

# Curtis Creek School District

===== Student-Parent Handbook =====  
and

===== Annual Notification of =====  
===== Rights and Responsibilities =====

## 2023-2024

18755 Standard Road  
Sonora, CA 95370

**DISTRICT:**

TEL (209) 533-1083

FAX (209) 532-6080

**SCHOOL:**

TEL (209) 532-1428

FAX (209) 588-9593

**WEBSITE:** [www.curtiscreekschool.com](http://www.curtiscreekschool.com)



**File this handbook for your reference. Any questions you might  
have may be answered within this document.**

**Signature page must be returned at the beginning of each year.**

# CURTIS CREEK SCHOOL DISTRICT CALENDAR 2023-2024

July • 2023 • Julio				
M / L	T / M	W / M	T / J	F / V
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August • 2023 • Agosto				
M / L	T / M	W / M	T / J	F / V
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September • 2023 • Septiembre				
M / L	T / M	W / M	T / J	F / V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

October • 2023 • Octubre				
M / L	T / M	W / M	T / J	F / V
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November • 2023 • Noviembre				
M / L	T / M	W / M	T / J	F / V
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

December • 2023 • Diciembre				
M / L	T / M	W / M	T / J	F / V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

January • 2024 • Enero				
M / L	T / M	W / M	T / J	F / V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

February • 2024 • Febrero				
M / L	T / M	W / M	T / J	F / V
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	

March • 2024 • Marzo				
M / L	T / M	W / M	T / J	F / V
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April • 2024 • Abril				
M / L	T / M	W / M	T / J	F / V
1*	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May • 2024 • Mayo				
M / L	T / M	W / M	T / J	F / V
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June • 2024 • Junio				
M / L	T / M	W / M	T / J	F / V
3	4	5	6*	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

## IMPORTANT DATES:

August 23	First Day of School
September 4	Labor Day (no school)
October 16-20	Conference Week
November 10	Veteran's Day (no school)
November 20-24	Thanksgiving Break (no school)
December 25 - Jan 5	Winter Break (no school)
January 15	ML King Jr. Day (no school)
January 29 - Feb 2	Conference Week
February 12 & 19	Presidents Days (no school)
March 25-29	Spring Break (no school)
May 27	Memorial Day (no school)
June 5	Graduation
June 6	Last Day of School (minimum day)

Board Meetings (open session begins at 6:15 PM):

8/9, 9/13, 10/11, 11/8, 12/20/2023

1/10, 2/14, 3/13, 4/10, 5/8, 6/12/2024

## KEY / CLAVE:

	First / Last Day of School Primer / Último Día de Clases
	School Holiday / Break Festiva / Receso de Clases
	Teacher Workday Maestros Trabajan
	Snow Day Día de Nieve
	Early Release Day (K-5 1:15 pm; 6-8 1:20 pm) Despido Temprano (K-5 1:15 pm; 6-8 1:20 pm)
	School Board Meeting (6:15 pm) Reunión de la Mesa Directiva (6:15 pm)



## GRADE REPORTING SCHEDULE GRADES 4 - 8:

### 1<sup>st</sup> Trimester

August 23, 2023 – November 16, 2023

### 2<sup>nd</sup> Trimester

November 17, 2023 – March 5, 2024

### 3<sup>rd</sup> Trimester

March 6, 2024 – June 6, 2024

# **CURTIS CREEK ELEMENTARY SCHOOL DISTRICT**

District Office: 18755 Standard Road  
Sonora, CA 95370

(209) 533-1083  
[www.curtiscreekschool.com](http://www.curtiscreekschool.com)

August 2023

Hello Mustang Community,

We had many things to celebrate last school year. We began our Leader in Me program, hosted Leader Luncheons and students learned about the 7 habits. We held "Safety Week" and conducted standard safety drills and developed new drills based on the latest research and ALICE training provided by the Tuolumne County Sheriff's department. Curtis Creek student athletes had successful sporting seasons. We hosted the Bill Vonich Memorial Basketball Tournament. Our 8th grade boys team was 1 point away from winning the championship game! Our 7th grade girls volleyball team and track team also took second place in 2022-2023. Curtis Creek held many all-school assemblies. It was wonderful to see the student council leading everyone together and showing school spirit. The Halloween assembly and carnival hosted by our awesome parent association were tremendous successes. Dr Suess week was also a success with dress up days and a Green Eggs and Ham breakfast sponsored by CCPA. Another success was our family STEAM Night. Curtis Creek students lead families in various science, technology, engineering, art and math activities. STEAM night was followed by a "Planetarium" exhibit. We also had visits from Smokey Bear and local first responders. We had dances, opened our library/student center, students went on many field trips, participated in a talent show and... I could go on. 2022-2023 was a great year!

We will continue to implement the Leader In Me process in 2023-2024. Students will work on mission statements, leadership roles, continue regular Leader In Me lessons and begin work on goal setting and student portfolios. Leader In Me should be a pervasive theme across the campus this year. We are also looking to reach out for more parent involvement in 2023-2024. Please look for opportunities to be involved in our Mustang family. We will continue to post messages on our Parent Square system.

I was grateful to work with the Curtis Creek staff last year. We certainly had our fair share of adversity. However, Curtis Creek teachers and staff stepped up to all challenges and provided exemplary learning experience for students. I look forward to working with students, parents and staff to create another successful year for the Curtis Creek Mustang family.

Sincerely,



Stephen Sweitzer, Principal

[ssweitzer@ccreekmustangs.com](mailto:ssweitzer@ccreekmustangs.com) (209) 532-1428



## **You are welcome to attend**

Regular board meetings will be second Wednesday of each month at 6:15 p.m. in the District Office Conference Room.

The Curtis Creek Elementary School District Board of Trustees is the primary policy making body for the District.

# Community Resources for Children

## – Youth Crisis Lines –

### Substance Abuse

Alcohol Abuse 24-hour Hotline. . . . .800-879-2772  
 Alcoholics Anonymous/Al-Anon . . . . .209-533-1134  
 Alateen . . . . .800-352-9996  
 California Youth Crisis Line . . . . .800-843-5200

### Physical and Sexual Abuse

Tuolumne County Child Welfare Services  
 209-533-5717 or 209-533-4357  
 Domestic Violence Hotline . . . . .209-588-9305

### Counseling

Tuolumne County Mental Health Department  
 209-533-3553  
 California Youth Crisis Line . . . . .800-843-5200  
 Crisis Line . . . . .209-588-9528  
 Crisis Assessment and Intervention  
 Program (CAIP) . . . . .209-533-7000  
 24-hour Parent Support Line . . . . .888-281-3000  
 Crisis Chat via TEXT – Text HOPE to . . .916-688-iCAN  
 National Alliance on Mental Health  
 (NAMI) . . . . .209-586-9351  
 Tuolumne County Behavioral Health  
 Therapist List . . . . .Tuolumne.networkofcare.org

### Rape

Rape, Abuse/Incest  
 National Network . . . . .800-656-4673  
 Victim-Witness Assistance Program..209-588-5440

### Suicide Prevention

Crisis Line . . . . . 209-533-3553 Weekdays  
 National Suicide Crisis Line . . . . .800-273-8255  
 The Trevor Project  
 (thetrevorproject.org) . . . . .866-488-7386  
 My3 Phone app . . . . . www.my3app.org

### Health

Family Planning Clinic . . . . .209-533-7401  
 California HIV/AIDS Hotline. . . . .800-367-AIDS  
 Sierra HOPE . . . . .209-736-6792  
 Tuolumne County Health Dept . . . . .209-533-7400  
 California Covered . . . . .800-300-1506  
 Tuolumne Me-Wuk Health Clinic . . . .209-928-5400  
 Sonora Regional Medical Center  
 Emergency Services. . . . .209-536-5000

### Runaways

National Runaway Hotline. . . . .800-843-5678  
 Missing Children Networks . . . . .800-826-4743

### Emergency Services

Sonora Police . . . . .209-532-8143 or 209-532-8141  
 Sheriff Emergency Services. . . . . 911  
 . . . . .or 209-533-5815 or 800-228-3592

The references at the end of the sections in this booklet include the following codes:

BP . . . District Board Policy  
 AR . . . Administrative Regulation  
 EC . . . Education Code  
 HSC . . Health and Safety Code  
 PC . . . Penal Code  
 WIC . . Welfare and Institutions Code  
 CCR . . California Code of Regulations  
 CC . . . Civil Code  
 FC . . . Family Code  
 GC . . . Government Code  
 VC . . . Vehicle Code  
 BPC . . Business and Professions Code

FAC . . . Food and Agriculture Code  
 USC . . . United States Code  
 CFR . . . Code of Federal Regulations  
 ESEA . . Elementary and Secondary Education Act [20 USC 7114(D)(7)]  
 PPRA . . Pupil Privacy Rights Amendment [20 USC 1232(h)]  
 FERPA . . Family Educational Rights and Privacy Act  
 PPACA . . Patient Protection and Affordable Care Act [PL 111-148]  
 Title VI. . Title VI (or VII, IX) of the Civil Rights Act of 1964 [42 USC 1981]  
 IDEA . . . Individuals with Disabilities Education Act  
 § 504 . . . Section 504 of the Rehabilitation Act of 1973 [29 USC 794(a)]  
 EOA . . . Equal Opportunities Act [20 USC 1701]  
 CIF . . . . California Interscholastic Federation

Curtis Creek School, in partnership with family and community, ensures that every student has the opportunity to acquire the knowledge, skills, and attitudes to continue to learn, live a productive life and contribute to a diverse, rapidly changing society.



---

## VOLUNTARY DONATIONS

We always appreciate and recognize voluntary donations from parents and community members. Your generosity helps support our educational goals, programs, and services for students. Please understand that any donations are truly voluntary and your student's ability to participate in a school activity is never conditioned on making a donation.

All donations are optional, none are required.

---

## VISITORS

Parents are welcome and encouraged to visit our classrooms throughout the year. Volunteers are welcome. **To become a volunteer, please see the district office for requirements and volunteer guidelines.** District policy and the State law requires that all visitors report to the school office in order to secure a visitor's pass. It is also important that you sign out when leaving. Please follow the procedure of signing in/out to ensure everyone's safety. No student visitors will be permitted on campus during school hours.

### ● Enrollment

Registration packets can be picked up at the school office. Under state law, the district annually reviews the enrollment options available to pupils within the district. The district strives to maintain available enrollment options that meet the diverse needs, potential and interests of California pupils. In school districts of choice, priority can be given to children of military personnel. Homeless students shall be immediately enrolled. [EC 48306, 48308]

### ● Eligibility for Transitional Kindergarten (TK)

The district's TK program shall admit children as follows:

1. For the 2023-24 school year, children whose fifth birthday is between September 2 and April 2
2. For the 2024-25 school year, children whose fifth birthday is between September 2 and June 2
3. For the 2025-26 school year, and in each school year thereafter, children who turn four by September 1

As the parent of a student you have many rights and responsibilities.

This booklet talks about many of those and laws, policies and statutes which cover them. We suggest you read it. We must get the signed form returned.

Teachers build your child's education one day at a time, so every day is essential. In elementary, middle, junior, and high school, moving ahead, or even graduation, can be put in jeopardy if too many days are missed. Work with the teacher when a child must miss school. Get homework assignments and review work. There is only one chance to get a great education.

---

© 2023 Schoolyard Communications™, all rights reserved

♻️ 40% recycled paper

At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after the date specified for admittance for the applicable year as described above, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. [BP 6170.1 January 2022; EC 8235, 8973, 37202, 44258.9, 46111, 46114-46119, 46300, 48000, 48002, 48003, 48200]

## ● Homework Supports Classroom Learning

In the Curtis Creek School District homework is an integral part of the total educational program. The assignment of homework may vary according to the grade level, teacher, and individual student. The amount of homework varies from grade to grade, from course to course, and from week to week. Each teacher will explain his or her homework policy in their packets for parents during Back-to-School Night and at the first trimester conference. If you have any questions, please contact the teacher for clarification. Parents are encouraged to help students complete homework assignments by:

1. Providing a quiet place to work.
2. Showing an interest in the assignment.
3. Assisting in acquiring needed books, data, etc.
4. Assisting, as needed, without doing the homework itself.
5. Notifying the teacher if homework is creating problems, or contacting the school when questions or concerns arise.

## ● Student Placement Procedures

Placement in all classes, including kindergarten, will be made with the best interest of all children in mind. We strive to provide an enriching and successful year for all our students. We have an outstanding teaching staff that is highly trained to meet the educational needs of all students. Parents may submit an "Environment Request" form to the school secretary each year by the designated date. These requests will be considered as students are placed in classes for the following school year.

## ● Emergency Information

An Emergency Information Card must be completed for every student and be on file in the school office. The parent or legal guardian is responsible for providing this emergency information to the school, as well as keeping the information updated. In case of an emergency or illness, the school will always try to contact parents first, followed by other contacts listed. However, if none of the contacts are successful, it may be necessary to call 911 or the Sheriff's Department.

Please complete the emergency card and return it immediately. Also, please keep this information current by notifying the school secretary of any changes throughout the year. Your cooperation is necessary to make sure the school is able to provide the best possible protection for the health and welfare of your child(ren). The District will not honor any "Do Not Resuscitate" orders.

**These persons are school emergency contacts only and will not be used for a casual ride home.**

## ● Emergency School Closure / Snow Days

Schools may close in the case of a natural disaster such as an earthquake, a fire, a flood, or an epidemic/pandemic. School officials rely on the expertise and advice of public health and safety officials in these decisions. Other means of delivering instruction will be used to as much as possible.

The Superintendent will make the determination to delay or close school when the weather is bad. A one (1) or two (2) hour late start may be declared. The release time for students at the end of the school day remains the same. Local radio stations broadcast public announcements. Listen for closures or delays on stations KKBN 93.5 FM and KZSQ 92.7 FM in the morning. Delays and closures are also listed online at [www.mymotherlode.com](http://www.mymotherlode.com). Some days when there is snow a late start may not be required. However, because of the snow and safety concerns the regular bus schedule may be changed.

Although it is highly unlikely, in the event that school needs to close during the school day, parent contact will be made prior to students being released.

## ● Volunteer/Chaperone Policy

School volunteers serve under the direction of school staff to meet the needs of students and to



promote a community atmosphere here at school. There are many opportunities to become involved at Curtis Creek School. All volunteers working with students must attend a yearly orientation meeting and submit a signed application. The orientation will explain the expectations that we have for all adults who work with our students. Orientation meetings will be held to accommodate most schedules.

### ● Field Trips

Educational field trips may be taken during the school day. Parents will be notified prior to the trip regarding where the students will be going, the times of departure and return, and the purpose of the trip. Permission slips should be returned prior to the field trip on the date set by the teacher in charge with all medical and insurance information completely filled in. Field trips enhance the learning and understanding of the classroom curriculum. All students are expected to ride the bus or school arranged transportation for field trips. Siblings of students are not permitted to attend field trips. Parents that are serving as chaperones shall be permitted to ride the school bus with the students. Chaperones shall commit to the full day of the field trip. Chaperones must have had the 2023-2024 volunteer training prior to any trip.

### ● Telephone Calls

After obtaining permission from office staff, the office telephones may be used by students for school business only.

