



# PERRIS UNION

## HIGH SCHOOL DISTRICT

**ANNUAL NOTIFICATION OF  
PARENT RIGHTS & RESPONSIBILITIES  
2021-2022**

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## KEY TO ACRONYMS

AR	Perris Union High School District Administrative Regulations
BP	Perris Union High School District Board Policy
BPC	Business and Professions Code
CC	Civil Code
CCR	California Code of Regulations
CFR	Code of Federal Regulations
EC	California Education Code
HSC	California Health and Safety Code
LC	California Labor Code
PC	California Penal Code
PUHSD	Perris Union High School District
USC	United States Code
VC	California Vehicle Code
WIC	California Welfare and Institutions Code

*The Perris Union High School District does not discriminate on the basis of race, color, ancestry, national origin, immigration status, ethnic group identification, age, religion, political beliefs, marital or parental status, pregnancy, medical information, physical or mental disability, genetic information, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.*

*Note:* The term “parent”, as used in the following notifications, means the natural or adoptive parent, legal guardian, the person having legal custody, or other education rights holder; the term also includes a student 18 years of age or older. Additionally, the pronouns used in the notifications are meant to be gender-free.

## EQUITY & ACCESS

### **Nondiscrimination in District Programs and Activities**

*EC 200-262.4; (BP 0410)*

The Perris Union High School District is committed to providing a safe school environment where all individuals in education are afforded equal access and opportunities. The District's academic and other educational support programs, services and activities shall be free from discrimination, harassment, intimidation, and bullying of any individual based on the person's actual race, color, ancestry, national origin, immigration status, ethnic group identification, age, religion, military or veteran status, marital or parental status, pregnancy and related conditions, physical or mental disability, genetic information, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Specifically, state law prohibits discrimination on the basis of gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Transgender students shall be permitted to participate in gender-segregated school programs and activities (*e.g.*, athletic teams, sports competitions, and field trips) and to use facilities consistent with their gender identity. The District assures that lack of English language skills will not be a barrier to admission or participation in District programs. District programs and facilities, viewed in their entirety, must be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. Complaints of unlawful discrimination are investigated and resolved through the Uniform Complaint Procedures, as described in this section. For a complaint form or additional information, contact the Human Resources Department at 951-943-6369 ext. 80309.

### **Safe Place to Learn Act**

*EC 234, 234.1; (BP 5131.2)*

The Perris Union High School District prohibits discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics set forth in PC 422.55, including immigration status, and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a District school may be subject to disciplinary action up to and including expulsion.

The policy addressing discrimination, harassment, violence, intimidation, or bullying are posted in all schools and offices, including staff lounges and student government meeting rooms. The posting provides information to students, parents, employees, members of the Governing Board, and the general public on how to file a complaint at the school, the process for investigating complaints, and all applicable timelines. Generally, any student, parent, or other individual may report an incident to a teacher, the principal, a compliance officer, or any other available school employee. The complaint alleging unlawful discrimination, harassment, intimidation, or bullying against any student, employee, or other person participating in District programs and activities will be investigated and resolved through the Uniform Complaint Procedures, as described in this section.

For a list of statewide resources, including community-based organizations, that provide support to youth, and their families, who have been subjected to school-based discrimination, harassment, intimidation, or bullying, please visit the following California Department of Education webpage: <https://www.cde.ca.gov/ls/ss/se/bullyingprev.asp>.

### **Title IX**

20 USC 1681-1688; *EC 221.61, 221.8*

Title IX of the Education Amendments of 1972 is one of several federal and state anti-discrimination laws that ensure equality in educational programs and activities that receive federal funding. Specifically, Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) are protected by Title IX – regardless of their sex, gender, gender expression, gender identity, sexual orientation, disability, race, or national origin – in all aspects of the educational programs and activities in the Perris Union High School District. California law further provides that students may

not be discriminated against based on their parental, family, or marital status, and pregnant and parenting students may not be excluded from participating in any educational program, including extracurricular activities, for which they qualify. The essence of Title IX is to ensure that students (as well as other persons) are not excluded, separated, denied benefits to, or otherwise treated differently on the basis of sex unless expressly authorized to do so under state or federal law in areas including, but not limited to: recruitment, admissions, and counseling; financial assistance; athletics; sex-based harassment; treatment of pregnant and parenting students; discipline; single-sex education; and employment.

Under Title IX, students in the District have the right to:

1. Fair and equitable treatment that is free from discrimination based on sex
2. Not be required to take and/or denied enrollment in a course based on the student's gender, gender identity, gender expression, or sexual orientation
3. Not be subjected to separate or different rules of behavior, sanctions, or other treatment, such as discriminatory discipline policies and practices, based on sex
4. Be provided with an equitable opportunity to participate in all academic extracurricular activities, including athletics
5. Inquire of the school's athletic director as to the athletic opportunities offered by the school
6. Apply for athletic scholarships
7. Receive equitable treatment and benefits in the provision of all of the following: equipment and supplies; scheduling of games and practices; transportation and daily allowances; access to tutoring; coaching; locker rooms; practice and competitive facilities; medical and training facilities and services; and publicity
8. Access to the District's compliance officer to answer questions regarding gender equity laws
9. Contact the California Department of Education (CDE) and the California Interscholastic Federation (CIF) to access information on gender equity laws
10. File a confidential discrimination complaint with the United States Office of Civil Rights (OCR) or CDE if discrimination, or unequal treatment, on the basis of sex has occurred
11. Pursue civil remedies as a result of discrimination
12. Be protected against retaliation for filing a discrimination complaint

The District has designated the following personnel to address questions and complaints regarding its nondiscrimination policies specific to Title IX: Kirk Skorpanich, Assistant Superintendent of Human Resources at 951-943-6369 Ext. 80302 or [kirk.skorpanich@puhsd.org](mailto:kirk.skorpanich@puhsd.org). Any complaint alleging noncompliance with Title IX will be investigated and resolved through the Uniform Complaint Procedures. For more information regarding Title IX, please visit <https://www.puhsd.org/Content2/sexual-harassment>. Additional resources can be found at:

*United States Department of Education, Office for Civil Rights*

Lyndon Baines Johnson Department of Education Building

400 Maryland Avenue, SW

Washington, DC 20202-1100

Telephone: (800) 421-3481

Fax: (202) 453-6012

TDD: (800) 877-8339

Email: [OCR@ed.gov](mailto:OCR@ed.gov)

OCR Complaint Form: <https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

*California Department of Education*

Office of Equal Opportunity

1430 N Street, Room 4206

Sacramento, CA 95814

Telephone: (916) 445-9174

Fax: (916) 324-9818

Email: [oeoinfo@cde.ca.gov](mailto:oeoinfo@cde.ca.gov)

Complaint Procedures: <https://www.cde.ca.gov/re/di/eo/complaint.asp>

*California Interscholastic Federation*

4658 Duckhorn Drive

Sacramento, CA 95834

Telephone: (916) 239-4477

Fax (916) 239-4478

Website on Equity: <https://www.cifstate.org/governance/equity/index>

## **Sexual Harassment**

*5 CCR 4917; EC 231.5, 48980(f); (BP 5145.7)*

The Perris Union High School District is committed to maintaining a learning and working environment that is free from sexual harassment. As such, sexual harassment of students at school or at school-sponsored or school-related activities is prohibited. Retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment is also prohibited. Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity will be subject to disciplinary action, up to and including suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) are taken into account.

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

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

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

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

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

Any student who feels that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to their teacher, the principal, or any other available school employee. An employee who receives a report or observes an incident of sexual harassment must notify the principal or the Assistant Superintendent of Human Resources, who has been designated as the District's Administrator for Title IX Equity and Compliance. Any complaint alleging sexual harassment will be investigated and resolved through the Uniform Complaint Procedures, in coordination with the Administrator for Title IX.



All complaints and allegations of sexual harassment are kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. Records of all reported cases of sexual harassment are maintained to enable the District to monitor, address and prevent repetitive harassing behavior in its schools.

To review the full text of the District's policy and regulation on sexual harassment, please click on the following links: [BP 5145.7](#) and [AR 5145.7](#). The written policy is also displayed in the main office, provided to students as part of any orientation program conducted for new and continuing students at the beginning of each semester, and provided to each school personnel at the beginning of the school year, or upon hire. At each school, the written policy is displayed in each bathroom and locker room and any public areas on school grounds that are accessible to, and commonly frequented by students – such as, classrooms, hallways, gymnasiums, auditoriums, and cafeterias.

### **Married, Pregnant and Parenting Students**

*34 CFR 106.40; EC 222, 221.51, 222, 222.5, 46015, 48205, 48980(a); (BP 5146)*

Married, pregnant and parenting students often face overwhelming obstacles to receiving an education of equal quality to that of their peers, placing them at higher risk of dropping out of school. A student under the age of 18 years who enters into a valid marriage has all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. The Perris Union High School District further supports pregnant and parenting students by providing them with the opportunity to succeed academically while protecting their health and the health of their children in the following ways:

1. The District will not adopt any rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex.
2. The District will not exclude or deny any student from an educational program or activity, including any class or extracurricular activity, solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery; the District will treat pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery in the same manner and under the same policies as any other temporary disabling condition.
3. Pregnant and parenting students have the right to participate in the regular education program and will not be required to participate in a pregnant minor program or alternative education program. Students who voluntarily participate in an alternative education program must be given educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.
4. The District may require a pregnant or parenting student to obtain the certification of a physician or nurse practitioner that they are physically and emotionally able to participate, or continue to participate, in the regular education program or activity.
5. The school will provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student will not incur an academic penalty for using any of these reasonable accommodations and will be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to:
  - a. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child
  - b. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk
  - c. Access to a power source for a breast pump or any other equipment used to express breast milk
  - d. Access to a place to store expressed breast milk safely
  - e. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child
6. A pregnant or parenting student will be excused from school when the absence is due to the illness or medical appointment of their child, including absences to care for a sick child.
7. During the school year in which the birth of the student's infant takes place, a pregnant or parenting student is entitled to eight weeks of parental leave, which the student may take before childbirth if there is a medical necessity and after childbirth to care for and bond with the infant. If deemed medically necessary by the student's physician, parental leave may be extended beyond eight weeks.
8. Specific to parental leave:
  - a. No student is required to take all or part of the parental leave.
  - b. A student on parental leave cannot be required to complete academic work or other school requirements but has the right to make up work missed upon return to school.

- c. The student has the right to return to the school and course of study in which they were enrolled before taking parental leave.
- d. The District's Supervisor of Attendance will ensure that absences from school, as a result of the parental leave, are excused until the student returns to school.

A student cannot be penalized for exercising the rights listed above. A complaint of noncompliance by the District can be filed through the Uniform Complaint Procedures, as described in this section.

### **Career Counseling & Course Selection**

*EC 221.5(d); (BP 6164.2)*

A school counselor, teacher, instructor, administrator, or aide will not offer vocational or school program guidance to a student or, in counseling a student, differentiate career, vocational, or higher education opportunities, on the basis of the student's sex. Any school personnel acting in a career counseling or course selection capacity to a student will affirmatively explore with the student the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. Parents of students in grades 7-12 are encouraged to participate in such counseling sessions and decisions.

### **Educational Equity**

*EC 234.7; (BP 5145.13)*

All students, regardless of their immigration status or religious beliefs, have the right to a free public education. As such, the Perris Union High School District: (1) prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived immigration status; (2) receives and investigates related complaints based on immigration status in accordance with its Uniform Complaint Procedures; (3) prohibits the collection of information or documents regarding the citizenship or immigration status of students or their family members unless required to administer a state or federal program; (4) requires reporting to the Governing Board any requests to gain information or access to a school site by an officer or employee of a law enforcement agency for immigration enforcement purposes; and (5) will first exhaust parents' instruction concerning a student's care in the emergency contact information in the parents' absence and to avoid contacting Child Protective Services unless the District is unable to arrange for care based on parental instruction. Please refer to the "know your rights" information sheet (Appendix A) regarding immigration-enforcement actions, provided by the California Attorney General, that is included in this notification.

### **Education for Foster Youth**

*EC 48204, 48853, 48853.5, 51215.1, 51225.2; (BP 6173.1)*

A foster youth means a child who has been removed from their home pursuant to WIC 309, is the subject of a petition filed under WIC 300 or 602, or has been removed from their home and is the subject of a petition filed under WIC 300 or 602, or is a nonminor who is under the transition jurisdiction of a juvenile court, as described in WIC 450, who satisfies the criteria specified in EC 42238.01.

The District's educational liaison for foster youth is the Director of Pupil Services whose role is to: (1) ensure and facilitate the proper educational placement, enrollment in school, and checkout from school of foster children; (2) assist foster children when transferring from one school/district to another school/district in ensuring proper transfer of credits, records, and grades; and (3) address any disputes over school selection or enrollment.

The California Department of Education, in consultation with the California Foster Youth Education Task Force, has developed and posted on its Internet Web site a standardized notice of the educational rights of foster children. The notice includes the following rights:

1. Stable school placements in the least restrictive education programs, with access to the academic resources, services, and extracurricular activities that are available to all students. This includes the right to remain in the school of origin and the right to matriculate with the foster youth's peers.
2. Immediate enrollment in the school of origin or school where the foster youth is currently residing, whether in a licensed children's institution, licensed foster home, or a family home following a commitment or placement under the Welfare and Institutions Code.

