July 2019

Dear Simi Valley Unified School District Families:

We are pleased to provide you with the Parents’ Guide to Public School Choice and Parents’ Rights Handbook. School districts in California are required to do an annual notification to parents and guardians of their rights and responsibilities. This information, which includes applications for school of choice for the 2020-2021 school year, can be found in this publication.

Again, this year we are asking families to submit these forms electronically via the Aeries Parent Portal. Please take the time to review the information contained in this handbook and then complete the Parent and Student Rights forms by logging into the Aeries Parent Portal.

This information pertains to your rights and responsibilities as well as your student’s rights and responsibilities. Please review the information with your child. Submission of these forms is a requirement by the Simi Valley Unified School District. Please complete these forms at your earliest convenience.

Also included in this handbook is information about all of our schools. If you would like additional information about a particular school site, a School Accountability Report Card (SARC) is available on our website at www.simivalleys.usd.org/sarc. If you would like to visit any of our schools, please call or email the school office to make an appointment. The Board of Education encourages families to review school and program information and to choose the school best suited to the needs of their children. We are proud of all of our schools and applaud their continuing efforts to improve student achievement.

We extend our best wishes to your student for a productive and successful school year! To stay current on district news please “like” us on Facebook and download our free App, which can be found in the App Store.

Dr. Jason Peplinski
Superintendent

From Here to Anywhere
101 West Cochran Street,
Simi Valley, CA 93065
805.306.4500
simivalleys.org

SVUSD BOARD OF TRUSTEES
Scott Blough
Kareem Jubran
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2019-2020 DISTRICT/SCHOOL CALENDAR

FIRST DAY OF SCHOOL
Labor Day
Local Holiday
Local Holiday
End of 1st Quarter
Fall Conference Dates (Elementary Schools)
Staff Development Day (No Student)
Veteran’s Day
Non-Student Days
Thanksgiving
Local Holiday
End of 1st Semester
Winter Recess
New Year’s Day (Observed)
Teacher Prep Day (No Students)
School Reconvenes
Martin Luther King, Jr. Day
Non-work Day (No Students)
President’s Day
End of 3rd Quarter
Staff Development Day (No Students)
Spring Recess
Local Holiday
Non-work Day (no students)
Memorial Day
LAST DAY OF SCHOOL (Minimum Day)

Wednesday, August 14, 2019
Monday, September 2, 2019
Monday, September 30, 2019
Wednesday, October 9, 2019
Friday, October 18, 2019
Monday, October 21 to Tuesday, October 29, 2019
Friday, November 1, 2019
Monday, November 11, 2019
Monday, November 25 to Wednesday, November 27, 2019
Thursday, November 28, 2019
Friday, November 29, 2019
Wednesday, December 29, 2019
Monday, December 23, 2019 to Monday, January 6, 2020
Wednesday, January 1, 2020
Monday, January 6, 2020
Tuesday, January 7, 2020
Monday, January 20, 2020
Friday, February 14, 2020
Monday, February 17, 2020
Thursday, March 12, 2020
Friday, March 13, 2020
Monday, March 23 to Friday, March 27, 2020
Friday, April 10, 2020
Monday, April 13, 2020
Monday, May 25, 2020
Friday, June 5, 2020
## KEY TO HANDBOOK ABBREVIATIONS

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<th>Description</th>
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<td>5 CCR</td>
<td>Title 5, California Code of Regulations</td>
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<tr>
<td>34 CFR Title 34</td>
<td>Code of Federal Regulations</td>
</tr>
<tr>
<td>40 CFR Title 40</td>
<td>Code of Federal Regulations</td>
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<tr>
<td>ADR</td>
<td>Alternative Dispute Resolution</td>
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<td>AR</td>
<td>Administrative Regulation</td>
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<td>BP</td>
<td>Board Policy</td>
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<tr>
<td>CC</td>
<td>Civil Code</td>
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<tr>
<td>CDE</td>
<td>California Department of Education</td>
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<td>cf.</td>
<td>A Latin term, conferre, used to mean “cross reference.”</td>
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<td>CIF</td>
<td>California Interscholastic Federation</td>
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<td>CSIS</td>
<td>California School Information Services</td>
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<td>EC</td>
<td>California Education Code</td>
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<td>HSC</td>
<td>California Health and Safety Code</td>
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<td>IEP</td>
<td>Individualized Education Program</td>
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<td>IPM</td>
<td>Integrated Pest Management System</td>
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<td>LCAP</td>
<td>Local Control Accountability Plan</td>
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<td>LEA</td>
<td>Local Educational Agency</td>
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<td>PC</td>
<td>California Penal Code</td>
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<td>PI</td>
<td>Program Improvement</td>
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<td>SELPA</td>
<td>Special Education Local Plan Area</td>
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<td>SVUSD</td>
<td>Simi Valley Unified School District</td>
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<td>UCP</td>
<td>Uniform Complaint Procedure</td>
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<td>USC</td>
<td>United States Code</td>
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<td>VC</td>
<td>California Vehicle Code</td>
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<td>WIC</td>
<td>California Welfare and Institutions Code</td>
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ANNUAL NOTIFICATIONS

Simi Valley Unified School District is required to give annual notification to parents, guardians, and students regarding their rights under the California Education Code and the California Code of Regulations, Title V. This notice shall be available at the start of each year, online and at each school site (Education Code 48980(a)). It is REQUIRED that the parent/guardian review and complete all required forms. If you have any questions or concerns, please contact the principal at your child’s school.

Education Code 48980 et seq. requires school districts to notify parents or guardians of their rights and responsibilities at the beginning of the academic year. Education Code 48982 requires parents or guardians to sign the notice and return it to school. A signature on the notice is an acknowledgement by parents or guardians that they have been informed of their rights.

Education Code 48981 allows for notice to be provided by regular mail, electronic format if requested by the parent or guardian, or by any other method normally used to communicate with parents or guardians in writing.

Education Code 48984 prohibits a school district from undertaking any activity covered by EC 48980 for any pupil unless the parent or guardian has been properly notified or has received separate special notification.

Education Code 51100 et seq. encourages schools to promote parents or guardians understanding of, and involvement in, the education of their children for all families in the school community. Under Education Code 48985, if 15 percent or more of the students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parent or guardian of any such student must be written in English and the primary language and may be answered by the parent or guardian in either language.

ACKNOWLEDGEMENT OF RECEIPT AND REVIEW OF THE 2019-2020 PARENTS’ RIGHTS HANDBOOK

Each year, the Simi Valley Unified School District notifies parents/guardians of their rights and responsibilities as required by EC 48980. If you have any questions, or if you would like to review a specific document mentioned in the notice, please contact the administrator (principal, assistant principal, dean, counselor) at your child’s school. He/she will be able to give you more detailed information and assist you get copies of any documents you wish to review.

Pursuant to EC 48982, the parent/guardian shall sign and submit this notice. As a parent or guardian, you are acknowledging that you have been informed of your rights, but it does not necessarily indicate that you consent to participate in any particular program or activity that has been given or withheld. When the notice is provided in electronic form, the parent or guardian shall submit to the school a signed acknowledgment of receipt of this notice.

Please check the box below:

[ ] By checking the box, you confirm you have received and reviewed the 2019-2020 Parents’ Rights Handbook, which includes the Annual Notifications as required by law.

ACKNOWLEDGEMENT OF STUDENT ACCEPTABLE USE POLICY (AUP)

Technology resources, including, but not limited to, email, Internet access, school computers and tablets, and the use of personal electronic portable devices on school grounds or at school-sponsored events, are to be used for educational purposes only. Adherence to the Student Acceptable Use Policy (AUP) is required for all students’ continued access to these technology resources.

To fulfill the state and federal internet safety laws, and as the parent or guardian of this student, I understand that access to the Internet at school or school-sponsored events is designed for educational purposes. I further understand that the Simi Valley Unified School District has taken precautions to block inappropriate and or controversial material through content filters. However, I recognize that it is impossible for the Simi Valley Unified School District to completely restrict access to inappropriate materials. I will not hold the Simi Valley Unified School District responsible for materials acquired through the internet and/or related networks.

I understand that all Simi Valley Unified School District schools will include special Digital Citizenship curriculum in all classes and grade levels to empower students to think critically, behave safely, and participate responsibly in our digital
world, both at home and at school. As the parent/guardian, I understand that I am responsible for supervising my child’s use of technology, including the use of personal electronic devices and social networking, outside of school. I also understand that the use of a student’s email address should be for school-related purposes only and should not be used for solicitation, fundraising, or any other purpose not related to education.

It is the responsibility of the student, and his/her parent/guardian, to protect the security of any user names and passwords the student and/or parent uses. The Simi Valley Unified School District accepts no responsibility in the event a student and/or parent’s/guardian’s user name and/or password is shared, stolen, or in any other way becomes the possession of a person other than the student or parent.

Parents/guardians need to remember that email and other communications over the internet are not guaranteed to be private and are subject to state and federal laws.

Violations of the rules stated above may result in disciplinary action, including the loss of the student’s privileges, suspension, and/or possible supervision and monitoring of a student’s continued use of any devices involved in a violation of the Student Acceptable Use Policy.

School- and district-authorized employees monitor the use of information technology resources to help ensure that technology resources are used securely and in conformity with this policy.

Administrators reserve the right to confiscate, examine, and disclose any information and/or data found on a student’s device in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions and will furnish evidence of crime to law enforcement.

Please check the box below:

_______ By checking the box, you confirm you have read the Student Acceptable Use Policy and understand it clearly.

You also confirm that you have read and explained to your child the Student Acceptable Use Policy so that he/she understands it clearly.

ACKNOWLEDGEMENT OF PORTABLE DEVICE GUIDELINES

To use portable devices for educational purpose on school campuses (i.e. smartphones, Kindles, iPads, iPods, Nooks, Netbooks, Chromebooks, laptop computers, etc…), you and your child must agree to the following:

It is the student’s responsibility to care for and use good judgment when using a portable device at school.

I understand that the portable device is to be used as a tool for reading, research, and other instructional purposes as defined by the classroom teachers. My child and I have read, understand, and will comply with the Simi Valley Unified School District’s Student Acceptable Use Policy (AUP). I understand it is my responsibility to obtain a copy of the Student Acceptable Use Policy from the Aeries Parent Portal, district or school website, or from the school office.

If my child does not comply with the Student Acceptable Use Policy, I understand the portable device may be confiscated by the teacher, site administrator, or other school staff, and I will be contacted to pick up the device from the school office. I understand that once the portable device has been confiscated, it WILL NOT be released to my child. Further consequences and/or continued use of the device will be at the discretion of the school.

I understand that I am financially responsible for any theft, accidental, willful, malicious damage to the portable device, and I further understand that the Simi Valley Unified School District is not responsible for the replacement of or repair to the portable device or any additional auxiliary equipment.

I understand that my child may only use the portable device for non-academic purposes during non-instructional school hours at the secondary level (i.e. lunch, passing periods, etc…). At the elementary level, students may not use portable devices during the entire school day for non-academic purposes unless specifically permitted by a teacher/staff member.

I understand that my child will use the portable device in the designated classroom, library, computer lab, or other designated location as permitted by the teacher, site administrator, or other staff member.

The student understands he/she is not to give the portable device to another student for his/her use, and the portable device will be used in an appropriate manner.
The student will NOT download any inappropriate or non-instructional content to the portable device on school grounds.

Please check the box below:

____ By checking the box, you confirm that you read and understand the Portable Device Guidelines outlined by the Simi Valley Unified School District. You also confirm that you have read and explained to your child the Portable Device Guidelines so that he/she understands it clearly.

MILITARY FAMILIES

The parents or legal guardians of this student are active duty members of the Armed Forces of the United States. (Active military duty means full-time military duty status in the active uniformed services of the United States, including members of the California National Guard and the State Military Reserve on active duty orders pursuant to Title 10 or 32 of the United States Code or Part 1, commencing with Section 100, of Division 2 of the Military and Veterans Code.)

Yes _______
No _______

PARENT INTERNET AND MEDIA RELEASES

There may be times during the school year when your child could be featured in materials created and used to support the Simi Valley Unified School District’s effort to provide information or promote instructional excellence by sharing resources and facilitating communication. Examples include, but are not limited to, blog articles about special classroom events, campus newspapers, reporting on school-produced performances or field trips, social media posts about awards earned, or photographs of students during normal school activities. In these cases, either employees of the Simi Valley Unified School District or their contracted professionals would produce the materials, and all effort would be taken to assure the responsible use of said materials. No public disclosure of a student’s contact information would ever be made in these circumstances (phone, address, etc...).

Please answer “yes” or “no” below to Simi Valley Unified School District media purposes:

I give my consent to use my child’s name, work and/or image for Simi Valley Unified School District purposes, including, but not limited to, the district’s website, school website, social media, or print products for Simi Valley Unified School District purposes. I further understand that there will be no compensation paid for any inclusion of my child in district materials. (I understand that this permission does not extend to my child’s participation in events in a public, open-access setting, such as a graduation, performance, sporting event, etc., where reasonable care to exclude my child from possible photos and/or videos taken at said event cannot be given.)

Yes _______
No _______

There may also be times during the school year when members of the media (newspapers, radio, television, internet) come to your child’s school or special event for the purpose of reposting on a specific topic or event. While the Simi Valley Unified School District and/or individual school officials generally know when these visits occur and for what purpose, the district has no control over the final usage of the materials gathered. The district also has no control over the reporting that happens at public events involving our schools, i.e. graduations, sporting events, field trips to public places, performances, and community service efforts. When a parent/guardian requests the school and district to exclude minors from media requests and coverage, we do everything possible to assure the outcome complies with the parent’s request.

Please answer “yes” or “no” below to outside media purposes:

I give my consent for area media members to feature my child’s name and/or image in their reporting of happenings on Simi Valley Unified School District campuses and at events. (I understand that this permission does not extend to my child’s participation in events in a public, open-access setting, such as a graduation, performance, sporting event, etc., where reasonable care to exclude my child from possible media coverage at the event cannot be given.)
STUDENT RECORDS (RELEASE OF DIRECTORY INFORMATION)

The primary purpose of directory information is to allow the Simi Valley Unified School District to include this type of information from your child’s education records in certain school publications. Directory information includes names, addresses and telephone listings, and information that is generally not considered harmful or an invasion of privacy, if released. Directory information does not include your student’s citizenship status, immigration status, place of birth, or any other information indicating national origin. The Simi Valley Unified School District will not disclose such information without your consent or a court order.

The Family Educational Rights and Privacy Act (FERPA) and Education Code 49073 permits the Simi Valley Unified School District to disclose appropriately designated “directory information” without written consent, unless you have advised the district that you do not want your student’s directory information released without your written consent.

Please answer “yes” or “no” below:

I give my consent for directory information to be released to the PTA/PTSA:

Yes ______
No ______

I give my consent for directory information to be released to the Health Department:

Yes ______
No ______

I give my consent for directory information to be released to elected officials:

Yes ______
No ______

I give my consent for directory information to be released to the United States Armed Forces:

Yes ______
No ______

I give my consent for directory information to be released to college, universities, trade schools, or other educational institutions:

Yes ______
No ______

HARM OR DESTRUCTION OF ANIMALS

Parents/guardians can register with their child’s school the request for their child to be excluded from an education activity that involves the harming or destruction of animals (i.e. dissection).

I give my consent for my child to participate in an education activity, which may involve the harming or destruction of animals (i.e. dissection):

Yes ______
No ______
ANNUAL PESTICIDE NOTIFICATION REQUEST
Parents/guardians can register with their child’s school to receive notification of individual pesticide applications. Persons who register for this notification shall be notified at least 72 hours before the application of pesticides at the school site, except in emergencies, and will be provided with the name and active ingredient(s) of the pesticide, as well as the intended date of application.

Please check “yes” if you want to be pre-notified every time a pesticide application is to take place at your child’s school. If you DO NOT need to be notified, please check “no.”
Yes _______
No _______

AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT
In case of an accident or emergency, and the parent or guardian of the minor student cannot be reached, I authorize the Simi Valley Unified School District to give emergency medical treatment. This may include transportation (ambulance) to the nearest hospital and/or emergency room. Under the care of the physician, emergency treatment may include: X-ray examination, anesthesia, and/or dental surgical treatments. In cases where emergency medical treatment is life threatening, the school is required to call 9-1-1.

Yes _______
No _______

CONSENT FOR PHYSICAL EXAM
I give my consent for my child to undergo a physical examination by Simi Valley Unified School District health personnel if needed for programs or activities.

Yes _______
No _______

HOW TO ACCESS BOARD POLICIES AND ADMINISTRATIVE REGULATIONS
Parents/guardians may view Board policies and administrative regulations online through Gamut.

GAMUT ONLINE ACCESS:
www.gamutonline.net
User ID: SVUSD
Password: Public

California state-mandated policies and Board of Education policy/administrative regulations for the Simi Valley Unified School District are brought before the Board for review and approval at the regularly scheduled Board meetings during the school year.

Please note new and updated state-mandated policies and Board policy/administrative regulations may not be included in the 2019-2020 Parents’ Rights Handbook due to recent Board actions following the printing of this publication. The California School Boards Association (CSBA) updates and posts these Board-approved policy/administrative regulations on their Gamut Online website, www.gamutonline.net.

Parents may access this website to view the updates by using the User I.D. (SVUSD) and Password (PUBLIC).

If you have any questions, please contact the office of the Superintendent at the Simi Valley Unified School District, 805.306.4500, Ext. 4002.
ANNUAL NOTIFICATION OF PARENT OR GUARDIAN

Note: This section is for information only. The notifications required by Education Code 48980 are individually listed and described in the Summary of Notifications.

Education Code 48980. Notice at beginning of term of rights and responsibilities; required content:

1. At the beginning of the first semester or quarter of the regular school term, the governing board of each school district shall notify the parent/guardian of a minor student regarding the rights or responsibilities of the parent/guardian under Education Codes 35291, 46014, 48205, 48207, 48208, 49403, 49423, 49431, 49472, and 51938 and Chapter 2.3 (commencing with EC 32255) of Part 19 of Division 1 of Title 1.

2. The notification also shall advise the parent/guardian of the availability of individualized instruction as prescribed by Education Code 48206.3, and of the program prescribed by Article 9 (commencing with EC 49510) of Chapter 9.

3. The notification also shall advise the parents/guardians of all students attending a school within the school district of the schedule of minimum days and student-free staff development days. If minimum or student-free staff development days are scheduled thereafter, the governing board of the district shall notify parents/guardians of the affected students as early as possible, but not later than one month before the scheduled minimum or student-free day.

4. The notification also may advise the parent/guardian of the importance of investing for future college or university education for their children and of considering appropriate investment options including, but not limited to, United States savings bonds.

5. Each school district that elects to provide a fingerprinting program pursuant to Article 10 (commencing with EC 32390) of Chapter 3 of Part 19 of Division 1 of Title 1 shall inform parents/guardians of the program, as specified in Education Code 32390.

6. The notification also shall include a copy of the written policy of the school district on sexual harassment, established pursuant to Education Code 231.5, as it relates to pupils.

7. The notification shall advise the parent/guardian of all existing statutory attendance options and local attendance options available in the school district. This notification shall include all options for meeting residency requirements for school attendance, programmatic options offered within the local attendance areas, and any special programmatic options available on both an interdistrict and intradistrict basis. This notification shall include a description of all options; a description of the application procedure for alternative attendance areas or programs; a district application form for requesting a change of attendance; and a description of the appeals process available, if any, for a parent/guardian denied a change of attendance. The notification shall include an explanation of the existing statutory attendance options including, but not limited to, those available under Education Code 35160.5, Chapter 5 (commencing with EC 46600) of Part 26, and subdivision (b) of Education Code 48204. The department shall produce this portion of the notification and distribute it to all school districts.

8. It is the intent of the Legislature that the governing board of each school district annually review the enrollment options available to the pupils within its district and that the districts strive to make available enrollment options that meet the diverse needs, potential, and interests of the pupils of California.

9. The notification shall advise the parent/guardian that a student shall not have his/her grade reduced or lose academic credit for any absence or absences excused pursuant to Education Code 48205 if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time and shall include the full text of Education Code 48205.

10. The notification shall advise the parent/guardian of the availability of state funds to cover the costs of Advanced Placement examination fees, pursuant to Education Code 52244.

11. The notification to the parent/guardian of a minor student enrolled in any of grades 9 to 12, inclusive, also shall include the information required pursuant to Education Code 51229.
12. If a school district elects to allow a career technical education course to satisfy the requirement imposed by subparagraph (E) of paragraph (1) of subdivision (a) of Education Code 51225.3, the school district shall include, in the notification required pursuant to this section, both of the following:

   a. Information about the high school graduation requirements of the school district and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California.

   b. A complete list of career technical education courses offered by the school district that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy.

13. A school district that elects to adopt a policy regarding the transfer of students pursuant to Article 1.5 (commencing with Education Code 48929) shall inform parents/guardians of the policy in the notification required pursuant to this section.
NOTIFICATION CHANGES FOR 2019-2020 (PER 2018-2019 LEGISLATIVE UPDATE)

Below is a list of the notification changes for the 2019-2020 school year. Please use the references provided for more information.

PARENT ENGAGEMENT: FEDERAL COMPLIANCE WITH ACCOUNTABILITY REQUIREMENTS

Assembly Bill 1661 (Limon) provides for amendments to the Federal Elementary and Secondary Education Act by the Every Student Succeeds Act, which includes provisions relating to foster youth and parent and family engagement. An act to amend Education Codes 11500, 11501, 11502, 11503, and 48853.5, relating to school-family engagement and FYS transportation.