### ● Messages for Students

To minimize classroom interruptions, please discuss after-school care and plans with your children before they leave for school. **For safety reasons, messages can not be taken over the phone for students.** If your child will be going home with another student please send a note to the school office. Again, for safety measures, it is too difficult to verify the identity of the caller, no messages for students will be taken over the phone.

### ● Student Center Procedures

- No books can be checked out if a student has not returned their previous books unless arrangements have been made.
- LOST BOOKS – students are charged the replacement cost for lost books.

- DAMAGED BOOKS – students will be charged a fee for the damage.
- All books must be returned by the end of the school year.

### ● Lost/Damaged Textbooks

The replacement cost for damaged or lost textbooks is the responsibility of the student/parent. Textbooks are checked out annually to students at the beginning of the year. A replacement fee for a lost or damaged textbook that is no longer usable will be the current cost of replacing the book. A fee will be charged for books that are in need of mending but do not need to be replaced. The school will determine the cost. If a book is found and is returned in usable condition before the onset of the next school year, a refund will be made.

### ● Lost and Found

Children should have their belongings labeled and accept responsibility for their things. Lost or unclaimed clothing and other articles are placed in the “Lost and Found” which is located near the school office. The “Lost and Found” will be displayed in front of the office periodically. Items left over will be donated.

### ● Things Not to Bring to School

Skateboards, rollerblades, shoes with wheels, baseball bats, and any type of ball from home, are not allowed at school. Curtis Creek Parent Club provides the needed recess equipment that support our play areas.

Do not bring toys, laser pointers, fidget-spinners or electronic devices. Their value and tendency to interfere with the teaching/learning environments make these items inappropriate for school.

At any time a staff member may confiscate any item that interferes with the teaching/learning environment. These items will be sent to the office for student or parent retrieval as per the discipline matrix. The school and/or school employees will not accept responsibility for any item lost or stolen during school hours.

Cigarettes, matches, chew, controlled substances, spray cans, knives or any item or substance considered dangerous or illegal are not allowed on campus. Possession of any of these items is cause for disciplinary action.

## ● Animals at School

Pets on the playground and in the classroom can create problems at school. It is impossible to predict what a normally docile animal will do on a playground with many children. Your cooperation in keeping pets at home will aide in maintaining a safe school situation. If a student wishes to bring a small animal to school for study, observation, or sharing, they must have prior approval from his or her teacher and must be supervised by an adult. Pets are to be taken home after sharing; they cannot remain at school.

## PARENT INVOLVEMENT

The Governing Board recognizes that parents/guardians are their child's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment.

## ● School Site Council

Section 52022 of the Education Code requires that schools maintain a School Site Council. The Site Council is composed of an equal number of parents and staff members and is dedicated to the improvement of instruction. School plans developed by the Site Council are reviewed, evaluated, and approved by the Board of Trustees. School Site Council meetings are held monthly. If you are interested in serving on the Site Council, please contact the school office.

## ● Start and Release Procedures

Parents should park their cars ONLY in designated parking spots. Parents are not to park or leave cars unattended in the red bus loading zone at any time.

All students will be supervised while walking to the bus loading and pick up areas at the end of the school day.

## ● School Accountability Report Card

The School Accountability Report Card is available on request, and is available annually by February 1st on the Internet at [www.curtiscreekschool.com](http://www.curtiscreekschool.com). It contains information about the district and school regarding the quality of programs and its progress toward achieving stated goals. A copy will be provided upon request. [EC 33126, 32286, 35256, 35258, 51101]

## ● Pupil Fees

While there are limited exceptions, families and students should not have to pay fees for most items related to public education. There are four types of fees identified in Education Code:

Pupil Fees: No fees or deposits can be required or collected for items including, but not limited to, materials, supplies, equipment, uniforms (i.e. band, cheerleading, basketball), lockers, locks, books, class apparatus, musical instruments.

Educational Activity Fees: No fees can be required or collected for student participation in an event or activity, either curricular or extracurricular, that is an essential part of a student's education or for transportation to those events. There can be no fees required for registering or participating in regular or extra classes.

Voluntary Donations: While voluntary donations may be suggested for activities, no student may be denied participation based on the family's ability to make a donation.

Exceptions – When fees may be required: By law, there are exceptions to the prohibition against charging fees or deposits. Exceptions include, but are not limited to, transportation to non-essential activities, non-essential events where attendance is optional (such as a school dance), food served to students, damage to district provided materials such as textbooks, cost of community service classes, and fingerprinting. Money may also be collected for material used for projects that a student will be taking home, such as material used in a career class like woodshop or sewing. The Uniform Complaint Procedure can be used regarding pupil fee compliance. A complaint may be filed with the school principal and may be filed anonymously.

[EC 17551, 17552, 19911, 32030-32033, 32220-32224, 32390, 35330, 35331, 35335, 38084, 38118, 38120, 39807.5, 48052, 48053, 48904, 49010-49013, 49063, 49065, 49066, 51815, 52373, 52612, 52615, 52920-52922, 60070; 5 CCR 4610, 4630]

## ATTENDANCE

## ● General Absences

Children cannot learn if they are not in school. Daily school attendance improves student



achievement. Children learn early about being on time and not missing school; teach your child that school attendance is an important family value. Children ages 6 to 18 years must attend every school day.

**Students experiencing illness symptoms should not attend school.**

The state only awards funding to school districts for actual attendance. The state does not fund districts for the excused absences listed below. Always review the school calendar and plan activities and vacations during days off. No pupil whose attendance is excused shall have grades or academic credit lost if assignments and tests can be reasonably completed.

Other attendance reports, such as truancy, rely on excused and unexcused absences. There are legal consequences if your child misses too much school. You must send a note and/or phone the school within 72 hours to clear any excusable absences. Parents/Guardians have the right to be notified on a timely basis if their child is absent from school without permission. Unexcused absences are recorded as a truancy.

A. Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

1. Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
2. Due to quarantine under the direction of a county or city health officer.
3. For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
4. For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
5. For the purpose of jury duty in the manner provided for by law.
6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note from a doctor.
7. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.
8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
9. For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
10. For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
11. For the purpose of participating in a cultural ceremony or event.
12. (A) For the purpose of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.  
(B) (i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one schoolday-long absence per school year.  
(ii) A middle school or high school pupil who is absent pursuant to subparagraph (A) may be permitted additional excused absences in the discretion of a school administrator, as described in subdivision (c) of Section 48260.
13. Authorized at the discretion of a school

administrator, as described in subdivision (c) of Section 48260.

- B. A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefor. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
- C. For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.
- D. Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- E. 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. [EC 48205, 48260]

Districts may allow students, with parental or guardian consent, to be excused to participate in moral or religious exercises or instruction. [EC 46014]

School authorities may excuse any student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the pupil’s parent or guardian. [EC 46010.1]

### ● **Make-Up Work For Children Out Ill**

If your child has to be out of school for more than one day because of illness, you may request work. Please call the school office as soon as possible. In 4th-8th grade, for full credit on assignments, students are given a one-day extension for each day of absence.

### ● **Release of Students During The School Day**

Students who must leave school during the day are required to be signed out in the office by a parent/guardian prior to leaving. Students will not be released from the classroom or yard until the office notifies the teacher or yard supervisor.

For your child’s protection, it is our primary policy not to release a student to anyone other than their parent/guardian. If an emergency should arise and you need your child to be released to someone other than a parent/guardian, please notify the office in advance or as soon as possible. Persons other than parents/guardians may be asked for identification prior to the student being released.

The persons listed on your child’s emergency card will be called in the event of a school emergency when a parent/guardian cannot first be reached. These persons are school emergency contacts only and will not be used for a casual ride home.

### ● **Minimum Days/Pupil Free Staff Development Days**

If your child will be affected by minimum days or staff development days, we will give you at least one month’s notice. The dates that were known at press time are printed in the calendar in this booklet. [EC 48980]

### ● **Attendance Options**

The governing board annually reviews attendance options, and has non-arbitrary rules explaining how students may apply, be accepted or denied inter-district transfer. Many districts, by agreement, also allow the transfer of students from or to other districts (inter-district transfer). Victims of bullying or violence are given preference in inter-district transfers. In some cases, the district must provide transportation. Students attending “persistently dangerous” schools can transfer and enroll in a safe school. Districts cannot prevent children of active military from changing districts, as long as the district chosen agrees to accept them. Upon enrollment or transfer, principals are urged to check missing children information. Further information about residency, attendance options, special program options, etc. will be provided by the California Department of Education. [EC 46600, 48204, 48204.7, 48206.3, 48300, 48301, 48306, 48853.5, 48980, 49068, 51101; 20 USC 7912]

## **1. Interdistrict Attendance**

The Governing Board recognizes that parents/guardians of students who reside within the geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district.

### **Interdistrict Attendance Agreements and Permits**

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. <sup>1</sup>

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit.

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

### **Transportation**

Upon parent/guardian request, the district shall provide transportation assistance to a student receiving an interdistrict transfer who is eligible for free and reduced-price meals and is the child of an active duty military parent/guardian or a victim of bullying, as defined in Education Code 46600.

In addition, upon request of a student's parent/guardian, the Superintendent or designee may authorize transportation for any interdistrict transfer student to and from designated bus stops within the attendance area of the school that the student attends if space is available. [BP 5117 January 2020; EC 8151, 41020, 46600-46610, 48204, 48300-48317, 48900, 48915, 48915.1, 48918, 48980, 48985, 52317, CA Constitution Article 1, Section 31]

## **2. Attendance Where Caregiver Resides**

If your child lives in the home of a caregiving

adult, as defined by law, or a foster home your child may attend the school district in which that residence is located. Execution of an affidavit under penalty of perjury pursuant to the Family Code by the caregiving adult is required to determine that your child lives in the caregiver's home. [EC 48204(a), 48980; FC 6550-6552]

## **3. Attendance in District Where Parent / Guardian is Employed**

The district may, but is not required to accept a transfer student whose parent/guardian resides outside the boundaries of the school district but is employed and lives with the student at the place of the parent's/guardian's employment within the boundaries of the school district for a minimum of three days during the school week; or a student whose parent/guardian physically works within the boundaries of the school district for a minimum of 10 hours during the school week. [EC 48204(a)(7), 48980]

## **4. Special Enrollment Allowances for Some Categories of Students:**

Some students, including foster, homeless, migratory, American Indian, or military children, living in the district may stay enrolled in their school of origin inside or outside the district if: 1) their Individual Education Plan (IEP) indicates attendance elsewhere, or 2) parents, guardians, and others with authority declare in writing otherwise. In some cases, they also have rights to expedited enrollment in school, to attend classes and programs, to after-school programs, and to fee waivers. The school district and each school site have complete documentation of the rights of homeless, foster, migratory, military, and other special categories of students. [EC 48204, 48204.7, 48645.3, 48850-48859, 51225.1, 56055; 5 CCR 4622; WIC 224.1, 361, 726; 42 USC 11301, 11431-11435]

### **Student Immigrant and Religious Rights**

All school age children must be admitted to California Public Schools and be offered all programs accessible to other students. School districts cannot ask about a student's immigrant (or migratory) or religious status. The state Attorney General has information about "know your rights": <https://oag.ca.gov/immigrant/resources>. Immigrant

---

<sup>1</sup> At this time, the District enters into agreements for a term of no more than one year; Interdistrict Attendance Permits must be renewed each year.

students are still considered residents of their current school district even if parents are deported or are being held in custody. [EC 200, 220, 234.1]

## ● Individualized Instruction

You must notify the school if your child has a temporary disability and cannot attend regular classrooms. If your temporarily disabled child is located outside your school district, notify both the district where your child resides and where the child is located. Within five (5) days of notice, the district(s) will determine if the student qualifies, and within five (5) days of the determination commence instruction in the home or in a hospital or other residential health facility. The district(s) will notify you if your child qualifies, when instruction will begin and for how long it will continue. Each hour of instruction at home or in a facility will count as a full day but cannot exceed 5 days per week nor the number of days in the school year. [EC 48206.3, 48207, 48207.5, 48208, 48980]

## ● Unexcused Absences (truancy)

When a student misses school without an excuse they are considered truant, and the school will notify the parent/guardian. The state defines three levels of truancy, each carrying more severe penalties for both the student and the parents or guardians. A student is classified as;

Truant: after missing three days of school or three 30-minute periods without a valid excuse

Habitual Truant: if they are truant three or more times in a school year and an effort is made to meet with parents

Chronic Truant: if they miss 10 percent or more of the school days in a school year.

Early intervention and cooperation between the school and the family is the best way to support student learning. A student who is truant can be referred to a student attendance review board (SARB), a community service program, the county probation department, or to the district attorney. Through these programs the student can be given guidance toward improving attendance. The goal is to intervene before a student enters the juvenile justice system or drops out of school. Parents are urged to use community services identified by the school or District, a SARB, the District Attorney, or Probation department. Students and parents face penalties as defined in Education Code, Welfare and Institutions Code, and Penal Code.

Student Penalties: First truancy may result in a one-day weekend class; Second truancy may be a written warning from a peace officer; Third truancy may result in assignment to an after-school or weekend program, involvement of a SARB, a probation officer, or District Attorney; Fourth truancy may result in a chance to improve attendance, but may also result in the student being placed within the jurisdiction of the juvenile court. Other penalties may include required community service, payment of a fine, attending a truancy mediation program, and loss of driving privileges.

Parent Penalties: First conviction – up to \$100 fine; Second conviction – up to \$250 fine; Third conviction – up to \$500 fine. Parents of chronically truant elementary students face a fine up to \$2,000; imprisonment up to one year; or both. They may also be scheduled to meet regularly with district staff and/or referred to community resources. Parents may also have to attend classes at the student's school for a day and/or personally deliver their child to school every day. [EC 48260, 48260.5, 48261, 48262, 48263, 48263.5, 48263.6, 48264.5, 48291, 48293, 48320; PC 270.1, 830.1; WIC 256, 258, 601, 601.3]

## ● Student Attendance Review Board

The school participates in the Student Attendance Review Board (SARB). Students who have poor attendance may be referred to the SARB. The SARB process can result in fines and incarceration of parents. A student that is late for more than 30 minutes on a given day is considered tardy and three days would calculate to one unexcused absence. Three (3) unexcused absences constitute an attendance problem that could result in the beginning of the SARB process. Additional documentation may be required from a parent regarding a student's absence, i.e. doctor's excuse. [EC 48260, 48260.5, 48261, 48262, 48263, 48263.5, 48263.6, 48264.5, 48291, 48293, 48320; PC 270.1, 830.1; WIC 601.3; VC 13202.7]

## ● Notice of Alternative Schools

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

In the event any parent, pupil, or teacher is interested in further information concerning alternative schools, the county superintendent of schools, the administrative office of this district, and the principal's office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district. [EC 58501]

## STUDENT CONDUCT AND SAFETY

All pupils have the right to participate fully in the educational process, free from discrimination, harassment, violence, intimidation, and bullying. Schools have an obligation to combat racism, sexism, and other forms of bias, and a responsibility to provide equal educational opportunity and ensure safe school sites.

Students are encouraged to report anything they see or hear about that might be suspicious or dangerous to a teacher or other staff member. Any staff member that receives such a report will quickly take appropriate action, and the student's identity will remain confidential.