3. Proper and timely transfer between schools. This includes the coordination between the local educational agency and the county placing agency, and the transfer of educational information and records of the foster youth to the next educational placement.
4. No lowering of grades if the foster youth is absent from school due to a decision by a court or placing agency to change of placement, or due to a verified court appearance or related court ordered activity.
5. Issuance and acceptance of partial credits for courses that have been satisfactorily completed by the foster youth. The foster youth shall not be required to retake the portion of the course already completed unless it has been determined that the foster youth is reasonably able to complete the requirements in time to graduate from high school.
6. Not be required to retake a course the foster youth has satisfactorily completed.
7. Notified of the possibility of graduating within four years by meeting the state minimum requirements, if the foster youth transferred after the second year of high school, is credit deficient, and will not be able to graduate on time with local district requirements.
8. Invitation extended to the foster youth's attorney and representative from the county child welfare agency to attend the extension of suspension meeting, the manifestation determination meeting (if applicable), and the expulsion hearing related to a disciplinary proceeding involving the foster youth.
9. File a complaint of noncompliance with the local educational agency under the Uniform Complaint Procedures.

A copy of the standardized notice can be obtained by clicking the following link:

[www.cde.ca.gov/ls/pf/fy/documents/fosteryouthedrights.pdf](http://www.cde.ca.gov/ls/pf/fy/documents/fosteryouthedrights.pdf).

### **Education of Homeless Youth**

*42 US 11432; EC 48853, 49069, 51225.1, 51225.2; (BP 6173)*

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. A homeless youth is defined as a child who lacks a fixed, regular, and adequate nighttime residence and includes children and youth who: are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; may be living in motels, hotels, trailer parkers, or shelters; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces abandoned buildings, substandard housing, bus or train stations, or similar settings; or are migratory children who qualify as homeless because of similar living circumstances.

The District's educational liaison for homeless youth is the Director of Pupil Services whose role is to (1) ensure that homeless students are identified so that they have access to and receive educational services for which they are eligible; (2) assist homeless students when transferring from one school or school district to another school or school district in ensuring proper transfer of records and grades; (3) ensure that homeless families and students receive referrals for services, such as health care, dental, mental health, and housing; (4) assist, facilitate, or represent a homeless student who is undergoing disciplinary proceeding that could result in expulsion from the District; (5) participate in an individualized education program or Section 504 team meeting to make a manifestation determination regarding the behavior of a student with disability; and (6) address any disputes over school selection or enrollment.

The following is a brief summary of a homeless youth's rights:

1. Right to attend either the "school of origin" or the current school of residence, and not be required to attend a separate school for homeless children or youth. The school of origin can be the school attended when the student had permanent housing, the school most recently attended, or any school the homeless youth attended in the last 15 months. Transportation may be provided.
2. Right to immediate enrollment even if the homeless youth is unable to produce records normally required for enrollment (*e.g.*, proof of residency, birth certificate, transcript, immunization), does not have clothing normally required by the school (*e.g.*, school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to automatically qualify for child nutrition programs.
4. Right to not be stigmatized by school personnel.
5. Right to file a complaint through the Uniform Complaint Procedures if there is allegation that the District has not complied with requirements regarding the education of homeless youth.

Unaccompanied youth who meet the definition of homeless youth are also eligible for rights and services under the McKinney-Vento Act. An unaccompanied youth is defined as a minor who is not in the physical custody of a parent.

## **Section 504**

*29 USC 794; 34 CFR 104.32; (BP 6164.6)*

Section 504 of the Rehabilitation Act of 1973 is a federal law which prohibits discrimination against persons with a disability. The Perris Union High School District provides a free and appropriate public education (FAPE) to all students regardless of the nature or severity of their disability. In addition, qualified students with disabilities are provided an equal opportunity to participate in programs and activities that are integral components of the District's basic education program, including, but not limited to, extracurricular athletics, interscholastic sports, and/or other nonacademic activities.

The District has a responsibility to identify, evaluate, and if eligible, provide students with disabilities the same opportunity to benefit from education programs, services, or activities as provided to their non-disabled peers. To qualify for Section 504 protections, the student must have a mental or physical impairment which substantially limits one or more major life activities. For additional information about the rights of parents of eligible pupils, or questions regarding the identification, evaluation, and eligibility of Section 504 protections, please contact the Section 504 Coordinator, Director of Pupil Services at 951-943-6369 Ext. 81202.

## **Special Education**

*34 CFR 300.111; EC 56026, 56300, 56301; (BP 6164.4)*

Special education programs and services are provided to students with identified disabilities which adversely impact the students' educational program. The Individuals with Disabilities Education Act (IDEA) defines "children with disabilities" to mean children with intellectual disabilities, hearing impairments including deafness, speech or language impairments, visual impairments including blindness, emotional disturbance, orthopedic impairments, autism, traumatic brain injury, other health impairments or specific learning disabilities, and who by reason thereof, need special education and related services. Eligible students are provided a free and appropriate public education (FAPE) in the "least restrictive environment" (LRE).

The Perris Union High School District actively seeks out and evaluates residents from birth through the age of 21 who have disabilities in order to provide them with appropriate educational opportunities in accordance with state and federal law. Additionally, a parent, teachers, and appropriate professionals may refer a student who is believed to have a disabling condition that may require special education programs or services by contacting the PUHSD's Special Education Department at 951-943-6369 Ext. 81302..

## **Student Fees**

*5 CCR 4622; EC 48904, 49010 et seq.; (BP 3260)*

It is the responsibility of the Perris Union High School District to ensure that books, materials, equipment, supplies, and other resources necessary for students' participation in the District's educational program are made available to them at no cost. Students will not be required to pay a fee, deposit, or other charge for their participation in an educational activity that is an essential basic part of the District's educational program, including curricular and extracurricular activities.

As necessary, the Governing Board may approve and impose fees, deposits and other charges which are specifically authorized by law – such as, eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, food sold at school, or reimbursement for the direct cost of materials provided by the District to a student for the fabrication of nonperishable personal property the student will take home for their own possession and use. In determining whether waivers or exceptions should be granted, the Board will consider relevant data, including the socioeconomic conditions of students' families and their ability to pay.

The District will recover any debt owed as a result of unpaid fees lawfully imposed by the Board, but will not bill a current or former student for accumulated debt, nor take negative action (*e.g.*, limiting or denying participation in any classroom activity, extracurricular activity, field trip, or ceremony; denying or withholding grades or transcripts) against a student or former student because of such debt. The District may withhold grades or transcripts only for debt owed as a result of vandalism or loss of District property loaned to the student. Before pursuing payment of any

debt that has accumulated from unpaid permissible fees, the District will provide an itemized invoice, referencing applicable policies, for any amount owed by the parent on behalf of a student or former student. For each payment received, a receipt will be provided to the parent. The District will not sell debt owed by a parent.

Any complaints of unlawful imposition of fees, deposits, or other charges will be investigated and resolved through the Uniform Complaint Procedures, as described in this section. If, upon investigation, the District finds merit in the complaint, the Superintendent or designee will recommend, and the Board will adopt, an appropriate remedy to be provided to all affected students and parents in accordance with 5 CCR 4600.

### **Advanced Placement Examination Fees**

*EC 48980(j), 52242; (BP 6141.5)*

Any economically disadvantaged student who is enrolled in an Advanced Placement course may apply to the Superintendent or designee to cover the costs of Advanced Placement examination fees minus five dollars which is to be paid by the student.

### **Uniform Complaint Procedures**

*5 CCR 4600-4670; EC 33315; (BP 1312.3)*

The Perris Union High School District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Uniform Complaint Procedures (UCP) will be used to investigate and resolve complaints regarding the following programs and activities, some of which are described in this document:

1. Accommodations for pregnant and parenting students
2. Adult education programs
3. After School Education and Safety programs
4. Agricultural career technical education
5. Career technical and technical education and career technical and technical training programs
6. Childcare and development programs
7. Compensatory education
8. Consolidated categorical aid programs
9. Course periods without educational content, when students in grades 9-12 are assigned to such courses more than one week in any semester or in a course the student has previously satisfactorily completed, unless specified conditions are met
10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in EC 200 or 220, GC 11135, or PC 422.55, or based on their association with a person or group with one or more of these actual or perceived characteristics
11. Educational and graduation requirements for students in foster care, homeless students, students from military families, students formerly in a juvenile court school, migrant students, and immigrant students participating in a newcomer program
12. Every Student Succeeds Act
13. Local control and accountability plan
14. Migrant education
15. Physical education instructional minutes
16. Reasonable accommodations to a lactating student
17. Regional occupational centers and programs
18. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding
19. School safety plans
20. School site councils as required for the consolidated application for specified federal and/or state categorical funding
21. State preschool programs

22. State preschool health and safety issues in license-exempt programs
23. Student fees
24. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy
25. Any other state or federal educational program the State Superintendent of Public Instruction or designee deems appropriate

These uniform procedures require the complainant to submit a written complaint no later than one year from the date the alleged violation occurred to Student Services Center, 1151 N. A Street, Perris, CA 92570. In the case of a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, a UCP complaint must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct. A student enrolled in a public school must not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the District's educational program, including curricular and extracurricular activities. A complaint regarding student fees or the LCAP may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint.

The appropriate compliance officer, who is knowledgeable about the laws and programs subject to the complaint, will coordinate an investigation and send to the complainant the investigation report within 60 calendar days of receipt of the written complaint, unless the complainant agrees in writing to extend the timeline. If the District finds merit in a complaint, the District will provide a remedy to all affected students and parents.

A complainant may appeal the District's investigation report to the California Department of Education (CDE) by filing a written appeal within 30 calendar days after receiving the District's decision. The CDE may directly intervene in the complaint without waiting for action by the District when one of the conditions listed in 5 CCR 4650 exists, including cases in which the District has not taken action within 60 calendar days of the date the complaint was filed. A complainant may also pursue civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws. Additional information can be obtained from the CDE webpage at <https://www.cde.ca.gov/re/cp/uc/>.

Visit <https://www.puhsd.org/Content2/complaints-and-procedures> to obtain a copy of the complaint form and review additional UCP-related information. The following personnel has been designated as the primary compliance officer to receive and investigate complaints and to ensure District compliance with law: Kirk Skorpanich, Assistant Superintendent of Human Resources at [kirk.skorpanich@puhsd.org](mailto:kirk.skorpanich@puhsd.org) or 951-943-6369 Ext. 80302.

### **Williams Complaint Procedures**

*5 CCR 4680-4687; EC 35186; (AR 1312.4)*

Every school must provide sufficient textbooks and instructional materials. Every student, including English learners, must have textbooks or instructional materials, or both, to use in class and to take home. School facilities must be clean, safe, and maintained in good repair. There should be no teacher vacancies or mis assignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present.

*Teacher vacancy* means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

*Misassignment* means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by law to hold.

Complaints may be filed anonymously. However, complainants who identify themselves are entitled to having a response mailed to the mailing address indicated on the complaint if they indicate that a response is requested. Reasonable efforts will be made to investigate the problem; remedies to a valid complaint will be implemented within a reasonable time period, not to exceed thirty (30) working days from the date the complaint was received. It is highly encouraged that individuals express their concerns to the school principal before completing the complaint forms to allow the school to respond to these concerns.

Although complainants do not need to use the District's complaint form to file a complaint, a standardized complaint form may be obtained at the Human Resources Office located at 155 East 4<sup>th</sup> Street, Perris, CA 92570, or downloaded from the following:

Perris Union High School District – <https://www.puhsd.org/Content2/complaints-and-procedures>

A complainant who is not satisfied with the resolution may describe the complaint to the governing board at a regularly scheduled board meeting. If the complainant is still dissatisfied with the Board's resolution of a facility condition that poses an emergency or urgent threat may appeal to the State Superintendent of Public Instruction at the CDE. Appeals must be filed within 15 days from the date the complainant receives the District's final resolution. The complainant should provide a copy of the complaint filed with the District and a copy of the resolution, and should specify the basis for the appeal and whether the facts are incorrect and/or the law is misapplied.

On a quarterly basis, summarized data on the nature and resolution of all complaints are reported to the governing board at a regularly scheduled board meeting. All complaints and responses are available as public records.

# SCHOOL ATTENDANCE

## Residency Requirements for School Attendance

*EC 48200 et seq.; (BP 5111.1)*

A student complies with the residency requirements for school attendance in the Perris Union High School District if they meet any of the following criteria:

1. The student's parent resides within the District's boundaries.
2. The student is placed within the District's boundaries in a regularly established licensed children's institution, licensed foster home, or a family home pursuant to a court-ordered commitment or placement.
3. The student is an emancipated minor residing within the District's boundaries.
4. The student lives with a caregiving adult within the District's boundaries and the caregiving adult submits an affidavit to that effect.
5. The student resides in a state hospital located within the District's boundaries.
6. The student is confined to a hospital or other residential health facility within the District's boundaries for treatment of a temporary disability.
7. The student's parent resides outside of the District's boundaries but is employed within the District's boundaries and lives with the student at the place of employment for a minimum of three days during the school week.
8. The student's parent was a resident of California who departed the state against their will due to a transfer by a government agency that had custody of the parent, a lawful order from a court or government agency authorizing their removal, or removal or departure pursuant to the federal Immigration and Nationality Act, and the student was enrolled in a California public school immediately before moving out of state as a result of their parent's departure.
9. The student is a homeless or foster child who remains in their school of origin.
10. The student is a migratory child or a child of a military family who continues to attend their school of origin.