CALIFORNIA HEALTHY YOUTH ACT: SEXUAL HEALTH EDUCATION

Assembly Bill 1868 (Cunningham) and Assembly Bill 1861 (Rodriguez) partner bills authorize school districts to provide optional instruction, as part of the comprehensive sexual health education, on the risks and consequences of creating and sharing sexually suggestive or explicit materials through mobile phones, social media, or other digital media. An act to amend Section 51934 of the Education Code, relating to student instruction. (See California Healthy Youth Act - EC 51930-51939) Assembly Bill 2601 (Weber) requires that charter schools provide sex education in alignment with the public schools, beginning with the 2019-2020 school year.

FEDERAL STUDENT AID OR THE CALIFORNIA DREAM ACT

Assembly Bill 2015 (Reyes) requires a school, district, or charter school to provide information in a timely manner to students, including how to properly complete financial aid applications while maintaining privacy. An act to amend Education Code 51225.8.

MENTAL HEALTH

Assembly Bill 2022 (Chu) requires a school, district, or charter school to provide information about initiating access to mental health services in the school or community, or both, twice per school year. An act to amend Education Code 49428.

INSTRUCTION FOR STUDENTS WITH TEMPORARY DISABILITIES

Assembly Bill 2109 (O'Donnell) provides individual instruction for students with temporary disabilities and ensures a timely return to school. An act to amend Education Codes 48206.3, 48207, 48208, and 51225.5 of, to add Education Codes 48207.3 and 48207.5 to, and to repeal Education Code 48206.5.

MIGRANT AND NEWLY-ARRIVED IMMIGRANT STUDENTS

Assembly Bill 2121 (Caballero) extends exemptions from local graduation requirements and provisions regarding coursework for the same provisions afforded to foster, homeless, former juvenile court school students, and children of military families, for transfers, graduation exemptions, to migratory and newly-arrived immigrant students during the third and fourth year of high school transfers, and offers options regarding a fifth year of high school, to be provided by schools, districts, and charter schools. An act to amend Education Codes 51225.1 and 51225.2.

PREGNANT AND PARENTING STUDENTS RIGHTS

Assembly Bill 2289 (Weber) accommodates pregnant and parenting students in preparation for delivery, provides postpartum leave, and an opportunity to continue their academic pathway, protected under Uniform Complaint
Procedures, and provided notifications. Excused absence to care for a sick child is added for parenting minors without a doctor’s note requirement. The partner bill is Senate Bill 816. An act to amend Education Codes 48205 and 48980 and add Education Codes 221.5, 222.5, and 46015.

SCHOOL SAFETY: BULLYING
Assembly Bill 2291 (Chiu) requires a school, district, county office of education, or charter school to adopt procedures and policies prohibiting discrimination, harassment, intimidation, and bullying based on protected classes, and to provide annual training to prevent bullying and cyberbullying to all employees who work with students, as posted from the California Department of Education website. An act to amend Education Codes 234.4 and 32283.5 relating to school safety.

ATTENDANCE OPTIONS: INTERDISTRICT ATTENDANCE
Assembly Bill 2826 (Friedman) clarifies definitions and timelines in existing law relating to interdistrict transfers; requires school districts to post specified information on their websites; requires specified notifications to education rights holders to be in writing; and places limits on provisional enrollment. An act to amend Education Codes 46600, 46601, 46602, and 46603 and to add 46600.1 and 46600.2 relating to student enrollment.

RETROACTIVE GRANT OF HIGH SCHOOL DIPLOMA: DEPARTED AND DEPORTED STUDENTS
Assembly Bill 3022 (Gonzalez Fletcher) authorizes the retroactive grant of a high school diploma to a person who has departed California against his/her will, as defined, and at the time of his/her departure, was enrolled in grade 12 of a high school operated by a school district, by or under the jurisdiction of a county office of education, or by a charter school, who did not receive a high school diploma because his/her education was interrupted due to his/her departure, and who was in good academic standing at the time of his/her departure, as specified. An act to amend Education Code 51430, relating to high school diplomas.

EDUCATIONAL EQUITY: IMMIGRATION STATUS
Senate Bill 183 (Lara) adds “immigration status” to the list of protected groups of individuals to ensure that discrimination does not occur. An act to amend Education Codes 66151, 66260.6, 66270, and 66270.3, relating to financial aid applications post high school.

EXCUSED ABSENCES: ELEMENTARY AND SECONDARY EDUCATION
Senate Bill 816 (Committee on Education) defines “immediate family” for the purpose of excusing a student’s absence to attend the funeral service of immediate family; clarifies that existing law provides principals with the discretion to excuse absences for valid reasons; replaces outdated language referring to a student being “irregular in attendance at school” with “a chronic absentee as defined.” Partner bill is Assembly Bill 2289. An act to amend Education Codes 48205 and 48260.5, relating to elementary and secondary education.

CONTROLLED SUBSTANCES: OPIOIDS
Senate Bill 1109 (Bates) requires districts and charter schools that elect to offer an athletic program to annually provide a specified Opioid Factsheet for Patients to each athlete. It also requires each athlete and parent to sign the acknowledgement of receipt. An act to amend Education Code 49476 relating to controlled substances.
NOTIFICATIONS BY TITLE

ASBESTOS MANAGEMENT PLAN

The Simi Valley Unified District maintains a management plan for asbestos-containing material in school buildings. For a copy of the asbestos management plan, please contact the office of Maintenance and Operations at 805.306.4500, extension 4431. (40 CFR 763.93)

ATTENDANCE OPTIONS/PERMITS

Residency (EC 48200, 48204)

A minor between the ages of 6 and 18 years is subject to compulsory education and, unless exempted, must enroll in school in the school district in which the residence of the parent/guardian is located.

A student shall be deemed to have complied with district residency requirements for enrollment in a district school if he/she meets any of the following criteria:

1. The student’s parent/guardian resides within district boundaries. (EC 48200)
2. The student is placed within the district boundaries in a regularly established licensed children’s institution, a licensed foster home, or a family home pursuant to a court-ordered commitment or placement. (EC 48204)
3. The student is admitted through an interdistrict attendance option, such as an interdistrict attendance agreement. (EC 46600, 48204, 48301, 48356)
4. The student is an emancipated minor residing within district boundaries. (EC 48204)
5. The student lives with a caregiving adult within district boundaries and the caregiving adult submits an affidavit to that effect. (EC 48204)
6. The student resides in a state hospital located within district boundaries. (EC 48204)
7. The student is confined to a hospital or other residential health facility within district boundaries for treatment of a temporary disability. (EC 48204, 48207)
8. The student’s parent/guardian resides outside district boundaries but is employed within district boundaries and lives with the student at the place of employment for a minimum of 3 days during the school week. (EC 48204)
9. The student’s parent/guardian, while on active military duty pursuant to an official military order, is transferred or is pending transfer to a military installation within the state. (EC 48204.3)
10. The student’s parent/guardian was a resident of California who departed the state against his/her will due to a transfer by a government agency that had custody of the parent/guardian, a lawful order from a court or government agency authorizing his/her removal, or removal or departure pursuant to the federal Immigration and Nationality Act, and the student lived in California immediately before moving out of state as a result of his/her parent/guardian’s departure. (EC 48204.4)

District residency status may be granted to a student if at least one of his/her parents/guardians is physically employed within district boundaries for a minimum of 10 hours during the school week. No student seeking residency on this basis shall be denied enrollment based on race, ethnicity, sex, parental income, scholastic achievement, or any of the individual characteristics set forth in Education Code 220. However, the superintendent or designee may deny enrollment into the district if any of the following circumstances is present: (EC 48204)

1. The additional cost of educating the student would exceed the amount of additional state aid received as a result of the transfer.
2. Enrollment of the student would adversely affect the district’s court-ordered or voluntary desegregation plan as determined by the governing board.
3. Other circumstances exist that are not arbitrary.

Such circumstances may include, but are not limited to, overcrowding of school facilities at the relevant grade level.
Once a student establishes residency on this basis, he/she shall not be required to reapply for enrollment in subsequent years. The student may continue to attend school in the district through the highest-grade level offered by the district if the parent/guardian so chooses and if at least one parent/guardian of the student continues to be physically employed by an employer situated within district boundaries, subject to the exceptions in item numbers 1 to 3 above. (EC 48204)

The superintendent or designee may deny a transfer out of the district by a student whose parent/guardian is employed within the boundaries of another district if the difference between the number of students entering and exiting the district on the basis of parent/guardian employment exceeds the limits prescribed in Education Code 48204.

The district shall 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. (EC 234.7)

A parent/guardian who is transferred or pending transfer into a military installation within the state shall provide proof of residence in the district within 10 days after the published arrival date provided on official documentation. For this purpose, he/she may use as his/her address a temporary on-base billeting facility, a purchased or leased home or apartment, or federal government or public-private venture off-base military housing. (EC 48204.3)

A student whose parent/guardian’s departure from the state occurred against his/her will pursuant to item number 10 in the section “Criteria for Residency” above shall be in compliance with district residency requirements if he/she provides official documentation of the parent/guardian’s departure and evidence demonstrating that the student was enrolled in a public school in California immediately before moving outside the state. (EC 48204.4)

Any homeless or foster youth or student who has had contact with the juvenile justice system shall be immediately enrolled in school even if he/she is unable to provide proof of residency. (EC 48645.5, 48852.7, 48853.5; 42 USC 11432)

Residency Investigations

When the superintendent or designee reasonably believes that a student’s parent/guardian has provided false or unreliable evidence of residency, the superintendent or designee may make reasonable efforts to determine that the student meets district residency requirements. An investigation may be initiated when the superintendent or designee is able to identify specific, articulable facts supporting the belief that the parent/guardian has provided false or unreliable residency information. (EC 48204.1, 40204.2) The superintendent or designee may assign a trained district employee to conduct the investigation. The investigation may include the examination of records including public records, and/or interviews of persons who may have knowledge of student’s residency. If necessary, the superintendent or designee may employ the services of a private investigator to conduct the investigation. Before hiring a private investigator, the superintendent or designee shall make other reasonable efforts to determine whether the student resides in the district. (EC 48204.2) The investigation shall not include the surreptitious collection of photographic or videographic images of persons or places subject to the investigation. However, use of technology is not prohibited if done in open and public view. (EC 48204.2) Any employee or contractor engaged in the investigation shall truthfully identify himself/herself as an investigator to individuals contacted or interviewed during the course of the investigation. (EC 48204.2)

Appeal of Enrollment Denial

If the superintendent or designee, upon investigation, determines that a student does not meet district residency requirements and denies the student’s enrollment in the district, he/she shall provide the student’s parent/guardian an opportunity to appeal that determination. (EC 48204.2) The school district shall send the student’s parent/guardian written notice specifying the basis for the school district’s determination and inform the parent/guardian that they may appeal the decision and provide new evidence of residency within 10 school days. The burden shall be on the parent/guardian to show why the school district’s determination to deny enrollment should be overruled. (EC 48204.2)

A student who is currently enrolled in the district shall be allowed to remain in attendance at his/her school pending the results of the appeal. A student who is not currently enrolled in the district shall not be permitted to attend any district school unless his/her appeal is successful.

The school district shall review any evidence provided by the parent/guardian or that was obtained during the school district’s investigation and shall make a decision within 10 school days of receipt of the parent/guardian’s request for the appeal. The school district’s decision shall be final.
INTRADISTRICT OPEN ENROLLMENT

The Simi Valley Unified School District Board desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also maximizing the efficient use of district facilities. The superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board Policy and Administrative Regulation.

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

Enrollment Priorities

No student currently residing within a school’s attendance area shall be displaced by another student transferring from outside the attendance area. (EC 35160.5)

The superintendent or designee shall grant priority to any district student to attend another district school, including a charter school, outside of his/her attendance area as follows:

1. Any student enrolled in a district school that has been identified on the state’s Open Enrollment List. (EC 48354; cf. 5118-Open Enrollment Act Transfers)
2. Any student enrolled in a district school designated by the California Department of Education as “persistently dangerous.” (20 USC 7912; 5 CCR 11992, cf. 0450-Comprehensive Safety Plan)
3. Any student who is a victim of a violent crime while on school grounds. (20 USC 7912)
4. Upon a finding that special circumstances exist that might be harmful or dangerous to the student in the current attendance area. Special circumstances include, but are not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances, the superintendent or designee must have received either (EC 35160.5):
   a. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official, social worker, or a properly licensed or registered professional, such as a psychiatrist, psychologist, or marriage and family therapist.
   b. A court order, including a temporary restraining order and injunction.
5. Any sibling of student already in attendance in that school.
6. Any student whose parent/guardian is assigned to that school as his/her primary place of employment.

Application and Selection Process

In order to ensure that priorities for enrollment in district schools are implemented in accordance with law, applications for intradistrict open enrollment shall be submitted during the month of February of the school year preceding the school year for which the transfer is requested. Superintendent or designee shall calculate each school’s capacity in a non-arbitrary manner using student enrollment and available space. (EC 35160.5) Except for the priorities listed above, the superintendent or designee shall use a random, unbiased selection process to determine who shall be admitted whenever a school receives admission requests that are in excess of the school’s capacity. (EC 35160.5) Enrollment decisions shall not be based on a student’s academic or athletic performance, except that existing entrance criteria for specialized schools or programs may be used provided that the criteria are uniformly applied to all applicants. Academic performance may be used to determine eligibility for, or placement in, programs for Gifted and Talented Education students (GATE). (EC 35160.5)

Transportation

Except as required by 20 USC 6316 for students who transferred out of a Title I Program Improvement school, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

Transfers for Victims of a Violent Criminal Offense

Within a reasonable amount of time, not to exceed 14 school days, after it has been determined that a student is the victim of a violent criminal offense while on school grounds, the student’s parents/guardians shall be offered an option to
transfer their child to an eligible school identified by the superintendent or designee. In making the determination that a student has been a victim of a violent criminal offense, the superintendent or designee shall consider the specific circumstances of the incident and consult with local law enforcement as appropriate. Examples of violent criminal offenses include, but are not limited to, attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, or hate crimes.

The superintendent or designee shall consider the needs and preferences of the affected student and his/her parent/guardian in making the offer. If the parent/guardian elects to transfer his/her child, the transfer shall be completed as soon as practicable.

**Transfers from a “Persistently Dangerous” School**

Upon receipt of notification from the California Department of Education that a district school has been designated as “persistently dangerous,” the superintendent or designee shall provide parents/guardians of students attending the school with the following notifications:

1. Within 10 days of receipt of the notification from California Department of Education, notice of the school’s designation.

2. Within 20 days of receipt of the notification from California Department of Education, notice of the option to transfer their child. *(cf. 0450-Comprehensive Safety Plan)*

Parents/guardians who desire to transfer their child out of a “persistently dangerous” school shall provide written notification to the superintendent or designee and shall rank-order their preferences from among all schools identified by the superintendent or designee as eligible to receive transfer students. The superintendent or designee may establish a reasonable timeline, not to exceed 7 school days, for the submission of parent/guardian requests.

The superintendent or designee shall consider the needs and preferences of students and parents/guardians before making an assignment but is not obligated to accept the parent/guardian’s preference if the assignment is not feasible due to space constraints or other considerations. For students whose parents/guardians accept the offer, the transfer shall generally be made within 30 school days of receiving the notice of the school’s designation from the California Department of Education. If parents/guardians decline the assigned school, the student may remain in his/her current school.

The transfer shall 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/guardian preferences, and other factors affecting the student’s ability to succeed if returned to the school of origin.

The superintendent or designee shall cooperate with neighboring districts to develop an interdistrict transfer program in the event that space is not available in a district school. *(cf. 5117-Interdistrict Agreements)*

**Other Intradistrict Enrollment**

Except for transfers for victims of a violent crime and from a “persistently dangerous school,” the following procedures shall apply to intradistrict open enrollment:

1. The superintendent or designee shall identify those schools that may have space available for additional students. A list of these schools and open enrollment applications shall be available at all school sites, the district office, and on the district’s website.

2. After the enrollment priorities have been applied in accordance with Board Policy, if there are more requests for a particular school than there are spaces available, a random drawing shall be held, and a waiting list shall be established. Late applicants shall not be added to the waiting list for the current year but shall instead wait for a subsequent lottery.

3. The superintendent or designee shall provide written notification to applicants as to whether their applications have been approved, denied, or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.

4. Approved applicants must confirm their enrollment within 10 days.
Any student who, prior to the 2016-2017 school year, was granted a transfer out of a Title I school that has been identified for program improvement, shall be allowed to remain in the school of enrollment until he/she completes the highest grade offered at that school. (cf 0520.2 Title I Program Improvement Schools)

A student granted intradistrict enrollment under other circumstances shall not be required to apply for readmission but may be subject to displacement due to excessive enrollment. Any complaints regarding the open enrollment process shall be submitted in accordance with the applicable complaint procedure. (cf. 1312.3-Uniform Complaint Procedures)

**Notifications**

Notifications shall be provided to parents/guardians at the beginning of each year describing all current statutory attendance options and local options available in the district. (EC 35160.5, 48980) Such notification shall include:

1. All options for meeting residency requirements for school attendance.
2. Program options offered within local attendance areas.
3. A description of any special program options available on both an interdistrict and intradistrict basis.
4. A description of the procedure for application for alternative attendance areas or programs and the appeals process available, if any, when a change of attendance is denied.
5. A district application form for requesting a change of attendance.
6. The explanation of attendance options under California law as provided by the California Department of Education.

(cf. 5118-Open Enrollment Act Transfers, cf. 5145.6-Parent Notification)

**Transfer Back to the Neighborhood School**

Students approved for intradistrict transfers in accordance with the criteria in this regulation shall abide by all school rules and procedures. It is expected that students will complete the school year before an additional transfer will be approved. Students may be transferred back to their school of residence for the next school year due to any of the following reasons:

1. Excessive enrollment at the school of choice.
2. Unsatisfactory attendance.
3. Continual tardiness.
4. Failure of parents to provide adequate transportation to and from school.
5. Unsatisfactory behavior and citizenship.
6. Lack of participation within a "specialized" school program.

In addition, transfer students may be displaced if neighborhood enrollment at a school becomes excessive.

The superintendent or designee may approve a student’s transfer back to the school of residence during the school year upon written request by the parent providing that:

1. Space exists at the school of residence, and
2. Exceptional circumstances exist.

**INTERDISTRICT TRANSFER OPTIONS (EC 46600 ET SEQ.)**

Interdistrict transfers are transfers of students between public school districts. State law provides for interdistrict attendance alternatives. They are listed here for your information. Unless there is a specified exception under Simi Valley Unified School District Board Policy 5117 and Administrative Regulation 5117, the Simi Valley Unified School District ONLY accepts Interdistrict Transfer Applications from February to April of the preceding school year. (If you’re interested in transferring for the 2020-2021 school year, transfers applications are accepted in February, March, and April 2020.) Anyone seeking a transfer into or out of the Simi Valley Unified School District may contact the Educational Services Department at 805.306.4500, extension 4310, for additional information.
Interdistrict Transfers (EC 46600)

The governing board of two or more school districts may enter into an agreement for the interdistrict attendance of students who are residents of the districts. The agreement shall stipulate the terms and conditions under which the interdistrict attendance shall be permitted or denied. Consideration will be given to the childcare needs of the elementary age student. A student who has been determined by personnel of either the home or receiving district to have been the victim of an act of bullying, as defined in Education Code 48900, shall, at the request of the parent/guardian, be given priority for interdistrict attendance under any existing agreement or, in the absence of an agreement, be given additional consideration for the creation of an interdistrict attendance agreement.

Parent Employment as Residency (EC 48204 b 7-Allen Bill)

When one or both parents/guardians of a student is physically employed within a district’s boundaries, the student is considered a district resident for purposes of enrollment, subject to restrictions specified in the law. There are provisions in this law under which a district may deny transfer.

Districts of Choice (EC 48300 et seq.)

Under this law districts may choose to become a District of Choice for the purpose of accepting interdistrict transfer students. The Simi Valley Unified School District has chosen not to participate in Districts of Choice.

Open Enrollment Act (EC 48350 et seq.)

Whenever a student is attending a school on the Open Enrollment List, as identified by the superintendent, the student may seek to transfer to another school within or outside of the district, as long as the school to which he/she is transferring has a higher Academic Performance Index. Parents of high school athletes should check on California Interscholastic Federation (CIF) sports eligibility rules before pursuing a transfer under this option. Transportation to any other school is the responsibility of the parent/guardian. School districts are allowed to adopt specific, written standards for acceptance and rejection of applications as long as students are selected through a “random and unbiased” process. Unless the governing board waives the deadline, requests for transfers are to be submitted by January 1 of the prior school year. To apply, parents must directly contact the school district to which they seek to transfer their student. The Open Enrollment List can be found on the California Department of Education website at www.cde.ca.gov/sp/eo/op/.

Active Duty Military (EC 48301 and AB2659)

A school district of residence shall permit the transfer of a student who is a child of an active military duty parent to a school in any school district if the school district to which the parent of the student applies approves the application for transfer. (Active military duty means full-time military duty status in the active uniformed services of the United States, including members of the California National Guard and the State Military Reserve on active duty orders pursuant to Title 10 or 32 of the United States Code or Part 1, commencing with Section 100, of Division 2 of the Military and Veterans Code.)

