participation Following Injury form will include the anticipated length of time excused from P.E., recess, or other physical activities.
3. Parent will supply the physician-approved equipment appropriate in size for the student. Wheelchairs shall have seatbelts and *if available*, tip bars.
4. When the student's condition changes, the parent will notify the school office staff members.

#### When the school office staff has received notification that a student must use either crutches, wheelchair, or other assistive devices the following steps will be taken:

1. The office staff will notify the nurse when a student requires assistive devices due to an injury.
2. School staff will ensure that student safety is maintained while such devices are in use. A predetermined route to and from the classroom will be used to minimize any risk from staircase, campus or classroom obstructions if needed. Restroom facilities will be designated to ensure that the location does not pose a risk to the student.
3. Another student will be assigned to assist in carrying student's books, lunch trays and for emergency purposes if needed. Both students will be dismissed five minutes earlier to facilitate getting to the bus on time at the end of the day.
4. Only school staff members are permitted to propel an injured student in a wheelchair, unless the student can self-propel safely. Other students are prohibited from pushing an injured student in a wheelchair.

"School Participation Following Injury" form attached

Procedures for Use of Crutches, Wheelchairs, Cast and Assistive Devices on School Property Following Injury Eng May 2024



## ATTACHMENT #15

Fullerton School District 1401 W. Valencia Drive, Fullerton, CA, 92833  
School Health Services Phone 714/447-7502 Fax 714/447-7793

### School Participation Following Injury Participación y Seguimiento de la Escuela a la Lesión

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Diagnosis \_\_\_\_\_ Date of Injury \_\_\_\_\_

The above-named student may return to school on \_\_\_\_\_

Recommendations to be in effect until (date) \_\_\_\_\_

Student will return to school with:  No Assistive Device

Wheelchair  Cast  Crutches  Walking Boot  Brace

Sutures  Walker  Sling  Elastic Bandage  Splint

Mobility Scooter  Other Device \_\_\_\_\_

I have examined the above named student and consider the student is able to participate in regular school activities with the following recommendations:

Recommendations for Recess:  May participate  May not participate  
 May not participate, but may circulate with peers  Other \_\_\_\_\_

Recommendations for Physical Education:  May participate  May not participate  May participate with limitations (please describe): \_\_\_\_\_

Recommendations for Field Trips:  May participate  May not participate  May participate with limitations (please describe): \_\_\_\_\_

Comments/Additional Instructions: \_\_\_\_\_

Authorized Health Care Provider Signature \_\_\_\_\_

Authorized Health Care Provider Name (print clearly) \_\_\_\_\_

NPI#: \_\_\_\_\_

Telephone \_\_\_\_\_ Date \_\_\_\_\_

Office Stamp

I give my permission for my child (name) \_\_\_\_\_ to return to school under conditions described above. I give permission for the School Nurse to exchange health-related information with authorized health care provider.  
*Doy mi permiso para que mi hijo(a) (nombre) \_\_\_\_\_ regrese a la escuela bajo las condiciones descritas anteriormente. Doy permiso para que la Enfermera Escolar/Oficinista de la enfermería intercambie información sobre salud con el proveedor de salud autorizado.*

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
*Firma del Padre o guardian Fecha*

School Participation Following Injury – Revised 2020

## **ATTACHMENT #15**

### **Fullerton School District Student Support Services**

#### **Procedure for School Participation Following Illness**

The Fullerton School District recognizes that occasionally students may have extended illness, hospitalization, surgery, 911 calls, stitches/staples, and Emergency Room visits etc. (See "School Participation Following Illness" form in order to attend school). It is important that the school receive special safety guidelines form the physician in these instances.

Parent/guardian will to provide the following:

1. A completed School Participation Following Illness form.
2. The School Participation Following Illness form will include the anticipated length of time excused from school.
3. The form should also include any special precautions/considerations during school hours, PE, recess or other physical activities.
4. Any changes to the original doctor's orders, need to be in writing from your physician.

When the school office has received notification that a student has returned from an extended illness, the following steps will be taken.

5. The office staff will notify the nurse if there are any further questions or concerns.
6. School staff will ensure that a copy of this form will be provided to the school nurse and school staff involved with this student.

**ATTACHMENT #15**

*Fullerton School District* 1401 W. Valencia Drive, Fullerton, CA, 92833  
*School Health Services* Phone 714/447-7502 Fax 714/447-7793

**Doctor's Note to Return to School**

Nota del Medico para seguir en la Escuela  
(Such as: extended illness, mental health crisis, hospitalization, surgery, 911 calls, stitches/staples)

Student Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
School \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_  
Diagnosis \_\_\_\_\_ Date of Illness \_\_\_\_\_  
Student may return to school on \_\_\_\_\_  
Recommendations to be in effect until (date) \_\_\_\_\_  
Treatment Plan/Current Medication (s): \_\_\_\_\_  
Special Precautions During School Hours: \_\_\_\_\_  
Contagious: \_\_\_\_\_ Not Contagious: \_\_\_\_\_

I have examined the above named student and consider the student able to participate in regular school activities with the following recommendations:

**Recommendations for Recess:**  May participate  May not participate  
 May not participate, but may circulate with peers  Other \_\_\_\_\_

**Recommendations for Physical Education:**  May participate  May not participate  May participate with limitations (please describe): \_\_\_\_\_

**Recommendations for Field Trips:**  May participate  May not participate  May participate with limitations (please describe): \_\_\_\_\_

**Comments/Additional Instructions:** \_\_\_\_\_

Authorized Health Care Provider Signature \_\_\_\_\_  
Authorized Health Care Provider Name (print clearly) \_\_\_\_\_  
NPI# \_\_\_\_\_  
Telephone \_\_\_\_\_ Date \_\_\_\_\_

Office Stamp

I give my permission for my child (name) \_\_\_\_\_ to return to school under conditions described above. I give permission for the School Nurse to exchange health-related information with authorized health care provider.  
*Doy mi permiso para que mi hijo(a) (nombre) \_\_\_\_\_ regrese a la escuela bajo las condiciones descritas anteriormente. Doy permiso para que la Enfermera Escolar/Oficinista de la enfermeria intercambie informacion sobre salud con el proveedor de salud autorizado.*

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_  
*Firma del Padre o guardian Fecha*

School Participation Following Illness – Revised 2020

## ATTACHMENT #16

### LICE INFORMATION SHEET

Head Lice is a scalp infection with tiny gray bugs called lice. Head Lice infestation requires consistent and careful control measures by parents. Parents should check their children's hair and scalps weekly to rule out the possibility of infestation. Head Lice do not transmit disease to humans.

#### What does a "NIT" (lice egg) look like?

Color:	Light-grayish, silvery/white.
Shape:	Like a teardrop or raindrop, not angular. Can be smaller than the head of a pin.
Sticky:	Sticks to the hair, cannot be shaken off, unlike dandruff or sand.
Where:	On the hair shaft, most commonly, at the crown, behind the ears, and the back of the head. A scalp rash may be present.
Itching:	Itching of the scalp is a common symptom.

#### Transmission of Head Lice: Live lice not nits.

- Only live lice can transmit to another child.
- Nits (lice eggs) are not transmitted from person to person.
- Most transmission is from direct head-to-head (hair-to-hair) contact. Lice cannot jump or fly to another person's hair.
- Indirect transmission of lice from hats, caps, hairbrushes, combs, headphones and other objects may occur, but is uncommon.
- Most transmission of lice occurs at home, not school or public places. Sleepovers, bed sharing, and sofas are a major source.
- Head lice, while a significant social problem, do not transmit disease to humans.

#### What must I do if my child has "NITS"?

- Obtain the Lice Shampoo with special lice comb at local drugstores over the counter. Your pharmacist can assist you.
- Have **EVERYONE** in your home wash his/her hair with the lice shampoo. **Re-treat according to directions on lice shampoo box.**
- Remove **ALL** Nits, combing or pulling them from the hair manually. Wetting of the hair may make removal easier.
- Wash all clothing, bed linens and towels in hot water. All personal items such as combs, and brushes, should be boiled in water or soaked in lice shampoo for approximately 1 hour.
- Vacuum all carpets, floors, mattresses, pillows and upholstered chairs and couches as well. Items that cannot be washed (e.g. Hats, coats, scarfs, stuffed animals) should be set-aside in sealed plastic bags for 2 weeks.
- Re-check hair on a regular basis for nits, even when school is not in session, especially during warm weather. Re-apply lice shampoo as needed.

### **IMPORTANT**

**Excluded students may return to school, after they have been properly treated. Child should not miss more than two days of school. Child's hair must be re-checked in the school office when he/she returns to school.**

#### Legal Reference:

EDUCATION CODE

48320-48325 School attendance review boards

49451 Physical examinations: parent's refusal to consent

#### Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

Guidelines on Head Lice Prevention and Control for School Districts and Child Care Facilities,

Fullerton School District BP5141.33

#### WEB SITES

American Academy of Pediatrics: <http://www.aap.org>

California Department of Public Health: <http://www.cdph.ca.gov>

California School Nurses Organization: <http://csno.org>

Centers for Disease Control and Prevention, Parasitic Disease Information, Head Lice: <http://cdc.gov/parasites/lice/head>

Lice Info Sheet May 2019

## ATTACHMENT #17

Dear Parents or Guardians of Students in the Fullerton School District:

As a parent or guardian, we know how important your child's health is to you. That's why we want to share information about human papillomavirus (HPV) and an effective way to protect your child from the cancers it can cause through immunization.

### What is HPV?

HPV is a very common virus that 8 out of 10 people will get at some point in their lifetime. Some HPV infections can lead to cancer later in life.

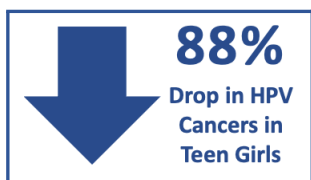


**HPV is estimated to cause about 37,000 cases of cancer in men and women every year in the U.S. – that's the same as the average attendance for a major league baseball game!**

Only cervical cancer, one of the cancers caused by HPV, can be detected early with a Pap test. The other cancers caused by HPV (cancers of the throat, genitals, or anus) may not be detected until they are more serious. HPV vaccination prevents infections that cause these cancers.

### How can I protect my child from HPV?

HPV vaccination can prevent over 90% of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. With more than 135 million doses given in the U.S. since 2006, HPV vaccine has a long safety record that's backed by over 15 years of monitoring. Common side effects are mild and get better within a day or two. These include pain, redness, or swelling where the shot was given, similar to other vaccines.



**HPV vaccination works extremely well. Since HPV vaccination was first recommended in 2006, infections with HPV types that cause most HPV cancers have dropped 88% among teen girls and 81% among young adult women.**

Vaccination against HPV is recommended by the federal Advisory Committee on Immunization Practices, the American Academy of Pediatrics, and the American Academy of Family Physicians. It's also recommended by the American Cancer Society and California's Cancer Prevention Act.