A student also complies with residency requirements if the student's parent, while on active military duty pursuant to an official military order, is transferred or is pending transfer to a military installation within California. The school must accept enrollment applications by electronic means, and the parent must provide proof of residence within 10 days after the published arrival date provided on official documentation.

## Parent Employment Related Transfer

*EC 48204(b); (BP 5111.1)*

The Perris Union High School District considers a student whose parent is physically employed within its attendance boundaries for a minimum of 10 hours during school week to have complied with residency requirements for school attendance. Once a student is deemed to have complied with residency requirements in this manner, the student may continue to attend school in the District through the highest grade level offered without having to reapply each school year as long as the parent continues to be physically employed within the attendance boundaries for a minimum of 10 hours during the school week. The District will not deny admission of a student on the basis of race, ethnicity, sex, family income, academic achievement, or any other arbitrary consideration; however, the District may prohibit the transfer of a student if the District determines that the additional cost of education the student would exceed the amount of additional state aide received as a result of the transfer, or if either the District or the district of residence determines that the transfer would negatively impact its court-ordered or voluntary desegregation plan.

## Proof of Residency

*5 CCR 432; EC 234.7, 48204.1; (BP 5111.1)*

Reasonable evidence that the student meets residency requirements for school attendance must be provided by the parent upon request by a District employee. Verification of residency is required at the time of school enrollment and annually, thereafter, to comply with California laws related to the maintenance of specified information in a student's mandatory permanent records.

The District will not solicit or collect information or documents regarding the citizenship or immigration status of students or their family members for the purpose of determining residency within the District.



When the District reasonably believes that a student's parent has provided false or unreliable evidence of residency, the District may make reasonable efforts to determine that the student meets District residency requirements. An investigation may be initiated when the District is able to identify specific, articulable facts supporting the belief that the parent has provided false or unreliable evidence of residency. The investigation may be conducted by a trained District employee or a private investigator employed by the District, and may include the examination of records, including public records, and/or interviews of persons who may have knowledge of the student's residency. The investigation will not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, the use of technology is not prohibited if done in open and public view.

### **Intradistrict Choice**

*EC 35160.5(b), 46600(d)(2); (BP 5116.1)*

Residents of the Perris Union High School District may apply to other schools that serve the same grade levels within the District for their child to attend on a space available basis. Information on each school within the District is provided on the District website. Admission to a particular school will not be influenced by a student's academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students. Parents of high school athletes should check on CIF sports eligibility rules before pursuing open enrollment. Transportation to any other school is the responsibility of the parent.

Intradistrict transfer requests for a victim of an act of bullying will be approved unless the requested school is at maximum capacity, in which case, the District will accept a request for a different school within the District. However, if the District does not have another school offering the grade level of the student, the District will not prohibit the student's interdistrict transfer if the school district of proposed enrollment approves the application for transfer. Please see the notification on "Interdistrict Attendance" for more information. For purposes of the right of the victim of an act of bullying to transfer to another school within or outside of the District, a student is determined to be a "victim of an act of bullying" only if all of the following apply:

1. The act of bullying meets the definition described in EC 48900(r)
2. The bullying was committed by a student in the District
3. A written complaint regarding the bullying was filed with the school, the District, or a local law enforcement agency
4. An investigation was conducted per District policy, that meets the requirements under EC 234.1

For further information please contact the Student Services Department at 951-943-6369 Ext. 81201. No student who currently resides in the attendance area of a school can be displaced by students transferring from outside the attendance area.

### **Victim of a Violent Crime**

*20 USC 7912; (BP 5116.1)*

A student who is determined to be a victim of a violent criminal offense while on the school grounds that the student attends has the right to transfer to another school within the District, including a public charter school. If there is not another school within the area served by the District, the District is encouraged, but not required, to explore other appropriate options such as an agreement with a neighboring school district to accept students through an interdistrict transfer. The District has 14 calendar days to make the determination and offer the student an option to transfer. Primary examples of violent criminal offenses include attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, or hate crimes. For more information, please contact the Student Services Department at 1151 N. A Street, Perris, CA 92570, or 951-943-6369.

### **Persistently Dangerous Schools**

*5 CCR 11992; 20 USC 7912; (AR 5116.1)*

Upon receipt of notification from the California Department of Education (CDE) that a District school has been designated as "persistently dangerous," the Superintendent or designee will, within 10 days, provide parents of students attending the school with notice of the school's designation and the option to transfer their student to another

school. A list of other schools to which a student may transfer, and applicable timelines and procedures for requesting the transfer will be provided within 20 days, and at least 14 calendar days before the start of a new school year.

Parents who desire to transfer their child out of a “persistently dangerous” school will need to provide a written request to the Superintendent or designee and rank-order their preferences from among all schools identified by the Superintendent or designee as eligible to receive transfer students. A reasonable timeline, not to exceed seven school days, will be established for the submission of parent requests. The Superintendent or designee will consider the needs and preferences of students and parents before making an assignment, but is not obligated to accept the parent’s preference if the assignment is not feasible due to space constraints or other considerations. The Superintendent or designee will cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a District school.

If parents decline the assigned school, the student may remain in their current school. For students whose parents accept the offer, the transfer will generally be made within 30 school days of receiving the notice of the school’s designation from the CDE. The transfer will remain in effect as long as the student’s school of origin is identified as “persistently dangerous.” The Superintendent or designee may choose to make the transfer permanent based on the educational needs of the student, parent preferences, and other factors affecting the student’s ability to succeed if returned to the school of origin.

### **Notice of Alternative Schools**

The following notice is required per EC 58501, and is posted in at least two places normally visible to students, teachers, and visiting parents at each school for the entire month of March in each year:

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, student, 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.

### **Interdistrict Attendance**

*EC 46600 et seq.; (BP 5117)*

A parent may seek release from the Perris Union High School District for their student to attend a school in any other school district through an interdistrict permit for the subsequent school year. The District may consider granting a permit under the following circumstances:

1. When the student has siblings attending school in the district of proposed enrollment, to avoid splitting the family’s attendance.
2. To allow the student to complete a school year when their parents have moved out of the District during that year.
3. To allow the student to remain with a class graduating that year.
4. To allow a high school senior to attend the same school they attended as a junior, even if their family moved out of the District during the junior year.
5. When the parent provides written evidence that the family will be moving into the District in the immediate future and would like the student to start the year in the District.

6. When recommended by the School Attendance Review Board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.
7. When there is valid interest in a specialized educational program not offered in the District.

The District will not prohibit the transfer of a student who is a child of an active military duty parent to a district of proposed enrollment if that district approves the application for transfer. If the District has only one school offering the grade level of the victim of an act of bullying and therefore has no options for an intradistrict offer, the victim of an act of bullying may apply for an interdistrict transfer and the District will not prohibit the transfer if the receiving district approves the application for transfer. Additionally, a student who has been determined by personnel of either the PUHSD or the receiving district to have been the victim of an act of bullying will, at the request of the parent, be given priority for interdistrict attendance. The term “bullying” is defined under EC 48900(r), and a student is determined to be a “victim of an act of bullying” through an investigation of a complaint and the bullying was committed by a student in the PUHSD, and the parent had filed a written complaint regarding the bullying with the school, District personnel, or a local law enforcement agency. Upon request by the parent, a receiving district must provide transportation assistance to a student who is both eligible for free or reduced-price meals and either a victim of an act of bullying or a child of an active duty military parent.

If the request for transfer is granted, the student will be allowed to continue to attend the school in which they are enrolled, unless reapplication standards are otherwise specified in the interdistrict attendance agreement between the two districts. A student’s existing permit may not be revoked after June 30<sup>th</sup> following the completion of the student’s 10<sup>th</sup> grade, or during the student’s 11<sup>th</sup> or 12<sup>th</sup> grade year. Other than the circumstances described in the previous paragraph, transportation will not be provided for students attending school through an interdistrict permit.

The application and additional information to request for an interdistrict transfer from the District to attend school in another district is available at <https://www.puhsd.org/Content2/forms-documents-links>. For all future year requests (applications submitted up until 15 calendar days before the start of the school year for which the transfer is sought), the District has until 14 calendar days into the new school year to determine whether to approve or deny a request. For current year requests (applications submitted 15 calendar days before the start of the school year for which the transfer is sought), the District will make its final decision within 30 calendar days from the date a request was received. A denial of the request by the District may be appealed to the Riverside County Board of Education within 30 calendar days from the date of denial.

### **District of Choice**

*EC 48300 et seq.*

A student may transfer to a school district that participates in the District of Choice (DOC) Program. The DOC will determine the number of transfer students it is willing to accept and will admit students until it is at maximum capacity through an unbiased process that does not inquire into, evaluate or consider students on their academic or athletic performance, physical condition, proficiency in English, any individual characteristics set forth in EC 200 (*i.e.*, race, gender, religion, sexual orientation, etc.), or family income. However, a DOC may use existing entrance criteria for specialized schools or programs as long as the criteria are uniformly applied to all applicants.

If there are more requests than there are spaces available, approval for transfer will be determined by a random drawing held in public at a regularly scheduled board meeting of the DOC after granting priority enrollment in the following order:

1. Siblings of children already in attendance in the DOC
2. Students eligible for free or reduced-price meals
3. Children of military personnel

An application requesting transfer must be submitted to the DOC by January 1 of the school year preceding the school year for which the student is requesting the transfer – a modified application process is available for children of relocated military personnel. Once the transfer is approved, a student attending a DOC complies with residency requirements for school attendance. The transfer is applicable for one school year and is renewed automatically unless the governing board of the DOC elects to withdraw participation from the Program.

Districts electing to participate in the Program are required to register with the California Department of Education; a list of participating districts for the current school year can be found at <https://www.cde.ca.gov/sp/eo/dc/>. The

PUHSD is not a DOC. For additional information regarding the application process, timelines, selection process, and reasons for denial of a request, please visit the website of the participating district.

## **Independent Study**

*EC 48980(g), 51745-51749.6; (BP 6158)*

The Independent Study program serves as an optional alternative instructional strategy by which students may reach curriculum objectives and fulfill graduation requirements. Independent Study offers a means of individualizing the education plan for students whose needs may be best met through study outside of the regular classroom setting.

Independent Study is a voluntary program that entails a commitment by both the parent and student and is not the same as distance learning provided during the pandemic – it may not be appropriate for all students. An Independent Study Agreement is reviewed with, and signed by, the student and parent with the following guidelines:

- Prior to enrollment, parents and students have a right to request a conference with the school administrator.
- Students will complete their work independently at home based on an online, standards-aligned curriculum.
- Student attendance will be monitored through virtual check-ins and completion of independent work.

If a student has an IEP or 504 Plan, enrollment in Independent Study is a placement decision and is only allowed if the Student’s IEP or 504 Plan specifically provides for that participation; an IEP or 504 meeting is required prior to any change of placement.

Specific to the 2021-2022 school year, as a result of Assembly Bill 130 (Ch. 44, Statutes of 2021), a student whose parent determines that in-person instruction would put the student’s health at risk is to be offered the Independent Study program. The State requirements also include frequency of contact and interactions with students based on applicable grade spans: at least weekly synchronous instruction for all students in grades 9-12 throughout the school year.

As used above:

- “Live interactions” means interaction between the student and District classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of internet or telephonic communication.
- “Synchronous instruction” means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction will be provided by the teacher.
- “Asynchronous instruction” means that the student works independently.

Please contact the student’s counselor for further information about Independent Study for your student.

## **Individualized Instruction for Students with Temporary Disabilities**

*EC 48206.3-48208, 48240; (BP 6183)*

Temporary disability means a physical, mental, or emotional disability incurred while a student is enrolled and after which the student can reasonably be expected to return without special intervention. Temporary disability is not a disability for which a student is identified as an individual with exceptional needs.

A student with a temporary disability which makes attendance in the regular day classes or the alternative educational program in which the student is enrolled impossible or inadvisable may receive individualized instruction provided in the student’s home for one hour a day. It is the responsibility of the parent to notify the school that the student has a temporary disability. Once notified, the school will determine within five working days whether the student should receive individual instruction. If determined that individual instruction is appropriate, the instruction will begin within five working days from the date the determination was made.

If a student with a temporary disability is in a hospital or other residential health facility (“qualifying hospital”), excluding a state hospital, that is located outside the school district in which the student’s parent resides, it is the parent’s responsibility to notify the school district in which the qualifying hospital is located of the student’s presence. The location of the qualifying hospital is considered the student’s place of residence during their stay there; therefore, the student will receive individual instruction by the school district in which they are temporarily residing. The school

district may enter into an agreement with the student's previous school district to have that district provide the student with individual instruction.

The PUHSD may continue to enroll a student with a temporary disability who is receiving individual instruction in a qualifying hospital to facilitate the timely reentry of the student in their prior school after the hospitalization has ended, or to provide a partial week of instruction at school or at home to a student who is no longer confined to the hospital setting. The total days of instruction may not exceed the maximum of five days in the combined setting, and attendance may not be duplicated. The supervisor of attendance will ensure that absences from the regular school program are excused until the student is able to return to that program.

Please contact the student's counselor for further information.

### **Avoiding Absences, Written Verifications**

Perris Union High School District urges parents to make sure their children attend school regularly and to schedule medical and other appointments after school or during school holidays. The District also asks that travel or other absences be avoided during the time school is in session. The higher the District's daily attendance rate, the more a student will learn and the greater the amount of funding that the District will receive from the state for classroom instruction and academic programs. The school calendar is designed to minimize problems for families which plan vacations around traditional holiday periods, and thereby minimize student absences.