AVAILABILITY OF PROSPECTUS

Each school must annually compile a prospectus of the curriculum to include titles, descriptions, and instructional goals for every course offered by the school. A prospectus of courses offered shall be available for review upon request. A fee will be charged for duplication. The High School Course Catalog is posted online on the district’s website www.simivalleusd.org/coursecatalogs under the Educational Services webpage. Please contact the district’s Educational Services Department for additional information at 805.306.4500, extension 4200. (EC 49063 and 49091.14)

CALIFORNIA HEALTHY YOUTH ACT (SEXUAL HEALTH AND HIV/AIDS EDUCATION)

The California Healthy Youth Act requires school districts to provide students with integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention education at least once in middle school and once in high school. It is intended to ensure that students in grades 7 to 12 are provided with the knowledge and skills necessary to:
1. Protect their sexual and reproductive health from HIV, other sexually transmitted infections, and unintended pregnancy;

2. Develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage and family; and

3. Have healthy, positive, and safe relationships and behaviors.

The district’s curriculum shall support the purposes of the California Healthy Youth Act as specified in Education Codes 51930-51939 be unbiased and inclusive of all students in the classroom and be aligned with the state’s content standards. The curriculum will also include sexual abuse and sex trafficking prevention education. (EC 51950)

The district shall respect the rights of parents/guardians to supervise their children’s education on these subjects and to impart values regarding human sexuality to their children.

It also promotes understanding of sexuality as a normal part of human development. The Simi Valley Unified School District currently provides this education during the 7th and 9th grades.

Parents or legal guardians have the right to:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV prevention education;

2. Excuse their child from comprehensive sexual health and HIV prevention education, or research on student health behaviors and risks, provided they submit their request in writing to the district;

3. Request a copy of Education Codes 51930 through 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;

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; and

6. 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.

Health Education – Excuse from Instruction for Religious or Moral Beliefs

Whenever any part of the instruction in health, family life education, and sexual health/HIV prevention education, conflicts with a family’s religious training and beliefs, the student shall be excused from such instruction, upon parental written request. Students so excused by their parents/guardians shall be given an alternative educational activity. (EC 51240, 51938, 51939) A student shall not be subject to disciplinary action, academic penalty, or other sanction if the student’s parent/guardian declines to permit the student to receive the instruction. (EC 51939)
Dear Simi Valley Parent or Guardian:

The California Healthy Youth Act now mandates that schools teach explicit sexual health education programs at least once in middle school or junior high school beginning in 7th grade. The Simi Valley Unified School District, in accordance with California Education Code and the California Healthy Youth Act, teaches a unit of study on Sexual Health Education in 7th and 9th grades. Simi Valley Unified School District will use Positive Prevention PLUS materials for this unit. These materials were written expressly in alignment with California Education Code 51930-51939, and the California Healthy Youth Act, which states that comprehensive sexual health education instruction is mandatory. The Family Life/Sex Education unit teaches that abstinence is the only 100 percent effective protection and is designed to provide the students with the information necessary to encourage thoughtful and responsible behavior.

The course will also cover various subjects including reproductive anatomy and physiology; masculinity, femininity and sex roles; gender identity; gender stereotypes; HIV/AIDS; decision-making within relationships; pregnancy; labor and delivery; family planning; sexually transmitted diseases; sexual orientation; teenage pregnancy; sexual abuse; and self-protection.

Parents may request that their students opt-out of this mandate in favor of an alternative educational activity. In order for your student to be enrolled in the alternative program, parents must return the attached written request in order to opt-out.

Under the mandate, students who are not opted-out must receive the sexual health education program, which is detailed in full here: leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB329.

The following is a partial list of the sexual health education requirements, which students who are not opted-out will receive. The full list of requirements is in the link above. The sexual health education program must:

- Teach students to affirmatively recognize that people have different sexual orientations.
- Provide discussion and examples of same-sex relationships.
- Teach students about gender, gender expression, gender identity, and explore the harm of negative gender stereotypes.
- Teach students all 20 FDA approved contraceptive methods, including the controversial method referred to as “emergency contraception.”
- Teach students about “all legally available pregnancy outcomes including abortion.”
- Teach students about sexual harassment, sexual assault, and adolescent relationship abuse.
- Teach students about intimate partner violence and sex trafficking.
- Additionally, unless opted-out, students may be required to complete explicit questionnaires or surveys relating to their personal sexual involvement and experience or intentions.

Alternative Education Activity

For parents who do not wish for their children to participate in the sexual health education program or any sex education surveys, the law requires that: “An alternative educational activity shall be made available to pupils whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.”

Parents or Guardians who wish for their students to receive the alternative educational activity must make this request in writing. Only the following form needs to be submitted to the school.
THE CALIFORNIA HEALTHY YOUTH ACT PARENT OPT-OUT LETTER FOR GRADES 7 TO 12

Pursuant to the requirements of the California Healthy Youth Act, I wish for my student to be opted-out of the comprehensive sexual health education program; HIV prevention education program; and any associated anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks.

Parents may choose to opt-out of portions of the comprehensive sexual health education program. Please list which portions of the curriculum you want to opt-out of:

______________________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________________

Pursuant to the requirements of the California Healthy Youth Act, I wish for my student(s) to be provided with an alternative educational activity.

Date: _______________________________________________________________

Parent/Guardian Printed Name(s): _____________________________________________________________________________________________________

Parent/Guardian Signature(s): __________________________________________________________________________________________________________

Student: ___________________________________________________________________________________________________________________________________

Under the California Healthy Youth Act SEC. 15. Section 51939, the requirements for opting-out state that:

a) A student may not attend any class in comprehensive sexual health education or HIV prevention education, or participate in any anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks, if the school has received a written request from the student’s parent or guardian excusing the student from participation.

b) A student may not be subject to disciplinary action, academic penalty, or other sanction if the student’s parent or guardian declines to permit the pupil to receive comprehensive sexual health education or HIV prevention education or to participate in anonymous, voluntary, and confidential tests, questionnaires, or surveys on pupil health behaviors and risks.

c) While comprehensive sexual health education; HIV prevention education; or anonymous, voluntary, and confidential test, questionnaire, or survey on student health behaviors and risks is being administered, an alternative educational activity shall be made available to students whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey.
CAREER COUNSELING & COURSE SELECTION

Beginning in 7th grade, school personnel shall help students with course selection or career counseling, exploring the possibility of careers, or courses leading to careers, based on the interest and ability of the student and not on the student’s gender. Parents/guardians are notified so that they may participate in such counseling sessions and decisions. (EC 221.5(d))

CHILD FIND SYSTEM

The district is part of the Ventura County Special Education Local Plan Area (SELPA), which has established written policies and procedures for a continuous child-find system that address identification, screening, referral, assessment, planning, implementation, review, and triennial assessment for the purpose of identifying individuals with exceptional needs. Information regarding these policies is available from the district’s Student Support Services Department on the district’s website, www.simivallevusd.org/sss or at 805.306.4500, extension 4302. (EC 56301; BP & AP 6164.4) (EC 56301)

CONCUSSION AND HEAD INJURIES

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.

A school district, charter school, or private school that elects to offer an athletic program must immediately remove from a school-sponsored athletic activity for the remainder of the day any athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall 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/guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course. (EC 49475)

CONFIDENTIAL MEDICAL SERVICES

School authorities may excuse any student in grades 7 to 12 from the school for the purpose of obtaining confidential medical services without the consent of the parent/guardian. (EC 46010.1)

CONTROLLED SUBSTANCES: OPIOIDS

Each year, school authorities must provide to student athletes and their parents facts about the risks and side effects of opioid use. Parents and student athletes must sign an acknowledgement of the receipt of the written information annually.

COURSEWORK AND GRADUATION REQUIREMENTS: CHILDREN OF MILITARY FAMILIES

If you are a military family, your child may qualify to be exempted from local graduation coursework requirements that are beyond the California state requirements. (Student must meet the definition of “children of military families” under Education Code 49701). Please make an appointment with your school counselor to review your child’s options for graduation. All coursework that was completed at another school outside of the Simi Valley Unified School District will be issued full or partial credit.
DIRECTORY OF INFORMATION

The primary purpose of directory information is to allow the Simi Valley Unified School District to include this type of information from a student’s education records in certain school publications. Directory information includes one or more of the following items: names; physical addresses; telephone listings; email addresses; date of birth; major field of study; participation in officially recognized activities and sports; dates of attendance; degrees and awards received; the most recent public or private school attended by the student; and information that is generally not considered harmful or an invasion of privacy. The district may also disclose your child’s student identification number, user identification, or other unique personal identifier used to communicate in electronic systems, provided that it cannot be used to access education records without a personal identification number (PIN), password, or another factor that only the authorized user knows. A student’s social security number will not be used for any purpose.

Directory information does not include your child's citizenship, immigration status, place of birth, or any other information indicating national origin. The Simi Valley Unified School District will not disclose such information without your consent or a court order.

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. Directory information may be disclosed without prior consent from the parent/guardian unless the parent/guardian submits a written notice to the district to deny access to his/her student's directory information. Directory information regarding a student identified as a homeless child or youth shall not be released unless a parent, or eligible student, has provided written consent that directory information may be released. (EC 49073)

EDUCATION OF FOSTER YOUTH

Foster youth rights and a listing of school site foster/homeless youth liaisons can be found on the district’s website at www.simivalleyusd.org/foster-homeless.

The California Department of Education, in consultation with the California Foster Youth Education Task Force, has developed and posted on its website a standardized notice of the educational rights of foster children, that the educational liaisons for foster children can disseminate. The notice includes the following rights as specified in Education Codes 48850, 48911, 48915.5, 51225.1, and 51225.2:

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 his/her 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 his or her 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 he or she is reasonably able to complete the requirements in time to graduate from high school.

6. Not be required to retake a course the student has satisfactorily completed.

7. Notified of the possibility of graduating within four years with reduced state 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 non-compliance with the local educational agency under the Uniform Complaint Procedures.

EDUCATION OF HOMELESS YOUTH

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. Simi Valley Unified School District has liaisons at each school site and at the district office to assist these students. A listing of school site homeless/foster youth liaisons can be found on the district’s website at www.simivalleyusd.org/foster-homeless.

A homeless student is defined as a person between the ages of birth (Early Head Start and Head Start programs) and 22 years (Special Education students) who lacks a fixed, regular and adequate nighttime residence and may temporarily live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings; live “doubled-up” with another family, due to loss of housing stemming from financial problems (e.g., loss of job, eviction or natural disaster); live in a hotel or motel; live in a trailer park or campground with their family; have been abandoned at a hospital; be awaiting foster placement in limited circumstances; reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or be abandoned, runaway, or pushed out youth or migrant youth that qualifies as homeless because he/she is living in circumstances described above.

A homeless student has the right to attend either the school of origin (the school that the student was last enrolled or attended when last housed) or any school attended in the past 15 months; or the current school of residence. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school’s decision by contacting the district’s homeless liaison and following the school district’s dispute resolution policy. The district liaison for homeless/foster students is the assistant director of Educational Services, who can be reached at 805.306.4500, extension 4310.

The law requires the immediate enrollment of homeless students, which is defined as “attending class and participating fully in school activities.” Schools cannot delay or prevent the enrollment of a student due to the lack of school or immunization records or other documentation usually required for enrollment.

A homeless student has the right to education and other services (e.g., to participate fully in all school activities and programs for which the student is eligible, to qualify automatically for nutrition programs, to receive transportation services, and to contact the liaison to resolve disputes that arise during enrollment).

It is the responsibility of the district homeless liaison to refer parents to programs and services for which the student is eligible which may include, but is not limited to: free nutrition, Special Education services, tutoring, English Language Learners programs, students identified as Gifted and Talented, preschool, before- and after-school services, or any other program offered by the school or district. The district shall ensure that transportation is provided, at the request of the parent/guardian/unaccompanied homeless youth, to and from the school of origin, if feasible.

Unaccompanied youth, such as teen parents not living with their parent or guardian or students that have runaway or have been pushed out of their homes, have access to these same rights.

A homeless student who transfers schools after the second year of high school, and is greatly deficient in credits, may be able to graduate within four years with reduced state requirements. School districts are required to issue and accept partial credit for courses that have been satisfactorily completed.

Foster and homeless students receive priority enrollment in before- and after-school programs, pursuant to Assembly Bill 1567.

EDUCATIONAL EQUITY: IMMIGRATION STATUS

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

**EMERGENCY TREATMENT FOR ANAPHYLAXIS**

Anaphylaxis is a severe and potentially life-threatening allergic reaction that can occur after encountering an allergic trigger, such as food, medicine, insect bite, latex, or exercise. Symptoms include narrowing of the airways, rashes or hives, nausea or vomiting, a weak pulse, and dizziness. It is estimated that approximately 25 percent 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. Recent changes to Education Code 49414 now require school districts to provide epinephrine auto-injectors to school nurses and trained personnel and authorizes them to use epinephrine auto-injectors for any student who may be experiencing anaphylaxis, regardless of known history. (EC 49414)

**EXCUSED ABSENCES**

Absence from school shall be excused for health reasons, family emergencies, and justifiable personal reasons as permitted by law, board policy, and administration regulations.

Students, with the written consent of their parents/guardians, may be excused from school in order to participate in religious exercises or to receive moral or religious instruction.

No student shall have his/her grades reduced or lose academic credit for any excused absence or absences, if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

Subject to any applicable limitation, condition, or other requirement specified by law, a student’s absence shall be excused for the following reasons:

1. Personal illness.
2. Quarantine under the direction of a county or city health officer.
3. Medical, dental, optometrical, or chiropractic appointment.
4. Attendance at funeral services for a member of the student’s immediate family. Such absence shall be limited to one day if the service is conducted in California, or three days if the service is conducted outside California. “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 student.
5. Jury duty in the manner provided for by law.
6. Illness or medical appointment for a child to whom the student is the custodial parent.
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons, including, but not limited to:
   a) Appearance in court,
   b) Attendance at a funeral service,
   c) Observance of a religious holiday or ceremony,
   d) Attendance at religious retreats for no more than four hours per semester,
   e) Attendance at an employment conference, and
   f) Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization.
8. Service as a member of a precinct board for an election pursuant to Elections Code 12302.
9. Spend time with his/her immediate family member who is an active duty member of the uniformed services, as
defined in Education Code 49701, and has been called to duty for deployment to a combat zone or combat
support position or is on leave from or has immediately returned from such deployment. Such absence shall be
granted for a period of time to be determined at the discretion of the superintendent or designee.

10. Attendance at a naturalization ceremony to become a United States citizen. (EC 48205).

11. Authorized at the discretion of a school administrator, as described in Subdivision (c) of Section 48260.
   a) A student absent from school under this section shall be allowed to complete all assignments and
tests missed during the absence that can be reasonably provided and, upon satisfactory completion
within a reasonable period of time, shall be given full credit therefore. The teacher of the class from
which a student is absent shall determine which tests and assignments shall be reasonably
equivalent to, but not necessarily identical to, the tests and assignments that the student missed
during the absence.
   b) For purposes of this section, attendance at religious retreats shall not exceed four hours per
semester.
   c) Absences pursuant to this section are deemed to be absences in computing average daily
attendance and shall not generate state apportionment payments.
   d) “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 student.

12. Participation in religious exercises or to receive moral and religious instruction at the student’s place of worship
or other suitable place away from school in accordance with district policy, subject to the following conditions
(EC 46014):
   a) The student’s parent/guardian shall provide written consent for the absence.
   b) The student shall attend at least the minimum school day.
   c) The student shall be excused from school for this purpose or no more than four days per school
month.

Absence for student participation in religious exercises or instruction shall not be considered an absence for the
purpose of computing average daily attendance if the student attends at least the minimum school day as
specified in Administrative Regulation 6112 - School Day, and is not excused from school for this purpose on
more than four days per school month. (EC 46014)

13. Work in the entertainment or allied industry. (EC 48225.5) Such absence shall be excused provided that the
student holds a work permit authorizing such work and is absent for a period of not more than five consecutive
days and up to five absences per school year. (EC 48225.5)

14. Participation with a nonprofit performing arts organization in a performance for a public school audience. (EC
48225.5) A student may be excused for up to five such absences per school year provided that the student’s
parent/guardian provides a written explanation of such absences to the school. (EC 48225.5)

15. Other reasons authorized at the discretion of the principal or designee based on the student’s specific
circumstances (EC 40205, 48260)

For the purpose of the absences described above, “immediate family” means the student’s parent/guardian, brother or
sister, grandparent, or any other relative living in the student’s household (EC 48205).

If any minor is a habitual truant, or is irregular in school attendance, the student may be referred to an attendance
supervisor, or a school attendance review board (SARB) or the Ventura County District Attorney’s Office. (EC 48267) For
students declared a ward of the court pursuant to Welfare and Institutions Code 602, school staff is required to report to
the student’s probation officer school attendance and/or behavior violations within ten days of the reported violation. (EC
48267) (EC 46014, 48205)
Dear Parent(s)/Guardian(s),

Research has shown that regular, punctual attendance directly correlates to a student’s academic performance. Good attendance is a shared responsibility between the student and the parent. Simi Valley Unified School District expects parents to send their children to school each day, on time and to notify the school of all absences. Medical appointments should be scheduled outside of school hours or on non-school days, whenever possible.

Compulsory Attendance laws (Education Codes Sections 46010, 48200–48201, 48260–48263) state that parents or legal guardians are compelled to ensure that their children between the ages of 6 to 18 are in school regularly and on time each day. Parent(s)/Guardian(s) may be requested to appear before the School Attendance Review Board (SARB) and subsequently be referred to the District Attorney for legal action when attendance and/or tardiness problems occur.

What is “truancy?”

In summary, California law states that a student missing more than 30 minutes of instruction without an excuse, three times during the school year, must be classified as a truant and reported to the proper school authority. This classification and referral help emphasize the importance of school attendance and is intended to help minimize interference with instruction. All unexcused absences are classified as “truant.” Many parents object to the term “truant,” but the state of California does not differentiate between unexcused and “truant.” Therefore, all absences for unexcused reasons are “truant.” A student can also be considered “truant” if they are more than 30 minutes late to class for unexcused reasons.

What absences can be excused?

Both California and school district policies state that the following absences can be cleared with a phone call and appropriate documentation if applicable from a parent or guardian: student illness, student medical appointment, student attending a funeral for a member of the immediate family and/or court appearance. Please note that per school district regulations (AR 5113), when a student has had 12 absences in a school year for illness, subsequent absences must be verified by a physician.

Can absences for family vacation be excused?

No. Absences for family vacation cannot be excused.

Students are expected to be in school every day that they are able to do so. Keep your student home if he/she has a fever of over 100 degrees or is vomiting. Help them to differentiate between not feeling like coming to school and being too sick to attend school.

Attending school is one important way to help your child be successful. Have a wonderful school year!

Sincerely,

Sean Goldman
Assistant Superintendent
Student Support Services

From here to anywhere.
EXEMPTION FROM STATEWIDE ASSESSMENTS (CAASPP)

The Simi Valley Unified School District encourages you to participate in statewide testing. These tests provide valuable information about your child for you and your school. Parents/guardians may request their child not be tested with any of the California Assessment of Student Performance and Progress (CAASPP) tests. If you do NOT want your child tested, please submit a written request to your child’s school before testing begins. Include the child’s name, birthdate, grade and specific test(s) from which they are to be exempted. Be sure to sign and date the request. Emails and unsigned letters will not be accepted. Please note that, per state guidelines, if your request is received after testing has begun, and the student completes the test before the request is received, the test will be scored, and the results reported to you and included in the student’s records. (EC 60615)

FREE AND REDUCED-PRICE MEALS

Free and reduced-priced meals shall be furnished to those students who qualify under the statutory criteria and who shall make application for such meals under District procedures. Application forms can be obtained at school sites and from the district's website under the Child Nutrition Services Department. For more information, contact the Child Nutrition Services Department at 805-306-4500, extension 4702. (EC 49510 et seq.)

HARM OR DESTRUCTION OF ANIMALS

Any student with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform his/her teacher of the objection. A note from the student’s parent/guardian must substantiate objections. 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. (EC 32255 et seq.)

IMMUNIZATIONS

The Simi Valley Unified School District cooperates with health authorities for the prevention and control of communicable diseases in school-aged children. Students are prohibited from attending school until the immunization requirements are met.

State law requires the following immunizations before a child may attend school, and written documentation from a child’s healthcare provider that the immunizations were administered:

- Diphtheria
- Haemophilus influenzae type B
- Measles
- Mumps
- Pertussis (whooping cough)
- Poliomyelitis
- Rubella
- Tetanus
- Hepatitis B
- Varicella (chickenpox)
- Any other disease deemed appropriate, taking into consideration the recommendations of the Advisory
Committee on Immunization Practices of the U.S. Department of Health and Human Services, the American Academy of Pediatrics, and the American Academy of Family Physicians.

Full immunization against hepatitis B shall not be a condition by which the Simi Valley Unified School District shall admit or advance any student to the 7th grade.

The Simi Valley Unified School District shall not unconditionally admit or advance any student to the 7th grade unless the student has been fully immunized against pertussis, including all pertussis boosters appropriate for the student’s age.

This section does not apply students enrolled in an independent study program and who do not receive classroom-based instruction. (EC 51745)

Before January 1, 2016, a student who submitted a letter or affidavit on file for exemption at the Simi Valley Unified School District will be allowed enrollment in school until the next grade span.

“Grade span” means each of the following:

1. Birth to preschool.
2. Kindergarten and grades 1 to 6, inclusive, including transitional kindergarten.
3. Grades 7 to 12, inclusive.

On and after July 1, 2016, the Simi Valley Unified School District cannot unconditionally admit any student for the first time, or admit or advance any student to 7th grade, unless the student has been immunized for his/her age as required.

These immunizations include:

1. 2 doses of Varicella (chickenpox) vaccine,
2. 2 doses of Measles, Mumps, and Rubella vaccine (MMR), given on or after the first birthday,
3. 3 doses of Tetanus, Diphtheria, and Pertussis vaccine (DTaP), including 1 dose of Tdap at 7 years of age or older,
4. 4 doses of Polio vaccine (3 doses OK if the last dose was given on or after the 4th birthday), and
5. 3 doses of Hepatitis B (not required for 7th grade entry).

This section does not prohibit a student who qualifies for an Individualized Education Program (IEP) from accessing any Special Education and related services required by his/her IEP.