## Who should get the vaccine and when should they get it?



Because the vaccine is more effective when given at younger ages, two doses of HPV vaccine are recommended for all kids between the ages of 9 to 12 years, and the second dose should be given before the start of 8<sup>th</sup> grade.

(Kids who wait until later to get their first dose of HPV vaccine may need three doses.) The HPV vaccine is often given at the same time as other adolescent vaccines, like Tdap to prevent whooping cough and meningococcal vaccine to prevent bacterial meningitis.

## Where can I get the HPV vaccine for my child?

Ask your health care provider, pharmacist, or local health department to learn more about HPV vaccine and where you can get it. The vaccine is covered by most health insurance plans. If you don't have health insurance, your child can still get vaccinated. The Vaccines for Children (VFC) Program offers free vaccines to children up to age 18 years without insurance or whose insurance does not cover the cost of vaccines.

Ask your healthcare provider or [local health department](#) about VFC, or learn more [here](#). Find doctors participating in VFC [in your area](#).

For more information on HPV, the vaccine, and cancer prevention, visit the [Centers for Disease Control and Prevention](#).

Last Reviewed: 2024

## ATTACHMENT #18



Dear Parent(s)/Guardian(s):

On January 1, 2018 Assembly Bill 10: Feminine Hygiene Products: Public School Restrooms was signed into law.

Assembly Bill 10 requires: (a) all California public schools serving students in 3 -12 grades to stock at least 50% of the school's restrooms with feminine hygiene products at all times, (b) shall not charge for any menstrual products provided to pupils, including but not limited to feminine hygiene products, and (c) "feminine hygiene products" means tampons and sanitary napkins for use in connection with the menstrual cycle.

On July 1, 2024, Education Code 35292.6 amended Assembly Bill 10, and requires all California public schools serving students in 3 -12 (from grades 6-12) grades to stock all women's restrooms, all-gender restrooms and at least one male restroom with free menstrual products. Additionally, all restrooms will post a notice that includes the text of Education Code 35292.6, including an email address and telephone number for an individual responsible for maintaining the requisite supply of menstrual products.

In compliance with the amended law, the Fullerton School District has feminine hygiene dispensers in all girl's restrooms, all-gender restrooms and at least one male restroom on each school campus across the district. We would like you to be aware that feminine hygiene products will now be available to students.

If you have any questions or concerns, you may contact your child's school office or Student Support Services at (714) 447-7500.

Sincerely,

Director of Student Support Services



## ATTACHMENT #19

### Fullerton School District

#### Student Support Services

1401 W. Valencia Drive, Fullerton, CA 92833

To Parent/Guardian:

The Fullerton School District offers mental health services and educationally-related counseling to students at all schools. Referral resources to outside counseling agencies are also available for parents through the school office or by contacting Student Support Services at (714) 447-7500. Parents may also contact their child's teacher, school psychologist, or Principal to ask about mental health supports during the school day.

Mental health resources are available on the district website at [www.fullertonsd.org](http://www.fullertonsd.org) (Department: Student Support Services) or you may access [www.caresolace.com/fsdparents](http://www.caresolace.com/fsdparents) to obtain outside mental health resources in the North Orange County area. *Care Solace* services connect children, adolescents, and adults to community counseling agencies for mental health support. Additional counseling referral resources within the community are included in the following attachment or at this link <https://www.211oc.org/mental-health.html>.

Sincerely,

Director of Student Support Services



## ATTACHMENT #19

### COUNSELING REFERRAL RESOURCES

#### CHILD GUIDANCE CENTER – FULLERTON

**Phone:** 714-871-9264  
**Address:** 2050 Youth Way, Fullerton, CA 92835  
**Hours:** Monday – Thursday 8 a.m. – 7 p.m., Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Medi-Cal only and Special Education students qualify for a grant  
**Services:** Outpatient mental health, child abuse, and substance abuse related counseling, peer social skills groups, PCIT (Parent/Child Interactive Treatment)

#### WESTERN YOUTH SERVICES - ANAHEIM

**Phone:** 714-871-5646  
**Address:** 505 N. Euclid, Suite 300, Anaheim, CA 92801  
**Hours:** Monday – Thursday 8 a.m. – 7 p.m., Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Medi-Cal only  
**Services:** Outpatient mental health, and substance abuse related

#### CHILDREN AND YOUTH BEHAVIORAL HEALTH COUNTY CLINICS

**Phone:** 714-577-5400  
**Website:** <http://ochealthinfo.com/bhs/about/cys>  
**Address:** 377 E. Chapman Ave., Suite 110, Placentia, CA 92670  
**Hours:** Monday – Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish, Vietnamese, Korean)  
**Fees:** Medi-Cal, sliding scale  
**Services:** Outpatient mental health services, group, individual, and family counseling,

#### ST. JUDE NEIGHBORINHOOD CLINIC:

**Phone:** 714-446-5100  
**Website:** <http://www.stjudehc.com>  
**Address:** 731 S. Highland Avenue, Fullerton, CA 92832  
**Hours:** Monday – Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** None  
**Services:** Counseling/Mental health, medical and dental

#### COMFORT CONNECTIONS FAMILY RESOURCE CENTER

**Phone:** 714-558-5400 or 888-371-2229 (toll free)  
**Website:** <http://www.rcocdd.com/frc/ccfrc/>  
**Address:** 1525 N. Tustin Ave., Santa Ana, CA 92705  
**Hours:** Monday – Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** None  
**Services:** Parenting classes – referrals through family center  
Services and referral to families who have developmental disabilities

## COUNSELING REFERRAL RESOURCES

### CPS COMMUNITY SERVICE PROGRAMS

**Phone:** 949-250-0488  
**Website:** www.cspinc.org  
**Address:** 1221 East Dyer Road, Suite 120, Santa Ana, CA 92705  
**Hours:** Monday – Friday 8 a.m. – 5 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Based on services rendered.  
Some require no fee and others on sliding scale.  
**Services:** Parenting classes, individual, family and group counseling for juveniles in diversion

### FACES – FAMILY ASSESSMENT COUNSELING EDUCATION SERVICES

**Phone:** 714-447-9024  
**Website:** www.facescal.org  
**Address:** 1015 E. Chapman Ave., Ste A, Fullerton, CA 92831  
**Hours:** Monday – Friday 8 a.m. – 5 p.m.  
Weekends with appointment  
**Bilingual:** Yes (Spanish)  
**Fees:** Sliding scale and no insurance or Medi-Cal  
**Services:** Parenting Classes, counseling for individuals, parents, children, co-parenting, reunification, adult/teen anger management, and family counseling.

### FRANCIS SMITH CLINIC – CHAPMAN COLLEGE

**Phone:** 714-997-6746  
**Address:** 501 W. Palm Ave - Crean Building – Chapman University, Orange, CA 92866  
**Hours:** Monday – Thursday 9 a.m. – 9 p.m.  
Friday 9 a.m. – 5 p.m.  
Saturday 9 a.m. – 3 p.m.  
**Bilingual:** No  
**Fees:** Sliding scale – no insurance, \$15-\$60 per session  
**Services:** Counseling – Family, stepfamily, divorce recovery, parenting, parent/child issues, depression, anxiety, chronic illness, trauma, self-esteem, behavior problems.  
Adult Croups – Parenting Self Care, Grief Loss, Self-Esteem, Healthy Relationship, Stress Management. Free Groups or \$5 per group.

### GARY CENTER

**Phone:** 562-691-3263  
**Address:** 341 S. Hillcrest St., La Habra, CA 90631  
**Hours:** Monday – Thursday 8 a.m. – 8 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Intake \$25, sliding scale, Medi-Cal  
**Services:** Family, individual and group counseling, drug & alcohol groups for teens and adults

## COUNSELING REFERRAL RESOURCES

### HOPE INTERNATIONAL UNIVERSITY COUNSELING CENTER

(aka Hope Counseling Center)

**Phone:** 714-879-3901 Ext 1266  
**Address:** 2400 East Katella #900, Anaheim, CA 92806  
**Website:** [www.hiu.edu/current-students/students-life/health-and-wellness/hope-counseling-center.php](http://www.hiu.edu/current-students/students-life/health-and-wellness/hope-counseling-center.php)  
**Hours:** Monday – Friday 9 a.m. – 6 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Sliding scale - no insurance or Medi-Cal  
**Services:** Child and family counseling

### MARIPOSA WOMEN AND FAMILY CENTER

**Phone:** 714-547-6494  
**Fax:** 714-547-6464  
**Address:** 812 W. Town and Country Road, Orange, CA 92868  
**Website:** [www.mariposacenter.org](http://www.mariposacenter.org)  
**Hours:** Monday – Thursday 9 a.m. – 9 p.m.  
Friday 9 a.m. – 5 p.m.  
Saturday 9 a.m. – 3 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** Sliding scale, no insurance except Medi-Cal only for drug and alcohol program for women  
**Services:** Child and group counseling, parenting classes, substance abuse counseling

### OUTPASE PROGRAM – KOREAN COMMUNITY SERVICES

**Phone:** 714-449-1125  
**Address:** 7212 Orangethorpe Ave., Suite 8, Buena Park, CA 90621  
**Hours:** Monday – Friday 9 a.m. – 5:30 p.m.  
**Bilingual:** Yes (Korean)  
**Fees:** Sliding scale and Medi-Cal  
**Services:** Parenting classes (group and no fee), individual and group counseling, family therapy

### THE COMPASSIONATE FRIENDS – OC CHAPTER

**Phone:** 714-993-6708  
**Address:** 1119 S. Lambert Dr., Fullerton, CA 92833  
**Hours:** Meet 3<sup>rd</sup> Wednesday of each month from 7-9 p.m.  
**Bilingual:** No – literature in Spanish available  
**Fees:** No fee  
**Services:** Support of a loss of a child, for parents, grandparents and siblings over 14 years of age.