Following an absence, a student is required to bring a written note from home when returning to school to verify the absence. Absences are excused only if they meet the criteria provided under EC 46010.1, 46014, 46015, and 48205. Absences that are not excused will be marked unexcused in the student's records.

### **Excused Absences**

*EC 46014, 48205; (BP 5113)*

Each person between the ages of 6 and 18 is subject to compulsory full-time education, unless exempted by law. In order for an absence to be excused, the reason(s) for such absence must meet the criteria specified under EC 48205 (*see full text below*). It is the responsibility of the parent to notify the school office of any absences or tardies in written or verbal form within the timeframe prescribed by the school. Written notes should include the student's name, date(s) of absence, reason for absence, and parent's signature and daytime contact number.

EC 48205. (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

- (1) Due to the pupil's illness.
- (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 religious retreats, 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.
- (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) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

(b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

(c) For purposes of this section, attendance at religious retreats shall not exceed 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) "Immediate family," as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

Additionally, a student, with written parent consent, may be excused from school to participate in religious exercises or to receive moral and religious instruction at their place of worship or other suitable place away from school property designated by the religious group, church, or denomination. The student must attend school at least the minimum school day and cannot be excused from school for such purpose on more than four days per school month.

### **Confidential Medical Services**

*EC 46010.1; (BP 5113)*

Students in grades 7-12 may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent. When excusing students for confidential medical services or verifying such appointments, staff will not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment. In accordance with a November 2004 opinion issued by the California Attorney General, staff may not notify a parent when a student leaves school to obtain confidential medical services.

### **Tardiness**

Students should be encouraged to be prompt as part of developing good habits. They are expected to be at school on time. If a student is late, the student should bring a written verification from home to the school office. Repeated tardiness in excess of 30 minutes may lead to the student being designated as a truant.

### **Truancy**

*EC 48260-48273; (BP 5113.1)*

A student is considered truant after three absences or three tardies of more than 30 minutes each time or any combination thereof and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year and the District has made a conscientious effort to meet with the family, the student is considered an habitual truant. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a chronic truant. Unexcused absences are all absences that do not fall within EC 48205, 46010.1, 46014, and 46015, as described previously.

### **Chronic Absenteeism**

*EC 60901; (BP 5113.1)*

A student is considered a chronic absentee when they are absent on 10% or more of the school days in one school year, from the date of enrollment to the current date. Chronic absenteeism includes all absences – excused and unexcused – and is an important measure because excessive absences negatively impact academic achievement and student engagement.

### **Arrest of Truants/School Attendance Review Board**

*EC 48263, 48264; WIC 601, 601.3; (BP 5113.12)*

The school attendance supervisor, administrator or designee, a peace officer, or probation officer may arrest or assume temporary custody during school hours, of any minor who is found away from their home and who is absent from

school without valid excuse within the county, city or school district. A student who is a habitual truant may be referred to a School Attendance and Review Board (SARB).

A juvenile court may adjudge a minor to be a ward of the court if the district attorney or the probation officer determines any of the following:

- That available community resources cannot resolve the minor's truancy problem.
- If the minor or the minor's parent, or both, have failed to respond to the available public or private services provided.
- If the minor or the minor's parent, or both, have failed to respond to the directives of the school, SARB, probation officer, or district attorney.

# CURRICULUM & INSTRUCTION

## Course Prospectus

*EC 49063(k), 49091.14*

Each school must annually compile a prospectus of the curriculum to include titles, descriptions and instructional goals for every course offered by the school. Please contact our Educational Services Department at 951-943-6369 Ext. 81104 for a copy of the prospectus.

## Statewide Testing

*5 CCR 852; EC 60615; (BP 6162.51)*

California students take several mandated statewide tests. These tests provide parents, teachers, and educators with information about how well students are learning and becoming college and career ready. The test results may be used for local, state, and federal accountability purposes. A parent may annually submit to the District a written request to excuse their student from certain tests. Please refer to Appendix B in this document for more information regarding each statewide test that will be administered to applicable students.

To learn more about your child's scores from the statewide tests, visit the webpage called *Starting Smarter*, available at <https://ca.startingsmarter.org/>. This site includes:

- Resources to help understand results on the student score reports
- Access to sample test questions and practice tests
- No-cost resources to support learning
- A guide for parent-teacher conferences

Helpful links:

- California Assessment of Student Performance and Progress (online practice and training tests portal) – <http://www.caaspp.org/practice-and-training/index.html>
- California Department of Education, CAASPP Information – <https://www.cde.ca.gov/ta/tg/ca/>

## California Healthy Youth Act

*EC 51934, 51937-51939; (BP 6142.1)*

The California Healthy Youth Act requires schools to offer integrated, comprehensive, accurate, and unbiased sexual health and human immunodeficiency virus (HIV) prevention education at least once in middle school and once in high school. It is intended to ensure that students in grades 7-12 are provided with the knowledge and skills necessary to protect them from risks presented by sexually transmitted infections, unintended pregnancy, sexual harassment, sexual assault, sexual abuse, and human trafficking and to have healthy, positive, and safe relationships and behaviors. It also promotes students' understanding of sexuality as a normal part of human development and their development of healthy attitudes and behaviors concerning adolescent growth and development, body image, gender, gender identity, gender expression, sexual orientation, relationships, marriage, and family.

Parents have the right to:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV prevention education.
2. Request in writing that their child not receive comprehensive sexual health or HIV prevention education, or participate in research on student health behaviors and risks. When a parent does not permit their child to receive such education, the child may not be subject to disciplinary action, academic penalty or other sanction.
3. Request a copy of EC 51930-51939, the California Healthy Youth Act.
4. Be informed whether the comprehensive sexual health or HIV prevention education will be taught by District personnel or outside consultants. When the District chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV prevention education, be informed of:
  - a. The date of the instruction
  - b. The name of the organization or affiliation of each guest speaker
  - c. The right to receive a copy of EC 51933, 51934, and 51938
5. Receive notice by mail or another commonly used method of notification no fewer than 14 days before the instruction is delivered if arrangements for the instruction are made after the beginning of the school year.



## **Comprehensive Health Education**

*EC 51240; (AR 6142.8)*

The District's health education program is part of a coordinated school health system which supports the well-being of students and is linked to District and community services and resources. Instruction at the appropriate grade levels include the following content areas: alcohol, tobacco, and other drugs; human growth, development, and sexual health; injury prevention and safety; nutrition and physical activity; and personal and community health.

Upon written request from a parent, a student will be excused from any part of health instruction that conflicts with their religious training and beliefs, including personal moral convictions. Students excused from such instruction will be given an alternative educational activity.

## **Harm or Destruction of Animals**

*EC 32255 et seq.; (BP 5145.8)*

Any student with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform their teacher of the objection. Objections must be substantiated by a note from the student's parent.

A student who chooses to refrain from participation in an education project involving the harmful or destructive use of an animal may receive an alternative education project, 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 so that the student may obtain the knowledge, information, or experience required by the course of study in question. A student who chooses an alternative educational project must still pass all examinations from the course in order to receive credit; however, if the tests require the harmful or destructive use of animals, the student may, similarly, ask for alternative tests.

## **Language Acquisition Programs**

*EC 306, 440; (BP 6174)*

The District offers research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards. At a minimum, the District offers a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction is provided in English, but with the curriculum and presentation designed for students who are learning English.

The parent of a student participating in, or identified for participation in, a language instruction program supported by federal Title I or Title III funds will receive notification of the assessment of their child's English proficiency. Such notice will be provided not later within 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice will include the following information:

1. The reason for the student's classification as limited English proficient.
2. The level of English proficiency.
3. A description of the program for the English language development instruction.
4. Information regarding a parent's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program.
5. Information designed to assist a parent in selecting among available programs, if more than one program is offered.

## **High School Graduation Requirements**

*EC 48980(l), 51225, 51225.1, 51225.3; (BP 6146.1)*

To obtain a high school diploma from the Perris Union High School District, students must complete at least the following courses in grades 9-12, with each course being one year unless otherwise specified:

1. Four courses in English
2. Three courses in mathematics

At least one mathematics course, or a combination of the two mathematics courses, must meet or exceed state academic content standards for Algebra I or Mathematics I. Completion of such coursework prior to grade 9 can

satisfy the Algebra I or Mathematics I requirement, but will not exempt a student from the requirement to complete two mathematics courses in grades 9-12. Students may be awarded up to one mathematics course credit for successful completion of an approved computer science course that is classified as a “category c” course based on the “a-g” course requirements for college admission.

3. Three courses in science, including biological and physical sciences
4. Three courses in social studies, including United States history and geography; world history, culture, and geography; a one-semester course in American government and civics; and a one-semester course in economics
5. One course in visual or performing arts
6. One course in world/foreign language
7. Two courses in physical education, unless the student has been otherwise exempted pursuant to other sections of the Education Code
8. Completion of the Free Application for Federal Student Aid (FAFSA) or California Dream Act application

A student who transfers between schools any time after their second year of high school and is in foster care, homeless, former juvenile court school students, children of military families, or a migratory child, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, may be eligible for exemption from the District’s graduation coursework requirements that are beyond the state minimum requirements if the student is not reasonably able to complete the District’s graduation requirements within the four years of high school. This right to exemption is also available for students who were enrolled in their third or fourth year of high school during the 2020-2021 school year, and are not on track to graduate within the four years of high school.

### **California High School Proficiency Exam**

*5 CCR 11523; EC 48412; (BP 6146.2)*

The California High School Proficiency Exam (CHSPE) is a voluntary test, given only in English, that assesses proficiency in reading, writing, and mathematics. The test consists of two sections: English language arts and mathematics. Eligible students who pass both sections of the CHSPE are awarded a Certificate of Proficiency by the State Board of Education. A student who receives a Certificate of Proficiency may, with verified approval from the parent, leave high school early. The Certificate of Proficiency is equivalent to a high school diploma; however, it is not equivalent to completing all course work required for regular graduation from high school. Students planning to continue their studies in a college or university should contact the admissions office of the institution to find out if the Certificate of Proficiency will meet admission requirements.

A student is eligible to take the CHSPE only if they meet one of the following requirements on the test date: 1) is at least 16 years old; 2) has been enrolled in the tenth grade for one academic year or longer; or 3) will complete one academic year of enrollment in the tenth grade at the end of the semester during which the CHSPE regular administration will be conducted. A fee for each examination application will not be charged to a homeless or foster youth under the age of 25. For more information, including administration dates and registration deadlines, visit the following website: <http://www.chspe.net/>.

### **College Admission Requirements**

*EC 48980(k), 51229; (BP 6178)*

To qualify for admission into a University of California or California State University (UC/CSU) school, a student must, at minimum, complete specific high school courses (referred to as the “A-G” courses, as provided under the notification of “High School Graduation Requirements”) with a grade of “C” or better and must possess a high school diploma or the equivalent. Some schools have higher standards or additional admission criteria, such as a minimum grade point average (GPA) and/or scores on the SAT or ACT tests. To search for colleges within each of the educational systems and to obtain specific college admission requirements and process, including additional resources, please refer to the following websites:

- California Community College – <https://www.cccco.edu/>
- California State University – <https://www2.calstate.edu/>
- University of California – <https://www.universityofcalifornia.edu/>
- High school courses that are UC/CSU-approved – <https://hs-articulation.ucop.edu/agcourselist>
- Federal student financial aid (FAFSA) – <https://studentaid.gov/>
- California Student Aid Commission, California Dream Act Application – <https://dream.csac.ca.gov/>

Students may also explore career options through career technical education (CTE). CTE is a program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers. To learn more about CTE, visit <https://www.cde.ca.gov/ci/ct/>.

Students will have the opportunity to meet with their assigned school counselor to get help with choosing courses that will meet college admission requirements and/or enroll in career technical education courses. Students may also directly contact their school counselor to schedule additional meetings.

## HEALTH & WELLNESS

### Asbestos Management Plan

*40 CFR 763.93; (BP 3514)*

The Perris Union High School District maintains and annually updates its management plan for asbestos- containing material in school buildings. For a copy of the asbestos management plan, please contact the Director of Facilities Services at 951-943-6369 Ext. 80278.

### Pesticide Products

*EC 17612, 48980.3; (BP 3514.2)*

Pesticide applications are posted at site entrances with the product and date of applications. Fields and school grounds that are to be treated in the normal rotation of maintenance work will have warning signs posted at least 24 hours prior to the application and will remain posted until 72 hours after the application. When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide to protect the health and safety of students, staff, or other persons or the school site, the warning sign will be posted immediately upon application and will remain posted until 72 hours after the application. Warning signs will include the term “Warning/Pesticide Treated Area”, the name of the product and manufacturer, the product’s registration number, intended areas and dates of application, and reason for the pesticide application.

For a copy of the PUHSD’s most current Pesticide Use List and the School Integrated Pest Management Plan, visit <https://www.puhsd.org/Content2/integrated-pest-management>. Parents may also submit a request at their student’s school to receive notification of individual pesticide applications. Notifications will be provided 72 hours before the application, except in emergencies, and will include the name and active ingredient(s) of the pesticide as well as the intended date of application. Information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agricultural Code 13184, can do so by accessing the Department’s website at [www.cdpr.ca.gov](http://www.cdpr.ca.gov).

### Immunizations

*EC 49403, 48216; HSC 120325, 120335, 120370, 120372, 120375; (BP 5141.3)*

Students must be immunized against certain communicable diseases. Students are prohibited from attending school unless immunization requirements are met for age and grade. The District will cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. The District may use any funds, property, or personnel and may permit any person licensed as a physician or registered nurse to administer an immunizing agent to any student whose parents have consented in writing.