If a parent/guardian files with the Simi Valley Unified School District a written statement by a licensed physician that the physical condition or medical circumstances of the child are such that immunization is unsafe, and which states the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization, that child shall be exempt from the immunization requirements.

If there is good cause to believe that a child has been exposed to a disease listed above and his/her documented proof of immunization status does not show proof of immunization against that disease, that child may be temporarily excluded from school until the local health officer is satisfied that the child is no longer at risk of developing or transmitting the disease.

Under Health & Safety Code 120375, the Simi Valley Unified School District requires documented proof of a student’s immunization status. The district shall record the immunizations of each new student in the student’s permanent records. The immunization record of each new student admitted conditionally will be reviewed periodically by the district to ensure that the student has been fully immunized against all of the listed diseases within the time periods designated. All subsequent immunizations will also be added to the student’s immunization record. (HSC 120375)

The Simi Valley Unified School District will not allow a student to enroll if that student did not obtain the required immunizations prior to enrollment unless the student is exempt under Education Code 120370.

The Simi Valley Unified School District will not allow a student to continue attending school when that student was admitted conditionally but did not obtain the required immunizations within the time limits allowed unless the student is exempt under Education Code 120370. (EC 49403, 48216; HSC 120335, 120338, 120365, 120370, 120375)
Students Admitted at TK/K-12 Need:

- Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap, or Td) — 5 doses
  (4 doses OK if one was given on or after 4th birthday.  
  3 doses OK if one was given on or after 7th birthday.  
  For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.

- Polio (OPV or IPV) — 4 doses  
  (3 doses OK if one was given on or after 4th birthday)

- Hepatitis B — 3 doses  
  (Not required for 7th grade entry)

- Measles, Mumps, and Rubella (MMR) — 2 doses  
  (Both given on or after 1st birthday)

- Varicella (Chickenpox) — 2 doses

These immunization requirements apply to new admissions and transfers for all grades, including transitional kindergarten.

Students Starting 7th Grade Need:

- Tetanus, Diphtheria, Pertussis (Tdap) — 1 dose  
  (Whooping cough booster usually given at 11 years and up)

- Varicella (Chickenpox) — 2 doses  
  (Usually given at ages 12 months and 4-6 years)

In addition, the TK/K-12 immunization requirements apply to 7th graders who:

- previously had a valid personal beliefs exemption filed before 2016 upon entry between TK/Kindergarten and 6th grade
- are new admissions

Records:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. Parents must show their child’s Immunization Record as proof of immunization.
CALIFORNIA IMMUNIZATION REQUIREMENTS FOR
K – 12TH GRADE (including transitional kindergarten)

<table>
<thead>
<tr>
<th>GRADE</th>
<th>NUMBER OF DOSES REQUIRED OF EACH IMMUNIZATION¹⁻²⁻³</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-12 Admission</td>
<td>4 Polio¹ 5 DTaP² 3 Hep B⁶ 2 MMR⁷ 2 Varicella</td>
</tr>
<tr>
<td>(7th-12th)⁹</td>
<td>1 Tdap</td>
</tr>
<tr>
<td>7th Grade</td>
<td>1 Tdap⁸ 2 Varicella¹⁰</td>
</tr>
<tr>
<td>Advancement⁹¹⁰</td>
<td></td>
</tr>
</tbody>
</table>

1. Requirements for K-12 admission also apply to transfer pupils.
2. Combination vaccines (e.g., MMRV) meet the requirements for individual component vaccines. Doses of DTP count towards the DTaP requirement.
3. Any vaccine administered four or fewer days prior to the minimum required age is valid.
4. Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday.
5. Four doses of DTaP meet the requirement if at least one dose was given on or after the fourth birthday. Three doses meet the requirement if at least one dose of Tdap, DTaP, or DTP vaccine was given on or after the 7th birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.
6. For seventh grade admission, refer to Health and Safety Code section 120335, subdivision (c).
7. Two doses of measles, two doses of mumps, and one dose of rubella vaccine meet the requirement, separately or combined. Only doses administered on or after the first birthday meet the requirement.
8. For 7th-12th graders, at least one dose of pertussis-containing vaccine is required on or after the seventh birthday.
9. For children in ungraded schools, pupils 12 years and older are subject to the seventh grade advancement requirements.
10. The varicella requirement for seventh grade advancement expires after June 30, 2025.

DTaP/Tdap = diphtheria toxoid, tetanus toxoid, and acellular pertussis vaccine
Hep B = hepatitis B vaccine
MMR = measles, mumps, and rubella vaccine
Varicella = chickenpox vaccine

INSTRUCTIONS:

California schools are required to check immunization records for all new student admissions at TK /Kindergarten through 12th grade and all students advancing to 7th grade before entry.

UNCONDITIONALLY ADMIT a pupil whose parent or guardian has provided documentation of any of the following for each immunization required for the pupil's age or grade as defined in table above:
- Receipt of immunization.
- A permanent medical exemption in accordance with 17 CCR section 6051.
- A personal beliefs exemption (filed prior to 2016) in accordance with Health and Safety Code section 120335.

CONDITIONALLY ADMIT any pupil who lacks documentation for unconditional admission if the pupil has:
- Commenced receiving doses of all the vaccines required for the pupil's grade (table above) and is not currently due for any doses at the time of admission (as determined by intervals listed in Conditional Admission Schedule, column entitled "EXCLUDE IF NOT GIVEN BY"), or
- A temporary medical exemption from some or all required immunizations (17 CCR section 6050).
CONDITIONAL ADMISSION SCHEDULE FOR GRADES K-12

Before admission a child must obtain the first dose of each required vaccine and any subsequent doses that are due because the period of time allowed before exclusion has elapsed.

<table>
<thead>
<tr>
<th>DOSE</th>
<th>EARLIEST DOSE MAY BE GIVEN</th>
<th>EXCLUDE IF NOT GIVEN BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polio #2</td>
<td>4 weeks after 1st dose</td>
<td>8 weeks after 1st dose</td>
</tr>
<tr>
<td>Polio #3</td>
<td>4 weeks after 2nd dose</td>
<td>12 months after 2nd dose</td>
</tr>
<tr>
<td>Polio #4</td>
<td>6 months after 3rd dose</td>
<td>12 months after 3rd dose</td>
</tr>
<tr>
<td>DTaP #2</td>
<td>4 weeks after 1st dose</td>
<td>8 weeks after 1st dose</td>
</tr>
<tr>
<td>DTaP #3’</td>
<td>4 weeks after 2nd dose</td>
<td>8 weeks after 2nd dose</td>
</tr>
<tr>
<td>DTaP #4</td>
<td>6 months after 3rd dose</td>
<td>12 months after 3rd dose</td>
</tr>
<tr>
<td>DTaP #5</td>
<td>6 months after 4th dose</td>
<td>12 months after 4th dose</td>
</tr>
<tr>
<td>Hep B #2</td>
<td>4 weeks after 1st dose</td>
<td>8 weeks after 1st dose</td>
</tr>
<tr>
<td>Hep B #3</td>
<td>8 weeks after 2nd dose and at least 4 months after 1st dose</td>
<td>12 months after 2nd dose</td>
</tr>
<tr>
<td>MMR #2</td>
<td>4 weeks after 1st dose</td>
<td>4 months after 1st dose</td>
</tr>
<tr>
<td>Varicella #2</td>
<td>Age less than 13 years: 3 months after 1st dose</td>
<td>4 months after 1st dose</td>
</tr>
<tr>
<td></td>
<td>Age 13 years and older: 4 weeks after 1st dose</td>
<td>8 weeks after 1st dose</td>
</tr>
</tbody>
</table>

1. Three doses of polio vaccine meet the requirement if one dose was given on or after the fourth birthday.
2. If DTaP #3 is the final required dose, DTaP #3 should be given at least six months after DTaP #2, and pupils should be excluded if not given by 12 months after second dose. Three doses meet the requirement if at least one dose of Td, DTaP, or DTP vaccine was given on or after the seventh birthday. One or two doses of Td vaccine given on or after the seventh birthday count towards the requirement.

Continued attendance after conditional admission is contingent upon documentation of receipt of the remaining required immunizations. The school shall:
- review records of any pupil admitted conditionally to a school at least every 30 days from the date of admission,
- inform the parent or guardian of the remaining required vaccine doses until all required immunizations are received or an exemption is filed, and
- update the immunization information in the pupil’s record.

For a pupil transferring from another school in the United States whose immunization record has not been received by the new school at the time of admission, the school may admit the child for up to 30 school days. If the immunization record has not been received at the end of this period, the school shall exclude the pupil until the parent or guardian provides documentation of compliance with the requirements.

Questions?
See the California Immunization Handbook at ShotsForSchool.org
INSTRUCTION FOR STUDENTS WITH TEMPORARY DISABILITIES

A student with a temporary disability, which makes school attendance impossible or inadvisable, shall be entitled to receive individual instruction at home or in a hospital or other residential health facility, excluding state hospitals. Temporary disability means a physical, mental, or emotional disability incurred while a student is enrolled in regular day classes or an alternative education program, and after which the student can reasonably be expected to return to regular day classes or the alternative education program in which the student is enrolled. Temporary disability does not include a disability that would qualify a student for Special Education pursuant to Education Code 56026.

Parents shall notify the principal or designee when their child is temporarily disabled and needs individual instruction at home or in a hospital or other residential health facility. No later than 5 working days after receiving notification from a parent/guardian that a student has a temporary disability, the superintendent or designee shall determine whether the student will be able to receive individual instruction at home or in a hospital or residential health facility. The superintendent or designee may require verification through any reasonable means that the student is temporarily disabled and needs individual instruction. Individual instruction at a student’s home or in a hospital or other residential facility shall begin no later than 5 working days after determination that the student is eligible to receive individual instruction.

The district shall be responsible for providing individual instruction to any temporarily disabled student who is in a hospital or other residential health facility located within district boundaries, whether or not the student is enrolled in the district. If the student is enrolled in another district, the superintendent or designee may enter into an agreement to have the student’s district of residence provide the individual instruction. The superintendent or designee may also enter into an agreement to provide individual instruction to a district student who is in a hospital or other residential health facility located within the boundaries of another district. Whenever the district provides individual instruction to a non-district student who is in a hospital or other residential health facility located within district boundaries, the superintendent or designee shall, within 5 working days of the beginning of the individual instruction, provide written notification to the student’s district of residence that, effective on the date on which individual instruction began, the district of residence may not count the student for purposes of computing that district’s average daily attendance.

A student receiving individual instruction in a hospital or residential health facility for a partial week shall be entitled to attend school or receive individual instruction at home on days in which the student is not receiving individual instruction in the hospital or other residential health facility, if the student is well enough to do so.

Home or hospital instruction shall be provided only by a teacher with valid California teaching credentials who consent to the assignment. Insofar as possible, the teacher providing home or hospital instruction shall consult with the student’s current classroom teacher(s) so as to provide a continuity of instruction that enables the student to stay abreast with the regular school program.

The district’s attendance supervisor shall ensure that the absences of any temporarily disabled student receiving individual instruction at home or in a hospital or other residential health facility are excused until the student is able to return to the regular school program.

A student receiving individual instruction who is well enough to return to school shall be allowed to return to the school that the student attended immediately before receiving individual instruction, if the return occurs during the school year in which the individual instruction was initiated. (EC 48206.3, 48207, 48208)

MEDICAL OR HOSPITAL SERVICE/INSURANCE OPTIONS

The Simi Valley Unified School District does not provide medical, or hospital services for students injured on school premises or through school activities, athletics, or field trips.

Insurance Coverage for Students

In accordance with Education Code 49472, the district makes available a low-cost medical/dental accident insurance program on a voluntary-paid basis to every student registered in the district. For information on these insurance programs, please refer to your school office, the district’s website, or the 2019-2020 Parents’ Rights Handbook.
Education Code 49471 requires school districts maintaining middle or high schools to notify, in writing, the parent/guardian of each student participating in an athletic activity, when the district does not provide medical and hospital services for students of the district injured while participating in athletic activities.

**Insurance Coverage for Athletes**

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 requirement can be met by the school district offering insurance and other health benefits that cover medical and hospital expenses. The Simi Valley Unified School District does not provide athletic injury insurance but does make available insurance for purchase by students participating in athletic events. (EC 32221, 49471; BP 5143) Please refer to your school office, the district’s website, or the 2019-2020 Parents’ Rights Handbook for information on these insurance programs.

**Low-Cost Government Health Insurance Programs**

Some students may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. For additional information or to enroll in MediCal or Covered California, please call 800.300.1506 or enroll online at www.coveredca.com. For in-person help: www.coveredca.com/get-help/local/ (EC 49472)
Health Coverage All Year Long

Health Coverage Options

Medi-Cal:
- Children—regardless of immigration status—foster youth, pregnant women, and legally present individuals—including those with DACA status—may be eligible for no- or low-cost Medi-Cal.
- Medi-Cal covers immunizations, checkups, specialists, vision and dental services, and more for children and youth at no or low cost.
- Medi-Cal enrollment is available year round.

Covered California:
- Covered California is where legal residents of California can compare quality health plans and choose the one that works best for them.
- Based on income and family size, many Californians may qualify for financial assistance.
- Enroll during Open Enrollment or any time you experience a life-changing event, like losing your job or having a baby. You have 60 days from the event to complete enrollment.

Immigrant Families visit: www.allinforhealth.org/immigrantfamilies

Immigration status information is kept private, protected, and secure. It will not be used by any immigration agency to enforce immigration laws, but only to determine eligibility for health programs.

You and your family may qualify for financial help:

<table>
<thead>
<tr>
<th>Household Size</th>
<th>If 2018 household income is less than...</th>
<th>If 2018 household income is between...</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$16,644</td>
<td>$16,644 - $48,240</td>
</tr>
<tr>
<td>2</td>
<td>$22,412</td>
<td>$22,412 - $64,960</td>
</tr>
<tr>
<td>3</td>
<td>$28,181</td>
<td>$28,181 - $81,680</td>
</tr>
<tr>
<td>4</td>
<td>$33,949</td>
<td>$33,949 - $98,400</td>
</tr>
<tr>
<td>5</td>
<td>$39,717</td>
<td>$39,717 - $115,120</td>
</tr>
<tr>
<td>6</td>
<td>$45,486</td>
<td>$45,486 - $131,840</td>
</tr>
</tbody>
</table>

Adults may be eligible for Medi-Cal
Children may be eligible for Medi-Cal
May be eligible for financial help to purchase insurance through Covered California

Enroll.
Three ways to enroll in Medi-Cal and Covered California:
www.coveredca.com
1(800) 300-1506
Find in-person help:
www.coveredca.com/get-help/local/

Get Care.
- Find a primary care doctor in your network.
- Schedule an annual checkup for you and your family.
- Make sure to take your child to the dentist.
- Pay your monthly premium if your plan requires it.

Renew.
- Medi-Cal must be renewed every year. If you receive a renewal notice, complete and return. You can also renew online or by phone. For help, contact your local Medi-Cal office.
- Health plans through Covered California must be renewed every year. Renewal information will be mailed at the end of the year, or contact Covered California at 1 (800) 300-1506.
Dear Parents,

The Simi Valley Unified School District does not provide medical, accident or dental insurance for pupils injured on school premises or through school activities and field trips. In accordance with Education Code Section 49472, the District is making available a low cost medical/dental accident insurance program.

**Accident Only Plans**

The purpose of the “Accident Only Plan” is to provide assistance at a minimum cost to meet some of the expenses for accidental injury. The plans pay the first $500.00 in benefits in addition to other insurance, which can help you meet your primary insurance deductibles and/or co-payments. Filing of claims and follow-up relating to a claim will be the responsibility of the parent.

The plan costs are in the chart below. Please visit your Childs’ School Office to obtain a detailed brochure/application, or you may obtain one and sign up online at [www.peinsurance.com](http://www.peinsurance.com) (click on Products, then Student Insurance). Please read the Student Benefits Plan Brochure for complete details and select the plan that best meets your needs. For additional questions, please contact Pacific Educators at (800) 722-3365.

<table>
<thead>
<tr>
<th>Options</th>
<th>Low</th>
<th>High</th>
</tr>
</thead>
<tbody>
<tr>
<td>At School Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grades P-3</td>
<td>$11.00</td>
<td>$25.00</td>
</tr>
<tr>
<td>Grades 9-12</td>
<td>$24.00</td>
<td>$54.00</td>
</tr>
<tr>
<td>24-Hr-a-Day Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grades P-3</td>
<td>$75.00</td>
<td>$161.00</td>
</tr>
<tr>
<td>Grades 9-12</td>
<td>$92.00</td>
<td>$192.00</td>
</tr>
<tr>
<td>Tackle Football Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade 9</td>
<td>$36.00</td>
<td>$80.00</td>
</tr>
<tr>
<td>Grades 10-12</td>
<td>$84.00</td>
<td>$177.00</td>
</tr>
</tbody>
</table>

Extended Dental Benefit Option: $6.00

Please see brochure for complete plan details.

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. The school district offering the above plan or other health benefits that cover medical and hospital expenses meet this insurance requirement.

**Health Insurance Plans**

Pacific Educators can now assist families in applying for health insurance plans that meet the guidelines of the Affordable Care Act. Some families may qualify for tax savings and government assistance. Pacific Educators are “Certified” Covered California Agents and can also help with Medi-Cal applications. For assistance, please call the number above or visit [www.peinsurance.com](http://www.peinsurance.com) (click on Products, then Health Insurance).

We are pleased to make this program available for your children and encourage you to consider participation for the 2019-2020 school year.

Sincerely,

Dr. Jason Peplinski
Superintendent

From Here to Anywhere
101 West Cochran Street,
Simi Valley, CA 93065
805.306.4500
simivalleyusd.org

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SVUSD BOARD OF TRUSTEES
Scott Blough
Kareem Jubran
Bob LaBelle
Dawn Smollen
Dan White
MEDICATION REGIMEN

Medication should be carried by an adult to the school and handed to the office staff for dispensing, with appropriate forms filled out. Medicine must be in original pharmacy container labeled with the prescription and dosage. At the end of the school year, a parent/guardian must pick up any unused medication. (EC 49423)

Continuing Program of Medication

The parent/guardian of any public school student on a continuing medication regimen for an ongoing condition shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage, and the name of the supervising physician. With the parent’s/guardian’s consent, the school nurse may communicate with the physician and may counsel school personnel regarding the possible effects of the medication on the student. (EC 49480, 49423)

Administration of Prescribed Medication for Students

Any student who is required to take medication prescribed by a physician may be assisted during the regular school day by the school-designated staff person, upon receipt of a written statement from the physician, detailing the method, dosage, and time scheduled for such medication. A written statement from the parent/guardian, indicating the desire for such assistance, is required. Appropriate forms are available in each school’s office. (EC 49423) An exception is made prohibiting school staff from requiring students with exceptional needs to obtain prescription for medication as a condition for attending school or receiving services. (EC 56040.5)

Education Code 49423 has been amended to include the process by which students may self-administer auto-injectable epinephrine at school. Education Code 49423.1 describes the process by which school personnel may assist students or by which students may self-administer inhaled asthma medication at school.

Administration of Epilepsy Medication

If a student with epilepsy has been prescribed an emergency anti-seizure medication by his/her health care provider, the student’s parent/guardian may request the student’s school to have one or more of its employees receive training in the administration of an emergency anti-seizure medication in the event that the student suffers a seizure when a nurse is not available. (EC 49414.7)

Casts

If your student needs to use or wear crutches, casts, ace bandages, orthopedic appliances, etc..., the parent/guardian and physician must complete district release forms. These forms are available at each school’s office.