### ● Safe Place to Learn

It is State and District policy to improve student safety, connections between students and supportive adults, and connections between schools and communities. These policies prohibit discrimination, harassment, intimidation, and bullying at all school sites or at any school sponsored activity. School site

staff trained in anti-bias shall be made known to students. When safe to do so, District employees must intervene immediately when they see discrimination, harassment, intimidation or bullying. Certificated staff in grades 7-12 get information about helping LGBTQ students. Information about district programs and services and links to community and statewide resources related to: suicide prevention; sex discrimination including Title IX information; hate violence; sexual harassment including the District's Policy (also included in this booklet); harassment, intimidation, bullying; and cyber-bullying including social-media bullying are available on the District's website at [www.curtiscreekschool.com](http://www.curtiscreekschool.com) and online at [www.cde.ca.gov](http://www.cde.ca.gov), [www.wested.org/project/california-healthy-kids-survey-chks/](http://www.wested.org/project/california-healthy-kids-survey-chks/).

The District Uniform Complaint Procedure may be used to file a complaint. Contact the District Complaint Officer(s) listed on page 44 for assistance. [EC 200, 215, 220, 221.6, 221.61, 221.8, 230, 231.5, 233, 234, 234.1, 234.4, 234.5, 234.6, 51101, 66250, 66260.6, 66270; CP 422.55, 422.6; 5 CCR 4900; BP 5131.2]

### ● Behavioral Focus

#### RESPECT

Students will show respect to everyone on campus. Respect will be modeled and taught by staff as we strive for a positive and respectful campus!

In addition to behavioral expectations set in class and in our discipline matrix, Curtis Creek School has a specific list of expectations for 2023-2024.

1. Students will use appropriate language.
2. Students will pick up after themselves and take responsibility for their spaces.
3. Hats may be worn outside with the bill facing forward. Hats and hoods may not be worn inside.
4. Cell phones must be turned off and stored out of sight when on campus from the time of arrival to dismissal. Students who need to communicate with someone off campus may gain permission to use a campus phone or ask permission to use a personal device in the office.
5. Personal toys or items are not allowed.
6. Students must dress appropriately and follow dress code guidelines.
7. Students will stay in class and designated recess areas.



8. Gum is not allowed on campus.
9. Students should not share or throw food.
10. Students will only engage in appropriate touches.

### ● Basic School Rules

School rules exist for the purpose of preserving the learning atmosphere and protecting the rights and safety of all individuals. Any staff member may issue referrals for students who violate school rules after being warned. These rules apply to all school activities whether they occur before, during or after school hours. You have a right to review school and district rules regarding student discipline. If you wish to do so, please contact the school office. [EC 35291, 48980, 51101]

### ● Digital Communication Devices

Districts may regulate the possession or use of any cellphone, smartphone, pager or electronic signaling device while pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. Students cannot be stopped from using such a device when: there is an emergency; there is a perceived threat of danger; when a teacher or administrator has said it is acceptable; or if it is part of an individualized education program (IEP). Possession or use is allowed if essential to student's health as determined by a licensed physician or surgeon.

A student may possess a mobile device at school as long as it is OFF and out of sight. It may be used only under the direct supervision of school staff and may NOT be used for the following:

- Any form of texting, messaging, or picture taking
- Listening to music
- Phone calls

The school district is NOT responsible for lost, stolen and/or broken cell phones or mobile devices. Districts may regulate the possession or use of any cellphone, pager or electronic signaling device while pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. Use is allowed if essential to student's health as determined by a licensed physician or surgeon. [EC 48901.5, 48901.7; ne]

### ● Policy On Student Dress And Grooming

The dress policy is intended to be a definition of appropriate attire and personal grooming. Its purpose is to prevent disruption of the classroom atmosphere, enhance classroom decorum, eliminate disturbances among other students in attendance and minimize distraction to other students so as not to interfere with the educational process. It is also intended to protect the health and welfare of the individual student. Personal appearance must not distract from the teaching/learning environment. All students, staff, parents, and volunteers shall attend school and school functions dressed in attire that is appropriate and not hazardous to their safety or the safety of others, or that does not cause a distraction. For safety reasons during PE classes, grades 5-8, appropriate athletic type shoes shall be worn. [BP 5132 November 2019]

Examples of **inappropriate** dress include:

- Shorts, dress or skirt hem lengths must be sufficient to conceal undergarments at all times.
- Pajamas/slippers
- Flip flops (K-5th graders)
- Shoes with wheels
- Sandals or boots worn during P.E.
- Tops need to sufficiently conceal undergarments at all times.
- Clothing that has inappropriate tears or holes
- Clothing that is excessively undersized/tight or oversized/baggy
- Clothing with symbols, messages, advertisements, and/or statements about tobacco, alcohol, drugs, sex and/or violence.
- Clothing that is gang-related.
- Hats and/or hoods worn inside
- Hats worn backwards
- Writing or drawing on skin

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

## POSITIVE ATTITUDE MATRIX

---

Follow adult direction the first time given. Treat others the way you would like to be treated. Make good choices.

### **On the bus:**

- Follow the bus driver's directions immediately.
- Sit with your back against the seat with feet on the floor.
- No food or drink.
- No sharp objects or glass.
- Do not vandalize the bus.
- Use appropriate voices, language and conversation topics.
- Do not disturb others or their belongings.
- Take care of your own property and trash.

### **Transition Areas / Hallways:**

- Walk.
- Keep walkways clear.
- No loitering.
- Keep hands, feet and objects to yourself.
- Step aside to let others pass.
- Stay on the walkway.
- Do not disrupt other classes.
- Use appropriate voices.
- Hold equipment while walking.
- Go directly to your destination in a timely manner.

### **Office:**

- Keep hands, feet and objects to yourself.
- Enter and exit quietly.
- Wait patiently.
- State purpose of visit politely.
- Arrive with a pass.
- Ask permission from office staff to use the phone.

### **Yard / Playground:**

- Use equipment appropriately.
- Play games in the appropriate area.
- Obtain a pass to leave the yard.
- Freeze at the sound of the bell.
- Walk to line.
- Use kind words and actions.
- Everyone plays.
- Wait patiently and take turns.
- Exhibit good sportsmanship.
- Walk around games in progress.
- Eat snack in designated areas and dispose of trash properly.
- Stay within designated areas.
- Follow game rules.
- Return equipment to the appropriate place.

### **Classroom:**

- Enter and exit quietly.
- Stay in your seat unless directed by the teacher.
- Keep your hands, feet and objects to yourself.
- Use indoor voices and polite language.
- Respect others.
- Raise your hand to speak to the teacher.
- Be on time and have materials ready.
- Pay attention.
- Be an active learner.

### **Cafeteria:**

- Walk and use appropriate behavior.
- Sit on the bench with feet on the floor.
- No sharing food.
- Raise hand for help.
- Use indoor voices.
- Allow anyone to sit next to you.
- Use appropriate table manners.
- Clean up your personal area.
- Dispose of trash properly.
- Wait to be excused.

### **Restrooms:**

- No eating, drinking or playing.
- Keep water in the sink.
- Wash hands before leaving.
- Give other students privacy.
- Knock on the stall door before entering.
- Do not look under or over the door.
- Use the toilet for intended use.
- Flush toilet.
- Return immediately to the supervised area.

### **Assembly:**

- Enter in an orderly fashion.
- Keep hands and feet to yourself.
- Follow dismissal instructions.
- Listen.
- Applaud appropriately.
- Sit quietly.

**Be Safe! Be Respectful! Be Responsible!**

## Dress Code Consequences

1st Incident . . . warning, call home, and may be required to change clothes

2nd Incident . . . call home, change clothes

3rd Incident . . . call home, change clothes, intervention lesson

## ● Classroom Disciplinary Actions

### For disciplinary reasons, a teacher can:

- Issue a TIME-OUT in the classroom, in another classroom, or office.
- Require a parent conference.
- Refer the student to the school administrator.
- Detain a student, during the lunch period (with provisions for lunch), or for up to one hour at the end of the school day (detention). Teacher should give parent a one-day notice.
- A parent or guardian may be required to accompany the student for a portion/or all of the school day in the class from which the student has been removed.
- Suspend a student from his/her class for the day of the infraction and the next day.

## ● Detention

Detentions are based upon the school discipline plan. They may be assigned either at lunchtime recess or after school depending upon the nature of the conduct. The principal may also make students who are on detention ineligible for other activities.

## Gang Affiliation

Students who behave or have apparel, accessories, drawings or other attributes that may be indicators of gang involvement or emulation are to be referred to the principal for documentation and will be subject to appropriate disciplinary action, up to and including expulsion. Any evidence of such involvement (drawings, hats, clothing, etc.) are to be given to the principal and may be referred to the appropriate law enforcement agency.

## ● Safe Gun Storage

Guns are now the third leading cause of death for children in this country. Over 80 percent of teens who commit suicide with a gun used one that belonged to someone in their home. Gun ownership is a right in

the US, and it comes with substantial responsibilities. Anyone who reasonably knows a child might access a firearm without permission, loaded or not, is criminally liable for where that firearm is taken, brandished, or how it is used. This includes all school facilities or activities, events, and public places. More Information about gun safety and the safe storage of firearms can be found at <https://oag.ca.gov/firearms/tips>. Those responsible for access to a firearm could lose the right to own a firearm for 10 years, face fines, imprisonment, and civil liability. When there is a threat of a homicide, school staff shall notify law enforcement. [EC 48980, 48986, 49390, 49391, 49392; PC 25000-25140]

## DISCIPLINE

### ● Civility

The District believes that every person deserves to be treated with dignity and respect in their interactions within our School Community. Civility has an impact on effective operations and on the creation of a safe and positive school climate for everyone.

While respecting every individual's right to free speech, that right does not allow for disruption of school classes, activities, meetings, or other events. Students, staff, parents, guardians, and the community are expected to be polite, courteous, respectful, and behave reasonably at all school or district activities and events. Practices that promote civil behavior include, but are not limited to, actively listening, giving full attention, not interrupting, welcoming and encouraging participation by everyone. Civility is hindered by disruptive behavior or speech, violence or the threat of violence, or harassment or bullying of any kind; these behaviors are prohibited and are subject to discipline according to law and District policies. [BP 1313 August 2021; EC 32210- 32212, 44050, 44807, 44810, 44811, 48900 et seq, 48950; CC 51.7, 1708.9; GC 54954.3, 54957.9; PC 415.5, 422.6, 627.4, 627.7]

### ● Parent Responsibility

Parents or guardians are liable for all the damages caused by the willful misconduct of their minor children that result in death or injury to other students, school personnel, or damage to school property. Parents are also liable for any school property loaned to the student and willfully not returned. Parents' or guardians' liability may be as much as \$23,900 in damages and another maximum

of \$13,200 as adjusted annually by the California Department of Education for payment of a reward, if any. The school district may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid or the property returned or until completion of a voluntary work program in lieu of payment of money. If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities, or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. Civil penalties may also be enforced with fines up to \$25,000. [EC 48900.1, 48904, 51101; CC 1714.1; GC 53069.5]

### **Vandalism**

Graffiti and scratching glass or other material on someone else's property is now considered vandalism and those convicted face fines, imprisonment and the requirement to clean up the damage or perform community service. Parents/Guardians may be liable to pay fines as high as \$10,000 and be required to participate in the clean up. [PC 594]

### ● **Discipline Policy**

Part of everyone's education is learning how to behave responsibly in our society. At Curtis Creek Elementary School District we feel every student has the right to a positive learning environment free from disruptions.

We care too much for our students to allow their good behavior go unnoticed and their unacceptable behavior to cause them to fail or disrupt others. Students who choose to be cooperative, obey the school rules, and respect others will be successful. One of our goals is to develop in students a personal responsibility for their actions. Students should act responsibly and will be held accountable for their choices. Students who choose to be uncooperative, disobey the school rules, or are disrespectful toward others will find there are consequences for their behavior.

Classroom teachers have behavior expectations. The teacher will share their expectations throughout the year. Our goal is to teach students to act responsibly and respectfully. The behavior expectations, which must be followed in order for us

to have a safe educational experience with minimal disruptions, are as follows:

1. Follow directions.
2. Respect and cooperate with others (students, staff, everyone).
3. Behave in a safe manner (safe for self and others).
4. Respect property (anyone's, including your own).
5. Stay in designated areas.

The behavior expectations outlined above are designed for the students' safety and success in the classroom and on the playground. Attention paid to following rules and procedures here at school will help your child throughout school life and into adulthood.

Classroom rules and a pre-established warning system with consequences are established and posted in each classroom by the teacher. Individual class rules will be sent home to parents at the beginning of the school year.

### ● **Cell Phone Discipline**

Cell phones must be turned off and stored out of sight when on campus from the time of arrival to dismissal. If this rule is violated:

First offense: Device is given to the adult who delivers the device to the office. \* The student may pick the device up from the office at the end of the day.

Second Offense: Device is given to the adult who delivers the phone to the office. \* The student may pick the device up from the office after calling home to inform the parent of this second violation.

Third Offense: Device is given to the adult who takes the phone to the office. \* The device will be returned to the parent. The student will be assigned an intervention activity.

Fourth Offense: Device is given to the adult who delivers the phone to the office. \* The device will be returned to the parent. The student will lose a privilege or have activities restricted for 2 weeks.

Further Offenses: Fourth Offense consequences will continue and additional sequential

interventions and consequences will be assigned.

- \* Students who refuse to give their device to the adult will be sent to the office and have an immediate intervention lesson and loss of privilege.

## ● **Drugs, Alcohol, and Tobacco**

Possession or use of illicit drugs (including cannabis), alcohol, or any tobacco product on District premises or at any District activity is strictly prohibited.

A student in possession or under the influence of marijuana (cannabis), concentrated cannabis, or any synthetic cannabinoid is subject to suspension or expulsion. A student under 18 also faces up to forty (40) hours of community service, ten (10) hours of drug education, and sixty (60) hours of counseling; a student 18 or older can be imprisoned for up to six (6) months and/or be fined up to \$1,000. It is illegal for anyone under 21 to possess cannabis or synthetic cannabis.

Possession of tobacco by anyone under 21 is illegal and can lead to a \$75 fine or 30 hours of community service except for members of the military.

Except for members of the military, possession of tobacco by anyone under 21 is illegal and can lead to a \$75 fine or thirty (30) hours of community service. Possession of approved tobacco cessation aids is not prohibited. A “tobacco product” is any product made or derived from tobacco or nicotine that is intended for human consumption, including an electronic device that delivers nicotine (commonly known as “e-cigarettes” or “vaping”). [EC 48900, 48901; HSC 11357, 11357.5, 11361, 11362.1, 11362.3, 104495, 104559; PC 308; VC 13202.5; BPC 22950.5, 25608; 20 USC 812, 814]

## ● **School Jurisdiction**

The school’s jurisdiction or area of authority in matters of school attendance or activity, including discipline, extends to the following [EC 48900]:

- While on school grounds
- While going to or from school (if the school deems it appropriate)
- During lunch period
- At school activities whether on or off campus
- During, or while going to, or returning to school from a school-sponsored activity

## ● **Grounds for Suspension or Expulsion**

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

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil’s own prescription products.



- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
- (3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
    - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
    - (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
    - (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
    - (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
  - (2) (A) "Electronic act" means the creation or

transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

- (i) A message, text, sound, video, or image
- (ii) A post on a social network internet website, including, but not limited to: (I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1); (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated; (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
- (iii) (I) An act of cyber sexual bullying; (II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-

nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act; (III) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

- (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.
- (3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil's exceptional needs.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
  - (1) While on school grounds.
  - (2) While going to or coming from school.
  - (3) During the lunch period whether on or off the campus.
  - (4) During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of

physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

- (u) As used in this section, “school property” includes, but is not limited to, electronic files and databases.
- (v) For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil’s specific misbehavior as specified in Section 48900.5.
- (w) (1) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.
- (2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community. [EC 35291, 48900, 48901.1, 48910]

Additionally, sexual harassment, hate violence, harassment, intimidation (grades 4-12) and threats and terroristic threats against school officials or school property or both (all students) may be recommended for suspension or expulsion. [EC 212.5, 233(e), 48900.2, 48900.3, 48900.4, 48900.7]

Homework shall be provided for a student suspended for two (2) or more days upon request. Such homework turned in on time that cannot be graded in time, will not be included in the calculation of the pupil’s grade in the class. [EC 48913.5]

### ● **Mandatory Suspension / Expulsion**

Education Code Section 48915(a): Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts

committed at school or at a school activity off school grounds, unless the principal or superintendent finds that the expulsion is inappropriate, due to the particular circumstance:

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health and Safety Code, except for the first offense for the sale of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

Education Code Section 48915(c): The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior or written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
4. Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
5. Possession of an explosive.

### ● **Suspension:**

A student MAY BE SUSPENDED FROM THE CLASSROOM BY AN ADMINISTRATOR OR TEACHER. A principal may suspend for up to five days, a teacher

may suspend for the remainder of the day in which the misbehavior occurred and the day after. As soon as possible the teacher shall ask the parent/ guardian of the pupil to attend a parent/teacher conference regarding the suspension. If an in-person conference cannot be arranged, a telephone conference may be substituted. A school administrator shall attend the conference if the teacher or parent/guardian so requests. The pupil shall not be returned to the class during the period of suspension without the concurrence of the teacher and the principal. A pupil suspended from a class shall not be placed in another regular class during the period of suspension. A suspension may be extended under certain conditions, such as when an expulsion hearing is pending. [EC 48925, 48911]

**NOTE:** Consequences for Special Education students must take into account the student's IEP (Individual Education Plan).

- No pupil shall be suspended or expelled for any of the acts enumerated unless the act is related to school activity or school attendance. A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance which occur at any time, including, but not limited to, any of the following [EC 48900]:

1. While on school grounds;
2. While going to or coming from school;
3. During the lunch period, whether on or off the campus;
4. During or while going to or coming from a school-sponsored activity.

Students accumulating 20 days of in-school and/or home suspension are subject to involuntary transfer to an alternative program. Parents and students will be referred to the School Attendance Review Board.

Disciplinary action will be taken if a student's behavior is disruptive to the instructional process or causes a danger to persons or property even though the offense is not defined in the district's basic school rules.

## ● **Expulsion From School**

The governing board has the authority to expel a student for serious and/or repeated offenses. Both the student and the student's parents or guardians receive notices and are informed of their rights. Expulsion

hearings are formal and legal in nature. In certain cases where the school principal or superintendent finds that expulsion is inappropriate, due to the particular circumstances, a report in writing must be submitted to the governing board. This report shall identify the incident and the reasons why expulsion is not being recommended. [EC 48925, 48915]

## ● **Student Search**

The school principal or designee may search the person of a student, the student's property, vehicle, and District property under the student's control if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property, or contraband. Searches may be announced or unannounced, and the District may use drug-sniffing dogs if available. Employees shall not conduct strip searches or body cavity searches of any student. [EC 48900-48927, 49050-49051, 49330-49334; PC 626.9, 626.10]

## ● **Release of a Student to a Peace Officer**

If a school official releases your child from school to a peace officer for the purpose of removing them from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or guardian. [EC 48906; PC 11165.6; WIC 305]

# **RIGHT OF APPEAL AND DUE PROCESS**

## ● **Suspension**

1. Suspension by the principal/designee or the superintendent shall be preceded by an informal conference which is conducted by the principal or his or her designee between the pupil and whenever practicable, the teacher, supervisor, or school employee who referred the pupil to the principal. At the conference the pupil shall be informed of the reason for the disciplinary action and the evidence against him/her and shall be given the opportunity to present his or her defense. [EC 48911 (b)]
2. A principal/designee or the superintendent can suspend a pupil without affording the pupil an opportunity for a conference only if the principal or his or her designee determines that an "emergency situation" exists. If a pupil

is suspended without a conference prior to the suspension, both the parent and the pupil shall be notified of the pupil's right to such a conference, and the pupil's right to return to school for such purpose. The conference shall be held within two (2) school days unless the pupil waives this right or is physically unable to attend for any reason, including, but not limited to incarceration or hospitalization. The conference shall then be held as soon as the pupil is physically able to return to school for the conference. [EC 48911 (c)]

3. At the time of suspension, a school employee shall make a reasonable effort to contact the parent or guardian of the pupil in person or by telephone. [EC 48911 (d)]
4. Whenever a pupil is suspended from school, the parent or guardian shall be notified in writing of the suspension. The notice shall be, insofar as is practicable, in the primary language of the pupil's parent or guardian. Included in this notice is a request that the parent or guardian attend a conference with school officials regarding the pupil's behavior including notice that state law requires parents or guardians to respond to such a request without delay. [EC 48911 (d)]
5. If suspension is ordered by a principal/designee, the pupil or pupil's parent or guardian shall have the right to request a meeting with the superintendent/designee. The meeting shall be held within three (3) school days of time such request is received by the designee. [EC 48914 (a)]
6. If a meeting is requested and held according to EC Section 48914 (a), superintendent/designee shall render a decision within two (2) school days. [EC 48914 (d)]

## ● **Expulsion**

1. In a case where expulsion is being processed by the governing board, the superintendent/designee may extend the suspension until such time as the governing board has rendered a decision, provided that the superintendent/designee has determined that the presence of the pupil at the school or in an alternative school placement would cause a danger to persons or property or a threat of disrupting the instructional process. [EC 48911 (g)]
2. The pupil and the pupil's parent or guardian shall be entitled to a hearing to determine whether

the pupil should be expelled. An expulsion hearing shall be held within thirty (30) school days of the date the principal or superintendent determines that the pupil committed any of the acts enumerated in Section 48900 unless the pupil requests in writing that the hearing be postponed. The pupil shall be entitled to a least one postponement of an expulsion hearing for a period for not more than thirty calendar days. In the event that compliance by the governing board with the above time requirements is impracticable, the expulsion hearing may be delayed for good cause up to five (5) additional days. Reasons for the extension shall be part of the record at the time of the hearing. [EC 48918 (a)]

3. Written notice of the hearing shall be forwarded to the pupil at least ten (10) calendar days prior to the date of the hearing. [EC 48918 (b)]
4. The governing board shall conduct a hearing to consider the expulsion of a pupil in a session closed to the public unless the pupil or the pupil's parent or guardian request, in writing, at least five (5) days prior to the date of the hearing, that the hearing be a public meeting. [EC 48918 (c, d)]
5. The expulsion order and the causes therefore shall be recorded in the pupil's mandatory interim record and shall be forwarded to any school which the pupil subsequently enrolls upon request from the admitting school for the pupil's school records. [EC 48918 (j)]
6. A decision of the governing board whether to expel a pupil shall be made within ten (10) school days following the conclusion of the hearing, unless the pupil requests in writing that the decision be postponed. If the hearing is held by an administrative panel, or if the district governing board does not meet on a weekly basis, the governing board shall make its decision about a pupil's expulsion within forty (40) school days after the date of the pupil's removal from his or her school of attendance for the incident for which the recommendation for expulsion is made by the principal or the superintendent, unless the pupil requested in writing that the decision be postponed.
7. Written notice of any decision of the governing board to expel or to suspend the enforcement of the expulsion order during a period of probation



shall be sent by mail, using “proof of service” method, to the student or parent or guardian. The notice shall include notification of the right to appeal the expulsion to the county board of education. [EC 48918 (I)]

## TRANSPORTATION

Curtis Creek School Transportation strives to provide safe, pleasant transportation for your child. In order to develop the teamwork necessary for this program it is important to review the following rules and consequences with students. Please discuss with your child(ren) the importance of appropriate behavior on the bus.

The school bus is considered an extension of the school campus. All rules of conduct that apply to the school campus also apply on the bus and at the bus stop. Any action of a student that distracts the driver from safely operating the bus will be cause for suspension from the Curtis Creek School District Transportation. Parents and students must realize that our drivers are responsible for delivering their “Precious Cargo.”

The school bus driver is required to follow procedures as outlined in the California Department of Education’s School Bus Driver’s Manual.

### ● Bus Riding Is a Privilege

It is important that all students show proper conduct on the bus. All students who ride the bus must be familiar with, and obey the bus rules. Your child(ren) may receive a bus citation from the bus driver for misbehaving on the bus or at bus stops. Misconduct on the part of students may result in a denial of transportation.

### ● Bus Rules

#### Loading-Riding-Unloading

- Obey the driver immediately and without question.
- Riders should arrive at the bus stop on time and stand in a safe place to wait quietly for the bus. Arrive 5 minutes before pick up time on the proper side of the road.
- Accompany young children to the bus stop and meet them upon their return. TK/Kindergarten students must have a parent or guardian at the stop for the return home.

- Children who walk to the bus stop are to use the shoulder of the road or sidewalks.
- While waiting for the bus do not allow your children to play/damage other people’s property.
- Children are to enter and leave the bus in a quiet and orderly manner. No pushing or shoving.
- Riders shall remain seated and facing forward while the bus is in motion without obstructing the aisle with legs, feet or other objects.
- Riders shall help keep the bus and area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment. Parents will be responsible to pay for damage done to the bus as a result of vandalism.
- Because serious safety hazards can result from noise or behavior that distracts the driver, loud talking, yelling, standing, screaming, playing musical instruments, spitting, scuffling, obscenities or disrespect to another person are examples of prohibited actions which may lead to suspension from the bus.
- There is no eating, drinking or chewing gum in buses or any school vehicle.
- No animals, bugs, or pets shall be transported in a school bus except for guide, signal or service dogs.
- Glass containers (soda bottles), sharp objects are not allowed. Personal use items, perfume, hairspray, deodorants, make-up are not allowed to be used on the bus. Large projects should be transported by car.
- Skateboards, roller skates, roller blades and electronic devices are not allowed on the bus. Cell phones may not be used on the bus.
- Complete silence is required at railroad crossings. Minimum noise level while the driver is conducting a red light escort.
- Students should be reminded to check in at home after they exit the school bus after school.

### ● Consequences

In most cases, the driver will have repeatedly spoken with the child about their behavior and attempt to correct any problem behavior informally. If informal means does not correct the inappropriate behavior the following official consequences will be enforced:

First Offense: (Verbal Warning) Driver will assign student to a specific seat.

First Citation: (Written) Driver will give to parents the Warning Letter. Review rules on back of citation with child.

Second Citation: (Written) Driver will call parent to set up a conference. Child may be suspended from all transportation until said conference is made

Third Citation: (Written) Five day suspension from bus.

Fourth Citation: (Written) Ten day suspension from bus.

Fifth Citation: (Written) Suspended from bus for the rest of the school year.

The following offences will result in an immediate issuing of a “Second Citation”/Consequence and may result in an extended suspension from the bus:

1. Defiance/continual disrespect towards driver.
2. Assault or fighting.
3. Sexual harassment/indecent exposure.
4. Throwing, shooting or propelling any objects within the bus or out the bus window.

**\*\*All bus suspensions include field trips and sport trips.**

**ALL BUS CITATIONS MUST BE RETURNED BEFORE A CHILD MAY BE ALLOWED ON THE BUS.**

## ● Authority of the Driver

Authority of the Driver (Title 5 CCR Section 14103) states that “Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation.”

## ● Riding to and from Extra-Curricular Activities

Students participating in athletic events, field trips, etc., away from Curtis Creek School must return on the same transportation if provided, unless it is cleared by parent/guardian in writing, through the school office prior to the event.

## ● Bus Surveillance Systems

Curtis Creek Transportation has surveillance systems on our school buses to help deter misconduct and improve discipline, prevent vandalism and ensure safety of students and drivers.

The contents of these recordings may be student records and may be used in student disciplinary proceedings or referred to law enforcement, as appropriate. A notice shall be placed in each bus stating that the bus is equipped with surveillance equipment.

## ● Emergency Evacuation Instruction

Each school year, all students shall receive safety instruction. The instruction shall include, but not be limited to, proper loading and unloading procedures, including escorting by the driver; instruction on the use of passenger restraint systems, proper passenger conduct, bus evacuation, and location of emergency equipment. As part of the evacuation, students shall evacuate the school bus through the side emergency exit door.

Prior to departure on a school activity trip, all students riding on a school bus shall receive safety instruction. The instruction shall include, but will not be limited to: passenger safety, and location of use of emergency exits and equipment.

## ● Transportation Changes

Our primary responsibility is to safely transport students to and from school at the established bus stop nearest their residence or day care. A written request is needed to allow your child to ride a different bus or get off at another stop. This request must go to the school office so that a “Blue Note” will be issued to the student to give to the bus driver. A “Permanent Bus Note” may be issued if your child goes to another stop on a regular basis; ie, babysitter, scouts, tutoring. Please include the day or days of the week they will be riding.

## ● Snow Transportation Day

A late start to a school day is based on inclement weather. If we need to delay the start time of school you should expect to receive a message from our ConnectEd in conjunction with alerts on the local radio stations that will say either a snow day has been called or a delay of school in conjunction with a bus delay is in effect.

## Our delays are as follows

One Hour Bus Delay: School buses leave the bus shed one hour later than the regular departure time.

Two Hour Bus Delay: School buses leave the bus shed two hours later than the regular departure time.

Buses will not travel on South Creekside, Yuba River Dr., American River Dr., Ridgewood Dr. or Upper Paseo de los Portales. Buses will not exit upper Crystal Falls Dr. Parents will need to take their children to lower bus stops.

## **STUDENT SERVICES**

### ● **Services to Students with Disabilities**

If you have reason to believe your child (ages 0 through 21 years) has a disability requiring special services or accommodations, contact the school. Your child will be evaluated to determine whether he/she is eligible for free special or modified instruction or services.

The District wants to locate, identify and assess all children with disabilities whether homeless, wards of the state, enrolled in public or private schools. The District has policies guiding procedures for identification and referral. Students identified with special needs will receive a Free Appropriate Public Education in the least restrictive environment. [EC 48853, 56020 et seq., 56040, 56301; 5 CCR 4622; 20 USC 1412, (10)(A)(ii), 1412(a)(6)(A); 34 CFR 300.121]

### 504 Plan

Students may be eligible for a 504 plan. The decision to develop a 504 plan for a student is determined through a 504 Team meeting. Students must have a disability that substantially limits the student in a particular life skill, which includes learning, to be eligible. If it is determined that a student is eligible, then appropriate accommodations can be developed so that the student may participate in the classroom. Parents may contact the teacher if they are concerned about their child and schedule a Student Study Team to discuss options concerning their child.

### ● **Student Lunch and Breakfast Programs**

Breakfast is available daily. Every student must eat lunch. Students have a choice of eating a cafeteria prepared lunch or bringing a bag lunch. Each class eats as a group in the cafeteria.