Parents of students in any school are not allowed to submit a personal beliefs exemption to a currently required vaccine. A personal beliefs exemption on file at school prior to January 1, 2016 will continue to be valid through graduation from high school.

Medical exemptions can only be issued through the California Immunization Registry – Medical Exemption (CAIR-ME) website. A medical exemption filed at the school before January 1, 2020 will remain valid through graduation or until the earliest of:

- The expiration date on the temporary medical exemption; or
- Revocation of the exemption because the issuing physician has been subject to disciplinary action from the physician’s licensing entity.

Students are not required to have immunizations if they attend a home-based private school or an independent study program and do not receive classroom-based instruction. However, parents must continue to provide immunizations records for these students to their schools. The immunization requirements do not prohibit students from accessing special education and related services required by their individualized education programs.

Information about personal beliefs or medical exemptions from immunizations is available in the health office at each school site. Free or low-cost immunizations for children are available at Perris Family Care Center. For more information, please call 951-955-0840.

## **Physical Examination**

*EC 49451; (BP 5141.3)*

A parent may file annually with the school principal a written statement, signed by the parent, withholding consent to a physical examination of the student. However, whenever there is good reason to believe that the student is suffering from a recognized contagious or infectious disease, the student will be sent home and will not be permitted to return until school authorities are satisfied that the contagious or infectious disease no longer exists.

## **Medication Regimen**

*EC 49423, 49423.1, 49480; (BP 5141.21)*

The parent of any student taking medication on a regular basis must inform the school nurse or the health office of the medication being taken, the current dosage, and the name of the supervising physician/surgeon. With the consent of the parent, the school nurse may communicate with the student's health care provider and may counsel with school personnel regarding the possible effects of the medication on the student.

Any student who is required to take, during the regular school day, medication prescribed by a physician/surgeon, may be assisted by the school nurse or other designated school personnel or may carry and self-administer auto-injectable epinephrine or inhaled asthma medication if the District receives both a written statement of instructions from the physician detailing the name of the medication, method, amount and time schedules by which such medication is to be taken and a written statement from the parent either requesting the school assist the student with prescribed medication as set forth in the physician statement or confirming that the student is able to self-administer auto-injectable epinephrine or inhaled asthma medication. A student may be subject to disciplinary action if the student uses auto-injectable epinephrine or inhaled asthma medication in a manner other than as prescribed.

All written requests must be provided on an annual basis or when the medication, dosage, frequency of administration, or reason for administration changes. For requests regarding inhaled asthma medication, the District will also accept the written statement from a physician/surgeon who is contracted with a prepaid health plan operating lawfully under the laws of Mexico that is licensed as a health care service plan in California as long as the statement is provided in both English and Spanish, and includes the name and contact information of the physician/surgeon.

## **Emergency Treatment of Anaphylaxis**

*EC 49414; (BP 5141.21)*

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

## **Access to Mental Health Services**

*EC 49428*

The District is committed to promoting the well-being of its students by ensuring that, at least twice a year, students and parents are provided with information on how to initiate access to available student mental health services at school and/or in the community. In order to initiate access to available student mental health services, please contact the following mental health service to find a provider: Care Solace at <https://www.caresolace.com/site/puhsdfamilies/> or call 888-515-0595. Information is also available through Community Service Announcements via PeachJar and Parent Link.

## **Medical or Hospital Service**

*EC 49472; (BP 5143)*

Although the Governing Board may, under certain conditions, provide medical and/or hospital services for injuries occurring on District premises during school-sponsored activities or when being transported to and from school-sponsored activities, such services are insured at the parent's expense. No student will be compelled to accept medical and/or hospital services without their consent, or if the student is a minor, without the consent of a parent.

## **Health Care Coverage**

Students and their families may be eligible for free or low-cost health coverage. For information about health care coverage options and enrollment assistance, go to [www.CoveredCA.com](http://www.CoveredCA.com).

Additionally, California law allows all low-income children under 19 years old, regardless of immigration status, to enroll in Medi-Cal at any time in the year. Families can apply in person at their local county human services office, over the phone, online, with a mail-in application, or at a local health center. For more information about Medi-Cal enrollment, visit [www.health4allkids.org](http://www.health4allkids.org).

## **Health Insurance Coverage for Athletes**

*EC 32221.5, 49471; (BP 5143)*

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 students may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling Healthy Families at 800-880-5305 or MediCal at 800-880-5305.

## **Concussion and Head Injuries**

*EC 49475; (BP 6145.2)*

A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. As such, any athlete who is suspected of sustaining a concussion or head injury in a school-sponsored athletic activity will be immediately removed from the athletic activity for the remainder of the day, and will not be permitted to return to the athletic activity until they are evaluated by a licensed health care provider who is trained in the management of concussions and is acting within the scope of their practice. The athlete will not be permitted to return to the athletic activity until they receive written clearance to return to the athletic activity from that licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete must also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider. On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular schoolday or as part of a physical education course.

## **Sudden Cardiac Arrest**

*EC 33479 et seq.; (BP 6145.2)*

Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. SCA is not a heart attack; it is a malfunction in the heart's electrical system, causing the victim to collapse. The malfunction is caused by a congenital or genetic defect in the heart's structure. SCA is more likely to occur during exercise or sports activity, so athletes are at greater risk. These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. If not properly treated within minutes, SCA is fatal in 92 percent of cases. As such, a student who passes out or faints while participating in or immediately following a school-sponsored athletic activity, or who is known to have passed out or fainted while participating in or immediately following an athletic activity, must be removed from participation at that time by the athletic director, coach, athletic trainer, or authorized person. A student who is



removed from play after displaying signs and symptoms associated with sudden cardiac arrest may not be permitted to return to participate in an athletic activity until the student is evaluated and cleared to return to participate in writing by a physician and surgeon. This requirement does not apply to athletic activity conducted during the regular schoolday or as part of a physical education course. On a yearly basis, an acknowledgement of receipt and review of SCA information must be signed and returned by the student and the student's parent before the student participates in an athletic activity. For more information and resources, visit the California Department of Education webpage at <https://www.cde.ca.gov/pd/ca/pe/scaprevention.asp>.

## **Prescription Opioids**

*EC 49476; (AR 6145.2)*

An opioid is a controlled substance that can be prescribed by a health care provider to relieve moderate-to-severe pain, after a surgery or injury, or for certain health conditions. Opioids include prescription drugs such as hydrocodone, oxycodone, morphine, and codeine. Although these medications can be an important part of treatment, they carry serious risks of addiction and overdose, especially with prolonged use. On a yearly basis, an acknowledgement of receipt of the Factsheet must be signed and returned by the athlete and the athlete's parent before the athlete initiates practice or competition. This requirement does not apply to athletic activity conducted during the regular schoolday or as part of a physical education course.

## **Type 2 Diabetes**

*EC 49452.7; (BP 5141.3)*

Because type 2 diabetes in children is a preventable and treatable disease, parents are encouraged to have their child screened by an authorized health care practitioner for risk factors of the disease, including excess weight, and to request tests of their child's blood glucose to determine if they have type 2 diabetes or pre-diabetes. Please refer to Appendix C in this document for more information about Type 2 diabetes.

## **Wellness Policy**

*EC 49432; (BP 5030)*

The wellness policy is a requirement established by the Child Nutrition and Women, Infants and Children (WIC) Reauthorization Act of 2004, and was further strengthened by the Healthy, Hunger-Free Kids Act of 2010. It is mandated that any school district participating in the National School Lunch Program and/or School Breakfast Program is to adopt a wellness policy that promotes the health of students and addresses the growing problem of childhood obesity. As a result, the District has adopted a Wellness Policy that includes goals for nutrition education, physical activity, and other school-based activities that are designed to promote student wellness in a manner that the District determines is appropriate. Parents and staff are to follow the wellness policy and are encouraged to set an example of healthy eating habits to our students.

## **School Meal Program**

*EC 49510 et seq., 49557, 49564; (BP 3553)*

Students that have access to better nutrition tend to perform better academically, have better health, and maintain better school attendance. The Perris Union High School District provides at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. Visit <http://terrabitescafe/> on the District's website to access the meal application and to obtain other information under Nutrition Services. Applications for free and reduced-price meals may be submitted at any time during a school day.

Community Eligibility Provision (CEP), is a universal meal program that is part of the National School Lunch and National School Breakfast Program. CEP allows qualifying schools to offer free breakfast and free lunch at no cost to all students. Schools participating in CEP within Perris Union High School District include Pinacate Middle School, The California Military Institute, Perris Lake High School and Perris High School. Families that have students attending CEP school sites are not required to complete meal applications. However, a simple form for funding purposes is required to be completed annually by parents that have students attending CEP schools. For parents that have students attending any other school within the District, a meal application must be submitted to determine meal eligibility for Free or Reduced-Price Meals.

## **Complaint of Discrimination in USDA Programs**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (*e.g.*, Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at the Filing a Program Discrimination Complaint as a USDA Customer page, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) Fax: 202-690-7442; or
- (3) Email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.



# STUDENT RECORDS

## Student Records

*EC 49063; (BP 5125)*

A cumulative record must be maintained on the history of a student's development and educational progress. Student records are any items of information, whether recorded by handwriting, print, tapes, film, microfilm or other means, gathered within or outside the Perris Union High School District that are directly related to an identifiable student and maintained for the purpose of second-party review. Active records are maintained at the student's school; inactive records are maintained under the supervision of the custodian of records.

Per state and federal law, the District keeps the following *mandatory permanent records* indefinitely: student's legal name, date and place of birth, sex, enter and leave date each school year, subjects taken, marks or number of credits toward graduation, verification of or exemption from required immunization, date of high school graduation or equivalent, and parent's name and address (including the student's address if different, and the annual verification of residency for both the student and the parent). The District also keeps the following *mandatory interim records* until three years after the student leaves or graduates, or their usefulness has ceased: log identifying persons or agencies who have requested or received information from the student record, health information, information on participation in special education programs, language training records, progress slips/notices, parental authorizations/restrictions/waivers, rejoinders to challenged records, results of standardized tests administered within the past three years, expulsion orders, and independent study evaluation and findings. *Permissive records*, which are records that the District has determined important to maintain, may include, but are not limited to, objective counselor and teacher ratings, standardized test results older than three years, routine discipline data, verified reports of relevant behavior patterns, disciplinary notices, and attendance records.

The District will not collect or solicit social security numbers or the last four digits of social security numbers of students or parents, except as required by state or federal law or as required to establish eligibility for a federal benefit program. Additionally, the District will not collect information or documents regarding the citizenship or immigration status of students or their family members, unless required by state or federal law or as required to administer a state or federally supported educational program.

On an annual basis, records that are not designated as mandatory permanent records are reviewed to determine if any records that still need to be retained and those that are appropriate for destruction.

The Director of Pupil Services has been designated as the custodian of records for all schools operated by the District, and at each school site, the principal serves as the custodian of records for students enrolled at their school. The custodian of records is responsible for implementing the policies and procedures related to student records; in particular, they must protect the student and the student's family from invasion of privacy by ensuring only authorized persons may access student records.

## Access to Student Records

*34 CFR 99.7, 99.34; EC 49063, 49069.7; (BP 5125)*

Access means personal inspection and review, request and receipt, and oral description or communication of any record. A log is maintained in each student's record that lists all persons, agencies, or organizations that have requested or received information from the records and the legitimate educational interest of the requester.

School officials and employees with legitimate educational interests may access student records without parental consent as long as access to such records is required to fulfill their duties and responsibilities, whether routine in nature or as a result of special circumstances (*e.g.*, working with the student, compiling and analyzing student data, connecting a student to education programs or services). School officials and employees also include contractors, consultants, volunteers, or other parties to whom the District has outsourced its functions and who perform services for which the District would otherwise use employees. Upon request from officials of another school, school system, or postsecondary institution in which a student seeks or intends to enroll or is already enrolled, the District is authorized to disclose educational records without parental consent as long as the disclosure is for purposes related to the student's enrollment or transfer.

A student's citizenship status, immigration status, place of birth, or any other information indicating national origin will not be released without parental consent or a court order.

Parents have the right to:

1. Inspect and review the student's educational record maintained by the school
2. Request that a school correct records which they believe to be inaccurate, misleading, or otherwise in violation of the student's privacy rights (*see notification on "Challenging Content of Student Records"*)
3. Consent to disclosures of personally identifiable information contained in the student's records, except to the extent that State and Federal laws authorize disclosure without consent, and request a copy of the records that were disclosed
4. File a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605

When a student turns 18 years of age, all rights regarding student records are transferred from the parent to the student. If the adult student is still claimed by the parent as a dependent for tax purposes, the parent may still access the student's records. Although noncustodial parents are not afforded the rights described above, they have the right to access their student's education records unless that right of access has been limited through a court order.

A request by a parent to access or disclose their student's educational records must be submitted in a written form to the Student Services Center at 1151 N. A Street, Perris, CA 92570. Requests for access will be fulfilled within five (5) business days from the day of receipt of the request. All written requests must indicate the specific records or information to be accessed or disclosed. If requested, qualified certificated personnel may be made available to the parent to interpret records. For requests to disclose records, the written form must also specify the person or agency to whom the records are to be released and the reason(s) for such disclosure. Copies of student records are provided to parents at no cost.