Health Care Emergencies

District employees are trained and expected to respond to emergency situations without discrimination. If any student needs resuscitation, staff shall make every effort to resuscitate him/her. The Simi Valley Unified School District Board prohibits staff members from accepting or following any parental or medical “Do Not Resuscitate” orders. (EC 49409; BP 5141)

MENTAL HEALTH

Students and families with mental health questions or needs may inquire with our school nurses, counselors, or administrators. While a regular health care provider can assist you in accessing resources, the attached list of local resources includes additional free and low-cost mental health agencies, referral services, and emergency information. This information is also posted on the district’s website, www.simivalleysd.org.
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cal Lutheran University</td>
<td>31416 Agoura Road #115 Westlake Village, CA 91361</td>
<td>(805) 493-3390 <a href="http://www.clucounseling.org/">http://www.clucounseling.org/</a></td>
</tr>
<tr>
<td>Clinicas del Camino Real, Inc.</td>
<td>4370 Eve Rd, Simi Valley, CA 93063</td>
<td>(805) 915-4400</td>
</tr>
<tr>
<td></td>
<td>1424 Madera Rd, Simi Valley, CA 93065</td>
<td>(805) 522-5722</td>
</tr>
<tr>
<td>Coalition for Family Harmony</td>
<td>1030 N Ventura Rd, Oxnard, CA 93030</td>
<td>805-983-6014</td>
</tr>
<tr>
<td>Crisis Text Line</td>
<td>Text &quot;Home&quot; to 741741 <a href="http://www.crisistextline.org">www.crisistextline.org</a></td>
<td></td>
</tr>
<tr>
<td>Emergency</td>
<td>9-1-1</td>
<td></td>
</tr>
<tr>
<td>Interface Family Services</td>
<td>400 S B Street, Oxnard 93030</td>
<td>2-1-1 For Referrals <a href="https://www.icfs.org/">https://www.icfs.org/</a></td>
</tr>
<tr>
<td>Kaiser Permanente</td>
<td>3855A Alamo St, Simi Valley, CA 93063</td>
<td>(855) 701-7955</td>
</tr>
<tr>
<td>National Suicide Prevention Hotline</td>
<td>(800) 784-2433</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(800) 273-8255</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(877) 784-2432 (En Espanol)</td>
<td></td>
</tr>
<tr>
<td>OK to Talk</td>
<td>ok2talk.org</td>
<td></td>
</tr>
<tr>
<td>Sierra Vista Family Medical Clinic</td>
<td>1227 E Los Angeles Ave, Simi Valley, CA 93065</td>
<td>(805) 582-4000</td>
</tr>
<tr>
<td>Simi Valley Free Clinic</td>
<td>2060 Tapo Street, Simi Valley, CA 93063</td>
<td>(805) 522-3733</td>
</tr>
<tr>
<td>Suicide Life Line</td>
<td>1-800-273-8255</td>
<td>suicide.org</td>
</tr>
<tr>
<td>Trevor Project (LGBTQ)</td>
<td>(866) 488-7386</td>
<td>thetrevorproject.org</td>
</tr>
<tr>
<td>Ventura County Behavioral Health (VCBH) Drug &amp; Alcohol</td>
<td>3150 E Los Angeles Ave, Simi Valley, CA 93065</td>
<td>(805) 577-0830</td>
</tr>
<tr>
<td>Ventura County Behavioral Health (VCBH): Crisis Team</td>
<td>(866) 998-7800 (Anytime)</td>
<td></td>
</tr>
<tr>
<td>Ventura County Office of Education: Suicide Prevention Resources</td>
<td>VCOE Ed Services Center 5100 Adolfo Rd Camarillo, CA 93012</td>
<td><a href="https://www.vcoe.org/Comprehensive-Health-and-Prevention-Programs/Suicide-Prevention">https://www.vcoe.org/Comprehensive-Health-and-Prevention-Programs/Suicide-Prevention</a></td>
</tr>
<tr>
<td></td>
<td>(805) 437-1372</td>
<td></td>
</tr>
</tbody>
</table>

*These Community organizations are not affiliated with the Simi Valley Unified School District.*
MINIMUM AND STUDENT-FREE STAFF DEVELOPMENT DAYS

Parents/guardians are to be notified each year for all students attending school of the schedule of minimum days and student-free staff development days. If minimum or student-free staff development days are scheduled after the start of the school year, the school should notify parents/guardians of affected students as early as possible, but not later than one month prior to the scheduled day.

Elementary schools have minimum day schedules during Fall and Spring conferences, Back to School nights, and Open House days. Fall conference dates include up to 6 minimum days scheduled between October 21 to 29, 2019. Spring conference minimum days are on March 17 and 18, 2020. Please contact your school site for their specific dates and times.

Secondary schools may also schedule minimum days for Back to School, Open House, testing days, and special events. Please contact your school site for their specific dates.

A complete listing of the 2019-2020 School Calendar is found at the beginning of the 2019-2020 Parents’ Rights Handbook. (EC 48980(c))

NON-DISCRIMINATION STATEMENT

The governing board is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

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

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

The superintendent or designee shall annually review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The superintendent or designee shall report his/her findings and recommendations to the Simi Valley Unified School District Board after each review.

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district’s policy on non-discrimination and related complaint procedures. Such notification shall be included in the annual Parental Notification distributed pursuant to Education Code 48980 and, as applicable, in announcements, bulletins, catalogs, handbooks, application forms, or other materials distributed by the district. The notification shall also be posted on the district’s website and social media, and in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations.

In addition, the annual Parental Notification shall inform parents/guardians of their children’s right to a free public education, regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the superintendent or designee. (Education Code 234.7)

The district’s non-discrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school’s students speak a single primary
language other than English, those materials shall be translated into that other language.

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

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

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district’s response to complaints and for complying with state and federal civil rights laws is hereby designated as the district’s ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Assistant superintendent of Educational Services, 101 West Cochran Street, Simi Valley, CA 93065, 805.306.4500

NOTICE OF ALTERNATIVE SCHOOLS

California state law authorizes all public school districts to provide for alternative schools. Education Code 58500 defines an alternative school as a school, or separate class group within a school, which is operated in a manner designed to:

1. Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
2. Recognize that the best learning takes place when the student learns because of his/her desire to learn.
3. Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently or may result wholly or in part from a presentation by his/her teachers of choices of learning projects.
4. Maximize the opportunity for teachers, parents/guardians, and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.
5. Maximize the opportunity for the students, teachers, and parents/guardians to continuously react to the changing world, but not limited to, the community in which the school is located. This law authorizes interested persons to request the governing board to establish alternative programs. (EC 58501)

PARENT ENGAGEMENT

The Simi Valley Unified School District is committed to creating a welcoming, inclusive, supportive, and collaborative environment for students, families, staff, and community partners throughout our district. Each of our schools embraces a collaborative culture that includes family engagement and promotes the social, emotional, and academic growth of our students. One of our Local Control Accountability Plan (LCAP) goals is to augment parent opportunities for involvement, improve communication between school and home, and improve parent access with specific attention to English Learner parents. There are many opportunities for parent/family involvement throughout the year. Please contact your site principal for more information.
PESTICIDE PRODUCTS

To meet the requirements of the Healthy Schools Act of 2000, the Simi Valley Unified School District has adopted an Integrated Pest Management (IPM) program. IPM is a system of controlling pests by combining biological, cultural, mechanical, and physical control methods in a way that eliminates or minimizes the use of chemicals, while protecting environmental and economic health. Use of these products may take place after methods of IPM have been considered and implemented. Pesticide treatments that are not exempt by the Healthy School Act will take place after proper notification and posting of warning signs. When the use of a pesticide on this list is required, every effort will be made to apply the product when students are not present. Many of the products on this list are derived from plants and inorganic materials such as orange oil, tree oils, and borate salts. The majority of applications will be placed in cracks and crevices and other areas that are out of reach of students.

Applicators shall receive annual training according to the specification of each Environmental Protection Agency (EPA)-approved label. For additional information on pest management products, you may access the California Department of Pesticide Regulation website at www.cdpr.ca.gov.

In the event that a product is required to be used that is not on the approved list, you will be notified 72 hours in advance. (Exception: Emergency circumstances that warrant an immediate response.)

If you believe your child’s health and/or behavior could be influenced by exposure to pesticide products and you would like to be notified each time a pesticide application takes place at your child’s school, please notify the district IPM coordinator, in writing, at Simi Valley Unified School District, Maintenance and Operations, 101 W. Cochran Street, Simi Valley, CA 93065. (EC 17612, 48980.3)
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<td>Diatomaceous Earth</td>
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<td>Crawling insects, spiders, and other pests</td>
<td>Exterior use for general pests</td>
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<td>Dilad</td>
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<td>Dipel</td>
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<td>Etofenprox</td>
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<tr>
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<td>Maxforce FC Magnum Gel</td>
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**Full List: Simi Valley Unified School District**

**Integrated Pest Management - Approved Pest List**

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PHYSICAL EXAMINATION

Parents/guardians are required to arrange for their child to have a physical exam before their child enters public school not longer than 18 months before entering 1st grade or within 90 days after entrance into the 1st grade. Written documentation is required to show that the student has received a health screening. Free health screenings are available through the local public health department. The physical examination requirement may be waived if the parent/guardian having control or charge of the student files with the principal of the school a written statement that he/she will not consent to the student being given a physical examination. Such a waiver is valid for the current school year. Any student under a physical examination waiver may be sent home if, for good reasons, he/she is believed to be suffering from a recognized contagious or infectious disease. (HSC 124085, 124100, 124105; EC 49451)

Oral Health Assessment

Each student who enrolls in kindergarten in a public school, or who enrolls in first grade in a public school if the student was not previously enrolled in kindergarten in a public school, is to present proof of having received an oral health assessment that was performed no earlier than 12 months prior to the date of the initial enrollment of the student. (EC 49452.8)

Vision and Hearing Test

The governing board shall provide for the testing of a student’s vision and hearing upon first enrollment in a California elementary school for each pupil enrolled in the district. A qualified staff person shall appraise the student’s vision and hearing. In addition, each student will be given a hearing-screening test in kindergarten, 2nd, 5th, and 8th grades. Vision is also appraised every third year until the student has completed his/her 8th grade year. You may file a written statement requesting exemption because of your adherence to a religious faith or belief, which is in conflict. (EC 49452, 49455; CAC Title 17, 2951)

SAFE PLACE TO LEARN ACT

The Simi Valley Unified School District is committed to providing a safe school environment that allows all students equal access and opportunities in the district’s academic, extracurricular, and other educational support programs, services, and activities. The governing board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying targeted at any student by anyone, based on the student’s actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, association with a person or group with one of more of these actual or perceived characteristics.

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

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also includes the creation of a hostile environment through prohibited conduct that is so severe, persistent, or pervasive that it affects a student’s ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student’s academic performance; or otherwise adversely affects a student’s educational opportunities. Unlawful discrimination also includes a disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

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

The superintendent or designee shall facilitate students’ access to the educational program by publicizing the district’s non-discrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall
provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community’s understanding of the requirements of law related to discrimination. The superintendent or designee shall regularly review the implementation of the district’s non-discrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to, or participation in, the educational program. He/she shall report his/her findings and recommendations to the governing board after each review.

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

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4.

Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying shall be subject to disciplinary action, up to and including dismissal.

The superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

**Bullying/Cyberbullying**

The governing board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. No individual or group shall, through physical, written, verbal, or other means harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel or retaliate against them for filing a complaint or participating in the complaint resolution process.

Bullying is an unwanted, aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and involves repetition or potential repetition of a deliberate act.

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person’s electronic account and assuming that person’s online identity in order to damage that person’s reputation. (cf. 5143.2-Freedom of Speech/Expression)

The superintendent or designee shall develop strategies for addressing bullying in District schools with the involvement of students, parents/guardians, and staff. As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community. Such strategies shall be incorporated into the Comprehensive Safety Plan and, to the extent possible, into the Local Control and Accountability Plan (LCAP) and other applicable district and school plans.

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district’s Uniform Complaint Procedures specified in Administrative Regulation 1312.3 Uniform Complaint Procedures. If, during the investigation, it is determined that a complaint is about non-discriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint. (cf. 1312.3-Uniform Complaint Procedures)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

**Measures to Prevent Bullying**

The superintendent or designee shall implement measures to prevent bullying in District schools, including, but not limited to, the following:
1. Ensure that each school establishes clear rules for student conduct and implements strategies to promote a positive, collaborative school climate.

2. Provide to students, through student handbooks and other age-appropriate means, information about district and school rules related to bullying; the mechanisms available for reporting incidents or threats; and the consequences for engaging in bullying.

3. Encourage students to notify school staff when they are being bullied or when they suspect that another student is being bullied, and provide the means by which students may report threats or incidents confidentially and anonymously.

4. Conduct an assessment of bullying incidents at each school and, if necessary, increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

5. Annually notify district employees that, pursuant to Education Code 234.1, any school staff who witnesses an act of bullying against a student has a responsibility to immediately intervene to stop the incident when it is safe to do so.

The superintendent or designee shall make the California Department of Education’s online training module on the dynamics of bullying and cyberbullying, which includes the identification of bullying and cyberbullying and the implementation of strategies to address bullying, available annually to all certificated staff and to other employees who have regular interaction with students. (Education Code 32283.5)

The superintendent or designee shall provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:

1. Discuss the diversity of the student body and school community, including their varying immigration experiences.

2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims.

3. Identify the signs of bullying or harassing behavior.

4. Take immediate corrective action when bullying is observed.

5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior.

**Student Instruction**

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning; effective communication and conflict resolution skills; character/values education; respect for cultural and individual differences; self-esteem development; assertiveness skills; and appropriate online behavior.

The district shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.

Students should be taught the difference between appropriate and inappropriate behaviors; how to advocate for themselves; how to help another student who is being bullied; and when to seek assistance from a trusted adult. As role models for students, staff shall be expected to demonstrate effective problem-solving and anger management skills.

To discourage cyberbullying, teachers may advise students to be cautious about sharing passwords, personal data, or private photos online and to consider the consequences of making negative comments about others online.

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying, may report the incident to a teacher, the principal, a compliance officer, or any other available school employee.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or
other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district Board Policies and Administrative Regulations.

When appropriate, based on the severity or pervasiveness of the bullying, the superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The superintendent, principal, or principal’s designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (EC 48900.9)

If any student involved in bullying exhibits warning signs of suicidal thought or intention or of intent to harm another person, the superintendent or designee shall, as appropriate, implement district intervention protocols which may include, but are not limited to, referral to district or community mental health services, other health professionals, and/or law enforcement.

SCHOOL RULES (EC 35291)

Discipline Policy

A school employee may not administer corporal punishment to any student. Each school site and the district office have copies available for parent/student inspection of the Simi Valley Unified School District’s student discipline policy, which contains the district’s rules, regulations, and procedures for student behavior and discipline. Teachers in the district shall hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess.

Dress Code/Gang Apparel

Individual schools may adopt a reasonable dress code policy as a part of its school safety plan. If approved by the governing board, this dress code may prohibit the wearing of “gang-related apparel” or require students to wear a school wide uniform. (EC 35183)

Duties of Students

Students are required to conform to school regulations by obeying all directions, being diligent in studies, respecting teachers and others in authority, and, by refraining from the use of profane and vulgar language. (5 CCR 300)

Parents'/Guardians’ Liability for Student Misconduct

California law holds parents/guardians liable for any willful student misconduct that results in the death or injury of any student or persons employed by or volunteering for the district. Parents/guardians are also liable for any defacement, injury or loss of property belonging to the district or to a school employee. The district will not be responsible for damage caused by any student to any item of personal property that another student brings to school. (EC 48904)

Unauthorized Possession of Illegal Substances

It is illegal for any person to be in unauthorized possession of narcotics, alcohol, or supplementary drugs on a school campus during school hours or a school-related function. (EC 48900)

Hazing

No student, or other person in attendance, shall conspire to engage in hazing. Violation of Education Code 32051 is a misdemeanor. (EC 51101, 48900 q)
Laser Pointers
No student shall possess a laser pointer on any elementary or secondary school property unless possession is for valid instruction. This section further prohibits directing a laser pointer's beam into the eyes of another, or the driver of a moving vehicle, or into the eyes of a guide dog. (PC 417.27)

Weapons and Dangerous Instruments
The governing board has adopted rules regarding weapons and other items on school campuses. They are included for your review. All students are expected to follow these policies and parents/guardians can help them do so by:

1. Reviewing the rules with your child.
2. Explaining why these rules are important.
3. Showing your child that safety is essential.

We are including a list of the grounds for suspension and expulsion. You may obtain the full policy by calling your school. Under Board Policy 5131.7, the Simi Valley Unified School District Board recognizes that students and staff have the right to a safe and secure campus free from psychological and physical harm, and desires to protect them from the dangers presented by firearms and other weapons. (cf. 0450-Comprehensive Safety Plan, cf. 3515.3- District/Police Security Department, cf. 5116.1-Intradistrict Open Enrollment, cf. 5131-Conduct, cf. 5144-Discipline)

Possession of Weapons
The Simi Valley Unified School District Board prohibits any student from possessing weapons, imitation firearms, or dangerous instruments, as defined in law and administrative regulation, in school buildings, on school grounds or buses, at school-related or school-sponsored activities away from school, or while going to or coming from school. Any student possessing or threatening others with any weapon, dangerous instrument, or imitation firearm shall be subject to suspension and/or expulsion in accordance with law, Board Policy and Administrative Regulations. (cf. 5144-Discipline, cf. 5144.1-Suspension and Expulsion/Due Process)

Under the power granted to the governing board to maintain order and discipline in the schools and to protect the safety of students, staff, and the public, any school employee is authorized to confiscate a weapon, dangerous instrument or imitation firearm from any person on school grounds. (cf. 4158/4258/4358-Employee Security)

The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other prohibited weapon or dangerous instrument, sells or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (20 USC 7151; EC 48902; PC 245, 626.9, 626.10; cf. 3515.2-Disruptions)

Possession of Pepper Spray
To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons, such as pepper spray, on campus or at school activities.

Reporting of Dangerous Objects
The governing board encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law. (cf. 5125-Student Records)

The superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student’s anonymity. Incident reports and records shall not identify the student who reported the possession. The superintendent or designee also shall inform staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded. (EC 35291, 48900, 48902, 48915, 48916, 49330-49335; PC 245, 417.4, 626.9, 626.10, 1600-17350, 22810-23025, 25200-25225, 30310; USC Title 20, 6301-7941, 7151)

Prohibited weapons and dangerous instruments include, but are not limited to (AR 5131.7):

1. Firearms, including pistols, revolvers, shotguns, rifles, zip guns, stun guns, Tasers, and any other device capable of propelling a projectile by the force of an explosion or other form of combustion.
2. Ammunition or reloaded ammunition.
3. Knives, razor blades, and box cutters, including any dirks, daggers, ice picks, or other weapons with a fixed, sharpened blade fitted primarily for stabbing, weapons with a blade longer than 2 ½ inches, folding knives with a blade that locks into place, and razors with an unguarded blade.
4. Explosive and/or incendiary devices, including pipe bombs, time bombs, cap guns, containers of inflammable fluids, and other hazardous devices.
5. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, carbon dioxide pressure or spring action, or any spot marker gun.
6. Any other dangerous device, instrument or weapon, especially those defined in Penal Code 12020, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon.
7. Any imitation firearm, defined as 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. (EC 48900)

Any employee may take any weapon or dangerous instrument from the personal possession of a student while the student is on school premises or under the authority of the district. (EC 49331, 49332; cf. 5145.12-Search and Seizure)

In determining whether to take possession of the weapon or dangerous instrument, the employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately.
2. Immediately notify the principal, who shall take appropriate action.
3. Immediately notify the local law enforcement agency and the principal.

(cf. 0450-Comprehensive Safety Plan, cf. 3515.3-District/Police Security Department, cf. 4158, 4258, 4358-Employee Security)

When informing the principal about the possession of a weapon or dangerous instrument, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of the possession. The principal shall report any possession of a weapon or dangerous instrument, to the student’s parents/guardians by telephone or in person and shall follow this notification with a letter. The employee shall retain possession of the instrument until the risk of its use as a weapon has dissipated or, upon the request of the student’s parent/guardian, until the parent/guardian appears and personally takes possession. (EC 49331, 49332)

**Imitation Firearms**

A BB device is now added to the definition of an imitation firearm as contained in Penal Code 12550. This section defines an “imitation firearm” as any BB device, toy gun, replica of a firearm, or other device that is so substantially similar in coloration and overall appearance to an existing firearm as to lead a reasonable person to perceive that the device is a firearm. Penal Code 12556 states that it is a criminal offense to openly display or expose any imitation firearm in a public place. Per Education Code 48900(m), a student may be suspended from school or recommended for expulsion for possession of an imitation firearm. (PC 12550; EC 48900)

**Grounds for Suspension and Expulsion**

A student shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the student is enrolled determines that the student has committed an act as defined pursuant to any of Subdivisions (a) to (r), inclusive. Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows:

a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person, willfully used force or violence upon the person of another, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury. (EC 48900a and 48900t)

b) Possessed, sold, or furnished any firearm, knife, explosive or other dangerous object, unless, in the case of
possession of an object of this type, the student had obtained written permission to possess the item from a
certificated school employee with the principal or principal designee’s concurrence. (EC 48900b)
c) Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance
listed under Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code 11053-
11058, alcoholic beverage, or intoxicant of any kind. (EC 48900c)
d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed under Chapter 2
(Commencing with Section 11053) of Division 10 of the Health & Safety Code 11053–11058, alcoholic beverage,
or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to any person another liquid,
substance or material and represented the liquid, substance, or material as a controlled substance, alcohol
beverage or intoxicant. (EC 48900d)
e) Committed or attempted to commit robbery or extortion. (EC 48900e)
f) Caused or attempted to cause damage to school property or private property. (EC 48900f)
g) Stole or attempted to steal school property or private property. (EC 48900g)
h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to,
cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that
this restriction shall not prohibit a student from using or possess his/her own prescription products. (EC
48900h)
i) Committed an obscene act or engaged in habitual profanity or vulgarity. (EC 48900i)
j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia as defined in
Health & Safety Code 11014.5. (EC 48900j)
k) (1) Disrupted school activities or willfully defied valid authority of supervisors, teachers, administrators, other
school officials, or other school personnel engaged in the performance of their duties. (EC 48900k and l).
   (2) Except as provided in Education Code 48910, a student enrolled in kindergarten, or any grades 1 to 3
inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not
constitute grounds for a student enrolled in kindergarten or any of grades 1 to 12 inclusive, to be recommended
for expulsion. **This paragraph shall become inoperative July 1, 2018, unless a later enacted statute that
becomes operative before July 1, 2018, deletes or extends that date.
l) Knowingly received stolen school property or private property. (EC 48900l)
m) Possessed an imitation firearm. (EC 48900m) 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. (EC 48900m)
n) Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a or
289, or committed a sexual battery, as defined in Penal Code 243.4 (EC 48900n)
o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary
proceeding for purposes of either preventing that student from being a witness or retaliating against that student
for being a witness, or both. (EC 48900o)
p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma. (EC48900p)
q) Engaged in, or attempted to engage in, hazing. (EC 48900q) For the purposes of this subdivision, 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. For
purposes of this subdivision, hazing does not include athletic events or school-sanctioned events. (EC 48900q)
r) Engaged in the act of bullying. For the purposes of this subdivision, the following terms have the following
meanings:
   1. Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in
writing or by means of an electronic act, and including one or more acts committed by a student or group of
students as defined in Section 48900.2, 48900.3, or 48900.4 directed to one or more students that has or
can be reasonably predicted to have the effect of one or more of the following:

A. Placing a reasonable student or students in fear of harm to that student’s or those students’ person or
property;
B. Causing a reasonable student to experience a substantially detrimental effect on his/her physical or
mental health;
C. Causing a reasonable student to experience substantial interference with his/her academic performance;
D. Causing a reasonable student to experience substantial interference with his/her ability to participate in
or benefit from the services, activities, or privileges provided by a school.