## COUNSELING REFERRAL RESOURCES

### TURNING POINT CENTER FOR FAMILIES

**Phone:** 714-547-8111  
**Website:** [www.turningpointsantaana.org](http://www.turningpointsantaana.org)  
**Address:** 2101 E. 4<sup>th</sup> Street, #150-B, Santa Ana 92705  
**Hours:** Monday - Saturday 9 a.m. – 8 p.m.  
Willing to work with client's schedule  
**Bilingual:** Yes (Spanish)  
**Fees:** Sliding - no insurance or Medi-Cal  
**Services:** Individual, couples, and group counseling for at risk children and their families  
Teen Group Counseling and Education (drug & alcohol, life-skills, anger management, peer support and relationship)  
Adult Group Counseling and Education (anger management, domestic violence, parenting, and couple and family issues)  
Court approved programs

### FAMILY SUPPORT NETWORK, Special Services for Special Families

**Phone:** 714-447-3301  
**Fax:** 714-447-3302  
**Warmline:** 714-447-3303 (M-F 8:30 a.m. – 4 p.m.)  
**Address:** 1015 S. Placentia Ave, Fullerton, CA 92831  
**Website:** [www.familysupportnetworkca.org](http://www.familysupportnetworkca.org)  
**Hours:** Monday – Friday 8 a.m. – 4 p.m.  
**Bilingual:** Yes (Spanish)  
**Fees:** No fee, for children and families with special needs  
**Services:** Developmental screenings, Mental Health Outreach (ages 0-5 yrs),  
Parent-to-Parent Outreach, emergency needs, Camp TLC,  
Individual Grant Writing Program, wraparound Parent Institute,  
Parent Mentor Services, support groups, information/resource/referral for children with disabilities

### ORANGE COUNTY HEALTH CARE AGENCY/CONNECT THE TOTS

**Phone:** 714-480-4678  
**Fax:** 714-480-6608  
**Address:** 1200 N. Main Street, Suite 300, Santa Ana, CA 92701  
**Website:** <http://ochealthinfo.com/pi>  
**Hours:** Monday - Friday 8 a.m. – 6 p.m.  
**Bilingual:** Yes (English, Spanish and Vietnamese)  
**Fees:** No fee, for children and families with special needs  
**Services:** Families with children from birth to those preparing to enter school (under age of 6) and are at risk of mental illness and/or school failure due to social/emotional problems. Services include social/emotional screening and assessment, intervention, parent education, skills building, case management, linkage and collaboration with existing community resources. Referrals to mental health other services will be provided as needed.

## ATTACHMENT #20

### FULLERTON SCHOOL DISTRICT

COMMUNITY RELATIONS  
Civility Page 1

Policy No.1313  
Board Approved: August 19, 2008

The Board of Trustees believes that maintaining orderly educational and administrative processes keeps schools and administrative offices free from disruptions and prevents unauthorized persons from entering school/District grounds. To this end, the Fullerton School District staff is committed to treating parents and other members of the public with respect and expects the same in return.

This policy promotes mutual respect, civility, and orderly conduct among District employees, parents, and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe and harassment free workplace for the Fullerton School District students and staff. In the interest of presenting positive role models to the students within our District, the Fullerton School District encourages positive communication, discourages behavior that may appear rude, uncaring, abrupt, or insensitive, and will not tolerate volatile, hostile, or aggressive actions. The District seeks public cooperation with this endeavor.

#### Disruptions

1. Any individual who disrupts or threatens to disrupt school/office operations, including co-curricular and extra-curricular activities; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on a school site or District property, will be directed to leave that school site or District property promptly by the Superintendent or designee.
2. If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the District employee will verbally notify the abusing party that the meeting, conference, telephone conversation is terminated and, if the meeting or conference is on District premises, the offending person will be directed to leave promptly.
3. When an individual is directed to leave under such paragraph 1 or 2 circumstances, the Superintendent or designee shall inform the person that he/she may be subject to arrest and may be charged with a crime in accordance with California Education Code Section 44811, if he/she reenters any District facility within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the Superintendent or designee may notify law enforcement officials.

An Incident Report (see Exhibit 1313) shall be completed for any situation as set forth in paragraphs 1 and 2.

FULLERTON SCHOOL DISTRICT

COMMUNITY RELATIONS

Civility Page 2

Policy No.1313  
Board Approved: August 19, 2008

Safety and Security

The Superintendent or designee will ensure that school site and District facilities remain safe and secure environments.

When violence is directed against an employee, that employee needs to promptly report the occurrence to their principal or supervisor and complete an Incident Report (see Exhibit 1313). When appropriate, the Superintendent or designee shall report to law enforcement any attack, assault, or threat made against someone on school/District premises or at school/District sponsored activities.

An employee whose person is injured or property damaged by willful misconduct of a student may ask the District to pursue legal action against the students or the student’s parent/guardian.

Documentation

When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code provisions, at the time of the occurrence. The employee shall immediately notify his/her supervisor and complete the Incident Report (see Exhibit 1313).

Legal Reference:	Education Code	
	32210	Disturbing School
	44014	Assault on Personnel
	44810	Person on School Grounds
	44811	Insults and Abuses
	Penal Code	
	243.5	Arrest on School Grounds
	415.5	Fighting on School Grounds
	626.8	Entry of School by Person Not on Lawful Business
	627.7	Refusal to Leave School Grounds

## ATTACHMENT #20

### FULLERTON SCHOOL DISTRICT

#### Board Policy Professional Standards

BP 4119.21, 4219.21, 4319.21

#### Personnel

Board Adopted: September 29, 2005

Board Revised: October 26, 2010, September 2015

The Board of Trustees expects Fullerton School District employees to maintain the highest ethical standards, exhibit professional behavior, follow District policies and regulations, and abide by State and federal laws, and exercise good judgment when interacting with students and other members of the school community. Employee conduct should enhance the integrity of the District, and advance the goals of the District's educational programs, and contribute to a positive school climate.

The Board encourages District employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of District students.

Inappropriate employee conduct includes, but is not limited to:

1. Engaging in any conduct that endangers students, staff, or others, including, but not limited to, physical violence, threats of violence, or possession of a firearm or other weapon
2. Engaging in harassing or discriminatory behavior towards students, parents/guardians, staff, or community members, or failing or refusing to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed
3. Physically abusing, sexually abusing, neglecting, or otherwise willfully harming or injuring a child
4. Engaging in inappropriate socialization or fraternization with a student or soliciting, encouraging, or maintaining an inappropriate written, verbal, or physical relationship with a student
5. Possessing or viewing any pornography on school grounds, or possessing or viewing child pornography or other imagery portraying children in a sexualized manner at any time
6. Using profane, obscene, or abusive language against students, parents/guardians, staff, or community members
7. Willfully disrupting District or school operations by loud or unreasonable noise or other action
8. Using tobacco, alcohol, or an illegal or unauthorized substance, or possessing or distributing any controlled substance, while in the workplace or at a school-sponsored activity
9. Dishonesty with students, parents/guardians, staff, or members of the public, including, but not limited to, falsification of information in employment records or other school records
10. Divulging confidential information about students, District employees, or District operations to persons not authorized to receive the information
11. Using District equipment or other District resources for the employee's own commercial purposes or for political activities
12. Using District equipment or communications devices for personal purposes while on duty, except in an emergency, during scheduled work breaks, or for personal necessity

Employees shall be notified that computer files and all electronic communications, including, but limited to, email and voice mail, are not private. To ensure proper use, the Superintendent or designee may monitor employee usage of District technological resources at any time without the employee's consent.

13. Causing damage to or engaging in theft of property belonging to students, staff, or the District
14. Wearing inappropriate attire

Any employee who observes or has evidence of another employee's inappropriate conduct shall immediately report such conduct to the principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse or neglect shall file a report pursuant to the District's child abuse reporting procedures as detailed in AR 5141.4 Child Abuse Prevention and Reporting.

Any reports of employee misconduct shall be promptly investigated. Any employee who is found to have engaged in inappropriate conduct in violation of law or Board policy shall be subject to disciplinary action and, in the case of a certificated employee, may be subject to a report to the Commission on Teacher Credentialing. The Superintendent or designee shall notify local law enforcement as appropriate.

An employee who has knowledge of but fails to report inappropriate employee conduct may also be subject to discipline.

The District prohibits retaliation against anyone who files a complaint against an employee or reports an employee's inappropriate conduct. Any employee who retaliates against any such complainant, reporter, or other participant in the District's complaint process shall be subject to discipline.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex 44242.5 Reports and review of alleged misconduct

PENAL CODE

11164-11174.4 Child Abuse and Neglect Reporting Act

CODE OF REGULATIONS, TITLE 5

80303 Reports of dismissal, resignation and other terminations for alleged misconduct 80331-80338 Rules of conduct for professional educators

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California Standards for the Teaching Profession, 2009

California Professional Standards for Educational Leaders, February 2014 COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS

Educational Leadership Policy Standards: ISLLC 2008, 2008 NATIONAL EDUCATION ASSOCIATION PUBLICATIONS

Code of Ethics of the Education Profession, 1975

WEB SITES

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.orgCalifornia>

Department of Education: <http://www.cde.ca.gov> California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.comCalifornia>

Teachers Association: <http://www.cta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov> Council of Chief State School Officers: <http://www.ccsso.org> WestEd: <http://www.wested.org>

CSBA Revisions

(11/01 7/09) 7/12



## ATTACHMENT #21

### FULLERTON SCHOOL DISTRICT Board Policy INSTRUCTION - Parent Involvement

BP 6020

**Original Board Adopted Date: November 28, 2006**  
**Revised: October 26, 2010, September 13, 2022**

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The Board of Trustees recognizes that parent/guardians and family are their children's first and most influential teachers and that sustained parent/guardian and family involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff, parents/guardians and family members to jointly develop and agree upon policy and strategies to meaningfully involve parents/guardians and family members in district and school activities at all grade levels for parents/guardians and family members to be involved in District and school activities; advisory, decision-making, and advocacy roles, and activities to support learning at home.

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

#### Title I Schools

1.0 The local governing board of each local educational agency (LEA), or agency, receiving Title I, Part A funding shall establish and implement a written parent/guardian and family engagement policy and program. (California *Education Code* [EC] sections [§§] 11500-11504, 51101[b]; 20 United States Code [U.S.C.] § 6318[a][1], 6318[a][2])

1.1 The Fullerton School District has developed jointly with, agreed on with, and distributed to, parents/guardians and family members of participating children an LEA-level written parent/guardian and family engagement policy. (20 U.S.C. § 6318[a][2].) Input is gathered through family surveys and discussion forums and reviewed with the District Parent/Guardian and Family Advisory Committee, District English Learner Advisory Committee, and site parent/guardian and family advisory committees. The District has distributed the policy to parents/guardians and family of children served under Title I, Part A. The policy is distributed to families through the annual notification, all-call messages, site newsletters, student-family handbooks, and posted on the district's website. (20 U.S.C. § 6318[a][2])

To involve parents/guardians and family in the Title I program at the Fullerton School District (FSD), the following practices have been established:

- a) FSD incorporates the parent/guardian and family engagement policy into the FSD LCAP plan. (20 U.S.C. § 6312, 6318[a][2])

FSD includes a goal about improving family engagement in the Local Control and Accountability Plan (LCAP). This goal includes actions, services, and expenditures addressing family engagement, including meaningful participation and opportunities to provide input on decisions. Actions and strategies are also included in the LCAP Federal Addendum.