### **Medical Records Sharing**

*HSC 120440; (BP 5141.31)*

Medical information may be shared with local health departments and the State Department of Health Services. Such information will be treated as confidential and will only be used to share with each other, and, upon request, with health care providers, schools, child care facilities, family child care homes, service providers, county welfare departments, foster care agencies, and health care plans. The providers, agencies, and institutions will, in turn, treat the shared information as confidential, and will use it only as specified.

The student or parent has the right to examine any immunization-related information shared in this manner and to correct any errors in it. The student or the parent may refuse to allow this information to be shared, or to receive immunization reminder notifications at any time, or both. After refusal, a physician may maintain access to this information for the purposes of patient care or protecting the public health, and the local health department and the State Department of Health Services may maintain access to this information for the purpose of protecting the public health.

### **Juvenile Court Records**

*WIC 827, 831*

Juvenile court records should be confidential regardless of the juvenile's immigration status. Only if a court order is provided, will any student information be disseminated, attached or provided to federal officials. The court order must indicate prior approval of the presiding judge of the juvenile court. Otherwise, juvenile information is protected from distribution and remains private without a court order.

Whenever a student has been found by a court to have committed any felony or misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense, assault or battery, larceny, vandalism, or graffiti, the court will provide a written notice to the superintendent of the school district of attendance. The superintendent will then provide the information to the principal at the school of attendance, who will disseminate the information to any administrator, teacher, or counselor directly supervising or reporting on the behavior or progress of the student, allowing them to work with the student in an appropriate manner. Any information received

by a teacher, counselor, or administrator will be received in confidence for the limited purpose of rehabilitating the student and protecting students and staff; the information will not be further disseminated except when communication with the student, the student's parents, law enforcement personnel, and the student's probation officer is necessary to support the student's rehabilitation or to protect students and staff.

### **Directory Information**

*20 USC 1232g; 34 CFR 99.3, 99.37; EC 49061, 49073, 49073.2; (BP 5125.1)*

"Directory information" means information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information includes the student's name, address, telephone number, email address, date of birth, major field of study, participation record in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, degrees and awards received, and most recent previous school attended. Directory information may include a student identification number, user identification, or other personal identifier used by the student for purposes of accessing or communicating in electronic systems as long as the identifier cannot be used to gain access to education records except when used in conjunction with a personal identification number, password, or other factor known or possessed only by the authorized user.

The primary purpose of directory information is to allow the school and the District to include this type of information from the student's education records in certain school and/or District publications (*e.g.*, a playbill showing the student's role in a drama production, honor roll or other recognition lists, annual yearbook, graduation programs, sports activity sheets showing weight and height of team members). Additionally, the District has determined that the following individuals, officials, or organizations may receive directory information: any school or District parent organization; postsecondary institutions, military service recruiters, elected officials; Department of Public Health; and companies that publish yearbooks.

No information may be released to private profit-making entities other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. No directory information of a student identified as a homeless child or youth will be released unless the parent has provided written consent that directory information may be released. For all other students, directory information will not be released if their parent notifies the school principal in writing that such information not be disclosed without their prior consent.

Additionally, the District will not include the directory information or the personal information of a student or the parent of a student in the minutes of a meeting of the Board of Education, except as required by judicial order or federal law, if the parent has provided a written request to the secretary or clerk of the Board to exclude their personal information or the name of their minor child from the minutes of a Board meeting.

### **Cal Grant Program**

*EC 69432.9; (BP 5125)*

A Cal Grant is money for college that does not have to be paid back. To qualify, a student must meet the eligibility and financial requirements as well as any minimum grade point average (GPA) requirements. Cal Grants can be used at any University of California, California State University or California Community College. Some independent and career colleges or technical schools in California also take Cal Grants.

In order to assist students apply for financial aid, all students in grade 12 are automatically considered a Cal Grant applicant and each grade 12 student's GPA will be submitted by the October 1 deadline to the California Student Aid Commission (CASC) electronically by either the school or the District. A student, or the parent of a student under 18 years of age, may complete a form to indicate that they do not wish for the school to electronically send CASC the student's GPA. Until a student turns 18 years of age, only the parent may opt out the student. Once a student turns 18 years of age, only the student may opt themselves out, and can opt in if the parent had previously decided to opt out the student. Notification regarding CASC and the opportunity to opt out of being automatically deemed a Cal Grant applicant will be provided to all students and their parents by January 1 of the students' 11th grade year.

To opt out of the Cal Grant Program, complete and submit the form obtained from the Student Services Department. If the opt out form is not received by March 1 of the student's 11th grade year, the student's GPA will be submitted to CASC beginning September of the student's 12th grade year.

## Protection of Pupil Rights Amendment

*20 USC 1232h; EC 51513; (BP 5022)*

The Protection of Pupil Rights Amendment (PPRA) affords parents of elementary and secondary students certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

1. Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—
  - a. Political affiliations or beliefs of the student or student’s parent;
  - b. Mental or psychological problems of the student or student’s family;
  - c. Sex behavior or attitudes;
  - d. Illegal, anti-social, self-incriminating, or demeaning behavior;
  - e. Critical appraisals of others with whom respondents have close family relationships;
  - f. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  - g. Religious practices, affiliations, or beliefs of the student or student’s parent; or
  - h. Income, other than as required by law to determine program eligibility.
2. Receive notice and an opportunity to opt a student out of—
  - a. Any other protected information survey, regardless of funding;
  - b. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  - c. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. (This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions.)
3. Inspect, upon request and before administration or use—
  - a. Protected information surveys of students and surveys created by a third party;
  - b. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  - c. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

The Perris Union High School District, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The District directly notifies parents of these policies at least annually at the start of each school year and after any substantive changes. The District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt their child out of participation in the specific activity or survey. The District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

1. Collection, disclosure, or use of personal information collected from students for marketing, sales, or other distribution.
2. Administration of any protected information survey not funded in whole or in part by ED.
3. Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with: Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue, SW Washington, DC 20202.

## **Challenging Content of Student Records**

*34 CFR 99.7, 99.20; EC 49063(g), 49066, 49070; (AR 5125.3)*

The parent may submit to the Student Services Center at 1151 N. A Street, Perris, CA 92570 a written request to correct or remove from the student's records any information concerning the student. The request must allege that the record is any of the following: inaccurate, an unsubstantiated personal conclusion or inference, a conclusion or inference outside the observer's area of competence, not based on the personal observation of a named person with the time and place of the observation noted, misleading, or in violation of the privacy or other rights of the student. If the challenge involves a student's grade, the teacher who gave the grade will be given an opportunity to state, orally and/or in writing, the reasons for which the grade was given. To the extent practicable, the teacher will be included in all discussions related to any grade change. In the absence of clerical or mechanical error, fraud, bad faith, or incompetency, a student's grade as determined by the teacher is final.

If the parent's challenge is ultimately denied, the parent has the right to submit a written statement of objections. The statement becomes part of the student's record until the information objected to is corrected or removed.

# SCHOOL SAFETY & STUDENT DISCIPLINE

## Civility on School Grounds

*CC 1708.9; EC 32210, 44811; PC 626.7; (BP 3515.2)*

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

It is unlawful for any person, except a parent acting toward their minor child, to intentionally or to attempt to injure, intimidate, interfere by force, threat of force, physical obstruction, or nonviolent physical obstruction with any person attempting to enter or exit any public or private school grounds.

## Custody Issues

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

## Child Abuse and Neglect Reporting

*PC 11164 et seq.; (BP 5141.4)*

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

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

Parents of students also have a right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site.

Child abuse or neglect includes the following:

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation
3. Neglect of a child
4. Willful harming or injuring of a child or the endangerment of the person or health of a child
5. Unlawful corporal punishment or injury

Child abuse does not include:

1. A mutual fight between minors
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of their employment
3. An injury caused by any force that is reasonable and necessary for a person employed by or engaged in a school:
  - To stop a disturbance threatening physical injury to people or damage to property
  - For purposes of self-defense
  - To obtain possession of weapons or other dangerous objects within control of a student
  - To exercise the degree of control reasonably necessary to maintain order, protect property, protect the health and safety of students, and maintain proper and appropriate conditions conducive to learning
4. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student
5. Homelessness or classification as an unaccompanied minor

Whenever a representative of a local law enforcement agency investigating suspected child abuse or neglect deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child will be given the choice of being interviewed in private or in the presence of any school employee or volunteer aide selected by the child. If a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the principal will not notify the parent, but rather will provide the peace officer with the address and telephone number of the child's parent. It is the responsibility of the peace officer or agent to notify the parent of the situation. Visit the California Department of Education webpage at <https://www.cde.ca.gov/ls/ss/ap/> for additional information.

### **Sex Offender Notification/Megan's Law**

*PC 290 et seq.; (BP 3515.5)*

When law enforcement has determined that parents should be notified regarding the presence of a sex offender in the community, the Superintendent or District liaison will collaborate with law enforcement in order to determine an appropriate response. Whenever the principal has granted permission to a person who is required to register as a sex offender pursuant to PC 290 to come upon school grounds to volunteer at the school, the parent of each student at that school, will be notified at least 14 days in advance that a registered sex offender has been granted such permission, the date(s) and times for which permission has been granted, and the parent's right to obtain information regarding the person from a designated law enforcement agency.

Information about registered sex offenders in California can be found on the California Department of Justice's website, <http://meganslaw.ca.gov/>. The website also provides information on how to protect yourself and your family, facts about sex offenders, frequently asked questions, and sex offender registration requirements in California.

### **Maintaining Appropriate Adult-Student Interactions**

*EC 44050; (BP 4119.24, 4219.24, 4319.24)*

The Governing Board desires to provide a positive school environment that protects the safety and well-being of District students. The Board expects all adults with whom students may interact at school or in school-related activities, including employees, independent contractors, and volunteers, to maintain the highest professional and ethical standards in their interactions with students both within and outside the educational setting. Such adults must not engage in unlawful or inappropriate interactions with students and must avoid boundary-blurring behaviors that undermine trust in the adult-student relationship and lead to the appearance of impropriety.

In fulfillment of the obligation to ensuring the safety of all students, an employee will not:

1. Initiate inappropriate physical contact.
2. Be alone with a student outside of the view of others.
3. Visit a student's home or invite a student to visit the employee's home without parent consent.
4. Maintain personal contact with a student that has no legitimate educational purpose, by phone, letter, electronic communications, or other means, without including the student's parent or the principal. Employees are to use available District-issued equipment or technological resources when communicating electronically with students. Employees must not communicate with students through any medium that is designed to eliminate records of the communications.
5. Create or participate in social networking sites for communication with students, other than those created by the District, without the prior written approval of the principal or designee.
6. Invite or accept requests from students, or former students who are minors, to connect on personal social networking sites (*e.g.*, "friending" or "following" on social media), unless the site is dedicated to school business.
7. Single out a particular student for personal attention and friendship, including giving gifts and/or nicknames to individual students.
8. Address a student in an overly familiar manner, such as by using a term of endearment.
9. Socialize or spend time with students outside of school-sponsored events, except as participants in community activities.
10. Send or accompany students on personal errands unrelated to any legitimate educational purpose.
11. Transport a student in a personal vehicle without prior authorization.
12. Encourage students to confide their personal or family problems and/or relationships.
13. Disclose personal, family, or other private matters to students or share personal secrets with students.

14. Enter into or attempt to form a romantic or sexual relationship with any student.
15. Engage in sexual harassment of a student, including sexual advances, flirtations, requests for sexual favors, inappropriate comments about a student's body or appearance, or other verbal, visual, or physical conduct of a sexual nature.
16. Intrude on a student's physical or emotional boundaries unless necessary in an emergency or to serve a legitimate purpose related to instruction, counseling, student health, or student or staff safety.
17. Engage in harassing or discriminatory behavior towards students, or fail or refuse to intervene when an act of discrimination, harassment, intimidation, or bullying against a student is observed.
18. Use profane, obscene, or abusive language against students.
19. Physically abuse, sexually abuse, neglect, or otherwise willfully harm or injure a student.

An employee who observes or has knowledge of another employee's inappropriate conduct must immediately report such conduct to the Superintendent or designee or appropriate agency for investigation pursuant to the applicable complaint procedures. Other adults with knowledge of any violation to District policy are encouraged to report the violation to the Superintendent or designee. The Superintendent or designee will protect anyone who reports a violation from retaliation. Immediate intervention will be implemented when necessary to protect student safety or the integrity of the investigation.

Employees who engage in any conduct in violation of District policy, including retaliation against a person who reports the violation or participates in the complaint process, is subject to discipline, up to and including dismissal. Any other adult who violates this policy may be barred from school grounds and activities in accordance with law. The Superintendent or designee may also notify law enforcement as appropriate.

### **Off-Campus Lunch**

*EC 44808.5; (BP 5112.5)*

The Governing Board of the Perris Union High School District has decided to permit the students enrolled at high schools within the District to leave the school grounds during the lunch period. Neither the District nor any officer or employee thereof will be liable for the conduct or safety of any student during such time as the student has left the school grounds.

### **Riding a Bike to School**

*VC 21212*

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

### **Gun-Free School Zone**

*PC 626.9, 30310; (BP 5131.7)*

California prohibits any person from possessing a firearm on, or within 1,000 feet from, the grounds of a public or private school. This does not apply to:

1. Law enforcement officers, any active or honorably retired peace officers, members of the military forces of California or the United States, or armored vehicle guards engaged in the performance of, or acting in the scope of, their duties.
2. Activities of a program involving shooting sports or activities, including, but not limited to, trap shooting, skeet shooting, sporting clays, and pistol shooting, that are sanctioned by a school, school district, college, university, or other governing body of the institution, that occur on the grounds of a public or private school or university or college campus.
3. Activities of a state-certified hunter education program pursuant to Section 3051 of the Fish and Game Code if all firearms are unloaded and participants do not possess live ammunition in a school building.