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

i. A message, text, sound, video, image.

ii. A post on a social network Internet website including, but is not limited to:

   I. The posting or creating a burn page means an Internet website created for the purpose of having one
   or more of the effects listed in Paragraph (1).

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

   III. Creating a false profile for the purpose of having one or more of the effects listed in Paragraph (1).
   “False profile” means a profile of a fictitious student or a profile using the likeness or attributes of an
   actual student other than the student who created the false profile.

iii. I. An act of cyber sexual bullying.

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

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

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

(3) “Reasonable pupil” means a pupil, including, but not limited to, an exceptional needs pupil, who exercises
average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age
with his or her exceptional needs.

s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related
to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of
the school district or principal or occurring within any other school district. A pupil may be suspended or
expelled for acts that are enumerated in this section and related to a school activity or school attendance that
occur at any time, including, but not limited to, any of the following:

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

1) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider, and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to the Subdivision a).

u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

v) For a pupil subject to discipline under this section, a superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion that are age appropriate and designed to address and correct the pupil’s specific misbehavior as specified in Section 48900.5.

w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

Additional Grounds for Suspension and Expulsion: Grades 4 through 12

Any student in grades 4 through 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. (EC 48900k)

A student in grades 4 through 12 shall be subject to suspension or recommendation for expulsion when it is determined that he/she:

1. Committed sexual harassment as defined in Education Code 212.5 (EC 48900.2). “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. (EC 212.5, 48900.2) For the purposes of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual’s academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233. (EC 48900.3) Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include 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. (EC 233; Penal Code 422.55)

3. Intentionally engaged in harassment, threats, or intimidation, directed against school 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 either school personnel or students by creating an intimidating or hostile educational environment. (EC 48900.4)

4. In addition to the reasons specified in Education Codes 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.
For the purposes of this section, “terroristic threat” shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars ($1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family.

A teacher may suspend a student, including students in grades kindergarten through 3rd, from class for the remainder of the day and the following day for disruption, willful defiance, or any of the other acts specified in Education Code 48900 and listed as items number 1 to 18 under “Grounds for Suspension and Expulsion: Grades K-12” above. (EC 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, he/she shall be appropriately supervised during the class periods from which he/she has been suspended. (EC 48910)

As soon as possible after the teacher decides to suspend the student, he/she shall ask the student’s parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. (EC 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (EC 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, if a student is assigned to more than one class per day, he/she may continue to attend other regular classes except those held at the same time as the class from which he/she was suspended. (EC 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (EC 48913)

**Expulsion Recommendations**

Unless the superintendent, or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, he/she shall recommend a student’s expulsion for any of the following acts: (EC 48915a)

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance, as listed in Health & Safety Code 11053-11058, except for: (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student’s possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician.
4. Robbery or extortion.
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee. (PC 240, 242)

In determining whether or not to recommend the expulsion of a student, the superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (EC 48915)

A superintendent or principal may use his/her discretion to provide alternatives to suspension or expulsion that are age-appropriate and designed to address and correct the student’s specific misbehavior. (EC 48900u)
Mandatory Expulsion/Zero Tolerance

The principal or superintendent shall immediately suspend, pursuant to Education Code 48911, and shall recommend expulsion of a student that he/she determines has committed any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawful selling of a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code.
4. Committing or attempting to commit a sexual assault or committing a sexual battery.
5. Possession of an explosive. (EC 48915c)

Limitations on Imposing Suspension

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a student, including an individual with exceptional needs, may be suspended for any of the reasons previously outlined upon a first offense, if the superintendent, principal, or designee determines that the student’s presence causes a danger to persons or property or threatens to disrupt the instructional process.

Alternatives to suspension or expulsion will be used with students who are truant, tardy, or otherwise absent from assigned school activities. (EC 48900.5)

Requirement of Parent/Guardian School Attendance

A school district may adopt a policy authorizing teachers to require the parent/guardian of a student who has been suspended from class by the teacher for an obscene act, profanity or vulgarity, disruption of school activities, or willful defiance of the teacher’s authority, to attend a portion of the school day in the classroom of his/her child. Teachers may require the parent/guardian of a student who has been suspended by a teacher to attend a portion of that school day in his or her student’s classroom. The attendance of the parent/guardian will be limited to the class from which the student was suspended. A written notice will be sent to the parent/guardian regarding implementation of this requirement. Employers are not allowed to discharge or discriminate against the parent/guardian for this requirement if the parent/guardian has given reasonable notice to his/her employer. (EC 489001)

Search and Seizure

The governing board recognizes that incidents may occur which jeopardize the health, safety and welfare of students and staff and which necessitate the search and seizure of students, their property, or their lockers by school officials. School officials may search any individual student, his/her property, or district property under his/her control when there is a reasonable suspicion that the search will uncover evidence that he/she is violating the law, board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include but are not limited to, lockers, desks, purses, backpacks, student vehicles parked on district property. For the purposes of this policy, asking a student to empty his/her pockets and/or backpack, purse, etc., does not constitute a search. The principal or designee shall notify the parent/guardian of a student subjected to an individualized search as soon after the search as possible. (cf. 5145.11—Questioning and Apprehension; EC 49050) (BP 5145.12)

Student Lockers

All student lockers and desks are the property of the district. The principal or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk was assigned.

In an effort to keep the schools free of dangerous contraband, the district may use specially trained non-aggressive dogs, including trained police dogs under the supervision of police canine units, to sniff out and alert staff to the presence of substances prohibited by law or board policy. Guidelines for such a program shall be approved by the Simi Valley Unified School District Board prior to implementation.
The dogs may sniff the air around lockers, desks, or vehicles on district property or at district-sponsored events. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without their consent. Appropriate personnel will advise students or persons of their right to refusal and the request to search. (cf. 0450-Comprehensive Safety Plan, cf. 5131.6-Alcohol and Other Drugs, cf. 5131.7-Weapons and Dangerous Instruments, cf. 5144.1-Suspension and Expulsion/Due Process)

Individual Searches
In determining whether reasonable suspicion exists, school officials shall consider:

1. The student’s age and previous behavior patterns.
2. The prevalence and seriousness in the school of the problem to which the search was directed.
3. The urgency requiring the search without delay.
4. The substantive value and reliability of the information used as a justification for the search.
5. The location of the student at the time of the incident, which gave rise to reasonable suspicion.

Searches shall be made in the presence of at least two other district employees. Employees will not conduct strip searches or body cavity searches. For the purposes of this regulation, asking a student to empty his/her pockets and/or backpack, does not constitute a search. Contraband detection dogs shall not be used in classrooms or other district facilities when the rooms are occupied, except for demonstration purposes. Prior to conducting an inspection, students will be asked to leave backpacks, jackets, hats and personal items before leaving the classroom.

Guidelines for Canine Search and Training Program
The Canine Search and Training program, made available to secondary schools in the Simi Valley Unified School District by the Simi Valley Police Department, has two purposes. In addition to providing police canine units with venues to conduct training exercises, the program also serves to impress students with the importance of keeping themselves and our schools drug free. An added benefit of the program is that the presence of controlled substances or explosives on our campuses may be detected during the training exercises. The Canine Search and Training program is conducted in accordance with Board Policy-Administrative Regulation 5145.12-Search and Seizure. Each year the program is in operation, the following guidelines shall be followed:

1. The program shall be implemented in coordination with the Simi Valley Police Department.
2. Prior to implementation, parents/guardians shall be notified by letter regarding the description and purpose of the program. Although this program will not operate on any elementary campuses, all parents of students in the district will be made aware of the plans.
3. Before the program is implemented, parents and students shall be reminded of concerns related to the sharing of lockers. Students shall be advised that items in a locker, which has been issued to them, may be assumed to be their personal property. In cases where a locker has been issued jointly to two students, both students may be asked questions regarding any illegal substances found in the locker. Searches of parking lots shall be in all parking lots located on school premises.
4. It is understood that during the search and training exercises, officers will be in full duty uniform readily identifiable as law enforcement officers.
5. School searches will take place while students are in class. Searches may take place in a classroom, only after all students are removed from the classroom.
6. A staff member shall accompany the officer(s) and write down the number of any identified locker, thus eliminating the need for publicly “tagging” or identifying the locker in any way.
7. After the canine officers and their dogs have left an area, which has been searched, another adult will accompany each student whose locker was identified during the search to his/her locker. Staff will open the locker in the presence of the student(s) and remove any illegal contents. Our current policy states that, “... school officials shall have the right and ability to open and inspect any school locker without student permission when they have reasonable suspicion....” The canine search would establish reasonable suspicion.
8. If drugs or other illegal contraband are found, the administrator will confer with the student, notify his/her parents/guardians, and take appropriate disciplinary action. This will usually include a 5-day suspension with a recommendation for expulsion when appropriate. The police will also be contacted as required.

9. At the end of each school year during which the program operates, the Simi Valley Unified School District and the Simi Valley Police Department will evaluate the program. Staff will make a recommendation to the Governing Board regarding the continuation of the program for the next school year. At this time a recommendation may also be made regarding implementation of the program during summer school.

10. Each year that the program is in operation (except in years when the program does not begin with the start of school), the information regarding the program shall be included in each school’s handbook, agenda book or other written communication, which is distributed to students and parents/guardians before or at the beginning of each year.

The Guidelines for the Canine Search and Training program may be modified by action of the Board of Education. Recommendations for such modifications will be communicated in advance to the Simi Valley Police Department.
July 2019

Dear Parent or Guardian:

It is with appreciation to the Simi Valley Police Department that we take this opportunity to inform you of the Canine Search and Training program which will be conducted at our middle and high schools this school year. It is anticipated that the program will begin in the fall and continue to the end of the 2019-2020 school year.

The Canine Search and Training program, made available to our secondary schools by the Simi Valley Police Department, has two purposes. In addition to providing police canine units with venues to conduct training exercises, the program also serves to impress upon students the importance of keeping themselves and our schools drug free. An added benefit of the program is that the presence of controlled substances or explosives on our campuses may be detected during the training exercises.

For your information, contraband detection dogs shall not be used in the classroom or other district facilities when the rooms are occupied, except for demonstration purposes. The dogs shall be separated from the students and not allowed to sniff any individual. Prior to conducting an inspection in a classroom, students will be asked to leave backpacks, jackets, hats and personal items prior to leaving the classroom. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without their consent. This letter serves as notification to students or persons of their right to refusal of the request to search, meaning that students are free to take their belongings with them when they exit the classroom. The dates and times of training exercises are not announced in advance. Any locker or personal items identified by a dog during training will be opened in the presence of the student(s) to whom the locker is issued to or to whom the item belongs to. Any automobile identified by a dog during training will be opened in the presence of the student with whom the car is identified. Every effort will be made to ensure the privacy of students whose lockers, autos, or possessions are identified during a training exercise. Should any illegal substances actually be found in a student’s locker, auto or possessions, appropriate disciplinary action will be taken. If nothing illegal is found, no action will be taken and no record will be made of the search. In all cases care will be taken to protect the rights of students.

A complete set of policies and guidelines for the Canine Search and Training program are available in the Educational Services office. Please do not hesitate to contact us should you have any questions regarding this program.

Again, we appreciate the continued commitment of the Simi Valley Police Department to work with us to assure that our schools remain safe and drug-free.

Sincerely,

[Signature]

Dr. Hani Youssef
Assistant Superintendent Educationa l Services

From here to anywhere.
SEXUAL HARASSMENT

Board Policy 5145.7 states that the governing board is committed to maintaining a safe environment that is free from harassment and discrimination. The governing board prohibits sexual harassment of students by anyone at school or at school-sponsored or school-related activities. The governing board also prohibits retaliatory behavior or action against any person who reports, files a complaint, or testifies about, or otherwise supports a complainant in alleging sexual harassment. The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who has experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district’s compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation.

Sexual harassment complaints by and against students shall be investigated and resolved in accordance with law and district procedures specified in Administrative Regulation 1312.3-Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under Administrative Regulation 1312.3 and where to obtain a copy of the procedures. (cf. 1312.3-Uniform Complaint Procedures)

The superintendent or designee shall take appropriate actions to reinforce the district’s sexual harassment policy and ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment under any circumstance.
3. Encouragement to report observed incidents of sexual harassment, even where the alleged victim of the harassment has not complained.
4. A clear message that student safety is the district’s primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant’s non-compliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students.
6. Information about the district’s procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment.

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

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall have his/her employment terminated in accordance with the law and the applicable collective bargaining agreements.
The superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the District to monitor, address, and prevent repetitive harassing behavior in district schools.

**STUDENT MEALS**

The Simi Valley Unified School District has a meal charge policy about how students who pay the full or reduced cost of a school meal are impacted by not having enough cash on hand or in their account to purchase a meal. The meal charge policy may be viewed at www.simivalleysusd.org/food, or for questions or a copy of the policy, please contact the Child Nutrition Services Department at 805.306.4500, extension 4702.

**STUDENT RECORDS**

Education Code 49063 requires the district to notify parents/guardians in writing upon initial enrollment, and then annually at the beginning of each school year, of their rights concerning student records.

A cumulative record, whether recorded by handwriting, print, tapes, film, microfilm or other means, must be maintained on the history of a student’s development and educational progress. The school district will protect the privacy of such records. Parents/guardians have the right to:

1. Inspect and review the student’s educational record maintained by the school;
2. Request that a school correct records that they believe to be inaccurate or misleading; and
3. Have some control over the disclosure of information from educational records.

School officials with legitimate educational interests may access student records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, the district shall disclose educational records without parental consent.

The Grade Point Average (GPA) of students in 12th grade will be forwarded to the Student Aid Commission for use in the Cal Grant application process unless the student or his/her parent/guardian (if student is under 18 years) opts-out prior to October 1 of the student’s 12th grade year. Opt-out forms are available in the school counseling offices and on the district website at www.simivalleysusd.org/Student-Aid-Grants. (EC 69432.9)

Student place of birth, or any other information indicating national origin will not be released without parental consent, court order, or a judicial subpoena.

Parents’ request to access their student’s educational records must be submitted in written form to the school custodian of records, and the school custodian of records will have 5 business days from the date of receipt of the request to provide access to the records. Copies of student records are available to parents for a fee of 15-cents ($0.15) per page.

Any challenge to school records must be submitted in writing to the Superintendent. A parent challenging school records must show that the records are:

1. Inaccurate;
2. An unsubstantiated personal conclusion or inference;
3. A conclusion or inference outside the observer’s area of competence;
4. Not based on the personal observation of a named person with the time and place of the observation noted;
5. Misleading; or
6. In violation of the privacy or other rights of the students.

Parents have the right to file a complaint with the United States Department of Education concerning an alleged failure by the district to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA), by writing to Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave. SW, Washington D.C. 20202-4605. (EC 49063, 49069; 34 CFR 99.7; 20 USC 1232g)
Privacy and Confidentiality Procedures for State Reporting and Student Records Transfer

This district participates with the California School Information Services (CSIS) Program in the electronic transfer of student data for state reporting to the California Department of Education and to districts and/or public post-secondary institutions to which the student is transferring or applying for admission.

All data maintained by the CSIS Program is in compliance with federal and state privacy and confidentiality requirements. Student information is encoded in a way that no personally identifiable information is retained by CSIS.

The participation benefits to the student and parent/guardian are that student records can be transferred much more promptly, and that information about student assessment and academic placement will be available at the time of transfer. Schools and districts will benefit from streamlining and reduction of required state reporting. Parents/guardians have the right to inspect student information maintained by the CSIS program. Contact the district’s Educational Services Department to initiate this procedure at 805.306.4500, extension 4200.

SUDDEN CARDIAC ARREST

Sudden Cardiac Arrest is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. Sudden Cardiac Arrest is not a heart attack. A heart attack is caused by a blockage that stops the flow of blood to the heart. Sudden Cardiac Arrest is a malfunction of 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.

Sudden Cardiac Arrest occurs suddenly and often without warning. It is triggered by an electrical malfunction in the heart that causes an irregular heartbeat. With the heart’s pumping action disrupted, the heart cannot pump blood to the brain, lungs, and other organs. Seconds later, a person loses consciousness and has no pulse. Death occurs within minutes if the victim does not receive treatment.

Thousands of Sudden Cardiac Arrests occur among youth each year, as it contributes to the second highest medical cause of death of youth under the age of 25 and is the first highest cause of death of student athletes during exercise. While a heart condition may have no warning signs, studies show that many young people do have warning signs or symptoms but neglect to tell an adult. This may be because they are embarrassed, they do not want to jeopardize their playing time, they mistakenly think that they are out of shape and need to train harder, or they simply ignore the symptoms, hoping the signs will go away. Possible warning signs and risk factors:

- Fainting or seizure, especially during or right after exercise.
- Fainting repeatedly or with excitement or startle.
- Excessive shortness of breath during exercise.
- Racing or fluttering heart palpitations or irregular heartbeat.
- Repeated dizziness or lightheadedness.
- Chest pain or discomfort with exercise.
- Excessive, unexpected fatigue during or after exercise.
- Family history of sudden death or heart disease under age 50.
- Use of high-caffeine supplements, energy drinks, diet pills, and drugs.

A student who faints during or following participation in an athletic activity must be removed from play and may not return to play until they are evaluated and cleared by a physician and surgeon, nurse practitioner, or physician’s assistant.

Each school year, before a student participates in an athletic activity governed by the California Interscholastic Federation (CIF), the school shall collect and retain a copy of the sudden cardiac information sheet required by the CIF for that student. Before a student participates in an athletic activity not governed by the CIF, the student and the student’s parent or guardian shall sign and return an acknowledgement of receipt and review of the information sheet posted on the California Department of Education website. (This document is provided by our school athletic departments.)
SURVEYS

The district may administer to students in grades 7, 9, and 11 anonymous, voluntary, and confidential research and evaluation tools to measure students’ health behavior and risks, including tests, questionnaires, and surveys, containing age-appropriate questions about their attitudes or practices relating to sex, family life, morality, and religion. Parents or legal guardians will be notified in writing about the administration of, the right to review, and the right to excuse their child from any test, questionnaire, or survey. Questions pertaining to the sexual orientation and gender identity of a student shall not be removed from a survey that already includes them.

The Simi Valley Unified School District administers the California Healthy Kids Survey (CHKS) every other year and plans to administer it during the 2019-2020 school year. (EC 51513)

TITLE IX AND STUDENTS

Based on Federal law, Title IX, State law and district policy, no student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of actual or perceived sex, sexual orientation, gender (including gender identify, gender expression, marital status, parenting, pregnancy, childbirth, false pregnancy, termination of pregnancy or related medical condition). Male and female students have the rights to equal learning opportunities in their schools and must be treated the same in all district educational activities and programs. Students who feel that their rights are being violated have the right to take action and should not be afraid to speak to a school administrator, Title IX officer, psychologist, counselor or trusted adult at school.

Further information on the complaint process and a list of Simi Valley Unified School District Title IX officers is available on the district’s website under Annual Notifications at www.simivalleyusd.org/LCAP-AnnualNotifications.

UNIFORM COMPLAINT POLICY & PROCEDURE

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

The district’s Uniform Complaint Procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state/federal law or regulation governing any program subject to the UCP which is offered by the district, including adult school education programs, After School Education and Safety programs, agricultural career technical education, American Indian education centers and early childhood education program assessments, bilingual education, California peer assistance and review programs for teachers, state career technical and technical education, career technical and technical training programs, federal career technical education; child care and development programs, child nutrition programs, compensatory education, consolidated categorical aid programs, Economic Impact Aid, the federal Every Student Succeeds Act; migrant education, Regional Occupational Centers and Programs, school safety plans, special education programs, California State Preschool Programs, Tobacco-Use Prevention Education programs, and any other district-implemented state categorical program that is not funded through the local control funding formula pursuant to Education Code 64000a.

2. Any complaint, by a student, employee, or other person participating in a district program or activity, alleging the occurrence of unlawful discrimination (such as discriminatory 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, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Codes 200 or 220, GC 11135, or Penal Code 1422.55, or based on the person’s association with a person or group with one or more of these actual or perceived characteristics. (5 CCR 4610)
3. Any complaint alleging district non-compliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the students. (EC 222)

4. Any complaint alleging district non-compliance with requirements to provide a pregnant or parenting student the accommodations specified in Education Code 46015, including those related to the provision of parental leave, right of return to the school of previous enrollment or to an alternative education program, if desired, and possible enrollment in school for a fifth year of instruction to enable the student to complete state and Board-imposed graduation requirements. (EC 46015)

5. Any complaint alleging district non-compliance of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities.

6. Any complaint alleging district non-compliance with applicable requirements of Education Codes 52060-52077 related to the implementation of the Local Control and Accountability Plan, including the development of a Local Control Funding Formula budget overview for parents/guardians. (EC 52075)

7. Any complaint alleging non-compliance with requirements related to the development of a school plan for student achievement or the establishment of a school site council, as required for the consolidated application for specified federal and/or state categorical funding. (EC 64000-64001, 65000-65001)

8. Any complaint by or on behalf of any student who is a foster youth, as defined in Education Code 51225.2, alleging district non-compliance with requirement applicable to the student regarding placement decisions, the responsibilities of the district’s educational liaison to the student, the award of credit for coursework satisfactorily completed in another school, district or county, school or records transfer, or the grant of an exemption from board-imposed graduation requirements. (EC 48853, 48853.5, 49069.5, 51225.1, 51225.2)

9. Any complaint, by or on behalf of a student who transfers into the district after the second year of high school and is a homeless child or youth as defined in 42 United States Code 11434a, a former juvenile court school student currently enrolled in the district, a child of a military family as defined in Education Code 4970L, or a migrant student as defined in Education Code 51225, or by or on behalf of an immigrant student participating in a newcomer program as defined in Education Code 51225.2 in the 3rd or 4th year of high school, alleging district non-compliance with any requirement applicable to the student grant of an exemption from board-imposed graduation requirements. (EC 51225.1, 51225.2)

10. Any complaint, by or on behalf of a student who transfers into the district after the second year of high school and is a homeless child or youth as defined in 42 United States Code 11434a, a former juvenile court school student currently enrolled in the district, a child of a military family as defined in Education Code 4970L, a migrant child as defined in Education Code 51225, or a newly arrived immigrant student who is participating in a newcomer program as defined in Education Code 51225.2, alleging district non-compliance with requirements for the award of credit for coursework satisfactorily completed in another school, district, or country. (EC 51225.2)

11. Any complaint alleging district non-compliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student in grades 9 to 12 to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions. (EC 51228.3)

12. Any complaint alleging district non-compliance with the physical education instructional minutes requirement for students in elementary school. (EC 51210, 51223)

13. 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.