- b) The Superintendent or designee shall ensure that the District's parent/guardian and family

Fullerton School District BP6020  
Page 1 of 6

involvement strategies are jointly developed with and agreed upon by the parents/guardians and family members of students participating in Title I programs. Those strategies shall establish expectations for parent/guardian and family involvement and describe how the District will carry out each activity listed in 20 USC 6318. (20 USC 6318)

FSD annually surveys parents/guardians and family members to gather feedback about what is working and areas of improvement around the LCAP, the LCAP Federal Addendum, as well as school goals and actions. Stakeholder feedback is also gathered at school meetings, district and school parent/guardian and family advisory committee meetings, School Site Council meetings, and other means. The information gathered is used to revise the district's LCAP, the LCAP Federal Addendum, and the site's School Plan for Student Achievement (SPSA).

c) FSD provides coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools within the LEA in planning and implementing effective parent/guardian and family involvement activities to improve student academic achievement and school performance. (20 U.S.C. § 6318[a][2][B])

District staff works collaboratively with site administrators to plan and implement parent/guardian and family engagement activities. Two district community liaisons provide support to each school site to promote planned activities. Activities include coffee with the Principal, Literacy/Math nights, parent/guardian and family information nights and workshops, and family events. Activities for each site are described in the school's parent/guardian and family engagement policy and school-parent/guardian and family compact, and are included in the School Plan for Student Achievement.

d) FSD coordinates and integrates Title I, Part A parent/guardian and family engagement strategies, to the extent feasible and appropriate, with other relevant Federal, State, and local laws and programs. (20 U.S.C. § 6318[a][2][C])

Parent/guardian and family engagement activities for all programs, including State Preschool, English Learners, and Special Education, are coordinated with those offered through Title I, Part A.

e) FSD conducts, with the meaningful involvement of parents/guardians and family members, an annual evaluation of the content and effectiveness of the parent/guardian and family engagement policy in improving the academic quality of the schools served under Title I, Part A. (20 U.S.C. § 6318[a][2][D])

FSD annually gathers input and feedback from stakeholders through the LCAP survey, discussion forums, as well as site and district advisory committees, to evaluate the effectiveness of the parent/guardian and family engagement policy.

The LEA identifies the following:

1. Barriers to greater participation by parents/guardians and family in activities authorized by this section (with particular attention to parents/guardians and family members who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). (20 U.S.C. § 6318[a][2][D][i])

The district annually gathers input and feedback from stakeholders through the LCAP survey, discussion forums, as well as site and district advisory

committees to evaluate the effectiveness of the parent/guardian and family engagement policy. Barriers are identified through this process, and actions are put in to address the needs of families, such as holding meetings at different sites, providing child care, and ensuring information is provided in a language and format easily understood by families.

2. The needs of parents/guardians and family members to assist with the learning of their children, including engaging with school personnel and teachers. (20 U.S.C. § 6318[a][2][D][ii])

Utilizing the Schools Smarts Program, and other programs, as a resource, workshops are offered, and information is provided to families to support them with strategies to engage with the school. Strategies include questions to ask during parent/guardian and family conferences, how to contact their child's teacher, and assistance with completing school forms.

3. Strategies to support successful school and family interactions. (20 U.S.C. § 6318[a][2][D][iii])

Each school develops a site parent/guardian and family engagement policy and school-parent/guardian and family compact designed to meet the needs of their families. Schools host family information nights, informal meetings with the principal, and other opportunities for families to engage with the staff. The compact describes how families and school staff share the responsibility for improving student achievement and how the school and families will collaborate to assist students in achieving the state academic standards.

f) FSD uses the findings of such evaluation in subparagraph (e) to design evidence-based strategies for more effective parental/guardian and family member involvement and to revise, if necessary, the parent/guardian and family engagement policy. (20 U.S.C. § 6318[a][2][E])

The results of the evaluation are used to design evidence-based strategies to improve family engagement, and revise the parent/guardian and family engagement policy, as needed.

g) FSD involves parents/guardians and family in activities of schools served under Title I, Part A to adequately represent the needs of the population served by such agency for the purposes of developing, revising, and reviewing the parent/guardian and family engagement policy. (20 U.S.C. § 6318[a][2][F])

Each school designates family members to serve on the LCAP and District English Learners Advisory Committee (DELAC). These committees review the results of the annual evaluation and input from stakeholders and use this information to develop, revise, and review the parent/guardian and family engagement policy.

1.2 The FSD policy on parent/guardian and family engagement for all schools (including Title I and non-Title I) in the district shall be consistent with the goals and purposes listed below. (EC §§ 11502, 11504, 11506)

a) Engage parents/guardians and family members positively in their children's education by helping parents/guardians and family members to develop skills to use at home that support their children's academic efforts at school and their children's development as responsible future members of our society. (EC § 11502[a])

All schools develop site parent/guardian and family engagement plans and school-parent/guardian and family compacts to address the needs of parents/guardians and family members at their school. Each school offers parent/guardian and family engagement activities to assist families with supporting learning at home. Information and resources are shared with families at parent/guardian and family information nights, parent/guardian and family-teacher conferences, parent/guardian and family workshops, as well as on the website and materials sent home.

b) Inform parents/guardians and family members that they can directly affect the success of their children's learning, by providing parents/guardians and family members with techniques and strategies that they may utilize to improve their children's academic success and to assist their children in learning at home. (EC § 11502[b])

Information and resources are provided to parents/guardians and family members on strategies to assist their children's learning at home through parent/guardian and family meetings and family nights.

c) Build consistent and effective communication between the home and the school so that parents/guardians and family members may know when and how to assist their children in support of classroom learning activities. (EC § 11502[c])

Each school publishes a monthly newsletter to assist with home-school communication as well as connect families to additional resources both at the school and in the community. Information about the effectiveness of communication at each site is contained in the annual LCAP survey and used to improve services annually. In addition, school sites utilize all call messages to facilitate home-school communication. The Social Service Assistant also supports sites by improving communication.

d) Train teachers and administrators to communicate effectively with parents/guardians and family members. (EC § 11502[d])

Utilizing the Schools Smarts Program, and other programs, the LEA provides resources, information, workshops, and training to teachers on evidence-based strategies for effectively communicating with families.

e) Integrate parent/guardian and family involvement programs into the school's master plan for academic accountability. (EC § 11502[e])

Each site annually develops a School Plan for Student Achievement, which includes goals, actions, strategies, and expenditures for family engagement in addition to goals to improve academic achievement and the learning environment.

The Superintendent or designee shall ensure that each school receiving Title I funds will develop a school-level parent/guardian and family engagement policy and a Title I - Parent Compact approved by School Site Council on an annual basis in accordance with (20 USC § 6318).

1.3 The LEA receiving more than \$500,000 in Title I, Part A funds reserves at least one percent of its allocation to carry out parent/guardian and family engagement activities. (20 U.S.C. § 6318[a][3][A])

The district reserves at least one percent of the Title I, Part A allocation to support district-wide family engagement activities. Family engagement activities are included in the district's LCAP and the LCAP

Federal Addendum. District-level staff are also in place to support family engagement.

1.4 Parents/guardians and family members of children receiving Title I, Part A services are involved in the decisions regarding how funds reserved are allotted for parental/guardian and family involvement activities. (20 U.S.C. § 6318[a][3][B])

Each school designates family members to serve on the LCAP and District English Learner Advisory Committee (DELAC). These committees review input gathered from stakeholders about family engagement activities. This information is used to annually update the LCAP and the LCAP Federal Addendum, including the actions and services for family engagement.

1.5 Not less than 90 percent of the funds reserved are distributed to schools served, with priority given to high-need schools. (20 U.S.C. § 6318[a][3][C])

FSD distributes at least 90 percent of the Title I, Part A funds to schools based on a funding formula.

1.6 Funds reserved by FSD are used to carry out activities and strategies consistent with the district's parent/guardian and family engagement policy, including not less than one of the following: (20 U.S.C. § 6318[a][3][D])

1. Supporting schools and nonprofit organizations in providing professional development for district and school personnel regarding parent/guardian and family engagement strategies. (20 U.S.C. § 6318[a][3][D][i])
2. Supporting programs that reach parents/guardians and family members at home, in the community, and at school. (20 U.S.C. § 6318[a][3][D][ii])
3. Disseminating of information on best practices focused on parent/guardian and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents/guardians and family members. (20 U.S.C. § 6318[a][3][D][iii])
4. Collaborating, or providing sub-grants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent/guardian and family engagement. (20 U.S.C. § 6318[a][3][D][iv])
5. Engaging in any other activities and strategies that FSD determines are appropriate and consistent with the parent/guardian and family engagement policy. (20 U.S.C. § 6318[a][3][D][v])

Funds reserved by the district for family engagement activities are used to support the activities and strategies addressed in this policy.

#### Non-Title I Schools

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 and family members 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)

Legal References:

EDUCATION CODE

11500-11506 Programs to encourage parent involvement

48985 Notices in languages other than English

51101 Parent rights and responsibilities

64001 Single plan for student achievement

LABOR CODE

230.8 Time off to visit child's school

UNITED STATES CODE, TITLE 20

6311 Parental notice of teacher qualifications and student achievement

6312 Local educational agency plan

6314 Schoolwide programs

6316 School improvement

6318 Parent involvement

CODE OF FEDERAL REGULATIONS, TITLE 28

35.104 Definitions, auxiliary aids and services

35.160 Communications

Management Resources:

CSBA PUBLICATIONS

Parent Involvement: Development of Effective and Legally Compliant Policies, Governance and Policy Services Policy Briefs, August 2006

STATE BOARD OF EDUCATION POLICIES

89-01 Parent Involvement in the Education of Their Children, rev. 1994

U.S. DEPARTMENT OF EDUCATION NON-REGULATORY GUIDANCE

Parental Involvement: Title I, Part A, April 23, 2004

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Family, School, Community Partnerships:

<http://www.cde.ca.gov/ls/pf>

California Parent Center: <http://parent.sdsu.edu>

California State PTA: <http://www.capta.org>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

No Child Left Behind: <http://www.ed.gov/nclb>

Parent Information and Resource Centers: <http://www.pirc-info.net>

Parents as Teachers National Center: <http://www.parentsasteachers.org>

U.S. Department of Education: <http://www.ed.gov>

CSBA Revisions

(3/91 6/96) 8/06

## ATTACHMENT #22

### Fullerton School District Board Policy Community Relations

BP 1250

#### Visitors/Outsiders

**Board Adopted: January 27, 1987**

**Board Revised: July 25, 2017**

The Board of Trustees believes that it is important for parents/guardians and community members to take an active interest in the issues affecting District schools and students. Therefore, the Board encourages interested parents/guardians and members of the community to visit the schools and view the educational programs.

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

During the instructional day, visits to a classroom/teacher shall be limited to the lesser of forty-five (45) minutes or a single class period, unless prior written consent is given by both the teacher and the principal/designee, in which case it may not exceed the lesser of two (2) hours or three (3) class periods. Visits to the school shall be limited to the lesser of two (2) hours or three (3) class periods without written consent of the principal/designee.

To ensure the safety of students and staff and to avoid potential disruptions, all visitors shall register in the school office immediately upon entering the school building or grounds when school is in session. All visitors shall comply with any and all reasonable restrictions established by the principal or designee to ensure the safety of students and staff or to minimize disruption of the instructional program.

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

No electronic listening or recording device may be used by students or visitors in a classroom without the written permission of both the teacher and the principal.