Curtis Creek School uses a computer system for tracking student's meals. Curtis Creek participates in the National School Lunch Program. The school must have an application on file for all students. [EC 49510-49520; 42 USC 1761(a)]

### Cafeteria Rules

Students are to maintain proper etiquette and table manners in the cafeteria.

1. Always walk inside the cafeteria.
2. Obtain everything you need before sitting at the table.
3. Do not ask for or share food with other students.
4. Throwing of food is not allowed.
5. Remain seated until your table is excused.
6. Raise your hand if you need to speak to an adult or need assistance.
7. Keep your voice at an inside volume level.
8. Talk only to the students at your table who sit in front of you or beside you.
9. Students will be dismissed by tables after their area is clean.

### ● **Married, Pregnant, or Parenting Students**

A student under 18 years old who entered a legal marriage has rights and privileges as if they were 18 years old, even if the marriage has been dissolved.

Pregnant or parenting students who are 18 years old or who have permission from their parent/guardian may, but are not required to take excused leave for up to eight weeks to protect the health of the student and the infant. More than eight weeks may be granted if it is deemed medically necessary. Certification from a physician or nurse practitioner that the student is able to participate in the regular education program may be required only if it is required for students returning from other temporary disabilities.

A parenting student may be excused for absences as listed under "General Absences" on page 8. They may also be excused as the custodial parent to care for a sick child. A note from a physician shall not be required for such an absence.

### Accommodations

When necessary, the District shall provide accommodations for the student to access and

participate in the educational program. Reasonable accommodations shall be provided to any lactating student to express breast milk, breastfeed, or any other breastfeeding related needs. These accommodations include, but are not limited to a private, secure room other than a restroom to express milk or breastfeed, and a reasonable amount of time to do so; permission to bring equipment for expressing milk onto campus, and access to power to operate it; and a safe place to store expressed milk. There will be no penalty for using these accommodations, and opportunity to make up any missed work will be available.

### **Educational and Support Services**

Pregnant or parenting students will not be required to complete schoolwork or other requirements while on leave. Time will be provided to make up work without penalties. They may be allowed a fifth year to complete high school graduation requirements unless administration determines they are capable of completing graduation requirements in four years.

These students may choose to return to the same school or choose to attend an alternative program with access to comparable courses, programs, and activities. Generally, a classroom setting is preferred unless an alternative will better meet the needs of the student and/or their child. Any alternative program offered specifically for pregnant or parenting students shall be comparable to that offered to other students, and participation shall be voluntary.

Childbirth, pregnancy, or related recovery will not in and of itself deny a student access to any educational program, course, or activity.

As possible, and sometimes in collaboration with community organizations or agencies, the District will provide services to pregnant and parenting students and their children. These services may include academic and personal counseling; supplemental instruction; parenting and life-skills education; childcare and development services; special nutrition and supplements for pregnant and/or lactating students; health care services; and tobacco, alcohol, or drug prevention/intervention. Where appropriate, staff shall get related professional development.

The District shall not treat students differently based on their actual or potential parental, family, or marital status on the basis of sex. Complaints

related to pregnancy, marital status, parental status, or lactation accommodations can be made using the “Uniform Complaint Procedure” on page 44. [BP 5146 May 2016; EC 221.51, 222, 222.5, 230, 46015, 48200, 48205, 48980, 49553; 5 CCR 4600-4670, 4950; FC 7002; HSC 104460; 42 USC 1786; 7 CFR 246.1-246.28; 34 CFR 106.40]

## **STUDENT USE OF TECHNOLOGY**

### **● District Policy**

The Governing Board intends that technological resources provided by the district be used in a safe and responsible manner in support of the instructional program and for the advancement of student learning. All students using these resources shall receive instruction in their proper and appropriate use.

Teachers, administrators, and/or library media specialists are expected to review the technological resources and online sites that will be used in the classroom or assigned to students in order to ensure that they are appropriate for the intended purpose and the age of the students.

The Superintendent or designee shall notify students and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities in accordance with this Board policy and the district’s Acceptable Use Agreement.

District technology includes, but is not limited to, computers, the district’s computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

Before a student is authorized to use district technology, the student and his/her parent/guardian shall sign and return the Acceptable Use Agreement. In that agreement, the parent/guardian shall agree not to hold the district or any district staff responsible for the failure of any technology protection measures or user mistakes or negligence and shall agree to indemnify

and hold harmless the district and district staff for any damages or costs incurred.

The district reserves the right to monitor student use of technology within the jurisdiction of the district without advance notice or consent. Students shall be informed that their use of district technology, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the district for the purpose of ensuring proper use. Students have no reasonable expectation of privacy in use of the district technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules.

The Superintendent or designee may gather and maintain information pertaining directly to school safety or student safety from the social media activity of any district student in accordance with Education Code 49073.6 and BP/AR 5125 - Student Records.

Whenever a student is found to have violated Board policy or the district's Acceptable Use Agreement, the principal or designee may cancel or limit a student's user privileges or increase supervision of the student's use of the district's equipment and other technological resources, as appropriate. Inappropriate use also may result in disciplinary action and/or legal action in accordance with law and Board policy.

The Superintendent or designee, with input from students and appropriate staff, shall regularly review and update procedures to enhance the safety and security of students using district technology and to help ensure that the district adapts to changing technologies and circumstances.

### **Internet Safety**

The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced.

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or

inappropriate matter on the Internet and to ensure that students do not engage in unauthorized or unlawful online activities.

Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors.

The district's Acceptable Use Agreement shall establish expectations for appropriate student conduct when using the Internet or other forms of electronic communication, including, but not limited to, prohibitions against:

1. Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs
2. Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called "hacking"
3. Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one's own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying. [BP 6163.4 September 2015; EC 49073.6, 51006, 51007, 60044; PC 313, 502, 632, 653.2; 15 USC 6501-6506; 20 USC 6751-6777; 47 USC 254; 16 CFR 312.1-312.12; 47 CFR 54.52]



f Students shall not connect their personal phones to the District's wi-fi.

## ● Use of Computers is a Privilege

The use of any Curtis Creek School District computer equipment is a privilege for which all users accept responsibility. Inappropriate conduct in the use of this equipment includes, but is not limited to:

- Damage, vandalism or theft of equipment
- Theft, piracy or altering of software
- Use of the systems to transmit computer viruses
- Accessing, communicating or printing information that is deemed inappropriate in nature by school personnel
- Plagiarism
- Any conduct in violation of school rules

The Curtis Creek Elementary School District staff members will determine what is the appropriate/inappropriate use of computer equipment. Their decision is final. Any student involved in inappropriate use of any computer equipment will be referred to the principal for disciplinary action and may lose the privilege to access any or all computer equipment for the remainder of the school year. In addition, parents may be held responsible for damages to any Curtis Creek Elementary School District computer equipment incurred during the course of inappropriate action by a student.

## ● Educational Use of The Internet

The Curtis Creek School District provides limited access which includes, but is not limited to, local, national and international sources of information via its local network and the Internet.

Every Curtis Creek School District user has the responsibility to respect and protect the rights of every other user in our community and on the Internet. Students are expected to act in a responsible, ethical and legal manner on the Internet. Student access to Internet services is provided under staff supervision. Students are taught network etiquette and are expected to follow it.

To become a user, students and their parent(s) must sign the Internet Use Agreement included in the registration packet. When parents and students sign, they verify that they accept the conditions in this handbook and the Board Policy. They also agree

to hold blameless and release from any liability the Curtis Creek School District, its subcontractors and employees.

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

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

## ● Web Page Creation

Access to the Internet through the Curtis Creek School District and creation of a Web Page using the district's network or server and as part of the educational program is a limited forum, similar to the school newspaper, and the district will exercise its rights within the law to regulate speech within that forum. Therefore, the district, the principal, or the classroom teacher may restrict student speech pursuant to Education Code section 48907 if the speech is obscene, libelous, slanderous, or likely to incite students and create a clear and present danger to the operation of the school, or otherwise interferes with the educational mission of the district. Web Pages are defined as actual HTML pages, blog pages, portal entries or other representation/depiction on the World Wide Web.

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

Web pages must support course objectives and be educationally informative.

1. Photos of students along with their first name only may be posted to a Curtis Creek School District web page to support course objectives or if educationally informative if:
  - The full names or last names of the students are not posted along or with the photo; and
  - The student does not have an opt-out form on file requesting that their photo not appear on web pages; and
  - The web page is approved by a teacher and/or administrator.
2. In order to post photos of students along with their first and last name, parent/guardian written permission must be obtained before a student's photograph is placed on a Curtis Creek School District web page. The page must still be approved by a teacher and/or administrator.

### ● Internet Safety

A student's safe and ethical use of the Internet is important in the changing world of technology. The district is committed to helping staff, parents and students understand the appropriate and safe use of the Internet. The district has implemented a filtering solution designed to comply with CIPA (Children's Internet Protection Act) guidelines to keep our children safe in cyberspace.

### ● Email Communication

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

If you would like to receive the school newsletter, important notices and upcoming events by email, take the E-Option and be sure to add your email address to the emergency card.

### ● Impersonation on the Internet

Pretending to be another pupil or real person other than yourself on the Internet or through other electronic methods to harm, intimidate, threaten or defraud is punishable by a \$1,000 fine or imprisonment for up to one year. [EC 48900; PC 528.5]

## HEALTH SERVICES

### ● Immunizations

Documented proof that immunizations are up-to-date is required before attending school; districts may not allow "conditional" admittance into schools. Students may not participate in a classroom setting unless they have been fully immunized against diphtheria, hepatitis b, haemophilus influenza type b, measles, mumps, pertussis (whooping cough), poliomyelitis, rubella, and tetanus. Students must be immunized for varicella (chickenpox) or provide proof from a doctor stating the child has had the disease.

All new students, advancing students, or students transferring into grades 7-12 must be fully immunized, and will not be admitted without the required booster against pertussis (Tdap) and a second dose against varicella. The required immunizations are available through a usual source of medical care, County Health Department, a school nurse, or may be administered by a health care practitioner acting under the direction of a physician. Immunizations may be given at school. There may be funds for those who cannot access services. Homeless, foster, migratory, and military youth can be enrolled without proof of immunization. [HSC 120325, 120335, 120338, 120375, 120400, 120405, 120410, 120415, 120440, 120480; EC 48216, 48852.7, 48853.5, 49403; 17 CCR 6000-6075; 42 USC 11432(C)(i)]

### Exemptions

These requirements do not apply if a form from licensed physician cites why they should not. The physician submits the standardized electronic form directly to the California Immunization Registry (CAIR) and to the school for exemption; this is the only form the school will accept. The form will include physician information, the child's name and their school, the parent's/guardian's name, and the specific basis for and duration of the exemption.

If an outbreak of a communicable disease occurs, a non-immunized student will be excluded from school for their own safety until such a time as directed by health officials or district administration.

Forms submitted prior to January 1, 2020 and exemptions based on beliefs opposed to immunization submitted prior to January 1, 2016 are valid until the pupil enrolls in the next grade span (through preschool, grades K-6, grades 7-12). Parents or

guardians may refuse to allow the sharing of personal information related to their child's immunization records by notifying your County Health Department. [HSC 120325, 120335, 120338, 120370, 120372, 120372.05; EC 48216]

## ● Physical Examinations

For each child enrolling in the District for the first time in transitional kindergarten, kindergarten, or first grade, the parent or guardian must present a certificate, signed by a physician, verifying that the child has received a physical examination within the last 18 months. If your child does not receive this exam, you must file a waiver with the school district stating the reasons you are unable to obtain such services. You may have your child immunized at the same time that the physical examination is conducted. [EC 49450; HSC 124085, 124100, 124105]

These services may be available to you at no cost through the Child Health and Disability Prevention Program (CHDP). For information, you may contact:

Tuolumne County Health Department  
20111 Cedar Road North  
Sonora, CA 95370-5939  
(209) 533-7417 FAX (209) 533-7406

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

## Kindergarten and/or First Grade Oral Health Assessment

Many things impact a child's school progress and success, including health. Children must be healthy to learn, and children with cavities are not healthy. Baby teeth are not just teeth that will fall out. Children need their teeth to eat properly, talk, smile, and feel good about themselves. Children with cavities may have difficulty eating, stop smiling, and have problems paying attention and learning at school.

Parents or guardians must have their child's oral health assessed and have proof of the assessment by May 31 of the student's first school year (kindergarten or first grade). Assessments within the 12 months

before the child enters school also meet this requirement. The assessment must be done by a licensed dentist or licensed or registered dental health professional. [EC 49452.8]

## Vision, Hearing, and Scoliosis Screening

An authorized person will check your child's vision upon enrollment and in grades TK/K, 1, 2, 5, and 8 unless the student entered the District in grade 4 or 7. Hearing tests will be conducted when your child is enrolled, TK/K, 1, 2, 5, and 8. Females in grade 7 and males in grade 8 may be screened for scoliosis (curvature of the spine). These tests may be administered unless you annually give the school a certificate from a physician or optometrist verifying prior testing, or submit a letter denying consent. [EC 44878, 49451, 49452, 49452.5, 49455; ne]

## Head Lice

Head lice do not transmit disease to humans. Parents should check their children for lice regularly. If lice are seen on a child at school the parents will be called to pick up the child and a copy of the brochure "A Parent's Guide to Head Lice" will be given. At home all members of the family must be checked for lice. This policy allows for the parent to treat the child overnight.

## ● Medication

Children may take medication, which is prescribed by a physician, and get help from school personnel during the school day if:

1. The district designee has received a written statement from the physician detailing the medication name, method, amount, and time schedules by which the medication is to be taken; and
2. Parent, guardian, or caregiver annually submits a written statement asking the school district to assist their child in taking the medication or allow the student to self-administer certain medications. The statement gives permission to communicate with the health care provider or pharmacist, and acknowledges understanding of how the medication will be administered.

This includes allowing a school staff member to volunteer and be trained to identify the need for, and to administer epinephrine to a student for anaphylaxis; glucagon as prescribed for diabetes; or anti-seizure

medication as prescribed to a student diagnosed with seizures, a seizure disorder, or epilepsy. Each school determines if it will have staff trained in the use and storage of auto-injectable epinephrine and/or anti-seizure medication. The District will have a supply of auto-injectable epinephrine at each school site. A school nurse or trained volunteer school employee may administer emergency naloxone hydrochloride or another opioid antagonist to persons suffering, or reasonably believed to be suffering, from an opioid overdose. [EC 49414, 49414.1, 49414.3, 49414.5, 49423, 49423.1, 49468.2, 49480]

Children may carry and self-administer a blood glucose level test, diabetes care, inhaled asthma medication, and auto-injectable epinephrine if the rules above are met and if a physician confirms in writing that the student is able to self-administer. The District does not allow parents to administer medical cannabis on campus. [BP 5141.21 January 2020; EC 49414, 49414.1, 49414.5, 49423, 49423.1, 49480; HSC 11362.79]

If your child is on a continuing medication regimen for a non-episodic condition, you are required to notify the district designee of the medication being taken, the current dosage, and the name of the supervising physician. [EC 49480]

Any medication, including cough drops, found in a student's possession will be confiscated and the situation will be dealt with by the school administration.

### ● **Peanut And Tree Nut Allergy Aware School**

Students in our school may have severe peanut/nut allergies. Strict avoidance of peanut/nut products is the only way to prevent a life threatening allergic reaction. We are asking for your assistance in providing these students with a safe learning environment.