14. Any other complaint as specified in district policy.

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

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

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

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

The superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation of all information required for compliance with Title 5, California Code of Regulations 4631 and 4633.

Non-UCP Complaints

The following complaints shall not be subject to the district’s UCP, but shall be referred to the specified agency:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, Protective Services Division, and the appropriate law enforcement agency.

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to the Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.

3. Any complaint alleging fraud shall be referred to the Legal, Audits and Compliance Branch of the California Department of Education.

4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in Administrative Regulation 4030 – Non-Discrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.

Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with the procedures in Administrative Regulation 1312.4 – Williams Uniform Complaint Procedures. (EC 35186) (5 CCR 4611)

Community Relations

Except as the governing board may otherwise specifically provide in other district policies, these general UCP shall be used to investigate and resolve only the complaints specified in Board Policy 1312.3. (AR 1312.3)

Compliance Officers

The Simi Valley Unified School District designates the assistant superintendent of Educational Services as the employee responsible for coordinating the district’s response to complaints and for complying with state and federal civil rights laws. The assistant superintendent also serves as the compliance officer (AR 5145.3-Nondiscrimination/ Harassment) responsible for handling complaints regarding unlawful discrimination (such as discriminatory harassment, intimidation, or bullying). The assistant superintendent shall receive and coordinate the investigation of complaints and shall ensure district compliance with law.

The compliance officer who receives the complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, if applicable, if another compliance officer is assigned the complaint. In no instance shall a compliance officer be assigned to a complaint in
which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer’s ability to investigate the complaint fairly and without bias shall be filed with the superintendent or designee who shall determine how the complaint will be investigated.

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

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during and pending the results of an investigation. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the superintendent or designee, or, if appropriate, the site principal to implement, one or more of the interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

Notifications

The district’s UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (EC 234.1)

The superintendent or designee shall annually provide written notification of the district’s UCP, to students, employees, parents/guardians of district students, district advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties.

The notice shall include:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group and all programs and activities that are subject to UCP as identified in the section “Complaints Subject to UCP” in the accompanying Board Policy
2. A statement that a complaint regarding student fees or the Local Control and Accountability Plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint (cf. 0460 - Local Control and Accountability Plan. (cf. 3260 - Fees and Charges)
3. A statement that a student enrolled in a public school shall 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
4. A statement that a complaint regarding student fees must be filed no later than one year from the date the alleged violation occurred
5. A statement that the district will post a standardized notice of the educational rights of foster youth, homeless students, former juvenile court school students now enrolled in the district, children of military families, migrant students, and immigrant students enrolled in a newcomer program, as specified in Education Codes 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process
6. Identification of the responsible staff member(s), position(s), or unit(s) designated to receive complaints
7. A statement that complaints will be investigated in accordance with the district’s UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant
8. A statement that the complainant has a right to appeal the district’s decision to the California Department of Education by filing a written appeal, including a copy of the original complaint and the district’s decision, within 15 days of receiving the district’s decision
9. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal antidiscrimination laws, if applicable.

10. A statement that copies of the district’s UCP are available free of charge.

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the district website and may be provided through district-supported social media, if available.

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

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

**Filing of Complaint**

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

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

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

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy (item I of the section “Complaints Subject to the UCP”) may be filed by any individual, public agency, or organization.

2. Any complaint alleging non-compliance with law regarding the prohibition student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against charging of unlawful student fees may be filed with the principal of the school or with the superintendent or designee. However, any such complaint shall be filed no later than one year from the date the alleged violation occurred. (EC 49013, 52075; 5 CCR 4630)

3. A complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), may be filed only by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than 6 months from the date when the discrimination occurred, or 6 months from the date when the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)

4. When a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.

5. When the complainant of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) or the alleged victim, when he/she is not the complainant, requests confidentiality, the compliance officer shall inform him/her that the request may limit the district’s ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district will nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.
Mediation

Within 3 business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation. Meditation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of a sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation, unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) the compliance officer shall ensure that all parties agree to make the mediator a party to relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district’s timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed to through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

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

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

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

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

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

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

Timeline for Final Decision

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant, a written report as described in the section “Final Written Decision” below, within 60 calendar days of the district’s receipt of the complaint. (5 CCR 4631)
For any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent shall be informed of any extension of the timeline agreed to by the complainant. The respondent also shall be sent the district’s final written decision at the same time it is provided to the complainant.

**Final Written Decision**

For all complaints, the district’s final written decision shall include:

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

For complaints of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred. (5 CCR 4631)

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

a. The manner in which the misconduct affected one or more students’ education.
b. The type, frequency, and duration of the misconduct.
c. The relationship between the alleged victim(s) and offender(s).
d. The number of persons engaged in the conduct and at whom the conduct was directed.
e. The size of the school, location of the incidents, and context in which they occurred.
f. Other incidents at the school involving different individuals.

5. Corrective action(s), including any actions that have been taken or will be taken to address the allegations in the complaint and including, with respect to a student fees complaint, a remedy that comports with EC 49013 and 5 CCR 4600.

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

a. The corrective actions imposed on the respondent.

b. Individual remedies offered or provided to the complainant or another person who was the subject of the complaint, but this information should not be shared with the respondent.

c. Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence.

6. Notice of the complainant’s and respondent’s right to appeal the district’s decision to the California Department of Education within 15 calendar days and procedures to be followed for initiating such an appeal.

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

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

If the complaint involves a limited-English-proficient student or parent/guardian and the student involved is enrolled in a school at which 15 percent or more of the students speak a single primary language other than English, then the decision shall also be translated into that language pursuant to Education Code 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

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

1. The complainant may pursue available civil law remedies outside of the district’s complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the California Department of Education.
2. The 60-day moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law.
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination.

Corrective Actions

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

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

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

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

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

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

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

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

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

For complaints alleging noncompliance with the laws regarding student fees, the district shall attempt in good faith, by reasonable efforts to identify and fully reimburse all affected students and parents/guardians who have paid the unlawful student fees within one year prior to the filing of the complaint.

**Appeals to the California Department of Education**

Any complainant who is dissatisfied with the district’s final written decision of a complaint regarding any specified federal or state educational program subject to the UCP may file an appeal in writing with the California Department of Education within 15 calendar days of receiving the district’s decision.

When a respondent in any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying) is dissatisfied with the district’s final written decision, the respondent, in the same manner as the complainant, may file an appeal with the California Department of Education.

Upon notification by the California Department of Education the district’s decision has been appealed, the superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

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

(Board Policy and Administrative Regulation revised May 15, 2018)

For students, employees, parents/guardians, school and district advisory committee members, appropriate private school officials, and other interested parties

The Simi Valley Unified School District has the primary responsibility to insure compliance with applicable state and federal laws and regulations. We have established procedures to address allegations of unlawful discrimination, such as discriminatory harassment, intimidation, or bullying complaints alleging violation of state or federal laws governing educational programs, the charging of unlawful pupil fees, and the non-compliance of our Local Control and Accountability Plan (LCAP).

The Simi Valley Unified School District will investigate any complaint, by a student, employee, or other person participating in a district program or activity, alleging the occurrence of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) in district programs and activities, including 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, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person’s association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610).

The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in:

- Adult School Education
- After School Education and Safety
- Agricultural Career Technical Education
- American Indian Ed & Early Childhood Ed Program Assessments
- Bilingual Education
- California Peer Assistance & Review Programs for Teachers
- Career Technical Education & Technical Training
- Child Care and Development Programs (including state preschool)
- Consolidated Categorical Aid / Economic Impact Aid
- Federal Every Student Succeeds Act
- Foster and Homeless Youth
- Former Juvenile Court School Student, child of military family, migrant, newly arrive immigrant re credits/graduation req.
- Instruction: Course Periods without Educational Content or Previously Completed Courses
- Local Control Accountability Plan
- Migrant Education/Newcomer Program
- Child Nutrition Services
- Physical Education – Instructional Minutes
- Pupil Fees
- Regional Occupational Centers and Programs
- School Safety Plans
- School Plan for Student Achievement
- Special Education & Compensatory Education
- Student Learner Accommodations
- Tobacco-Use Prevention Education

A pupil fees and/or LCAP complaint may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint. A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity. A pupil fee complaint shall not be filed later than one year from the date the alleged violation occurred. *Complaints of noncompliance with laws relating to pupil fees are filed with a principal of a school.

The Board is required to adopt and annually update a local control and accountability plan (LCAP), in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.
A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and check out from school, as well as the responsibilities of the district liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades when he/she transfers between schools or between the district and another district.

We shall post a standardized notice of the educational rights of foster and homeless youth, as specified in Education Code Sections 48653, 48653.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information as applicable.

Complaints other than issues relating to pupil fees must be filed in writing with the following compliance officer:

Assistant Superintendent, Educational Services
101 W. Cochran Street
Simi Valley, CA 93065
(805) 306-4500, ext 4201

A complaint alleging retaliation, unlawful discrimination, such as discriminatory harassment, intimidation, or bullying, must be filed within six (6) months from the date the alleged discrimination, harassment, intimidation, or bullying, occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying, unless the time for filing is extended by the assistant superintendent or his or her designee.

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) calendar days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The LEA person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 4680-4687 and in accordance with local procedures adopted under section 4621.

The complainant has a right to appeal the Simi Valley Unified School District Decision to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving the Simi Valley Unified School District Decision. The appeal must include a copy of the originally filed complaint and a copy of the Simi Valley Unified School District Decision; or the complainant may pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education’s Office for Civil Rights (OCR) in cases involving unlawful discrimination, such as discriminatory harassment, intimidation, or bullying.

Civil law remedies may be available, 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, if applicable.

Copies of the district’s UCP are available free of charge.
VICTIM OF A VIOLENT CRIME
A student who becomes a victim of a violent criminal offense while in or on the grounds of a school that the student attends, has the right to transfer to another school within the Simi Valley Unified School District. The district has 14 calendar days to offer students the option to transfer. For more information, please contact the office of Educational Services. (20 USC 7912)

VIDEO SURVEILLANCE/ELECTRONIC MONITORING OF SCHOOL FACILITIES
In order to promote student and staff safety, and deter unauthorized access and destructive acts (E.G., theft and vandalism), the Simi Valley Unified School District Board authorizes the use of video surveillance and electronic monitoring equipment on school property, and in school buildings and school buses. Information obtained through video surveillance/electronic monitoring may be used to identify intruders and persons breaking the law, Board Policy, or the Student Codes of Conduct (i.e. it may be used as evidence in disciplinary actions and criminal proceedings). Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera shall be subject to disciplinary action.

WILLIAMS COMPLAINT POLICY AND PROCEDURE
Notice to Parents/Guardians, Students and Teachers: Kindergarten to 12th Grade Complaint Rights
To parents/guardians, students, and teachers, pursuant to Education Code 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials. That means each student, including English learners, must have a textbook or instructional materials or both, to use in class and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. 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.

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 statute to hold.

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.

4. If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district’s Williams Uniform Complaint Procedures as required by law. A complaint form may be obtained at the school office or district office, or downloaded from the school or district web site. You may also download a copy of the California Department of Education complaint form from the following web site: www.cde.ca.gov/re/cp/ue. However, a complaint need not be filed using either the district’s complaint form or the complaint form from the California Department of Education.
ELEMENTARY AND MIDDLE SCHOOLS

ENTRANCE HEALTH SCREENING
Parents/guardians are required to arrange for their child to have a physical exam before their child enters public school not longer than 18 months before entering 1st grade or within 90 days after entrance into the 1st grade. Written documentation is required to show that the student has received a health screening. Free health screenings are available through the local public health department. The physical examination requirement may be waived if the parent/guardian having control or charge of the student files with the principal of the school a written statement that he/she will not consent to the student being given a physical examination. Such a waiver is valid for the current school year. Any student under a physical examination waiver may be sent home if, for good reasons, he/she is believed to be suffering from a recognized contagious or infectious disease.

ORAL HEALTH ASSESSMENT
Each student who enrolls in kindergarten in a public school, or who enrolls in first grade in a public school if the student was not previously enrolled in kindergarten in a public school, is to present proof of having received an oral health assessment that was performed no earlier than 12 months prior to the date of the initial enrollment of the student. (EC 49452.8)

SCHOOL BUS SAFETY
All students in pre-kindergarten, kindergarten, and grades 1 to 6 shall receive written information on school bus safety (i.e., a list of school bus stops near each student’s home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops).

Before leaving on a school activity trip, all students riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, the location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. (EC 39831.5)

STANDARDS FOR PROMOTION FOR ELEMENTARY SCHOOL GRADES KINDERGARTEN TO 6TH
Elementary students are assessed each year to ensure that they are adequately achieving mastery in district-adopted grade-level content standards in reading, math, and writing. Each fall, progress reports will be available online to students in elementary grades kindergarten to 6th. Parents/guardians are informed about their child’s progress at parent-teacher conferences. At the conference, parents/guardians may also be informed that their child could possibly be retained (held back) in their current grade if the child is not making adequate progress. Communication is provided to parents/guardians throughout the school year about their child’s progress toward meeting the standards for promotion.

STANDARDS FOR PROMOTION FOR MIDDLE SCHOOL GRADES 6, 7, AND 8
Middle school students are assessed each year to ensure that they are adequately achieving mastery in district-adopted grade-level content standards in reading, math, and writing. These standards are aligned to the California State Standards. Parents/guardians are first notified that adequate progress is not being demonstrated in the fall after the first quarter grading period and after each grading period thereafter. Students identified as not mastering these standards may be recommended for an intervention program. Communication is provided to the parent/guardian throughout the school year regarding the status of their student’s progress toward mastering the content standards.
HIGH SCHOOLS

ACCESS BY MILITARY RECRUITERS

Federal law requires school districts to provide military recruiters the same access to their high school students as is provided to colleges, universities, or trade schools, or to prospective employers. Parents may request that the district not release their student’s name, address, and telephone number without prior written consent. Written notice must be submitted to the school if the parent/guardian wishes to deny access. (20 USC 7908)

CAL GRANT PROGRAM

The Grade Point Average (GPA) of students in 12th grade will be forwarded to the Student Aid Commission for use in the Cal Grant application process unless the student or his/her parent/guardian (if student is under 18 years) opts out prior to October 1 of the student’s 12th grade year. Opt-out forms are available in the school counseling offices and on the district website at www.simivalleyusd.org/LCAP-AnnualNotifications. (EC 69432.9)

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, and any minimum 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. All students in grade 12 are automatically considered a Cal Grant applicant and each student’s GPA will be submitted to the CASC electronically by a school or District official. A student, or the parent/guardian of a student under 18, may complete a form to indicate that he/she does not wish for the school to electronically send CASC the student’s GPA. (EC 69432.9)

CALIFORNIA HIGH SCHOOL PROFICIENCY EXAM (CHSPE):

The California High School Proficiency Exam (CHSPE) is a voluntary test that assesses proficiency in basic reading, writing, and mathematics skills taught in public schools. Eligible students who pass 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/guardian, leave high school early. The Certificate of Proficiency, however, is not equivalent to completing all course work required for regular graduation from high school. AB 2656 prohibits charging application fees to foster youth under 25 years of age. For more information, including administration dates and registration deadlines, visit the following website: www.chspe.net. (5 CCR 11523)

COLLEGE ADMISSIONS PLANNING AND CAREER TECHNICAL EDUCATION (CTE)

College Admissions Requirements and Higher Education Information: California offers community colleges, California State Universities (CSU), and Universities of California (UC) for students who wish to continue their education after high school. In high school, you can attend community college courses concurrently with high school, free of tuition. In order to attend a CSU, you have to take specific high school courses, have the appropriate grades and test scores, and have graduated from high school. Test scores are not required if your GPA is 3.0 or above.

In order to attend a UC, you must meet requirements for coursework, GPA, and test scores, or rank in the top four percent at a participating high school or qualify by examination alone. You may also transfer to a CSU or UC after attending a community college. For more information on college admission requirements, please refer to the following websites:

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

- California Department of Education Career Technical Education (www.cde.ca.gov/ci/ct/) This is the California Department of Education’s Career Technical Education site.

- Assist.Org (www.assist.org) This interactive site provides course transfer information for students planning to transfer from a California Community College to a CSU or UC.
- **California State Universities** ([www2.calstate.edu/](http://www2.calstate.edu/)) This extensive site offers help to students and their families on the CSU system, including the ability to apply online, and links to all CSU campuses.

- **University of California** ([www.universityofcalifornia.edu](http://www.universityofcalifornia.edu)) This massive website offers information regarding admissions, online application, and links to all UC campuses.

You may meet with a school counselor to choose courses at your school that meet college admission requirements as well as prepare your student for their desired career path. Freshmen are encouraged to take a College and Career Seminar course, which will facilitate the development of a 10-year plan for each student. This course is articulated for college credit at Moorpark College and may be transferable credit to other colleges/universities.

Throughout the College and Career Seminar course, students will be exposed to a variety of Pathways through which students may take courses aligned to their desired field. In addition to course work, within a Pathway, students will have the opportunity to develop strategic skills and participate in job shadows, field trips, practicum courses, and internships. Some Pathway courses will also offer industry certifications required for entry-level jobs and industry standard certifications.

For more information please speak to your high school counselor or visit [www.simivallevusd.org/pathways](http://www.simivallevusd.org/pathways). (EC 51229)

**FEDERAL STUDENT AID OR THE CALIFORNIA DREAM ACT:**

Under state law, school districts are to ensure that students, before entering 12th grade, are entitled to information on how to properly complete and submit the Free Application for Federal Student Aid (FAFSA) of the California Dream Act application at least once. This information should be available in a timely manner as financial aid is awarded in order of submission according to deadlines, on a first-come, first served basis. All family and student personal information will be protected according to state and federal privacy laws and regulations. The Simi Valley Unified School District holds an annual districtwide financial aid night for students and their families where information on the FAFSA is presented. Additionally, each high school’s college and career counselors are available to provide individual assistance.

**FOSTER YOUTH EXEMPTION FROM LOCAL GRADUATION REQUIREMENTS**

Foster and homeless youth are allowed educational rights, such as: immediate enrollment, remain in school of origin, enrollment in local comprehensive school, partial credits, graduation with state minimum requirements with possible fifth year/exemption from local graduation requirements, and access to academic resources, services and extracurricular activities, as well as first priority enrollment in before and after school programs. A local educational agency must provide a remedy to the affected student following the Uniform Complaint Procedures, including information regarding exemption from graduation requirements if educational rights are not allowed at the public high school. (EC 48853, 49069, AND 51225.2)

Foster youth rights and a listing of school site foster/homeless youth liaisons can be found on the district website at [www.simivallevusd.org/foster-homeless](http://www.simivallevusd.org/foster-homeless).

**HEALTH INSURANCE COVERAGE FOR ATHLETES**

Under California 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 requirement can be met by the school district through insurance and other health benefits that cover medical and hospital expenses. Simi Valley Unified School District does not provide athletic injury insurance but does make insurance available for purchase by students participating in athletic events. (EC 32221, 49471; BP 5143) Please refer to your school office or the district website for information on these insurance programs.

Some students may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. For additional information or to enroll in MediCal or Covered California, please call 800.300.1506 or enroll online at [www.coveredca.com](http://www.coveredca.com). (EC 3221.5)
OFF-CAMPUS LUNCH

The Simi Valley Unified School District Board permits students enrolled at any high school to leave the school grounds during the lunch period. Neither the school district, or any officer or employee thereof, shall be liable for the conduct nor safety of any student during such time as the student has left the school grounds, pursuant to this section. (EC 44808.5)

PREGNANT AND PARENTING STUDENTS

The Simi Valley Unified School District Board recognizes that early marriage, pregnancy, or parenting and related responsibilities, may disrupt a student’s education and increase the chance of a student dropping out of school. The Simi Valley Unified School District Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and promote the healthy development of their children.

The district shall not exclude or deny any student from any educational program or activity, including any class or extracurricular activity, solely on the basis of the student’s pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery. In addition, the district shall 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.

The superintendent or designee shall annually notify parents/guardians at the beginning of the school year of the rights and options available to pregnant and parenting students under the law. In addition, pregnant and parenting students shall be notified of the rights and options available to them under the law through annual school year welcome packets and through independent study packets. For school-related purposes, a student under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved.

Pregnant and parenting students shall retain the right to participate in the regular education program or an alternative program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.