A violation of this law is punishable by imprisonment in a county jail for up to six months, a fine of up to \$1,000, or both imprisonment and fine.



## **Dangerous Objects**

Often, students like to bring objects, such as a collector's item, to school to show their friends. Examples of these objects include, but are not limited to, laser pointers, mini baseball bats, martial arts weapons (*e.g.*, nunchucks, throwing stars), or any other sharp, pointy objects. Students should refrain from bringing objects that have the potential to inflict serious bodily injury to others.

## **Tobacco-free Campus**

*BPC 22950.5; EC 48901; HSC 104420, 104495, 104559; (BP 3513.3)*

The use of tobacco and nicotine products is prohibited on school or District grounds, buildings, and vehicles, and within 250 feet of a youth sports event. Tobacco products include, but are not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, snuff, or an electronic device (*e.g.*, electronic cigarette, cigar, pipe, or hookah) that delivers nicotine or other vaporized liquids.

## **Electronic Nicotine Delivery Systems**

*BPC 22950.5; HSC 11014.5; (BP 5131.62)*

Perris Union High School District prohibits the use of electronic nicotine delivery systems (ENDS) such as e-cigarettes, hookah pens, cigarillos, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products on all District property and in District vehicles at all times. ENDS are often made to look like cigarettes, cigars and pipes, but can also be made to look like everyday items such as pens, asthma inhalers and beverage containers. These devices are not limited to vaporizing nicotine; they can be used to vaporize other drugs such as marijuana, cocaine, and heroin.

Students using, in possession of, or offering, arranging or negotiating to sell ENDS can be subject to disciplinary action, particularly because ENDS are considered drug paraphernalia, as defined by HSC 11014.5.

## **Electronic Listening or Recording Device**

*EC 51512; (BP 1250)*

The use by any person, including a student, of any electronic listening or recording device in any classroom without the prior consent of the teacher and the principal is prohibited as it disrupts and impairs the teaching process and discipline in the schools. Any person, other than the student, willfully in violation is guilty of a misdemeanor. Any student in violation will be subject to appropriate disciplinary action.

## **Smartphones and Other Electronic Signaling Devices**

*EC 48901.5, 48901.7; (BP 5131, 5131.8)*

Students may possess or use on school campus personal electronic signaling devices including, but not limited to, pagers, beepers, and cellular/digital telephones, as well as other mobile communications devices including, but not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptop computers, provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments or tests.

No student will be prohibited from possessing or using a smartphone or other electronic signaling device under the following circumstances:

- In case of an emergency, or in response to a perceived threat of danger.
- When a teacher or administrator grants permission to the student, subject to any reasonable limitation imposed by that teacher or administrator.
- When a licensed physician and surgeon determines it is necessary for the student's health or well-being.
- When it is required in a student's individualized education program or Section 504 plan.

Neither Perris Union High School District nor the school site will be responsible for any personal items damaged, lost or stolen while on school grounds.

## **Acceptable Use of Technology**

*(BP 6163.4)*

One of the adopted goals of Perris Union High School District is to assist in advancing the use of technology to enhance student learning. Access to District technology is a privilege, not a right, and students enrolled in District programs or activities must follow District guidelines and procedures regarding acceptable use of technology. All PUHSD students and their parents must sign the Acceptable Use of Technology Agreement prior to using District technological resources. The District will make a diligent effort to filter the inappropriate or harmful matter accessible through the Internet, and students must also take responsibility not to initiate access to inappropriate or harmful matter while using District technology. Violation of this policy may result in disciplinary action and the loss of the privilege to use the technology and/or civil or criminal liability.

### **Grounds for Suspension and Expulsion**

*EC 48900 et seq., 48980(a); (BP 5144.1)*

Suspension from school means removal of a student from ongoing instruction for adjustment purposes. Expulsion means removal of a student from the immediate supervision and control, or the general supervision, of school personnel. A student will not be suspended or expelled for any acts listed below unless that act is related to 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.

The following are grounds for which a student may be suspended or expelled:

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force or violence upon another person, except in self-defense.
3. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
5. Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the same as such controlled substance, alcoholic beverage, or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.
8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco, or products containing tobacco or nicotine products.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
11. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia.
12. Knowingly received stolen school property or private property.
13. Possessed an imitation firearm. 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.
14. Committed or attempted to commit a sexual assault or committed a sexual battery.
15. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
17. Engaged in, or attempted to engage in, hazing. Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student.
18. Engaged in an act of bullying. Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to themselves or their property; cause the student to experience a substantially detrimental effect on their physical or mental health; or cause the student to experience substantial interferences with their academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to

disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. 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.

19. Aided or abetted the infliction or attempted infliction of physical injury on another person.
20. Made terrorist threats against school officials and/or school property. A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out.
21. Committed sexual harassment. Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment.
22. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. Hate violence includes injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics.
23. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment.

Any student in grades 9-12 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties.

### **Requirement of Parent School Attendance**

*EC 48900.1; (BP 5144.1)*

Teachers may require the parent of a student who has been suspended by a teacher to attend a portion of that school day in their student's classroom. The attendance of the parent will be limited to the class from which the student was suspended. A written notice will be sent to the parent regarding implementation of this requirement. Per LC 230.7, employers are not allowed to apply sanctions against the parent for complying with this requirement if the parent has given reasonable notice to their employer.

### **Limitations on Imposing Suspension**

*EC 48900.5, 48911; (BP 5144.1)*

Suspension, including supervised suspension, will be imposed only when other means of correction fail to bring about proper conduct. A student may not be suspended from school for more than five consecutive school days unless the suspension is extended pending expulsion proceedings. A suspension by the principal or designee will be preceded by an informal conference where the student is informed of the reason for the disciplinary action, including the other means of correction that were attempted, and the evidence against them, and is given the opportunity to present their version and evidence in their defense.

### **Assignments and Tests during Suspension**

*EC 48913, 48913.5; (BP 6154)*

The teacher of any class from which a student is suspended may require the suspended student to complete any assignments and tests missed during the suspension. However, a teacher must provide a student that has been suspended from school for two or more days the homework that the student would otherwise have been assigned if the student or the student's parent or other person holding educational rights makes a request to the teacher. Whenever homework assignment that is requested and turned into the teacher either upon the student's return to school from

suspension or by the deadline prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment cannot be included in the calculation of the student's overall grade in class.

### **Expulsion Recommendations and Decisions**

*EC 48915, 48918; (BP 5144.1)*

A student who is found to have committed any of the following acts must immediately be suspended from school and recommended for expulsion:

1. Possessed, sold, or otherwise furnished a firearm.
2. Brandished a knife at another person.
3. Unlawfully sold a controlled substance.
4. Committed or attempted to commit a sexual assault or committed a sexual battery.
5. Possession of an explosive.

For all other acts, a decision to recommend a student for expulsion must be based upon a finding of either or both of the following:

1. Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
2. Due to the nature of the act, the presence of the student causes a continuing danger to the physical safety of the student or others.

### **Involvement of Law Enforcement**

*EC 48902; (BP 5144.1)*

The principal or designee must notify the appropriate law enforcement authorities, within specified timelines, of any acts committed by students occurring on school grounds that involve:

1. Assault with a deadly weapon or instrument
2. Sexual battery or sexual assault
3. Controlled substances, alcoholic beverages, or intoxicants
4. Firearms or explosives
5. Any dirk, dagger, ice pick, knife having a blade longer than 2½ inches, folding knife with a blade that locks into place, razor with an unguarded blade, taser, or stun gun (as defined in PC 244.5(a)), any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, CO2 pressure, or spring action, or any spot marker gun

Whenever the principal or designee reports a criminal act committed by a student with exceptional needs, the principal or designee will ensure that copies of the student's special education and disciplinary records are provided to law enforcement authorities for consideration.

### **Dress and Grooming**

*EC 35183, 35183.5; (BP 5132)*

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

1. Shoes must be worn at all times. Sandals must have heel straps. Thongs or backless shoes or sandals are not acceptable.
2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) must be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.
3. Hats, caps and other head coverings may not be worn indoors.
4. Clothes must be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited.
5. Gym shorts may not be worn in classes other than physical education.
6. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes. However, no grade of a student participating in a physical education class will be adversely

affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. The principal, staff, students and parents at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

### **Property Damage**

*EC 48900(u), 48904; (BP 3515.4, 6161.2)*

Parents may be held financially liable if their student willfully cuts, defaces, or otherwise injures any property, real or personal, of the District or school employee, or willfully does not return District property loaned to the student upon demand of an authorized school employee. School property includes, but is not limited to, electronic files and databases. The school may further withhold the grades, diploma, and transcript of the student until restitution is paid.

### **Search of School Lockers**

*(BP 5145.12)*

School lockers remain the property of the Perris Union High School District even when assigned to students. The lockers are subject to search whenever the District finds a need to do so. The use of the school locker for other than school-related purposes is prohibited.

### **School Safety Plan**

*EC 32280; (BP 0450)*

Each school site at Perris Union High School District has a Comprehensive School Safety Plan, which includes a disaster preparedness plan and emergency procedures. Copies are available to read at each school office. Fire and emergency drills are held periodically at each school.

### **Disaster Preparedness Educational Materials**

*EC 32282.5*

Natural and human-caused disasters affect everyone which is why it is important to be prepared at home, at school, at work, and in the community. Parents are encouraged to review the safety educational materials provided on the California Department of Education Web page at <https://www.cde.ca.gov/ls/ep/schoolemergencyres.asp>.

# PARENT & FAMILY INVOLVEMENT

## Basic Rights of Parents

*EC 51101; (BP 5020)*

Parents have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children, to be informed by the school, and to participate in the education of their children, as follows:

1. Within a reasonable period of time after making the request, to observe their child's classroom(s).
2. Within a reasonable time of their request, to meet with their child's teacher(s) and the principal.
3. To volunteer their time and resources for the improvement of school facilities and school programs under the supervision of district employees, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher.
4. To be notified on a timely basis if their child is absent from school without permission.
5. To receive the results of their child's performance on standardized tests and statewide tests and information on the performance of their child's school on standardized statewide tests.
6. To request a particular school for their child, and to receive a response from the school district.
7. To have a school environment for their child that is safe and supportive of learning.
8. To examine the curriculum materials of their child's class(es).
9. To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child.
10. To have access to the school records of their child.
11. To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
12. To be informed in advance about school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school.
13. To receive information about any psychological testing the school does involving their child and to deny permission to give the test.
14. To participate as a member of a parent advisory committee, school site council, or site-based management leadership team.
15. To question anything in their child's record that the parent feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.
16. To be notified, as early in the school year as practicable, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal a decision to retain or promote their child.

## Parent & Family Engagement Policy

*(BP 6020)*

Research states that children are more successful in school when parents are involved in their children's education. The goal of the Perris Union High School District is to continue to strengthen communication between school staff and parents to improve students' academic achievement; build capacity for increased parental involvement; and provide opportunities for parents to become involved.

[Title I - 20 USC 6311.34 CFR 200.61](#)

Requires the school district, at the beginning of the school year, to notify parents or guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher(s). Notification should be in an understandable and uniform format, and to the extent practicable, provided in a language that the parents can understand.

Also requires timely notification whenever a child has been assigned, or has been taught for four or more consecutive weeks, by a teacher of a core academic subject who does not meet the ESSA Every Student Succeed Act qualification requirements.

The Title I LEA-level parental involvement policy is developed jointly with Title I parents, agreed on by the Title I parents, and distributed to Title I parents. It describes how the District:

1. Involves parents in the joint development of the District plan and in the process of school review and improvement;
2. Provides coordination, technical assistance, and other support necessary for effective parental involvement at schools to improve student achievement and school performance;
3. Builds school and parent capacity for strong parental involvement;
4. Coordinates and integrates Title I, Part A parental involvement strategies with parental involvement strategies of other programs;
5. Conducts, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy;
6. Involves parents in activities of schools served by Title I.

The District conducts, with the involvement of Title I parents, an annual evaluation of the content and effectiveness of the Title I LEA-level parental involvement policy in improving the academic quality of Title I schools. This is achieved through the Annual Parent Planning Night which is usually held in October. If you have any questions or comments regarding the District Title I Policies or are interested in receiving more information on how to become involved please contact: Dian Martin, Coordinator of Educational Services at 951-943-6369 Ext. 81113 or for Spanish contact Alice Kelley at 951-943-6369 Ext. 81111.

Visit <https://www.puhsd.org/Content2/title-i-parental-involvement> to review the PUHSD Parent Involvement Plan and the applicable board policy and administrative regulation addressing parent involvement; to obtain a copy of the Title Parental Involvement Brochure; and/or to learn more about the Parent University.

### **School Accountability Report Card**

*EC 33126, 35256, 35258, 41409.3; (BP 0510)*

The school accountability report card (SARC) is designed to inform parents and the community about the conditions, needs and progress at each school and to help provide data by which parents can make meaningful comparisons between schools. A copy of each school's SARC is available at <https://www.puhsd.org/Content2/school-accountability-report-cards> by February 1 of each year. Parents may also contact the principal of the school or the District Administration Office for a hard copy of the most recently completed accountability report card.