If exposed to peanut/nuts these students may develop a life-threatening allergic reaction that requires emergency medical treatment. The greatest potential for exposure at school is to peanut and nut products. If necessary, to reduce the risk of exposure, we may ask that you do not send any peanut or nut containing products for your child to eat during snack in their classrooms. Any exposure to peanuts or nuts through contact or ingestion can cause a severe reaction. If your child has eaten peanuts or nuts prior to coming to school, please be sure your child's hands

have been thoroughly washed prior to entering the school.

Since lunch is eaten in the cafeteria, your child may bring peanut butter, peanut or nut products for lunch. When needed there will be a designated peanut/nut free table available in the cafeteria. This plan will help to maintain safety in the lunch room while allowing non allergic classmates to enjoy peanut/nut products in a controlled environment. Following lunch, children may wipe their hands with wipes provided in the lunch room. The tables are cleaned with an approved solution and blue rags prior to and after each lunch session.

We appreciate your support of these procedures.

### ● **Sun Protection**

Students when outdoors can wear sun protective clothing, including, but not limited to hats. Students may also apply sunscreen during the day without a doctor's note or prescription. [EC 35183.5, 35291, 35294.6]

### ● **Medical and Hospital Insurance for Students**

The district DOES NOT provide insurance on individual students. However, you may purchase accident insurance through the district for medical and hospital services covering your child. The insurance provides coverage for your child while on school grounds or in school buildings during the time your child is required to be there because of attendance during a regular school day of the district; or while being transported by the district to and from school or other place of instruction; or while at any other place as an incident to school-sponsored activities. The school district assumes no liability for accidents to pupils at school. [EC 32221.5, 49472]

**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. [EC 49471]**

### **Enrollment in a Health Care Plan**

All children and their families must be enrolled in a

health care plan. There are several options for getting a health plan; through an insurance agent, or low cost provider such as Medi-Cal and Covered California at (800) 300-1506 or online at [www.coveredca.com](http://www.coveredca.com). [PPACA]

### **School-Sponsored Athletics**

If a student participates in school-sponsored athletics other than physical education or athletic event during the school day, parents/guardians and the student athlete are required to annually; (1) complete a concussion awareness form, (2) complete a sudden cardiac arrest awareness form, and (3) sign a document acknowledging receipt of an Opioid Factsheet received either in print or electronic format. [EC 33479, 49475, 49476]

### ● **Access to Mental Health Services**

School-based mental health services help address barriers to learning and provide appropriate student and family support in a safe and supportive environment. Reaching out for mental health services is simple; contact Joan Job at (209) 532-1428 or [jjob@ccreekmustangs.com](mailto:jjob@ccreekmustangs.com), your school counselor, nurse, health aide, principal, or the district office. In the community a good place to start may be to dial 211 for referrals in your area or call Tuolumne Co. Behavioral Health Services at (209) 533-6245. If you are in crisis contact this number or dial 911 immediately. [EC 49428]

### **Suicide Prevention**

Suicide is a leading cause of death among youth, and school personnel is often in a position to recognize warning signs. The District makes an effort to reduce suicidal behavior and its impact and has developed strategies to intervene. These may include staff development, student instruction in coping skills, informing parents/guardians, methods for promoting a positive school climate, crisis intervention, and counseling (including for bereavement). Information about district programs and services and links to community and statewide resources are available on the District's website at [www.curtiscreekschool.com](http://www.curtiscreekschool.com). [EC 215, 234.5, 234.6, 49060-49079, 49602, 49604; GC 810-996.6; PC 11164-11174.3; WIC 5698, 5850-5883; BP 5141.52]

### ● **Schools Free of Tobacco, Alcohol, and Drugs**

The Board has adopted Tobacco-Free, Drug-Free, and Alcohol-Free campus policies to promote student health and well-being. The District strives for a school environment free of these substances and has prevention and intervention programs. There may be programs through the District or in the community to support students' cessation from use of tobacco, alcohol, or drugs. For more information please contact the school/district nurse or a school administrator. [EC 51202-51203, 51260-51269; HSC 104420, 11999-11999.3; PC 13864]

### ● **Diabetes Information**

Diabetes is a health condition that affects how the body turns food into energy. Most food is broken down into glucose (sugar). When sugar increases in your bloodstream, your pancreas releases insulin. Insulin acts like a key to let the sugar into your body's cells to use as energy. When there isn't enough insulin or when cells stop responding to insulin, too much sugar stays in your bloodstream. Over time, this can cause serious health problems such as heart disease, vision loss, and kidney disease. There is no cure for any type of diabetes.

For both types, managing weight, eating healthy food, being active, and getting enough rest can really help. Taking medicine as prescribed, getting diabetes self-management education and support, and keeping health care appointments can also reduce the negative impacts of diabetes.

#### **Type-2 Diabetes:**

Type-2 diabetes is when your body can't use the insulin it makes as well as it should. It is the most common form of diabetes in adults, and is becoming more common in children, especially overweight teens. It is estimated that one in three children born in the US after the year 2000 will develop type-2 diabetes.

Type-2 diabetes can be prevented or delayed through lifestyle changes and medical intervention, and it is treatable. Eating healthy foods in the correct amounts and exercising regularly (at least 60 minutes every day) can help children achieve or maintain a normal weight and normal blood glucose levels.

The first step is to visit a doctor who can determine if your child is overweight. A doctor can



prescribe medication if appropriate and can order tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (may lead to full onset type-2 diabetes).

### **Type-1 Diabetes:**

Type-1 diabetes is when your body simply doesn't make enough insulin. Type-1 diabetes is not preventable, but it is manageable. It is an autoimmune disease that may be caused by genetic, environmental, or other factors. It is usually first diagnosed in children or young adults, but it can occur at any age.

### **Risk Factors:**

It is recommended that students displaying or possibly experiencing the risk factors and warning signs below see a doctor to be screened for type-1 and/or type-2 diabetes:

**Being overweight:** The single greatest risk factor for Type-2 diabetes is excess weight. In the US, almost one out of every five children is overweight. Being overweight more than doubles a child's chance of developing 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.

**Age/Puberty:** Type-1 diabetes usually occurs in the early years, and before reaching puberty. Type-2 diabetes is more likely to develop during or near puberty, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

### **Warning Signs and Symptoms:**

There are usually warning signs when a child might have diabetes. Not everyone with diabetes develops these symptoms, and not everyone who has these symptoms necessarily has diabetes. Type-2 symptoms generally develop slowly over time. Type-1 symptoms show up quickly – in a matter of weeks or even days, and are much more severe.

- 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/No menstrual periods, and/or excess facial and body hair growth in girl
- High blood pressure or abnormal blood fats levels
- For type-1; Nausea, vomiting, and/or stomach pain

Parents/Guardians of children displaying warning signs should immediately consult with the student's primary care provider to determine if screening for diabetes is appropriate. Following a diabetes's diagnosis, parents/guardians should work with the primary care provider to develop a lifestyle and medical treatment plan, which may include consultation with and examination by a specialty care provider, including, but not limited to, a properly qualified endocrinologist.

### **Diabetes Screening Tests:**

Your doctor may have your child take one or more of the following blood tests to confirm the diagnosis:

**Glycated hemoglobin (A1C) test:** A blood test measures the average blood sugar level over two to three months

**Random (non-fasting) blood sugar test:** A blood sample is taken at a random time; 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 high level 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.

If the primary care provider thinks your child has type-1 diabetes, blood may also be tested for autoantibodies (substances that indicate the body is attacking itself) that are often present in type-1 diabetes but not in type-2. The child's urine might be tested for ketones (produced when the body burns fat

for energy), which may also indicate type-1 diabetes instead of type-2 diabetes.

More information can be found on these websites: California Department of Public Health, [www.cdph.ca.gov](http://www.cdph.ca.gov); Centers for Disease Control and Prevention, [www.cdc.gov/diabetes/](http://www.cdc.gov/diabetes/); American Diabetes Association, <https://diabetes.org>.

The information provided in this booklet is intended to raise awareness about this disease. Contact your child's primary care provider, school nurse, or school administrator if you have questions. [EC 49452.6, 49452.7; HSC 104250]

## ● Meningitis

Meningococcal disease or Meningitis can be a life threatening infection that can be treated, but cannot always be cured. Routine vaccinations are recommended for 11-12 years olds, students entering high school and students living in college dorms. [HSC 120395-120399]

## ● Fluoride Treatments

Children are eligible for fluoride treatments through a program organized by the county health officer. Parents will get a record that the treatment was applied. The county health officer will determine how to pay for the program. Parents or a student 18 years old or more have the right to refuse this program. This program is not meant to replace regular professional dental care. [HSC 104855]

# INSTRUCTION AND CURRICULUM

## ● Academic Standards and Assessments

Each district in California decides how they will teach and what resources they will use. More information can be found at [www.cde.ca.gov/re/cc/](http://www.cde.ca.gov/re/cc/). California uses a computer-based student testing system tied to the standards for English language arts, mathematics, and science called the California Assessment of Student Performance and Progress (CAASPP). The tests include the Smarter Balanced Assessment Consortium Assessments, California Science Tests (CAST), California Alternate Assessments (CAA), and Standards-based Tests in Spanish (STS) for Reading/Language Arts. Parents can exempt their child(ren) from CAASPP testing by submitting a letter in writing annually. More information about the CAASPP can be found at [www.cde.ca.gov/ta/tg/ca/](http://www.cde.ca.gov/ta/tg/ca/). [EC 60119, 60604, 60615, 60640; 5 CCR 852]

English Language Learners are evaluated with the English Language Proficiency Assessments for California (ELPAC) and to identify and measure their progress in English Language proficiency. Students in grades 5, 7, and 9 also participate in Physical Fitness Testing (PFT). [EC 52060, 52066, 60800]

## ● Local Control Funding and Accountability

The Local Control Funding Formula (LCFF) provides money to school districts with a uniform base grant for every student, adjusted by grade level. Plus they receive adjustments for the number of students living in poverty, English learners, and foster youth. Then there are further adjustments for concentration of these groups if they are above 55% of the district's enrollment. More information about the LCFF is available at [www.cde.ca.gov/fq/aa/lc/](http://www.cde.ca.gov/fq/aa/lc/).

The Local Control Accountability Plan (LCAP) is a critical part of the LCFF. Each school district is required to engage parents, students, educators, employees, and the community to establish their plan. The LCAP must focus on eight areas identified as State priorities:

- |                                      |                         |
|--------------------------------------|-------------------------|
| 1. Basic Services                    | 5. Pupil Engagement     |
| 2. Implementation of State Standards | 6. School Climate       |
| 3. Parental Involvement              | 7. Course Access        |
| 4. Pupil Achievement                 | 8. Other Pupil Outcomes |

The plan must describe the overall vision for students, annual goals including language acquisition, and specific action to achieve these goals. The plan will demonstrate how the district's budget will help achieve the goals, and annually assess how well the strategies improved outcomes. Anyone can comment about proposals or expenditures to the school board; at parent, student, community engagement meetings; at staff LCAP meetings; or to the district LCAP Advisory Committee. Complaints regarding LCAP may be filed anonymously or using the District Uniform Complaint Procedures. [EC 305, 47606.5, 47607.3, 52060-52076, 5 CCR 4600, 4622]

## Language Acquisition Programs

Language acquisition programs are designed to ensure that English learners acquire English as rapidly and effectively as possible. They provide instruction based on the state-adopted academic content standards, including English language development (ELD) standards.

The District offers a Structured English Immersion program in which nearly all instruction is in English with curriculum and presentation designed for students who are English learners. [EC 305(a)(2), 306(c)(3)]

Parents/Guardians may provide input regarding language acquisition programs during the development of the Local Control Accountability Plan. Parents/Guardians may submit written or verbal requests for the establishment of a language acquisition program in addition to the program available. Schools in which the parents/guardians of 30 pupils or more per school or 20 pupils or more in any grade request a language acquisition program are required to offer such a program to the extent possible. Please contact the District office or your school principal for more information. [EC 306, 310; 5 CCR 11310]

Parents/Guardians have a right to opt their child(ren) out of the school district's language acquisition program or opt out of particular English learner service(s) within a language acquisition program. [20 USC 6312(e)(3)(A)(viii)]

### **Homeless, Migratory, Foster, Military, and Juvenile Court Youth**

Homeless, migratory, foster, military family, juvenile court youth, or youth participating in a newcomer program have special rights related to graduation and partial high school credits. They have the right to an adult to help make educational decisions. Foster and homeless youth also have special rights associated with college funding, and certain considerations in school discipline. The District Uniform Complaint Procedure may be used to file a complaint. [EC 48645.3, 48645.5, 51225.1-51225.3, 56055; 5 CCR 4622; WIC 361, 726]

### ● **School Counselors**

School counselors are trained educators possessing a valid credential with a specialization in pupil personnel services. Counselors help students make decisions about their courses. Counseling related to academic and nonacademic courses, classes, electives, school-related activities, team sports, athletic competitions, and school facilities will be available to all students without regard to their gender or gender identity, the gender listed in their records, or any protected group as listed under "Complaints

Regarding Discrimination, Harassment, Intimidation, Bullying, Exceptional Needs Students, Categorical Programs, Federally Funded Programs" on page 44. The District Uniform Complaint Procedure may be used to file a complaint. [EC 221.5, 221.8, 48980, 49600, 48900, 51229; GC 11135; Title VI, Title IX; § 504; CIF 300D]

### ● **District Courses**

Annually the District prepares curriculum, course titles, aims, and descriptions in a prospectus. The prospectus is available at each school site and may be reproduced at cost. Parents/Guardians have the right to review all course material. [EC 49091.14, 51101; PPRA]

### ● **Curriculum and Personal Beliefs**

Whenever any part of the instruction in comprehensive sexual health, sexual abuse, or human trafficking prevention education conflicts with your religious training and beliefs or personal moral conviction, or those of your child, your child shall be excused from such instruction if you request an excuse in writing. No student shall be penalized, sanctioned, or disciplined for such an excuse, and shall have an alternative education activity available. [EC 51240, 51938, 51950]

### **Family Life, Human Development, and Sexual Health Education**

Your child will be taking classes in compliance with the California Healthy Youth Act. These will include comprehensive sexual health education, HIV education, and research findings regarding pupil health behaviors and risks. Students in grades 7-12 will gain a deeper understanding of HIV transmission, prevention, and treatment. They will also be taught about the prevalence of human trafficking and the methods traffickers employ, including social media and mobile devices. You will be notified before such instruction. Any written and audio-visual educational materials planned for use are available for inspection prior to the start of classes. You may have copies of non-copyrighted material that will be presented by a consultant or guest speaker. You have a right to request, in writing, that your child not participate in any or all activities. You may withdraw this request at any time. School districts must ensure that all participating pupils receive sexual health instruction from personnel adequately trained in appropriate

courses. In this District, staff teaches these classes. During this class, students in grades 7-12 may be asked to anonymously, voluntarily, and confidentially fill out evaluation and research tools such as surveys, tests, or questionnaires measuring student attitudes toward health, sex, and risk behaviors. Copies of Education Code Sections 51933, 51934, and 51938 can be requested from the District or can be obtained online at <https://leginfo.legislature.ca.gov>. [EC 51933-51939]

### **Dissection of Animals**

If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with the student to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the class. The school will need a signed note from you indicating your child's objection. [EC 32255-32255.6]

### **Tests/Surveys on Personal Beliefs**

You and/or your child(ren) over 18 will be notified before administration of any confidential test, questionnaire, or survey containing questions about your child's, or your personal beliefs, political practices, mental health, anti-social, illegal, self-incriminating, demeaning behavior, critical appraisals of others close to the family, about legally confidential relationships such as ministers or doctors, income (unless to determine eligibility for receiving financial assistance), sex, family life, morality, or religion. You will be asked for written permission except for exempt surveys (in grades 7-12) that are part of sexual health programs or State surveys. Parents may opt their child(ren) out of all surveys, without penalty, including those seeking information to be used in marketing. Parents have the right to review any survey or educational materials related to the survey on any of the above items. The District has developed policies relating to surveys and personal information. Notice will be sent to parents prior to such test or survey. If you believe your rights have been violated, you may file a complaint with the Family Policy Compliance Office at U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920. [EC 51513, 51938, 60614; 60615; PPRA; 34 CFR 98; ESEA]

## **SCHOOL RECORDS AND STUDENT ACHIEVEMENT**

### ● **Reporting to Parents**

All students will receive regular Curtis Creek Elementary School District progress reports and report cards. Teachers maintain communications with parents between report card periods by means of emails, informal letters and phone calls. If you have questions about your child's progress, please contact the teacher. Parent-Teacher conferences are held during the first and second trimesters. Individual conferences may be scheduled at the request of the parent or school staff. We hope that parents will attend all conferences scheduled for their child.