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the District complaint processes if they have concerns with any District program or employee. In accordance with Penal Code 6276.7, the principal or designee may request that any individual who is causing a disruption, including volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

Visitations may be denied or terminated if the principal/designee determines that they may be disruptive to the instructional program; or may pose a significant distraction to either the students, the teacher or other employees; or may be harassing to students or school personnel; or may pose an imminent threat to the health or safety of students or school personnel; or in the opinion of the principal/designee serve no good or beneficial purpose.

For the purposes of this policy, the term "visitor" shall mean any person who is not a District employee whose normal assignment and duties would include visits to the school/classroom. The term "school is in session" shall mean thirty (30) minutes before and thirty (30) minutes following the regular instructional day and shall include all recesses, breaks, and lunch periods. The term "instructional day" shall mean thirty (30)

minutes before and after students are with a teacher or other staff member for instructional, educational, disciplinary, or other professional purposes.

#### Presence of Sex Offender on Campus

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a District student, shall request written permission from the principal before entering the school campus or grounds. As necessary, the principal shall consult with the Superintendent or designee and local law enforcement authorities before allowing the presence of any such person at school or other school activity.

The principal shall indicate on the written permission the date(s) and times for which permission has been granted. (Penal Code 626.81) The principal may require the sex offender to be accompanied by an adult assigned by the principal when the registered sex offender is visiting the school campus or attending a school activity. The principal also shall report to the Superintendent or designee anytime he/she gives such written permission.

#### Legal References:

##### EDUCATION CODE

32210 Willful disturbance of public school or meeting  
32211 Threatened disruption or interference with classes; misdemeanor  
32212 Classroom interruptions  
35160 Authority of governing boards  
35292 Visits to schools (board members)  
49091.10 Parental right to inspect instructional materials and observe school activities  
51101 Parent Rights Act of 2002  
51512 Prohibited use of electronic listening or recording device

##### EVIDENCE CODE

1070 Refusal to disclose news source

##### LABOR CODE

230.8 Discharge or discrimination for taking time off to participate in child's educational activities

##### PENAL CODE

290 Sex offenders  
626-626.10 Schools  
626.81 Misdemeanor for registered sex offender to come onto school grounds  
627-627.10 Access to school premises, especially:  
627.1 Definitions  
627.2 Necessity of registration by outsider  
627.7 Misdemeanors; punishment

##### CSBA Revisions

(7/10 3/12) 12/14



## ATTACHMENT #23

### FULLERTON SCHOOL DISTRICT TRANSPORTATION DEPARTMENT

#### PARENT PAY TRANSPORTATION RATES FOR 2024 – 2025

Annual round trip transportation - \$399

Annual one-way transportation - \$283

Semester round trip transportation - \$226.50

Semester one-way transportation - \$141.50

**(Must live beyond Board established walking guidelines and financially qualify)**

Free fares may be available for passengers that live beyond the Board established walking guidelines if financially qualified

Replacement charge for lost passes - \$10

#### **Board Established Walking Guidelines**

**1.25 miles for kindergarten through 6<sup>th</sup> grade**

**2.0 miles for 7<sup>th</sup> and 8<sup>th</sup> grades**

#### **Transportation within Board Established Walking Guidelines**

Children that live within Board established walking guidelines may ride the school bus if:

1. The child can get to an established bus stop safely.
2. There is a seat available on the bus.
3. The full fare round trip rate for transportation is paid.

Passengers that live within Board established walking guidelines are not eligible for free or reduced busing based on financial need.

## ATTACHMENT #24



### Fullerton School District Nutrition Services Meal Charge Policy



#### I. Purpose

The goal of Fullerton School District is to provide students with healthy meals to support wellness and academic success. Nutrition Services graciously feeds every student who enters the meal service line. The District is required to ensure compliance with federal reporting for the USDA Child Nutrition Program and to provide oversight and accountability for meals being served.

#### II. Policy

The intent of this policy is to establish uniform meal account procedures throughout the District.

A. Complete breakfast, lunch, supper and snacks are required to be taken by each student.

- Complete breakfast consists of at least 3 of the following items: meat/meat alternate, grain, milk, fruit or vegetable. Students are required to take at least one fruit or vegetable.
- Complete lunch consists of at least 3 of the following different components: meat/meat alternate, grain, milk, fruit or vegetable. Students are required to take at least one fruit or vegetable.
- Complete snack consists of at least 2 of the following items: meat/meat alternate, grain, milk, fruit or vegetable.
- Complete supper consists of a grain, a meat/meat alternate, a milk, a fruit and a vegetable.

B. Free meals are served to every student for the 2024-2025 school year as approved by the USDA.

C. Unpaid meal balances follow students each year and remain the responsibility of the parent/guardian. Negative balances must be paid in a timely manner. Contact Nutrition Services if a payment plan is required.

D. Students are required to have a positive meal balance to purchase a la carte items and second meals. A la carte items are available for purchase and consist of individually purchased milk, water, 100% juice, smart snacks, etc. Students with a negative account balance must add money to their account until the balance is paid in full to purchase à la carte items or second meals.

E. Account balance records are available by setting up an account at [www.MySchoolBucks.com](http://www.MySchoolBucks.com).

F. Parents/Guardians have three options to add money on their student account to purchase à la carte items. Funds may be added to the students' account by paying online, paying at school, or sending students with cash or check payable to Fullerton School District - Nutrition Services.

- Parents/Guardians paying online need to set up an account at [www.MySchoolBucks.com](http://www.MySchoolBucks.com). There is a user fee (not associated with Fullerton School District) for paying online, see [www.MyschoolBucks.com](http://www.MyschoolBucks.com) for details.
- Parents/Guardians paying at school with cash or check may obtain a pre-payment envelope next to the lunch deposit box in the school's front office. Parents/Guardians write the information requested on the envelope, place the money in the envelope, and deposit the envelope in the lunch deposit box.
- Students paying with cash or check can pay the cafeteria staff directly during meal service. Nutrition Services recommends placing the cash or check in an envelope with the amount, date, student name, and ID# written on the front. Cafeteria does not carry change, therefore money received by students in excess of the meal cost is deposited into their account without change being returned.

G. Refund requests can be made during the school year. In order to request a refund go online at [www.fullertonnutrition.org](http://www.fullertonnutrition.org), print and complete the [Meal Account Refund/Transfer Request Form](#), and follow instructions to submit. When requesting a refund, make sure to cancel/stop any auto payment deductions from MySchoolBucks. Refund requests received by June 3, 2024 will be processed immediately. Refund requests received after June 3, 2024 will be processed on July 25, 2024.

H. Notifications are sent on a regular basis by Nutrition Services. To make sure they receive communications Parents/Guardians must update their school site with changes to their phone number, email, and home or mailing address,

I. Account balances are not shared with students in the lunch line or at school unless requested by the student.

J. Non-sufficient funds (NSF) fees of \$25 are charged to student accounts when checks issued to Nutrition Services are returned by the bank for insufficient funds.

K. Disputes can be made to charges within 90 days of the transaction date, after this time our financial records are submitted to the state and changes are not allowed. Nutrition Services will investigate disputes and make any necessary corrections.

### III. Contact Information

Further details are available on our website at [www.fullertonnutrition.org](http://www.fullertonnutrition.org). Contact Nutrition Services at 714-447-7435 or email Terri Gonzalez at [terri\\_gonzalez@myfsd.org](mailto:terri_gonzalez@myfsd.org) for any questions or concerns.

Sincerely,

Victor Trejo, RDN  
Interim Director, Nutrition Services

This institution is an equal opportunity provider.

District Superintendent, Robert Pletka, Ed.D.  
Trustees: Leonel Talavera, Thakur Aaruni,, Hilda Sugarman  
Beverly Berryman, Ruthi Hanchett

1401 W. Valencia Drive, Fullerton, CA 92833  
ph 714.447.7400•[www.fullertonsd.org](http://www.fullertonsd.org)

Proud Member of the  
Fullerton Education Community

Revised: 5/15/2024



## Fullerton School District Nutrition Services Alternate Income Form Information



July 1, 2024

**Alternate Income Form will be available for the 2024-2025 school year.**

**Alternate Income Form** information affects various areas, including school funding, free and reduced-price meals, internet access, college application fees, SAT fees, P-EBT benefits, and bus passes even if your child does not plan to eat school lunches, it is essential to fill out the information requested to ensure our schools and families receive beneficial resources.

The good news is that the **Alternate Income Form** questions will once again be part of the online Annual Information Review (AIR), which needs to be completed for each TK/K through 8th grade student *before* the start of school. Parents will be notified to login to AIR sometime during the last week of July or the first week of August. The notification will be sent to the primary parent email address currently on file for each student. If no email address is on file for the primary parent, a printed letter containing the login information will be mailed to the mailing address currently on file for the student. Contact your school office if you have not received the AIR access notification by August 1, 2024.

If you receive a Direct Certification letter after July 1, 2024, you do not need to submit an Alternate Income Form. If you **do not** receive a Direct Certification letter after July 1, 2024, you will need to submit the Alternate Income Form.

More details will be communicated before school starts in August.

**Important to Note:**

- Alternate Income Forms are accepted for Fullerton School District (PreK-8 grades) **ONLY**; our District does not accept Fullerton Joint Union High School District forms.

If you have any questions or need assistance, please call 714-447-7435.

Victor Trejo, RDN  
Interim Director, Nutrition Services

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1401 W. Valencia Drive, Fullerton, CA 92833  
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Revised: 5/15/2024



# Fullerton School District Nutrition Services



## Meal Price Information

July 1, 2024

Current meal prices:

	<u>Full Price</u>	<u>Reduced-Price</u>
Breakfast	FREE	FREE
Elementary Lunch	FREE	FREE
Junior High Lunch*	FREE	FREE

\*Grade 6-8 Beechwood and Fisler included

A la carte items are available for purchase and consist of individually purchased milk, water, 100% juice, smart snacks, etc. We encourage you to prepay for a la carte items, it helps to speed up meal service so students have more time to eat, socialize with friends, and play.

Credit card payments are only accepted online at [www.myschoolbucks.com](http://www.myschoolbucks.com). There is a third party fee for making payments using this service. For more information, refer to the mySchoolBucks website. The deposit can take up to 24 hours to show in the child's account. You can view your student's balance, ala-carte purchases and set up automatic payments with this service.

Cash and checks are accepted at all school sites, front office and during meal time. Please use the prepay envelopes available at the school office.

Nutrition Services looks forward to providing healthy and nutritious school meals and snacks to our students in the new school year.

Sincerely,

Victor Trejo, RDN  
Interim Director, Nutrition Services

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Trustees: Leonel Talavera, Thakur Aaruni,, Hilda Sugarman  
Beverly Berryman, Ruthi Hanchett

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Proud Member of the  
Fullerton Education Community



## FULLERTON SCHOOL DISTRICT



MySchoolBucks is an independent company that provides online meal prepayment services for student meal accounts and is recommended by the Nutrition Services Department for the convenience and security.