### **School Visiting Procedures**

*PC 627.2, 627.3; (BP 1250)*

Any person who is not a student or staff member must register immediately upon entering any school building or grounds when school is in session. Instructions are posted at each entrance directing visitors to proceed directly to the location for visitor registration. During the registration process, visitors will be informed of the District policy relating to visitors which may include providing school officials with the following:

1. Name, address, and occupation
2. Age, if less than 21
3. Purpose in entering school grounds
4. Proof of identity

### **Investing for Future Education**

*EC 48980(d)*

Receiving a college or university education can lead to many benefits: increased opportunities, a prosperous career, financial security, and improved quality of life. To ensure that students can afford going to college and not be weighed down by student loan debt, parents are highly encouraged to start saving for college as soon as they can. As with any investment, the earlier money is saved, the more time it has to grow. Investment options include, but are not limited to, a savings account, 529 college plan, Roth IRA, Uniform Gift to Minors Act (UGMA) or Uniform Transfer to Minors Act (UTMA), trusts, or United States savings bonds. Students can also contribute by applying for scholarships, taking Advanced Placement (AP) classes, getting a full-time job in the summer or a part-time job during the school year, and opening a savings account.

## APPENDICES

**Appendix A**    **Immigration-Enforcement Actions: Know Your Rights**

Provides important information from the April 2018 California Attorney General’s brochure, “Immigration-Enforcement Actions at California Schools: Guide for Students and Families.”

**Appendix B**    **Statewide Testing**

Provides detailed information regarding each of the statewide tests that are administered to students in specified grade levels. The test results may be used for local, state, and federal accountability purposes.

**Appendix C**    **Type 2 Diabetes Information**

Fact sheet for parents of incoming seventh grade students to raise awareness about Type 2 diabetes in children.



## Appendix A. Immigration-Enforcement Actions: Know Your Rights

### KNOW YOUR EDUCATIONAL RIGHTS

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

- All children have a right to equal access to free public education, regardless of their or their parents'/guardians' immigration status.
- All children in California:
  - Have the right to a free public education.
  - Must be enrolled in school if they are between 6 and 18 years old.
  - Have the right to attend safe, secure, and peaceful schools.
  - Have a right to be in a public school learning environment free from discrimination, harassment, bullying, violence, and intimidation.
  - Have equal opportunity to participate in any program or activity offered by the school without discrimination.

#### *Information Required for School Enrollment*

- Schools must accept a variety of documents from the student's parent/guardian to demonstrate proof of child's age or residency.
- Information about citizenship/immigration status is never needed for school enrollment. A Social Security number is never needed for school enrollment.

#### *Confidentiality of Personal Information*

- Federal and state laws protect student education records and personal information. These laws generally require that schools get written consent from parents/guardians before releasing student information, unless the release of information is for educational purposes, is already public, or is in response to a court order or subpoena.
- Some schools collect and provide publicly basic student "directory information." If so, the school district must provide parents/guardians with written notice of the directory information policy and provide the option to refuse release of your child's information.

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

- You can update your child's emergency contact information, including secondary contacts, to identify a trusted adult guardian who can care for your child if you are detained or deported.
- You can complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person to give a trusted adult the authority to make educational and medical decisions for your child.

#### *Right to File a Complaint*

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

### CHECKLIST FOR IMMIGRANT STUDENTS AND FAMILIES ATTENDING PUBLIC SCHOOLS

#### *You do not have to share the following information with school officials:*

- You do not have to share information, including passports or visas, regarding the immigration status of students, parents, guardians, or other family members.
- You do not have to provide Social Security numbers (SSN) or cards.
  - When completing the "Free and Reduced-Price Meals" form, only provide the last four digits of the SSN of the adult household member who signs the application.
  - If the family meets the income eligibility requirements and no adult household member has a SSN, your child still qualifies. Check the "No SSN" box on forms where applicable, to ensure that applications are complete.
  - If any household member participates in CalFresh, CalWORKs (California Work Opportunity and Responsibility for Kids), or FDIPIR (Food Distribution Program on Indian Reservations), no adult household member needs to provide the last four digits of his or her SSN to qualify the student for free or reduced-price meals at school.
- When providing information for proof of a student's residency or age, you do not have to use documents that could reveal information related to immigration status.

#### *Take steps to protect student information:*

- Ask for the school's written privacy policies regarding student information.
- Review the school's policy for "directory information"—which allows for public release of basic student information—and consider whether to opt out of releasing of that information.

#### *Take steps to prepare for situations where one or more parents or guardians are detained or deported:*

- Develop and keep in a safe place a "Family Safety Plan" that includes the following information:
  - Name of a trusted adult to care for your child if no parent or guardian can.
  - Emergency phone numbers and instructions on where to find important documents (birth certificates, passports, Social Security cards, doctor contact information, etc.).

[https://www.lirs.org/assets/2474/bna\\_beinformed\\_safetyplan\\_nginxtoolkit.pdf](https://www.lirs.org/assets/2474/bna_beinformed_safetyplan_nginxtoolkit.pdf) (example plan)

- Make sure that your child's school always has current emergency contact information, including alternative contacts if no parent/guardian is available.

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For more information on resources for responding to immigration enforcement activities at California schools, or to file a complaint, please contact: Bureau of Children's Justice, California Attorney General's Office  
P.O. Box 944255, Sacramento, CA 94244-2550  
Phone: (800) 952-5225 ♦ E-mail: [BCJ@doj.ca.gov](mailto:BCJ@doj.ca.gov) ♦  
<https://oag.ca.gov/bcj/complaint>

## Appendix B. Statewide Testing

### California Assessment of Student Performance and Progress

The California Assessment of Student Performance and Progress (CAASPP) is a system that includes a number of assessments that are administered each spring to students in specified grade levels. These tests were created specifically to gauge each student's performance and progress in English language arts, mathematics, and science. The assessments measure the skills called for by the standards, including the ability to write clearly, think critically and solve problems. CAASPP tests are given statewide and therefore provide an opportunity to measure the skills of all students against the same academic standards.

The CAASPP system consists of the following assessments:

- **Smarter Balanced Assessments (SBA)**

The SBA computer-based assessments are aligned with the California State Standards (CCSS) in English Language Arts (ELA) and Mathematics and are administered in grades 3 through 8 and grade 11 to measure whether students are on track to college and career readiness.

The California State University (CSU) and participating California Community Colleges (CCC) can use student results as a student's Early Assessment Program (EAP) status. The EAP is designed to provide students, their families, and high schools with early signals about students' readiness for college-level English and mathematics. With parent consent, the District may release a student's test results to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. The release of the results does not affect the student's application for admission; results are only used to determine placement of students after they have been admitted to the university.

- **California Science Tests (CAST)**

The computer-based CAST measures student acquisition of the Next Generation Science Standards (NGSS) and is administered in grades 5 and 8, and once in high school.

- **California Alternate Assessments (CAA)**

The computer-based CAA for ELA and CAA for mathematics are administered to students with the most significant cognitive disabilities in grades 3 through 8 and grade 11. Students are eligible only if an alternate assessment is indicated in their active individualized education program (IEP) by the IEP team. Test items are aligned with the CCSS and based on the Core Content Connectors. The instructionally embedded CAA for Science is administered in grades 5 and 8, and once in high school.

- **English Language Proficiency Assessment for California (ELPAC)**

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

- **Physical Fitness Test (PFT)**

The PFT for students in California schools is administered in the spring. The main goal of the test is to help students in starting lifelong habits of regular physical activity. Students in grades 5, 7 and 9 take the fitness test which consists of 6 areas of fitness: aerobic capacity, body composition, abdominal strength and endurance, trunk extensor strength and flexibility, upper body strength and endurance, and flexibility.

A parent may annually submit to the District a written request to excuse their student from any or all parts of the CAASPP assessments or PFT for the school year, and such a request will be granted by the Superintendent or designee. If a parent submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent and included in the student's records. Requests are valid only for the current school year. Please note that there is no opt-out for the ELPAC testing. For more information or questions regarding the right to excuse a student from any or all part of the assessments administered, please contact the school testing coordinator.

## Appendix C. Type 2 Diabetes Information Sheet

Developed by the California Department of Education (CDE) in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County.

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

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

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

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

### **Risk Factors**

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

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

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

### **Warning Signs and Symptoms**

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

- Increased hunger, even after eating
  - Unexplained weight loss

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

### **Prevention Methods and Treatments**

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

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

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

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

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

Type 2 diabetes in children is a preventable/treatable disease and the guidance provided in this information sheet is intended to raise awareness about this disease.

## **Appendix D: Available Language Programs and Language Acquisition Programs**

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

- **Structured English Immersion (SEI) Program:** A language acquisition program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for students who are learning English. At minimum, students are offered Designated ELD and provided access to grade level academic subject matter content with Integrated ELD. Some assistance may be provided in the primary language when available. Education Code (EC) sections 305(a)(2) and 306(c)(3).

### **How to Enroll Your Child in a Language Acquisition Program:**

During the enrollment process, parents/guardians complete the Home Language Survey. If a language other than English is noted on a student's Home Language Survey, the law requires districts to assess the student and notify the parent/guardian of their child's proficiency level in English. Districts are required to inform parents/guardians of the language acquisition program options from which parents/guardians may choose the one that best suits their child. Parents/guardians must also be informed of the criteria for a student to exit the English learner (EL) status. (20 United States Code Section 6312[e][3][A][i],[v],[vi]). Parents/guardians are provided this information via U.S. mail. At that time, parents may choose a language acquisition program that best suits their child. Parents/guardians may also choose a language acquisition program at their school by informing the front office staff or calling the English Learner Office at (951) 943-6369 ext 81108.

\*Waivers are no longer required.

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

Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible. (EC Section 310[a].)

### **PUHSD's Process to Request a New Language Acquisition Program**

Parent/guardians may also choose a language acquisition program at their school by informing counseling office staff or calling the English Learner Office at (951) 943-6369 ext 81108.

### **About Language Acquisition Programs and Language Programs:**

Language Acquisition Program (English Learners) The California Code of Regulations section 11309 requires that any language acquisition program provided by a school, district, or county shall:

- Be designed using evidence-based research and include both Designated and Integrated English Language Development;
- Be allocated sufficient resources by the district to be effectively implemented, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development for the proposed program, and opportunities for parent and community engagement to support the proposed program goals; and
  - Within a reasonable period of time, lead to:
- Grade-level proficiency in English, and, when the program model includes instruction in another language, proficiency in that other language; and
- Achievement of the state-adopted academic content standards in English, and, when the program model includes instruction in another language, achievement of the state adopted academic content standards in that other language.

### **Language Program (non-English Learners)**

Language programs offer students who are not English learners opportunities to be instructed in languages other than English. Language Programs lead to proficiency in languages other than English.

### **PUHSD Offers the Following Language Program (non-English Learners)**

- Native Speakers Courses: A course of language study designed for native speakers of the target language. High school curriculum is aligned with University of California/California State University A–G requirements and courses are comparable with Advanced Placement Language classes.

### **PUHSD’s Process to Request a Language Program**

Parent/guardians may request a language program at their school by informing the counseling office staff or calling the English Learner Office at (951) 943-6369 ext 81108.

### **Parent and Community Engagement**

Parents may provide input regarding language and language acquisition programs in the district or to be considered in the district during the development of the Local Control and Accountability Plan (EC Section 52062.). If interested in a different program from those listed above, please contact the English Learner Support Services Department at (951) 943-6369 ext 81108 to ask about the process.

### **The State Seal of Biliteracy (SSB)**

The State Seal of Biliteracy The State Seal of Biliteracy was established to recognize high school graduates who have attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. The purposes of the SSB are to encourage pupils to study languages, to certify attainment of biliteracy, to provide employers with a method of identifying people with language and biliteracy skills, to provide universities with a method to recognize and give academic credit to applicants seeking admission, to prepare pupils with 21st century skills, to recognize and promote foreign language instruction in public schools, and to strengthen intergroup relationships, affirm the value of diversity, and honor the multiple cultures and languages of a community (EC Section 51460). A student who graduates from high school must have achieved a high level of literacy and fluency in one or more language(s) in addition to English to be awarded the SSB. The student must demonstrate:

- 1) Completion of all English language arts requirements for graduation with an overall grade point average of 2.0 in those classes.
- 2) Passage of the California Assessment of Student Performance and Progress (CAASPP) for English language arts, or any successor test, administered in grade eleven, at or above the “standard met” achievement level, or at the achievement level determined by the Superintendent for any successor test.
- 3) Proficiency in one or more languages, other than English, demonstrated through one of the following methods:
  - A. Passage of a foreign language Advanced Placement (AP) examination with a score of 3 or higher, or an International Baccalaureate (IB) examination with a score of 4 or more.
  - B. Successful completion of a four-year high school course of study in a foreign language, attaining an overall grade point average of 3.0 or higher in that course of study, and demonstration of oral proficiency in the language comparable to that required to pass an AP or IB examination.
  - C. Passage of a district test with a score of proficient or higher (if no AP examination or off the shelf language tests exists and the school district can certify that the test meets the level of an AP exam), demonstrating proficiency in all of the modes of communication (reading, writing, and speaking) that characterize communication in the language.
  - D. Passage of the SAT II foreign language examination with a score of 600 or higher.

In addition to the requirements mentioned above, if the primary language of a pupil is other than English, he or she shall demonstrate English proficiency on the English Language Proficiency Assessments for California (ELPAC), or any successor English language proficiency assessment, in transitional kindergarten, kindergarten, or any of grades one to twelve, inclusive (EC Section 5146



**STOP**  
**SEXUAL HARASSMENT**