### ● **Grading System/Academic Recognition**

Students in grades K-3 receive report cards that assist parents in understanding how their child is performing in terms of expectations, as well as in terms of specific areas needing further work.

Students in grades 4-8 receive letter grades, A through F, in each subject area. Grades are based upon percentages, attendance, class work, homework, class participation and effort.

Special Education students and other students with learning disabilities will be assessed on an individual basis. Accommodations and modifications specified on a student's IEP will be honored.

The Honor Roll is a way to encourage students in the 4th-8th grades to strive to do their best academically and to honor those who have achieved a certain grade point average (GPA). The Honor Roll is based on a 4 point scale:

A=4 pts      B=3 pts      C= 2 pts      D=1 pt

Students with a 3.5-4.0 GPA receive a gold star on their honor roll certificate.

Students that receive High Honor Roll (3.5-4.0) all 3 trimesters receive a Presidential Pin.

Students in grades 4-8 are recognized each trimester for academics and attendance.

Presidential Awards (national awards) are given out at the end-of-the-year assemblies for grades 4-8. The national criteria for these prestigious awards includes a 3.5 GPA for all three trimesters.

Eighth grade students who make Honor Roll all

three trimesters will graduate with a gold medallion worn on their robe and a gold seal on their diploma.

All three honor rolls are published each trimester in the Union Democrat.

For grades 4-8, grades for academic performance shall be reported for each grading period as follows:

“A” . . 90-100% Outstanding Achievement . . 4.0 grade pts

“B” . . 80-89% . Above Average Achievement 3.0 grade pts

“C” . . 70-79% . Average Achievement . . . . . 2.0 grade pts

“D” . 60-69% . Below Average Achievement 1.0 grade pts

“F” . . 0-59% . . Little or no Achievement. . . . 0 grade pts

“I” . . . . . Incomplete. . . . . 0 grade pts

An “I” shall be given only when a student’s work is not finished by the end of the grading period because of illness or other excused absence. If not made up within six weeks, the “I” shall become an “F”.

## ● 8th Grade Promotion Requirements

Students must meet all promotion requirements in order to participate in any of the promotion activities, i.e. promotion ceremony, dance, etc. Promotion requirements are as follows: have no less than a 1.8 Grade Point Average for the 8th grade year.

Students who are eligible to take part in the promotion ceremony and receive a Certificate of Completion will have met the following requirements:

1. Maintain an overall GPA of at least 1.8 with no more than one F in each trimester during 8th grade year. The student must be on a full day schedule.
2. Pass the 8th grade Constitution test.
3. Have attended at least 85% of the total school days for the year. Home teaching or an Independent Study Program shall constitute attendance. For special circumstances an exception may be granted if a student has a doctor’s verification of illness and assigned work is completed.
4. Special Education students and other students with learning handicaps will be assessed on an individual basis. Accommodations and modifications specified on a student’s IEP will be honored.

## Academic Probation for 8th Grade Students

Academic probation will be in effect as an alternative path to promotion ceremonies for students

who become ineligible during the first or second trimester.

Any student earning more than one “F” in either the first or second trimester will be placed on academic probation. Upon academic probation placement a student study team meeting will be arranged.

## Attire

All students participating in the promotion ceremony are required to wear gowns as specified by the administration. [EC 48070-48070.5, 51400-51403, 52507-52510, 60641-60647, 60648; BP 6146.5]

## Eighth Grade Promotion Trip

Each year the eighth graders earn a Promotion trip. This trip is sponsored by fund raising activities and donations. Permission forms are required. Telephone permission cannot be accepted. For students who are ineligible to participate in the eighth grade promotion trip, classes will be provided during school hours, and ineligible students are expected to be in attendance. To be eligible for the trip students must be academically eligible. Students must also meet citizenship (no suspensions or less than 3 referrals in the six weeks prior to the trip), and attendance eligibility (85% attendance for the year) for promotion to participate in the class trip.

## ● Pupil Records

Parents, guardians, foster parents, certain caregivers, and students over 18 have the right to review, inspect, and get copies of school records within five business days of a written or oral request or before any meeting regarding an individualized education plan (IEP) or a hearing. Those records are confidential, and privacy will be maintained. Student records are provided to schools where student transfers or wants to enroll. In some instances, information about your child may be released to District staff, foster agencies, short-term residential treatment programs, after school programs, summer camps, lawyers, law enforcement, state researchers, and nonprofit researchers. Sharing of pupil records must conform to federal laws and in some cases must be approved by the State Committee for Protection of Human Subjects. The records include transcripts, discipline letters, commendations, attendance, and health information. The records are maintained at Curtis Creek School by Cynthia Rhorer. There is someone to



help interpret the material. When more than one child is named in the records, parents may only see material related to their child. If requested, the district will provide a list of types and locations where materials are held. There is a log of who has viewed the records that is kept at the same location as the records. District policy or administrative regulation 5125 sets forth the criteria by which school officials and employees can look and change or delete the files and why. Files may be reviewed to identify students eligible for public school choice or supplemental educational services. You may have copies made for ten cents (10¢) per page. If you cannot afford the cost of copies, they will be provided free of charge. With the proper documentation, the records can be changed to reflect a legal change of name and/or gender of a student or a former student. You also have the right to file a written request with the superintendent challenging the records if you think there is an inaccuracy, unsubstantiated conclusion or inference, a conclusion outside the observer's expertise, a comment not based on personal observation with time and date noted, misleading information, or a violation of privacy rights. You can file a complaint about how your request was handled with the district or with the United States Department of Education. You will get to meet with the superintendent or designee within 30 days. If your challenge is sustained, the changes will be made. If not, you can appeal to the school board, which has final authority. If you still have a different view, your view can be included in the student's record. [EC 8484.1, 49060, 49062.5, 49063, 49068, 49069.3, 49070-49079.7, 51101, 56043, 56504; CC 1798.24(t); FERPA; 20 USC 1232(g); 34 CFR Part 99]

### **Student Data from Social Media Websites**

School Districts may now adopt a plan to gather student information from social media websites. The Governing Board has not adopted such a plan, but may consider it in the future. The information would pertain only to student or school safety, and must be destroyed within one year of the student leaving the District or turning 18. [EC 49073.6]

### **● Regulations Regarding Pupil Achievement**

The Board of Education believes good communication between parents and teachers is important in the educational process. All appropriate forms of communication should be used. The progress report should reflect student progress in classwork and

proficiency levels and indicate educational growth in relation to the student's ability, citizenship and effort. [EC 49067]

### **● Teacher Qualifications**

A provision of federal Title I requires all districts to notify parents of children in Title I schools that they have the right to request and receive timely information on the professional qualifications of classroom teachers and paraprofessionals including state qualifications, licensing for the grade level or subject taught, any waivers for qualifications, emergency provisions, college major, graduate degrees and subject, and if paraprofessionals or aides are in the classroom and what their qualifications are. [ESEA; 20 USC 6311; 34 CFR 200.48, 200.61]

### **● Release of Directory Information**

The law allows schools to release "directory information" to certain persons or organizations including military recruiters. Directory information includes student's name, address, telephone number, email 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 school attended. Directory information does not include citizenship status, immigration status, place of birth, or any other information indicating nationality. You may have the district withhold any of this information by submitting a request in writing. In the case of students with exceptional needs or who are homeless, no material can be released without parent or guardian consent. [EC 49061(c), 49070, 49073(c), 56515; FERPA; ESEA]

### **● School Safety Plan**

Every year, each school shall review and update its plan by March 1. Each school shall make its plan public and shall share the plan with numerous community leaders, school site personnel, and parent groups. Plans should, among other things, provide guidance for the response to and/or the prevention of bullying, child abuse, disasters, and criminal activity. Key elements are to be described in the School Accountability Report Card. Planned responses to criminal incidents need not be disclosed. The Uniform Complaint Procedure can be used regarding School

Safety Plan compliance. [EC 32281, 32282.1, 32286, 32288, 32289, 51101]

## ● Disaster Procedures

Curtis Creek School will designate two weeks annually to practice disaster procedures. Emergency drill week will include but not be limited to school evacuation, intruder, earthquake and fire drills. These will be practiced school wide. A current school safety manual can be viewed upon request from the school office.

## EXTRA CURRICULAR ACTIVITIES

### ● Eligibility – 6th –8th grades only

Extra-curricular activities (i.e. sports, dances, etc.) are an important part of a student's education. At Curtis Creek School, we encourage students to take part in these activities. By providing these activities, our goal is that students will:

- Develop an appreciation for health and physical fitness.
- Learn the values of sportsmanship, cooperation, responsibility, reliability, and respect.
- Acquire skills, knowledge and attitudes, which can result in life-long values.
- Be motivated to accomplish requirements to meet their chosen goals.
- Develop responsible behaviors, which allow them to participate in their chosen activity.
- Develop an understanding of the necessity for hard work and self-discipline in order to accomplish goals.

While involvement in extra-curricular activities is valuable, it is important to keep students focused on the main goals of academic and behavioral excellence. In order for students to be eligible to participate in extra curricular activities they must meet certain criteria.

### ● Eligibility Criteria

1. Students must maintain an overall grade point average of 2.0 or above. A student is ineligible if their overall grade point average is less than 2.0 on the most recent report card or official progress report. Students may have no more than one F grade on the report.
2. Student must attend school all periods on the day

of the activity in order to participate in the extra/co-curricular activity. A portion of the day may be missed for medical appointments or other absences, which are approved in advance by the principal or designee.

NOTE: These rules align with California Interscholastic Federation (CIF) eligibility regulations.

## ATHLETICS

### ● Code of Ethics

Participation in athletic activities, as in any extra curricular activity, is a privilege not a right. Any student athlete who wishes to be a member of an athletic team must meet all requirements academically and must follow school rules and regulations. Acts of disrespect or defiance towards the coach, assistant coach, parent volunteer, or a member of any team may result in temporary or permanent suspension from the athletic team. Behavior displaying failure to obey training rules, a continued lack of effort, a negative attitude, or conduct detrimental to the welfare of the team, insubordination, etc., are grounds for dismissal. Drinking, smoking or drug use are cause for immediate dismissal from the entire athletic program. The coach or supervisor may also exercise his/her judgment in recommending to the Athletic Director that participation in a sport would be dangerous for an individual. In order to maintain integrity, all members of a team are treated as integral parts of a cooperative venture with the same rules and regulations applying to all.

### General Guidelines:

- Students must be eligible to participate.
- Each student is responsible for maintaining his or her own uniform. Students will be required to replace any damaged or lost uniforms. Uniforms are to be cleaned and returned to the coach or Athletic Director within one week after the end of that season.
- Students who miss practice/games without prior approval from the coach may lose playing time.

### ● Good Sportsmanship Rules for Athletes, Parents and Spectators

1. Keep cheering positive.
2. Respect the visiting team.
3. Learn and understand the rules of the sport.

4. Respect the integrity and judgment of the officials.
5. Accept victory and defeat with dignity.

\*The use of drugs, alcohol and tobacco is prohibited on the school campus.

## ● **Tuolumne County Schools Sports Schedule**

### FALL SPORTS:

Girl's Basketball . . . . . 6th – 8th. . . . . Sept – Oct

Coed Cross Country. . 6th – 8th. . . . . October

Boy's Wrestling . . . . . 6th – 8th. . . . . Nov – Dec

### WINTER SPORTS:

Boy's Basketball . . . . . 6th – 8th. . . . . Dec – Feb

### SPRING SPORTS:

Girl's Volleyball . . . . . 6th – 8th. . . . . Feb – April

Coed Track . . . . . 6th – 8th . . . . . May

## **DISCRIMINATION, PROTECTIONS, COMPLAINTS AND PROCEDURES**

The District is primarily responsible for compliance with local, state and federal laws and regulations and has procedures to address allegations of unlawful discrimination, harassment, intimidation, or bullying against any protected individual or group including actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race or ethnicity, ancestry, national origin, nationality, religion, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program, or activity that receives or benefits from local, state and federal financial assistance.

## ● **Nondiscrimination / Harassment**

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

The Governing Board desires to provide a safe school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational

support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's web site in a manner that

is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation.

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

### **Record-Keeping**

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools. [BP 5145.3 June 2020; EC 200-262.4, 48900.3, 48900.4, 48904, 48907, 48950, 48985, 49020-49023, 49060-49079, 51500, 51501, 60044; CC 1714.1; GC 11135; PC 422.55, 422.6; 5 CCR 432, 4600-4670, 4900-4965; 20 USC 1681-1688; § 504; Title VI; Title VII; Title IX; 42 USC 6101-6107, 12101-12213; 28 CFR 35.107;

34 CFR 99.31, 100.3, 104.7, 104.8, 106.8, 106.9, 110.25]

### **● Sexual Harassment**

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. 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 students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint or allegation is addressed through AR 5145.71 – Title IX Sexual Harassment Complaint Procedures or BP/AR 1312.3 – Uniform Complaint Procedures, as applicable. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3.

The Title IX Coordinator shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's web site, and including it in student and staff handbooks. All district staff shall be trained regarding the 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 incidents of sexual harassment even when the alleged 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 action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedures 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 implement supportive 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

### **Disciplinary Actions**

Upon completion of an 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 be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

### **Record-Keeping**

In accordance with law and district policies and regulations, 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 district schools. [BP 5145.7 November 2020; EC 200-262.4, 48900, 48900.2, 48904, 48980, 48985; CC 51.9, 1714.1; GC 12950.1; 5 CCR 4600-4670, 4900-4965; FERPA; 20 USC 1092, 1221, 1681-1688; 34 USC 12291; 42 USC 1983; Title VI; Title VII; 34 CFR 106.1-106.82]

### **● Appropriate Adult-Student Interactions**

All adults, including staff, contractors, and volunteers are expected to maintain high standards and behave professionally in their interactions with students, parents, and the community. Clear boundaries are to be maintained to build trust in the adult-student relationships.