### **Did You Know?**

**There is no fee to set-up an account, to view a child's meal purchases, to check balances, and to set-up an automated email notice when a child's meal account falls below a dollar amount specified.**

### **Additional Benefits:**

- Make payments securely online 24 hours-a-day, 7 days-a-week with your VISA or MasterCard.
- Credits student meal accounts within 48 business-hours of a payment being made.
- Allows parental monitoring of student meal accounts via the Internet.
- Make automated payments on a schedule set by the credit card holder.
- Sends automated email reminders when account balances are low.

### **IMPORTANT INFORMATION REGARDING MYSCHOOLBUCKS.COM PAYMENT FEES**

**Transaction Fee Method:** Pay any dollar amount up to \$120.00 per child or multiply children, and a \$3.25 transaction fee is charged.

If you have questions, contact MySchoolBucks directly at 855-832-5226, or visit [www.MySchoolBucks.com](http://www.MySchoolBucks.com)

For additional payment information and MySchoolBucks access visit our Department's website at [www.fullertonnutrition.org](http://www.fullertonnutrition.org) and click on the "Prepay Options" tab.

Fees subject to change with thirty day notice as published on the Nutrition Services webpage **...and don't forget, you can always make your payment directly at the school sites without incurring a fee.**

This institution is an equal opportunity provider.

## ATTACHMENT #25

### Fullerton School District

### **Fact Sheet on Immigration Concerns**

#### **Student Enrollment Information:**

- Fullerton School District only collects essential information to enroll students in our schools.
  - Proof of residence (must provide 3 forms). In accordance with California Education Code section 48204.1, the following documents may be accepted for establishing residency:
    - Property tax payment receipts
    - Rental property contract, lease, or payment receipts
    - Utility service contract, statement, or payment receipts
    - Pay stubs
    - Voter registration
    - Correspondence from a government agency
    - Declaration of residency executed by the parent or legal guardian of a pupilNothing in this section shall be constructed to require a parent or legal guardian of a pupil to show all of the items of documentation listed above.
  - NO Social Security Numbers or Legal Residency Information
  - NO family immigration status information
  - Proof of birth date – please bring one of the following:
    - Original or certified copy of the birth record or statement by the local registrar or county recorder certifying the date of birth.
    - Birth certificate affidavit form, in lieu of birth certificate, to verify the pupil's legal name and age. (Note: This form can be obtained and completed at the front office of any of FSD's 20 school sites).
    - Passport
    - Baptism certificate (showing birthdate)

#### **PROCEDURES FOR DOCUMENTATION ON AGE VERIFICATION**

1. **Review the child's enrollment documentation.**
2. **Verify the child's date of birth (see proof of birth date documents above).**
3. **Ask the parent if they would prefer for you to make copies of the documentation, which will be placed in the child's cumulative record, or if the parent would prefer to complete the Affidavit for Proof of Legal Name and Age of Minor.**
4. **If the parent completes the Affidavit, place the Affidavit in the cumulative record in place of the verifying documentation.**

- After School Providers and FSD Partners follow these same guidelines
- All students are admitted to school and fully participate in all programs regardless of immigration status

#### **What if a Federal Agent comes to the School Office requesting to see students or documentation?**

- Schools are "sensitive locations" and Federal policy is to avoid immigration actions unless
  1. There is prior approval from the appropriate school official and specific Federal law enforcement officials
  2. Only permitted on a school campus if there are "exigent circumstances"
    - National security
    - Terrorism
    - Public safety

- Imminent risk of destruction of evidence material
- Immediately refer Federal agents to the principal
  - The principal will call the Superintendent and/or a Cabinet member who will consult with District legal counsel
- NO student information is released without a court order
- NO immigration status is released unless there is a warrant or subpoena from a Federal Magistrate Judge

**Important Information/FAQs:**

- Will my children be safe at school?
  - All students are provided with a school environment free from
    - Bullying
    - Intimidation
    - Discrimination
  - All adults on campus focus on making sure students are treated with
    - A focus on safety
    - Respect for self and other
    - A positive approach to behavior and correcting inappropriate behavior
- Will my children receive a quality education?
  - All children have the right and the adults at the school have the responsibility to ensure that all children receive a high quality education, in an appropriate learning environment, and with sufficient resources.
- Who can pick my child up from school if I am not able to?
  - We encourage all parents to have multiple individuals listed on their student's Emergency Information Card who are authorized to pick-up your child in case of emergency.



## ATTACHMENT #25



### Community Resources for Parents and Students

Parents and students may have questions about immigration issues. Please see the following resources (articles, websites, and community-based organizations) listed below that offer information and/or services at low cost or no cost to parents or students.

#### **Articles**

Undocumented Students and Families: The Facts - Student Rights

[https://www.acsa.org/application/files/3615/0301/0561/QA\\_IMMIGRATION\\_FLIER\\_EDITED\\_8-17.pdf](https://www.acsa.org/application/files/3615/0301/0561/QA_IMMIGRATION_FLIER_EDITED_8-17.pdf)

Answers to key legal questions pertaining to undocumented students

Information on the Rights of All Children to Enroll in School: Questions and Answers for States, School Districts and Parents

<https://www2.ed.gov/about/offices/list/ocr/docs/ga-201405.pdf>

Questions and answers regarding the legal obligation to ensure that school enrollment practices do not discriminate on actual or perceived immigration status

#### **Websites**

NEA (National Education Association) <http://www.nea.org/home/immigration.html>

Resources that help inform and empower activists

ED 100 <https://ed100.org/lessons/undocumented>

Information on undocumented students and their rights regarding education

2-1-1 <http://www.211.org>

Free confidential service with local resources to help immigrant students and their families

Orange County Social Services Agency <http://ssa.ocgov.com/>

Information regarding Medi-Cal programs & services, mental health, & trauma resources

Regional Center of Orange County <http://www.rcocdd.com>

Support for individuals with developmental disabilities and their families, including but not limited to, early intervention, childcare, transportation, and crisis resources

#### **Community-Based Organizations**

CSUF Center for Healthy Neighborhoods <http://healthyneighborhoods.fullerton.edu/>

Offers a wide range of education and health services

St. Jude Neighborhood Health Center <https://www.findhelp.org/provider/st-jude-neighborhood-health-centers--fullerton-ca/5085706724573184?postal=92801>

Health center providing primary medical care, dental care, mental health services & health education

Western Youth Services <http://www.westernyouthservices.org/>

Integrated mental health services for children, youth, and families

Joya Scholars <http://joyascholars.org/>

Resources to help students from families of low-income communities in Fullerton succeed through higher education

June 2023/CWA

## ATTACHMENT #25

### Know Your Educational Rights

#### **Your Child has the Right to a Free Public Education**

- All children in the United States have a Constitutional right to equal access to free public education, regardless of immigration status and regardless of the immigration status of the students' parents or guardians.
- In California:
- All children have the right to a free public education.
- All children ages 6 to 18 years must be enrolled in school.
- All students and staff have the right to attend safe, secure, and peaceful schools.
- All students have a right to be in a public-school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
- All students have equal opportunity to participate in any program or activity offered by the school, and cannot be discriminated against based on their race, nationality, gender, religion, or immigration status, among other characteristics.

#### **Information Required for School Enrollment**

- When enrolling a child, schools must accept a variety of documents from the student's parent or guardian to demonstrate proof of child's age or residency.
  - Proof of residence (must provide 3 forms). In accordance with California Education Code section 48204.1, the following documents may be accepted for establishing residency:
    - Property tax payment receipts
    - Rental property contract, lease, or payment receipts
    - Utility service contract, statement, or payment receipts
    - Pay stubs
    - Voter registration
    - Correspondence from a government agency
    - Declaration of residency executed by the parent for legal guardian of a pupilNothing in this section shall be constructed to require a parent or legal guardian of a pupil to show all of the items of documentation listed above.
  - Proof of birth date – please bring one of the following:
    - Original or certified copy of the birth record or statement by the local registrar or county recorder certifying the date of birth.
    - Birth certificate affidavit form, in lieu of birth certificate, to verify the pupil's legal name and age. (Note: This form can be obtained and completed at the front office of any of FSD's 20 school sites).
    - Passport
    - Baptism certificate (showing birthdate)
- You never have to provide information about citizenship/immigration status to have your child enrolled in school. Also, you never have to provide a Social Security number to have your child enrolled in school.

#### **Confidentiality of Personal Information**

- Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents or guardians before releasing

student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.

- Some schools collect and provide publicly basic student “directory information.” If they do, then each year, your child’s school district must provide parents/guardians with written notice of the school’s directory information policy, and let you know of your option to refuse release of your child’s information in the directory.

### **Family Safety Plans if You Are Detained or Deported**

- You have the option to provide your child’s school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for your child in the event you are detained or deported. You have the option to complete a Caregiver’s Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for your child.

### **Right to File a Complaint**

- Your child has the right to report a hate crime or file a complaint to the school district if he or she is discriminated against, harassed, intimidated, or bullied on the basis of his or her actual or perceived nationality, ethnicity, or immigration status.

## ATTACHMENT #26



### Parent Notification Letter for Universal Behavior Screening

The Fullerton School District strives to support the social, emotional, and academic needs of the whole child. Similar to data collected for academic screening tools, data from universal behavior and social emotional screening tools can be used in tiered systems of support to identify students who may need additional interventions.

Universal screening helps school staff to determine which students may benefit from additional academic, social emotional, or behavioral supports. These screenings can include recent results of state or district tests and specific academic, social emotional, or behavior screening tests; these assessments are typically administered to all students two or three times per year. Students whose scores fall below a certain cut-off may need more specialized academic, social emotional, or behavioral interventions. The use of universal screenings refines and strengthens our efforts to help all of our students be successful by allowing us to take positive and preventative measures as early as possible.

The universal screening tools in math and reading are similar to tools we use every day to help us determine where students might have gaps in knowledge and need assistance. The behavior-screening tool, the Student Risk Screening Scale for Internalizing and Externalizing behaviors (SRSS-IE) and the RethinkEd Student Self-Reported Inventory focuses on social-behavioral needs affecting academic engagement.

The SRSS-IE is completed by teachers and is available at your school for your review. Teachers conduct the screening outside of classroom hours, and the SRSS-IE does not involve any additional time or testing directly with students, as it is a teacher rating scale.

The RethinkEd Student Self-Reported Inventory measures social and emotional learning competencies. The assessment is divided by grade level span, which includes 3-5 and 6-8. It is accessible twice a year, during the Spring and Fall seasons. The same assessment is used in both seasons to determine students' self-reported growth in five key areas. These five dimensions represent the core SEL competencies identified by the Collaborative for Academic, Social, and Emotional Learning (CASEL): self-awareness, self-management, social awareness, relationship skills, and responsible decision-making. Consisting of 45 questions, it takes an average of 15 minutes to complete. The assessment is also available in Spanish, and the items are administered and collected online.

The results of these tools will be used to provide identified students with mentoring, social skill building, and other supports to help them engage positively in learning. As with our academic universal screenings, you will be notified if your student is selected for participation in an intervention program, and you will need to provide consent for your child to participate. After reviewing the SRSS-IE and RethinkEd Student Self-Reported Inventory, please contact your child's principal if you have questions about your child's participation.