Romantic or sexual relationships of any kind between staff and students are prohibited. Adults shall not intrude on a student's physical or emotional boundaries unless student or staff safety is at risk.

Employees who see or know of inappropriate employee behavior are required to report to the Superintendent, designee, or appropriate agency. Other adults are encouraged to report such knowledge to the Superintendent or designee. The District will protect anyone who makes a report from retaliation. Employees who engage in conduct in violation of Board Policy shall be subject to discipline, up to and including dismissal. Any other adult who's conduct is in violation of Board Policy may be barred from school grounds, and law enforcement may be notified as appropriate. [BP 4119.24, 4219.24, 4319.24 August 2019; EC 200-262.4, 44030.5, 44050, 44242.5, 49490, 48980; 5 CCR 80303, 80304; PC 11164-11174.4]



## ● Complaints Regarding Discrimination, Harassment, Intimidation, Bullying, Exceptional Needs Students, Categorical Programs, Federally Funded Programs

The district prohibits the following, and shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination, harassment, or bullying against any protected individual or group identified under Board Policy, Education Code, California Code of Regulations, Penal Code, or Government Code including actual or perceived race, color, ancestry, historically associated racial traits, nationality, national origin, immigration status, ethnicity, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program or activity that receives or benefits from state financial assistance.

The District is committed to equal opportunity for all individuals in education and in employment. The District shall promote programs that ensure non-discriminatory practices in all District activities. Information about district programs and services and links to community and statewide resources related to: suicide prevention; sex discrimination including Title IX information; hate violence; sexual harassment including the District's Policy (also included in this booklet); harassment, intimidation, bullying; and cyber-bullying including social-media bullying are available on the Districts website at [www.curtiscreekschool.com](http://www.curtiscreekschool.com). You may contact your school's office or the District office to obtain a free copy of the district's complaint procedures. If you want further details in this regard, or if you believe your or your child(ren) have been subjected to the above and wish to file a complaint, please contact the District official responsible for compliance with Title V, Title VI, Title IX, § 504, and Uniform Complaints. The Governing Board designates the following compliance officer(s) to receive and investigate all complaints and ensure district compliance with law:

Dawn Mori, Superintendent  
18755 Standard Road  
Sonora, CA 95370  
Phone (209) 533-1083

The Uniform Complaint Procedure can be used in cases of discrimination or a violation of a federal or state law within the following programs as identified by the District's Board Policies: adult education, career/technical education, technical training, ROP programs and centers, Agricultural Vocational Education, child development, State Preschool, Early Childhood Education Program Assessments, Consolidated Categorical Aid, Economic Impact Aid, LCAP, State Compensatory Education, State Program for Students of Limited English Proficiency, school improvement, tenth-grade counseling, tobacco-use prevention education, Peer Assistance and Review, Migrant and Indian Education, American Indian Education Centers, Bilingual Education, nutrition services, special education, after school education and safety, homeless or foster youth education options, course content, physical education (including instructional minutes grades 1-6), discrimination, harassment, intimidation, bullying, child abuse, pupil lactation accommodations, pupil fees, Civil Rights Guarantees that receive state or federal financial assistance, ESEA (Titles I-VII), Williams Settlement issues, school safety plan, safe place to learn, School Safety and Violence Prevention Act, and other areas designated by the District. [EC 200, 201, 220, 221.6, 221.61, 221.8, 230, 231.5, 233, 234 et seq., 234.6, 260 et seq., 262.3, 48853, 48853.5, 48987, 49010-49013, 49069.5, 51210, 51223, 51225.2, 51228.3, 52075, 52334.7, 56500.2, 56501; PC 422.55; 5 CCR 4600-4687; CC 51-53; GC 11135, 12900; 20 USC 1400 et seq.; EOA; Title VI; Title VII; Title IX; § 504; IDEA; 34 CFR 106.9]

### District's Uniform Complaint Process

You may contact your school's office or the District office to obtain a free copy of the district's complaint procedures. The complaint procedure can be used for a variety of issues not mentioned above including but not limited to employee issues and policies and procedures of the district. Confidentiality and privacy shall be respected in all complaint investigations. Complaints alleging discrimination may be filed by a person on their own behalf or on behalf of another person or group of people within six months of the occurrence or when facts became known. Complaints regarding a special needs student or pupil fees may be filed within 12 months of the occurrence. Complaints regarding LCAP may be filed anonymously. Complaints regarding Pupil Fees may be filed anonymously and

with the principal. If a complaint regarding LCAP or pupil fees is valid, then the parents are due full reimbursement. Staff has been trained to deal with these types of complaints.

Those complaining (Complainants) are protected from retaliation and their identities are confidential when related to discrimination. Staff dealing with complaints are knowledgeable about the laws and programs they are investigating. The complaint may be dismissed if the complainant obstructs or does not provide all information. If the District acts in the same manner, the finding may be affected.

1. Complaints made under this procedure shall be directed to the Uniform Complaint Officer who is responsible for processing the claims. A complaint under the Uniform Complaint Procedure should be completed within 60 days from the receipt of the complaint. The Superintendent and complainant may agree in writing to extend the timeline.
2. You may contact the UCP Officer to obtain a copy of the complaint process.
3. You may choose to have your complaint mediated.
4. There shall be an investigative meeting after receiving the complaint.
5. The compliance officer shall send a written report about the investigation and decision. There are then five days to appeal to the Board of Education.
6. If you are not satisfied with the results the complainant has 15 days of receiving the LEA decision, to appeal to the California Department of Education. The appeal must include a copy of the locally filed complaint and a copy of the LEA decision.
7. There is nothing in this process to preclude a complainant from pursuing available civil law remedies outside of the district's complaint procedures. Such remedies may include mediation, attorneys, and legal remedies. Civil law remedies may include, but are not limited to: injunctions and restraining orders.

For discrimination complaints, 60 days must elapse from the time an appeal is filed with CDE before pursuing civil remedies except for an injunction. Complaints may also be forwarded to appropriate state or federal agencies in the following cases:

American Civil Liberties Act 504 – Office of Civil Rights

Child Abuse – Department of Social Services, Protective Services Division, or law enforcement  
Discrimination/Nutritional Services – U.S. Secretary of Agriculture

Employment Discrimination – Department of Fair Employment and Housing, Equal Employment Opportunity Commission.

General Education – Curtis Creek School District

Health and Safety/Child Development – Department of Social Services

Student Records – Family Policy Compliance Office (FPCO), Student Privacy Policy Office, US Department of Education, 400 Maryland Avenue SW, Washington DC 20202

[20 USC 11138; 34 CFR 300.510-511, 300.513; EC 235.262.3, 33031, 33032, 33381, 48985, 56000-56885, 59000-59300, 64000(a); 5 CCR 4600, 4620-4632]

### ● **Complaints Regarding the Williams Settlement, Instructional Materials, Teacher Placement, and School Facilities**

Parents should use the District Uniform Complaint Procedure with modifications as necessary, to identify and resolve any deficiencies regarding instructional materials; facility cleanliness, safety, emergency or urgent facility conditions that pose a health or safety threat to students; or staff, teacher vacancies or misassignments. [EC 35186]

### Williams Settlement Complaint Procedure

A complaint form may be obtained, free of charge, at the school office, the district office, or downloaded from the district's website at [www.curtiscreekschool.com](http://www.curtiscreekschool.com), but the form need not be used to make a complaint. You may also download a copy of the California Department of Education complaint form from this website, [www.cde.ca.gov/re/cp/uc](http://www.cde.ca.gov/re/cp/uc). The Uniform Complaint Procedure shall be used for filing Williams related complaints with the following special circumstances applying:

1. Forms can be turned into the principal or designee who will make every reasonable attempt to investigate.
2. Complaints beyond the site authority will be forwarded to the District within 10 days.
3. Complaints may be filed anonymously. A response

may be requested if the complainant is identified and will be sent to the mailing address on complaint.

4. If the District is required to provide material in a foreign language based on California Department of Education census data and if requested, the response and report shall be written in English and the primary language in which the complaint was filed.
5. The form will have a box to request a response and indicate where to file the form.
6. Valid complaints should be remedied within 30 days of receipt.
7. Within 45 days of filing a complaint, notice should be sent to complainant when a response was requested. A principal will also inform the Superintendent of resolution in the same timeframe.
8. If unsatisfied with resolution a complainant may describe the complaint to the governing board at a regularly scheduled meeting.
9. The District will report quarterly on the number of resolved and unresolved complaints and summarize data regarding complaints and resolutions to the county superintendent and the local governing board in public session making it part of the public records. [EC 35186, 48985]

## MISCELLANEOUS

### ● Management Plan for Asbestos-Containing Material

The district has available upon request a complete and updated management plan for asbestos-containing material. [40 CFR 763.93]

### ● Lead Poison

The district website has information about lead poisoning, including risks and effects of childhood lead exposure; blood lead screening tests for children enrolled in Medi-Cal; recommendations for children not enrolled in Medi-Cal who are at high risk of lead exposure and blood lead screening tests as required. The District will hand out information to parents of district childcare or preschool programs. [HSC 105286]

### ● Pesticide Use

The District is providing parents the name of

all pesticide products expected to be applied at school facilities this school year. The identification includes the name and active ingredients. Only fully certified pesticides can be used on school grounds. The school's Integrated Pest Management Plan (IPM) is updated by July 1st each year. The IPM, pesticide names and active ingredients, and application dates are posted on the school and/or district website at [www.curtiscreekschool.com](http://www.curtiscreekschool.com).

Parents and guardians may register with the school or district if they wish to receive notification of pesticide applications at a particular school or facility. Notice of an application and written notice of unlisted pesticide use will be given 72 hours in advance. For an emergency application, 72 hours notice will be the goal. Each area of the school where pesticide is being used will be identified by a posted warning 24 hours before (or upon application, if an emergency) through 72 hours after use. Further information is available from the California Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015, [www.cdpr.ca.gov](http://www.cdpr.ca.gov). [EC 17610.1, 17612, 48980; FAC 13184]

<u>Product Name</u>	<u>Active Ingredient(s)</u>
Black Flag Home	
Insect Control. . . . .	Deltamethrin
Generation Mini Block. .	Difethialone
Groundwork Super	
Grass & Weed Killer. . . .	Glyphosate
Phantom BASF . . . . .	Chlorfenapyr
Roundup Poison	
Ivy Plus . . . . .	Glyphosate
Spectracide Wasp &	
Hornet Killer 3 . . . . .	Lambda-Cyhalothrin, Prallethrin
Suspend FMC . . . . .	Deltamethrin
Talstar Bayer . . . . .	Bifenthrin
Termidor BASF . . . . .	Fipronil
Terro Liquid Ant Baits . .	Sodium Tetraborate
Wisdom TC . . . . .	Pyrethrins
Best NitraKing Fertilizer.	Nitrogen, Phosphate, Ptoaxh, Sulfur

### ● Further Information is Available

Further information regarding our district schools, programs, policies, and procedures is available to any interested person upon request to our district office. [FERPA, 34 CFR 99.7(b)]

## COMPUTER/INTERNET STUDENT USER AGREEMENT

### Acceptable Use Policy for the Internet

The student, in whose name network account is issued, is responsible for its proper use at all times. Failure to adhere to the policy and guidelines for the use of the network and the Internet will result in the revocation of access privileges.

Student's shall use the district's system responsibly and primarily for educational purposes. Students shall report any security problem or misuse of services to the teacher or principal.

### Unacceptable use of the Internet includes but is not limited to:

- Students shall not access, post, submit, publish or display harmful or inappropriate matter that is threatening, obscene, disruptive or sexually explicit, or that could be construed as harassment, or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age disability, religion or political beliefs.
- Students shall not use the system to threaten, intimidate, harass, or ridicule other students or staff, such as bullying, including cyberbullying, hazing or initiation activity, extortion, or any other verbal or written conduct that causes or threatens to cause bodily harm or emotional suffering.
- Students shall not disclose, use or disseminate personal identification information about themselves or others. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians.
- Student shall not use district computers to access social networking sites.

- Students shall not connect any devices to the "Staff" wifi network.
- Students shall not use the system to engage in commercial or other for-profit activities.
- Students shall not use the system to encourage the use of drugs, alcohol or tobacco, nor shall they promote unethical practices or any activity prohibited by law or Board policy.
- Copyrighted material shall not be placed on the system without the author's permission. Users may download copyrighted material for their own use only.
- Students shall not intentionally upload, download or create computer viruses and/or maliciously attempt to harm or destroy district equipment or materials or manipulate the data of any other user, including "hacking."
- Students shall not attempt to read, delete, copy, modify or use another individual's identity.
- Students shall not use any technology made available by the district to send/receive electronic messages and/or email, nor shall they use "chat" facilities offered by any web site.
- Students are not to use the computers in the absence of a staff member of the Curtis Creek School District.

All District computers with Internet access have a technology protection measure that blocks or filters access to material that is considered obscene, offensive or harmful to minors. Even with this filtering program, the Curtis Creek School District cannot control the content of information available on the Internet and some of the information available is controversial and may be offensive. The Curtis Creek School District does not condone the use of such materials.

**STUDENT(s):** I understand and will abide by the Computer/Internet Student Use Agreement. I furthermore understand that any violation of the Agreement is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and school disciplinary action, and/or appropriate legal action may be taken.

User 1

Name, printed: \_\_\_\_\_ Signature: \_\_\_\_\_

User 2

Name, printed: \_\_\_\_\_ Signature: \_\_\_\_\_

User 3

Name, printed: \_\_\_\_\_ Signature: \_\_\_\_\_

**PARENT or GUARDIAN:** As the parent/guardian of this student, I have completely read the Computer/Internet Student Use Agreement. I understand that Internet access at the Curtis Creek School District is only for educational use. I recognize that, although the Curtis Creek School District has taken precautions to eliminate adult material, it is impossible to restrict access to all adult materials and I will not hold the District responsible for materials acquired on the Internet. I accept full responsibility for supervision if and when my child is not in a school setting. I hereby give permission for my child to use the Internet Access of the Curtis Creek School District and certify that the information contained on this form is true and correct.

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## ANNUAL NOTICE REGARDING YOUR RIGHTS AND RESPONSIBILITIES

Dear Parent or Guardian:

As required by law, we wish to notify you, as parents and/or guardians of students enrolled in our schools, of your rights and responsibilities. We ask, therefore, that you please take a moment of your time to carefully review the information in this booklet. After your review, please sign and return to your child's school this parent/guardian acknowledgment below indicating you have received and reviewed these materials.

If you have any questions regarding this information, please feel free to contact our District office.

*Dawn Mori*

Superintendent, Curtis Creek School District

## PARENT/GUARDIAN ACKNOWLEDGMENT

Education Code Section 48982 requires parents or guardians to sign and return this acknowledgment.

By signing below, I am neither giving nor withholding consent for my child(ren) to participate in any program. I am merely indicating that I have received and read the booklet with notices regarding my rights relating to activities which might affect my child(ren).

Student Name

(Please Print): \_\_\_\_\_

Student Name

(Please Print): \_\_\_\_\_

Student Name

(Please Print): \_\_\_\_\_

Student Name

(Please Print): \_\_\_\_\_

Student Name

(Please Print): \_\_\_\_\_

Parent/Guardian

Name (Please Print): \_\_\_\_\_

Parent/Guardian

Signature: \_\_\_\_\_ Date: \_\_\_\_\_