Thank you for your willingness to assist Fullerton School District in building a system of student supports that is linked directly to data. This will ensure that each of our students has the opportunity to receive the assistance they need to achieve academic and social-emotional success.

PARENT GUIDE TO EMERGENCY PROCEDURES

Fullerton School District has plans and preparations for emergency situations. To ensure the greatest security possible, all schools have specific plans to respond to emergencies such as natural disasters (earthquakes, high winds, etc.), man-made disasters (fires, chemical spills, etc.), and critical incidents such as an incidence of school violence. These plans are updated yearly.

**What Should Parents Do in an Emergency?**

**Before an Emergency:**

- Reinforce to your child(ren) that the school has emergency plans for student safety. School buildings were built to meet stringent safety codes and there is school personnel trained in first-aid.
- Remind your child(ren) not to panic, keep quiet, and follow directions from school officials and law enforcement.
- Make certain the school emergency information (parent portal) is updated with names of authorized individuals and current phone numbers. The school will not release students to anyone not on the emergency card.
- Develop a family emergency plan. Please visit the American Red Cross Website at <http://www.redcrossplans.org/> for details and assistance.

**During:**

- Do not panic. The school will immediately implement their emergency plan.
- Do NOT go to the school site.** This jeopardizes your safety, the safety of the first responders, and students. Streets will need to be open for emergency vehicles and first responder access.
- School Messages via phone and email will be sent to parents **as soon as possible** with information and/or directions. Updated contact information is critical for timely notification.
- Any phone calls to the office or parents coming to the campus will impair the school's ability to respond to the immediate needs of the students.
- The school and District Office will do everything possible to provide parents with information.

**Parent Notification Methods:**

- Blackboard Connect**  
This system has options to immediately notify families via text messaging, phone calls, and email alerts. Employing Blackboard Connect, our current practice is the voice message call sent to home/cell and an email notifying parents of an emergency at their student's school. This system pulls emergency contact information from the school's student information system PowerSchool. **Please make sure your student's records are up to date to ensure timely notification.**
- District/School Website**  
The District will use the "District and School Websites" to communicate information to families, staff and the community before, during and after an emergency. The address for our District website: *Fullertonisd.org*
- Social Media**  
The Fullerton School District has an official Facebook and Twitter page that has been used to convey school emergency information. Please make sure that you "subscribe to" the *Fullerton School District Emergency Notifications* on Facebook and *@FSDEmergency* for Twitter. Your student's school may also employ a similar social media structure and you are also encouraged to subscribe.
- Fullerton Police Department**  
The District works closely with the Fullerton Police Department to ensure that information is communicated accurately and in a timely manner for both our parents and community. Subscribe to the Fullerton Police Department's social media at: Twitter *@FPDPIO*, Instagram *fullertonpd*, and Facebook – *Fullerton Police Department*.
- News Media**  
The District will work with our local media partners to provide our community with timely information.



## ATTACHMENT #28

### Fullerton School District Parent Notice

#### Available Language Programs and Language Acquisition Programs

The Fullerton School District offers the following language and language acquisition programs for student enrollment. Parents/Guardians may choose a language acquisition program that best suits their child (EC Section 310[a]).

- **Structured English Immersion (SEI) Program:** A language acquisition program for English learners in which nearly all classroom instruction is provided in English, but with a curriculum and a presentation designed for pupils who are learning English. At a minimum, students are offered ELD and access to grade-level academic subject matter content. Education Code (EC) sections 305(a)(2) and 306(c)(3).
- **Dual-Language Immersion (DLI) Program (English/Spanish):** Dual-Language Immersion (DLI) Program: Also referred to as Two-Way Immersion. A language acquisition program that provides language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second-language proficiency, and cross-cultural understanding. This program begins in Transitional Kindergarten and continues to eighth grade. EC Section 306(c)(1).
- **Dual-Language Immersion (DLI) Program (English/Korean):** Dual-Language Immersion (DLI) Program: Also referred to as Two-Way Immersion. A language acquisition program that provides language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second-language proficiency, and cross-cultural understanding. This program begins in Kindergarten and continues to eighth grade. EC Section 306(c)(1).

How to Enroll Your Child in a Language Acquisition Program:

To choose from the available language and language acquisition programs. Submit a verbal, digital, or written request to the office at your local school, which includes:

- Date of request
- Parent and child names
- Description of request
- Grade Level

#### How to Request the Establishment of a New Program at a School:

Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program designed to provide language instruction shall be required to offer such a program to the extent possible. (EC Section 310[a]) The District will then take the following three actions: 1) Communicate to school and community, 2) Do a cost and resource analysis, and 3) Determine whether it is possible to implement the requested program.

#### A Comprehensive Approach Toward English Language Development

Parents of English learners have a right to decline or opt their children out of the school district's language acquisition program or opt out of particular English learner service(s) within a language acquisition program. (20 U.S.C Section 6318[c][A](vii)) However, LEAs remain obligated to provide the student meaningful instruction (5 CCR Section 11302) until the student is reclassified, inform the parent when progress is not made and offer the parent programs and services to consider at that time.

## Fullerton School District Parent Notice

### Available Language Programs and Language Acquisition Programs

#### About Language Acquisition Programs and Language Programs

Program Type	Characteristics
<b>Language Acquisition Program (English Learners)</b>	<p>The California Code of Regulations section 11309 requires that any language acquisition program provided by a school, district, or county shall:</p> <ul style="list-style-type: none"> <li>• Be designed using evidence-based research and include both <b>Designated and Integrated English Language Development;</b></li> <li>• Be allocated sufficient resources by the local educational agency (LEA) to be effectively implemented, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development for the proposed program, and opportunities for parent and community engagement to support the proposed program goals; and</li> <li>• Within a reasonable period of time, lead to:               <ul style="list-style-type: none"> <li>○ Grade-level proficiency in English and when the program model includes instruction in another language, proficiency in that other language; and</li> <li>○ Achievement of the state-adopted academic content standards in English, and, when the program model includes instruction in another language, achievement of the state-adopted academic content standards in that other language.</li> </ul> </li> <li>• Language programs offer students who are not English learners' opportunities to be instructed in languages other than English</li> <li>• May lead to proficiency in languages other than English</li> </ul>
<b>Language Program (non-English Learners)</b>	<ul style="list-style-type: none"> <li>• Language programs offer students who are not English learners' opportunities to be instructed in languages other than English</li> <li>• May lead to proficiency in languages other than English</li> </ul>

#### Parent and Community Engagement

Parents may provide input regarding language and language acquisition programs in the LEA or to be considered in the LEA during the development of the Local Control and Accountability Plan (EC Section 52062). If you are interested in a different program from those listed above, do not hesitate to contact your school site to ask about the process.

## ATTACHMENT #29

### Statewide Testing Notification

California students take several mandated statewide tests. These tests provide parents/guardians, teachers, and educators with information about how well students are learning and becoming college and career ready. The test results may be used for local, state, and federal accountability purposes.

**The California Assessment of Student Performance and Progress (CAASPP) tests consist of the following:**

- ***Smarter Balanced Assessment Consortium Assessments***

The Smarter Balanced computer adaptive assessments are aligned with the Common Core State Standards (CCSS). English language arts/literacy (ELA) and mathematics tests are administered in grades three through eight and grade eleven to measure whether students are on track to college and career readiness. In grade eleven, results from the ELA and mathematics assessments can be used as an indicator of college readiness.

- ***California Science Tests (CAST)***

The computer-based CAST measures students' achievement of the California Next Generation Science Standards (CA NGSS) through the application of their knowledge and skills of the Science and Engineering Practices, Disciplinary Core Ideas, and Crosscutting Concepts. The CAST is administered to all students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve).

- ***California Alternate Assessments (CAAs)***

Only eligible students -- students whose individualized education program (IEP) identifies the use of alternate assessments -- may participate in the administration of the CAAs. Test examiners administer the computer-based CAAs for ELA, mathematics, and science one-on-one to students. Students in grades three through eight and grade eleven will take the CAA for ELA and mathematics. Test items developed for ELA and mathematics are aligned with the CCSS and are based on the Core Content Connectors.

Students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve) will take the CAA for Science. The CAA for Science embedded performance tasks are based on alternate achievement standards derived from the CA NGSS. Students taking the CAA for Science will take three embedded performance tasks in the spring.

- ***California Spanish Assessment (CSA) for Reading/Language Arts***

The optional CSA for Reading/Language Arts in Spanish is aligned with the California Common Core State Standards en Español. This computer-based test allows students to demonstrate their Spanish skills in listening, reading, and writing mechanics.

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

#### **English Language Proficiency Assessments for California**

The ELPAC is aligned with the California English Language Development Standards. It consists of two separate English Language Proficiency (ELP) assessments: one for the initial identification of students as English learners and the other for the annual summative assessment to identify students' English language proficiency level and to measure their progress in learning English.

#### **Physical Fitness Test**

The physical fitness test for students in California school is the FitnessGram. The main goal of the test is to help students in starting lifelong habits of regular physical activity. Students in grades five, seven, and nine take the fitness test.



## ATTACHMENT #30

### FULLERTON SCHOOL DISTRICT PET AND CLASSROOM ANIMAL PARTICIPATION WAIVER

The need for pupils to understand and become familiar with a broad range of animals and living organisms is important to both education and the development of an appreciation of other life forms.

At times during the school year, pupils may encounter various pets brought to school by students, live animals which are part of school-approved educational programs, or live animals maintained in classrooms as a part of various science projects or learning experiences. In some circumstances, pupils may be encouraged to touch, handle, or care for these animals as a part of the educational experience.

While dangerous animals are not permitted in the classroom, any animal may, at times, bite, scratch, or otherwise react to human contact. Reptiles also require special care to ensure that, after handling, the hands are washed with soap and water to prevent the possibility of illness. While reasonable efforts will be made to prevent any injury or illness which could result from interacting with such animals, the possibility of an accident may still exist.

Some children and adults may be sensitive to certain types of animals, such as cats and birds and, as a result of such contact, may develop a reaction which could include skin rashes or respiratory distress. This may not be evident until the first time a child handles an animal to which they had not previously been exposed. Where a child is known to have a sensitivity to a specific animal, it is important to let the school know as soon as possible so steps can be taken to minimize the interaction between the child and that specific animal.

I acknowledge that pupils may participate in hands-on learning activities, which could involve handling pets brought to school by other pupils, live animals brought to the classroom as a part of the learning experience, or live animals which are kept in the classroom as a part of a class project or other educational process.

I agree to hold the Fullerton School District, the Board of Trustees, the individual members thereof, and all District officers, staff, agents, employees and volunteers harmless from any claim of loss or liability for personal injury, damage to property, or any other loss, claim of any kind or nature, arising out of participation in educational activities involving pets owned by other pupils, as well as live animals owned or authorized by Fullerton School District for educational purposes.

## ATTACHMENT #31

### Education for Homeless Children Rights and Protections

#### Definition

Homeless students mean students who lack a fixed, regular, and adequate nighttime residence and includes: (Education Code 48852.7; 42 USC 11434a)

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement
2. Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings
3. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because they are living in conditions described in items #1-3 above
5. Unaccompanied youth who are not in the physical custody of a parent or guardian

#### Student's Rights and Protections

- **Immediate Enrollment:** regardless of lack of; proof of residency, immunization/medical and other school records.
- **School Stability:** Right to remain in school of origin or attend school of residence
  - attend the last school of enrollment (**school of origin**), if feasible, **or** attend the school in the area where the family is temporarily residing (**school of residence**)
  - have the right to attend the next matriculating school pattern (elementary to middle school and/or middle to high school)
  - if the family gains permanent housing, the student can remain at the current school for the duration of that academic year
- **Transportation:** to/from school if transportation creates a barrier to attendance
- **Meals:** automatically qualify for the free and reduced meals
- **Activities and Programs:** fully participate in school activities and programs for which he/she is eligible.
- **Dispute Resolution:** if a dispute arises; the student is immediately admitted and able to attend the requested school, while the dispute is being resolved

## ATTACHMENT #32

### Foster Youth Rights

#### 1. RIGHT TO REMAIN IN YOUR SCHOOL OF ORIGIN

- You have the right to stay in the same school after you move to a new foster care placement. Your “school of origin” can be:
  - The school you attended when you first entered foster care,
  - The school you most recently attended, or
  - Any school you attended in the last 15 months that you feel connected to.
- Your school district must work with you, your education rights holder (ERH), your caregiver, and your social worker/probation officer to develop a plan to transport you to your school of origin.
- If you are transitioning from elementary school to middle school or from middle school to high school, you have the right to transition to the same school as your classmates.
- If there is any disagreement about which school you will attend, you have the right to stay in your school of origin until the disagreement is resolved.

#### 2. RIGHT TO IMMEDIATE ENROLLMENT IN SCHOOL

- You have the right to immediately enroll in your regular home school after you move placements.
- You cannot be forced to attend a continuation school or other alternative education program, such as independent study, even if you are behind in credits or have discipline problems at school.
- You have a right to immediately enroll in school and begin attending classes, even if you do not have the paperwork you would normally need for enrollment (such as birth certificate, transcript, or individualized education program) or you did not check-out from your previous school.
- Your previous school must send your education records to your new school after you enroll.
- You have the right to participate in any activities available at your new school, such as sports teams, tutoring, or after-school clubs, even if you miss a tryout.

#### 3. SCHOOL DISCIPLINE RIGHTS

- You cannot be suspended for more than five school days in a row or for more than 20 days in a school year.
- You have a right to be told why you are being suspended and the right to provide your version of events and evidence before you are suspended, unless there is an emergency. If the behavior for which you are being suspended could subject you to criminal charges, you should consult with your ERH or attorney before providing an oral or written statement to the school or police.

- Your attorney and social worker must be invited to a meeting before your suspension can be extended beyond five days and a suspension can only be extended if you are being considered for expulsion.
- You have a right to a formal hearing, and to be represented by an attorney at that hearing, before you are expelled.
- If you are facing school discipline, your ERH, attorney and social worker must be notified. If you are in special education, they must be invited to a meeting to decide whether your behavior was related to your disability.

#### **4. RIGHT TO YOUR SCHOOL RECORDS**

- You have the right to access your school records if you are sixteen years or older or have finished grade ten.
- Your social worker/probation officer and ERH can access your school records as well.
- Your caregiver can access your current school records.

## ATTACHMENT #33

### Firearms Safety Notification

To: Parents and Guardians of Students in the **Fullerton School District**

Subject: **California Law Regarding Safe Storage of Firearms**

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The purpose of this notification is to inform and to remind parents and legal guardian of all students in the **Fullerton School District** 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, this notification spells out California law regarding the storage of firearms. Please take some time to review this notification and evaluate your own personal practices to assure that you and your family are in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearms, loaded or unloaded, within any premises that are 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 injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; **or** (3) unlawfully brandishes the firearm to others.<sup>1</sup>
  - **Note:** The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearms, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor **never** actually accesses the firearm.<sup>2</sup>
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.<sup>3</sup>
- Finally, 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.<sup>4</sup>

**Note:** Your county or city may have additional restrictions regarding the safe storage of firearms. You can find additional information on the California Department of Justice website at <https://oag.ca.gov/firearms/tips>.

Thank you for helping to 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 in a locked container or secured with a locking device that renders the firearm inoperable.

California Department of Education

<sup>1</sup> See California Penal Code sections 25100 through 25125 and 25200 through 25220.

<sup>2</sup> See California Penal Code section 25100(c).

<sup>3</sup> See California Civil Code Section 29805.

<sup>4</sup> See California Civil Code Section 1714.3.

# PRESCRIPTION OPIOIDS: WHAT YOU NEED TO KNOW



Prescription opioids can be used to help relieve moderate-to-severe pain and are often prescribed following a surgery or injury, or for certain health conditions. These medications can be an important part of treatment but also come with serious risks. It is important to work with your health care provider to make sure you are getting the safest, most effective care.

## WHAT ARE THE RISKS AND SIDE EFFECTS OF OPIOID USE?

**Prescription opioids carry serious risks of addiction and overdose, especially with prolonged use.** An opioid overdose, often marked by slowed breathing, can cause sudden death. The use of prescription opioids can have a number of side effects as well, even when taken as directed:

- Tolerance—meaning you might need to take more of a medication for the same pain relief
- Physical dependence—meaning you have symptoms of withdrawal when a medication is stopped
- Increased sensitivity to pain
- Constipation
- Nausea, vomiting, and dry mouth
- Sleepiness and dizziness
- Confusion
- Depression
- Low levels of testosterone that can result in lower sex drive, energy, and strength
- Itching and sweating



As many as  
**1 in 4**  
PEOPLE\*

receiving prescription opioids long term in a primary care setting struggles with addiction.

\* Findings from one study

## RISKS ARE GREATER WITH:

- History of drug misuse, substance use disorder, or overdose
- Mental health conditions (such as depression or anxiety)
- Sleep apnea
- Older age (65 years or older)
- Pregnancy

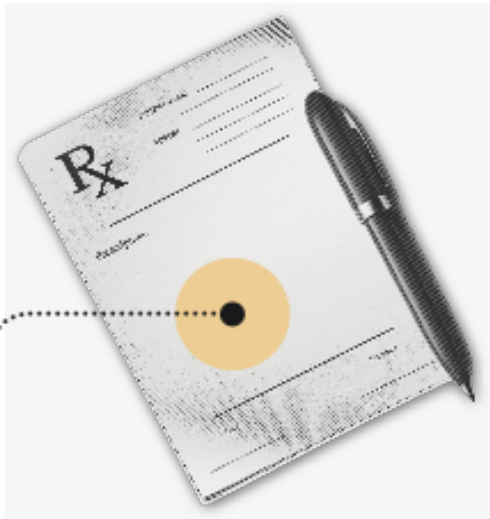
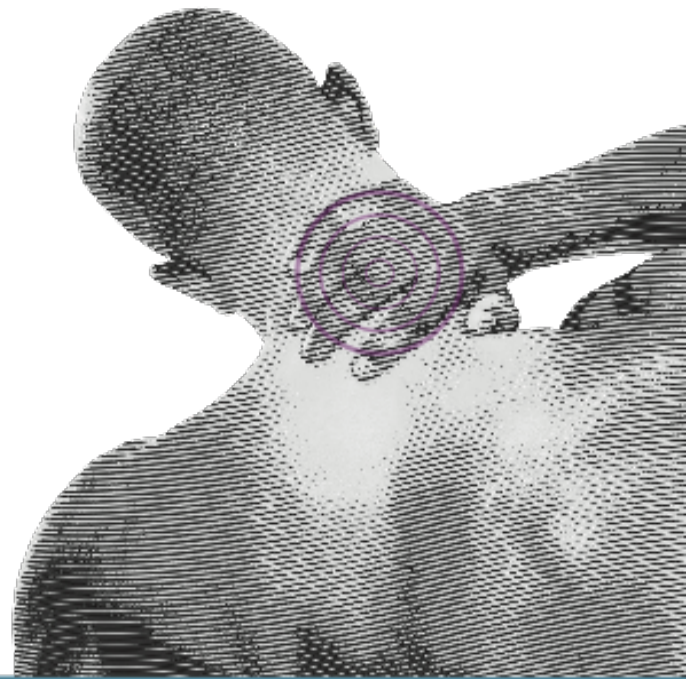
Avoid alcohol while taking prescription opioids. Also, unless specifically advised by your health care provider, medications to avoid include:

- Benzodiazepines (such as Xanax or Valium)
- Muscle relaxants (such as Soma or Flexeril)
- Hypnotics (such as Ambien or Lunesta)
- Other prescription opioids

## KNOW YOUR OPTIONS

Talk to your health care provider about ways to manage your pain that don't involve prescription opioids. Some of these options **may actually work better** and have fewer risks and side effects. Options may include:

- ❑ Pain relievers such as acetaminophen, ibuprofen, and naproxen
- ❑ Some medications that are also used for depression or seizures
- ❑ Physical therapy and exercise
- ❑ Cognitive behavioral therapy, a psychological, goal-directed approach, in which patients learn how to modify physical, behavioral, and emotional triggers of pain and stress.



### Be Informed! ←

Make sure you know the name of your medication, how much and how often to take it, and its potential risks & side effects.

## IF YOU ARE PRESCRIBED OPIOIDS FOR PAIN:

- ❑ Never take opioids in greater amounts or more often than prescribed.
- ❑ Follow up with your primary health care provider within \_\_\_ days.
  - Work together to create a plan on how to manage your pain.
  - Talk about ways to help manage your pain that don't involve prescription opioids.
  - Talk about any and all concerns and side effects.
- ❑ Help prevent misuse and abuse.
  - Never sell or share prescription opioids.
  - Never use another person's prescription opioids.
- ❑ Store prescription opioids in a secure place and out of reach of others (this may include visitors, children, friends, and family).
- ❑ Safely dispose of unused prescription opioids: Find your community drug take-back program or your pharmacy mail-back program, or flush them down the toilet, following guidance from the Food and Drug Administration ([www.fda.gov/Drugs/ResourcesForYou](http://www.fda.gov/Drugs/ResourcesForYou)).
- ❑ Visit [www.cdc.gov/drugoverdose](http://www.cdc.gov/drugoverdose) to learn about the risks of opioid abuse and overdose.
- ❑ If you believe you may be struggling with addiction, tell your health care provider and ask for guidance or call SAMHSA's National Helpline at 1-800-662-HELP.

LEARN MORE | [www.cdc.gov/drugoverdose/prescribing/guideline.html](http://www.cdc.gov/drugoverdose/prescribing/guideline.html)

This parent publication was created by the Superintendent's Office, Fullerton School District. For questions, please feel free to call Helene Morris, Ed. D., Director of Administrative Services at (714) 447-7529.