Pregnant or parenting students may be excused for absences for medical appointments and other purposes specified Board Policy/Administrative Regulation 5113 - Absences and Excuses. A student shall be excused for absences to care for a sick child for whom the student is the custodial parent. A note from a physician shall not be required for such an absence. (EC 48205)

A pregnant or parenting student shall be entitled to eight weeks of parental leave in order to protect the health of the student who gives or expects to give birth and the infant, and to allow the pregnant or parenting student to care for and bond with the infant. Such leave may be taken before the birth of the student’s infant if there is a medical necessity, and after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction. The superintendent or designee may grant parental leave beyond eight weeks if deemed medically necessary by the student’s physician.

The student, if age 18 years or older, or the student’s parent/guardian, shall notify the school of the student’s intent to take parental leave. No student shall be required to take all or part of the parental leave. When a student takes parental leave, the attendance supervisor shall ensure that absences from the regular school program are excused until the student is able to return to the regular school program or an alternative education program. A pregnant or parenting student shall not be required to complete academic work or other school requirements during the period of the parental leave.

Following the leave, a pregnant or parenting student may elect to return to the school and the course of study in which the student was enrolled before taking parental leave or to an alternative education option provided by the district. Upon return to school, a pregnant or parenting student shall have opportunities to make up work missed during the leave, including, but not limited to, makeup work plans and re-enrollment in courses.

When necessary to complete high school graduation requirements, the student may remain enrolled in school for a fifth year of instruction, unless the superintendent or designee makes a finding that the student is reasonably able to complete
district graduation requirements in time to graduate by the end of the fourth year of high school.

When necessary, the district shall provide accommodations to enable pregnant and parenting students to access the educational program. A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions.

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to:

1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child.
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
3. Access to a power source for a breast pump or any other equipment used to express breast milk.
4. Access to a place to store expressed breast milk safely.
5. A reasonable amount of time to accommodate the student’s need to express breast milk or breastfeed an infant child.

RETROACTIVE GRANT OF HIGH SCHOOL DIPLOMAS: DEPARTED AND DEPORTED STUDENTS

The Simi Valley Unified School District Board may award a diploma to any student who may have been deported outside the United States, if the student is in good-standing after completing the second year of high school. Any transfer credits from outside the United States will be considered as completion through online or foreign classes.
SPECIAL CIRCUMSTANCES

AFTER-SCHOOL EDUCATION AND SAFETY (ASES)

The After-School Education and Safety Program serves students in kindergarten through grade 9 at participating public schools, including charter schools. The grades served by the program at participating schools are determined by local needs. Programs that charge family fees shall not charge for a child who is homeless or in foster care. First priority for enrollment goes to students who are identified by the program as homeless at the time they apply or at any time during the school year, and students who are identified by the program as being in foster care; second priority in programs serving middle and junior high school pupils goes to those who attend daily. The program must inform the parent or caregiver of a pupil of the right of homeless and foster children to receive priority enrollment and how to request priority enrollment. (EC 8482.6, 8483, 8483.1)

Simi Valley Unified School District works with the Boys and Girls Club of Moorpark and Simi Valley to provide an after-school education and enrichment program under the guidelines of the After-School Education and Safety Grant (ASES). The Boys and Gifts Club currently operates the ASES program for three Simi Valley Unified School District elementary schools for grades kindergarten to 6th: Berylwood, Park View and Santa Susana Elementary schools.

BILINGUAL EDUCATION

The Simi Valley Unified School District will provide parents/guardians an opportunity for consultation before placing their child in a program of bilingual education. Notification is required, by mail or in person, to inform parents/guardians:

1. In a simple, non-technical description of purposes, method, and content of the program.
2. That they have the right and are encouraged to visit classes and to come to the school for a conference to explain the nature and objectives of bilingual education.
3. Of their right not to have their child enrolled in such a program.
4. Of the opportunity to participate in the school or school district advisory committee, or both.

Written notice shall be provided in English and the primary language of the student.

CAREER TECHNICAL EDUCATION COURSE

School districts that elect to allow a career technical course to satisfy the graduation requirement imposed by Education Code 51225.3 a, l, e) must provide the following notifications:

1. Information about the district’s high school graduation requirements and how each requirement satisfies or does not satisfy the subject matter requirements for admission to the California State University and the University of California.
2. A complete list of career technical education courses offered by the school district that satisfy the subject matter requirements for admission to the California State University and the University of California, and which of the specific college admission requirements these courses satisfy.

Specific information on Career Technical Education courses and Pathways can be found online in the Simi Valley Unified School District’s High School Course Catalog. The catalog is posted on the district’s website and on each high school’s website. (EC 48980m)

COMPETITIVE ATHLETICS

Beginning with the 2015-2016 school year, and every year thereafter, every public school offering competitive athletics will make available to the public at the end of the school year all of the following information:

1. The total enrollment of the school classified by gender.
2. The number of students enrolled at the school who participate in competitive athletics, classified by gender.
3. The number of boys’ and girls’ teams classified by sport and by competition level.

Schools shall make the information available on the school’s website. “Competitive athletics” means sports where the activity has coaches, a governing organization, and practices, and competes during a defined season, and has competition as its primary goal. (EC 221.9)

EDUCATIONAL EQUITY: IMMIGRATION AND CITIZENSHIP STATUS

All persons in public schools, regardless of their Immigration status, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other specified characteristic, are to be afforded equal rights and opportunities in the schools, and are not to be discriminated against on the basis of these specific characteristics in any program or activity conducted by the school that receives or benefits from state financial assistance or enrolls students who receive state financial aid.

School officials are prohibited from collecting information or documents regarding citizenship or immigration status of students or their family members. Schools are to adopt a policy that prohibits and adopt a process for receiving and investigating complaints of discrimination, harassment, intimidation, and bullying based on those actual or perceived specified characteristics. The superintendent of a school district or county office of education and principal of a charter school are to report to the governing board of local educational agency in a timely manner any requests for information or access to the school site by an officer or employee or a law enforcement agency for the purpose of enforcing the immigration laws in a manner that ensures the confidentiality and privacy of any potentially identifying information.

Schools are encouraged, when an employee is aware that a student’s parent/guardian is not available to care for the student, to work with parents or guardians to update the emergency contact information and not to contact Child Protective Services to arrange for the student’s care unless the school is unable to arrange for care through the use of emergency contact information or instructions provided by the student’s parent or guardian. Governing boards or schools are to provide information to parents and guardians as appropriate, regarding their children’s right to a free public education, regardless of immigration status or religious beliefs. Schools and school districts will adopt by July 1, 2018 model policies created by the California Attorney General, limiting immigration enforcement at public schools ensuring that public schools remain safe and accessible regardless of immigration status. (ED 200, 220, 234.1)

The Equity in Higher Education Act states that all persons, regardless of their disability, gender, gender identify, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other specified characteristics, equal rights and opportunities, and adds this opportunity to apply for financial aid for higher education to also be equitable, and an application may not be denied of a student based on their immigration status. This does not guarantee any final eligibility, but simply an ability to apply for financial aid just like any other student, without discrimination. (EC66251, 66270 and 66270.3)

EDUCATION FOR ENGLISH LEARNERS

Parents are to be notified by schools that in addition to their child’s English proficiency status, for which they are notified using the English Language Proficiency for Assessments for California (ELPAC), and they are to be notified that their child is a “Long-Term English Learner” or is an “English Learner At-Risk of Becoming a Long-Term English Learner.” Note: Schools are required to send an alternative notice to comply with this requirement according to assessment results. (EC 313.2)

ELEMENTARY GIFTED AND TALENTED EDUCATION (GATE) PROGRAM

All Simi Valley Unified School District elementary schools will offer opportunities for students to be identified for Gifted and Talented Education (GATE). Eligible students will be identified as GATE. GATE students at the same grade level are clustered together with students who are not identified as GATE. This allows GATE children the opportunity to learn with other gifted students while interacting with non-GATE identified peers. (5 CCR 38331)
FIREARMS: GUN-FREE SCHOOL ZONE

California prohibits any person from possessing a firearm on, or within 1,000 feet from, the grounds of a public or private school. Any person holding a valid license to carry a concealed firearm is allowed to carry a firearm in an area that is within 1,000 feet of, but not on school grounds. (Exception: Certain appointed peace officers who are authorized to carry a firearm by their appointing agency, and certain retired reserve peace officers who are authorized to carry a concealed or loaded firearm.)

A person holding a valid license to carry a concealed firearm may carry ammunition or reloaded ammunition onto school grounds if it is in a motor vehicle at all times and is within a locked container or within the locked trunk of the vehicle. (PC 626.9 and 30310)

LACTATION ACCOMMODATIONS

Any student who is lactating will have reasonable accommodations made at her campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. These reasonable accommodations include, but are not limited, access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child, permission to bring onto a school campus any equipment used to express breast milk, access to a power source for that equipment, and access to a place to safety store expressed breast milk.

A lactating student will also be given a reasonable amount of time to accommodate the need to express breast milk or breast-feed an infant child. A lactating student will not incur an academic penalty as a result of her use, during the school day, of these reasonable accommodations. (EC 222)

LANGUAGE ACQUISITION PROGRAM

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

The requirements of Section 305 may be waived with the prior written informed consent, to be provided annually, of the child’s parents or legal guardian under the circumstances specified below and in Section 311. Such informed consent shall require that said parent/guardian personally visits the school to apply for the waiver and that they will be provided a full description of the educational materials to be used in the different educational program choices and all the educational opportunities available to their child. Under such parental waiver conditions, children may be transferred to classes where they are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Individual schools in which 20 students or more of a given grade level receive a waiver shall be required to offer such a class, otherwise, they must allow the students to transfer to a public school in which such a class is offered.

MIGRANT AND NEWLY-ARRIVED IMMIGRANT STUDENTS: GRADUATION REQUIREMENTS AND CONTINUED EDUCATION OPTIONS

Notice shall be provided in language that the parent and student understands within 30 days of migration: When a student completes the state minimum coursework requirements and becomes eligible for a diploma, to notify the student, the educational rights holders all of the following: The student’s right to a diploma issued by the school district of residence if he or she completed the graduation requirements for high school student who transferred in their 3rd or 4th year of high school from another country or other school district. The school district of residence shall issue to the student a diploma from the school the student last attended after the transfer and accept coursework satisfactorily completed from the school previously attended, as well as from a country other than the United States. The district will explain how taking coursework and other requirements adopted by the governing board or charter school or continuing education upon transfer, will affect the student’s ability to gain admission to a post-secondary educational institution; information about transfer opportunities available through the California Community Colleges; the student’s or the education right holder’s, as applicable, option to allow the pupil to take additional coursework for a 5th year of high
school toward an achievable diploma requirement. If the district fails to provide timely notice, the student shall be eligible for the diploma once notified, even if that notification occurs after the initial transfer. In addition, the statewide minimum coursework and other requirements adopted by the governing board of the district shall do both the following: Inform the student of his/her option to take coursework and other requirements adopted by the governing board; permit the student, upon agreement with the student, if the student is 18 years of age or older, or, if the student is under 18 years of age, upon agreement with the person holding the right to make educational decisions for the student, to take coursework or other requirements adopted by the governing board, to take additional coursework for a 5th year of high school, to consider enrollment in a school operated by the LEA, benefit from continued instruction, and graduate from high school with a valid diploma. If a student participating in a newcomer program is exempted from local graduation requirements, the exemption shall continue to apply after the student no longer meets the definition of a “student participating in a newcomer program” while he/she is enrolled in school or if the student transfers again to another school, including a charter school, or school district during the 3rd or 4th year of high school. Students and parents of migratory children shall not request a transfer solely to qualify for this exemption.

MIGRANT EDUCATION

School districts receiving migrant education funds or services must actively seek parent/guardian involvement in the planning, operation, and evaluation of its programs through a parent advisory council. Notification is to be made to the parents/guardians in a language they understand, and the parents/guardians have sole authority to decide the composition of council. (EC 5444.2)

OPEN MEETINGS: PUBLIC COMMENTS AND LANGUAGE INTERPRETATION

The Simi Valley Unified School District Board must allow at least twice the allotted time for public comment to speakers who require interpretation services. (GC 54954.3)

PERSISTENTLY DANGEROUS SCHOOLS

The school district must have a written policy stating that students who attend a persistently dangerous school must be allowed to attend a safe public school. The written policy must be communicated to all parties. Simi Valley Unified School District’s Intradistrict Open Enrollment provides for this policy. (20 USC 7912)

PUPIL RECORDS OBTAINED FROM SOCIAL MEDIA

The Simi Valley Unified School District is required, if it considers having a program to gather or maintain in its records any information obtained from social media of any enrolled student to first notify students and their parents/guardians about the proposed program, and to provide an opportunity for public comment at a regularly scheduled public meeting of the governing board before the adoption of the program. Once a program is adopted, the following information must be provided to parents/guardians as part of the annual notification:

1. The definition of social media.
2. Assurance that the information gathered or maintained pertains directly to school or student safety.
3. An explanation of the process by which a student or a parent/guardian may access the student’s records to examine the information gathered or maintained.
4. An explanation of the process by which a student or parent/guardian may request the removal of information or make corrections to information gathered or maintained.
5. Notice that the information gathered and maintained shall be destroyed within one year after a student turns 18 years of age, or within one year after the student is no longer enrolled, whichever occurs first. (EC 49073.6)
SEXUAL ABUSE, HUMAN TRAFFICKING, AND SEXUAL AWARENESS AND PREVENTION

Authorizes school districts to provide age appropriate instruction for students in kindergarten through grade 12 in sexual abuse, sexual assault awareness, and human trafficking prevention education, which includes instruction on the frequency and nature of sexual abuse and human trafficking; strategies to reduce their risk; techniques to set healthy boundaries; and how to safely report an incident. Parents/guardians may submit a written request to excuse their child from participation in any class involving sexual abuse, sexual assault, and human trafficking prevention education, and assessments related to that education.

Child Abuse Prevention Training Program

Parents/guardians have the right to refuse to allow their children to participate in any child abuse primary prevention program, which is directed to preventing physical or sexual abuse or child neglect and child abduction. (WIC 18976.5; EC 51950)

SUICIDE AWARENESS AND PREVENTION

The Simi Valley Unified School District Board recognizes that suicide is a major cause of death and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. In an effort to reduce suicidal behavior and its impact on students and families, the superintendent or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for use by the district, the superintendent or designee may consult with school health professionals, school counselors, school psychologists, school social workers, administrators, other staff, parents/guardians, students, suicide prevention experts, local health agencies, mental health professionals and community organizations. Such measures and strategies shall include, but are not limited to:

1. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students.
2. Instruction to students in problem-solving and coping skills to promote students’ mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others.
3. Methods for promoting positive school climate that enhances students’ feelings of connectedness with the school, and that is characterized by caring staff and harmonious relationships among students.
4. Providing information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district’s suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help youth in crisis.
5. Encouragement for students to notify appropriate school personnel and other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student’s suicidal intentions.
6. Crisis intervention procedures for addressing suicide threats or attempts.
7. Counseling and other post-intervention strategies for helping students, staff, and others cope in the aftermath of a student’s suicide.

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students who are disabled by suicide; students with disabilities, mental illness, or substance use disorders; students who are experiencing homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender or questioning youth. A listing of resources can be found on our district’s website under Student Support Services: www.simivalleysd.org/suicideprevention.

TOBACCO-FREE CAMPUS (TUPE)

The Simi Valley Unified School District receives Tobacco Use Prevention Education (TUPE) funding and is required to adopt and enforce a tobacco-free campus policy no later than July of each fiscal year. Under this policy, the use of tobacco
products is prohibited at any time in district-owned or leased buildings, on district property, and in district vehicles. Signs stating, “Tobacco use is prohibited” must be prominently displayed at all entrances to school property. Information about smoking cessation support programs must be made available and encouraged for pupils and staff.

HSC 104495 prohibits smoking a cigarette, cigar, or other tobacco-related product and disposal of cigarette butts, cigar butts, or any other tobacco-related waste, within 25 feet of any playground or tot lot sandbox area. Any person who violates this section is guilty of an infraction and shall be punished by a fine of $250 for each violation of this section. The prohibitions do not apply to private property or a public sidewalk located within 25 feet of a playground or a tot lot sandbox area.

The Simi Valley Unified School District Board Policy 5131.62 states that students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine, while on campus, attending school-sponsored activities, or while under the supervision and control of district employees. Prohibited products include but are not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. (EC 48900, 48901) Possession or use of electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine, which mimics the use of tobacco products is also prohibited. (HSC 104420, 104495)

Senate Bill 977 states that tobacco use is prohibited by all persons within 250 feet of a park or facility where youth sports events are taking place, and the violation would be considered an infraction this is punishable by a fine of $250 for each violation.
SUGGESTED NOTIFICATIONS

ACCEPTABLE USE POLICY (AUP)

One of the adopted goals of the Simi Valley Unified School District is to assist in advancing the use of technology to enhance student learning. Access to Simi Valley Unified School District technology is a privilege, not a right, and students enrolled in district programs or activities must follow district guidelines and procedures regarding acceptable use of technology. All Simi Valley Unified School District students and their parents/guardians shall sign the Acceptable Use Policy before using district technological resources. The Simi Valley Unified School District shall make a diligent effort to filter the inappropriate or harmful matter accessible through the internet, and students shall 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.

AVOIDING ABSENCES, WRITTEN EXCUSES

Simi Valley Unified 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 planning vacations around traditional holiday periods, and thereby minimize student absences. It can be found at the beginning of this 2019-2020 Parents’ Rights Handbook or on the district’s website, www.simivalleyusd.org/calendars.

Following an absence, a student is required to bring a written excuse from home when returning to school. Illnesses, and doctor and dental appointments are considered excused absences. Absences without a written excuse are recorded as unexcused.

Tardiness

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

Truancy Definitions

A student is considered truant after three absences or three tardies of more than 30 minutes each time, or any combination thereof, and the absences or tardies are unexcused. After a student has been reported as truant three or more times in a school year and the Simi Valley Unified School District has made a conscientious effort to meet with the family, the student is considered a habitual truant. A student who is absent from school without a valid excuse for 10 percent or more of the school days 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. (EC 48260, 48262, 48263.6)

Arrest of Truants/School Attendance Review Boards (SARB)

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 his/her 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). (EC 48263, 48264)

Chronic Absenteeism

A student is considered a chronic absentee when he/she is absent on 10 percent 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. (EC 60901)
Arrival and Departure from School
The playground is not supervised until 15 minutes before class begins for your child. Children should not be on the school grounds before this time. Children are to go directly home after school. Any exceptions must have parental approval arranged through the principal. The playground is not supervised after school hours.

Leaving School During the Day
Students may not leave the school grounds before the end of the school day without permission of a school authority. If it is necessary for you to request us to release your child during school hours, please follow this procedure in accordance with district rules and regulations:

1. Send a signed note, dated, giving the reason and time of requested leave.
2. Arrange to pick up your child at the office. Either you or a designated adult on the emergency card must come to school and sign for the child.
3. Bring your child back to school through the school office if he/she is being returned before the regular dismissal time.

CHANGE OF EMERGENCY INFORMATION
The school office should be notified immediately of any change in a student’s address or telephone number, or any change of status that would change any of the emergency numbers needed by the school. Parents should also update their student’s emergency information including contact and health/medical information in the Aeries Parent Portal.

CHILD ABUSE AND NEGLECT REPORTING
The Simi Valley Unified School District is committed to protecting all students in its care. All employees of the district are considered mandated reporters, and as such are 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.

If district employees suspect child abuse/sexual assault/neglect, they are required by law to report their suspicions to the Department of Children and Family Services at 805.654.3200 and file a formal report. Employees are required to report suspected child abuse or neglect; the police department and/or Children and Family Services are required to investigate.

In the event that you suspect child abuse/sexual assault by a school district employee, call the Simi Valley Police Department at 805.583.6219. You may also report the suspected abuse/assault to the school principal or supervisor of the employee. Parents/guardians may file a formal complaint to the Superintendent of Schools, Simi Valley Unified School District, 101 W. Cochran, Simi Valley, CA 93065.

For additional information please call your local school or the district’s Educational Services Department, 805.306.4500, extension 4207 for elementary school or 805.306.4500, extension 4206 for middle and high school. (PC 11164 et seq.)

CALIFORNIA INTERSCHOLASTIC FEDERATION (CIF) ELIGIBILITY FOR STUDENT ATHLETES
The California Interscholastic Federation (CIF) Section may grant immediate eligibility for intradistrict and interdistrict transfers due to Board ruling, provided that the CIF Section establishes rules and procedures regulating the same.

The CIF governs the athletic eligibility of all students. Current CIF transfer rules can be obtained by contacting the Athletic Director at your child’s school, or by going to the CIF website at www.cifss.org.

Santa Susana High School students are precluded from participation in CIF sports.
CIVILITY ON SCHOOL GROUNDS
Any person who willfully disturbs any public school or any public school meeting is guilty of a misdemeanor, and shall be punished by a fine of not more than $500. It is unlawful for any person, except a parent/guardian acting toward his/her 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. (CC 1708.9; EC 32210)

COMMUNICABLE DISEASE GUIDELINES
With regard to the following diseases, a student may legally return to school:

- Chicken Pox: 5 days from onset of rash, or after all lesions are dry.
- Scarlet Fever: 48 hours from the start of effective antibiotic treatment.
- Impetigo: After treatment by a physician when all areas are treated and covered or dry.
- Ringworm: When affected areas are treated and covered.
- Head Lice: After treatment and when hair is free of nits (eggs).
- Scabies: After adequate treatment by a physician.
- Strep Throat: 24 hours after first doses of prescribed medicine.
- Pink Eye: Under treatment for 24 hours or no redness/drainage or by doctor’s note.
- Fifth Disease: No exclusion after rash appears

CUSTODY ISSUES
Custody disputes must be handled by the courts. The school or district has no legal jurisdiction to refuse a biological parent access to his/her 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 the child.

DETENTION
If it is necessary to keep a child in kindergarten to 2nd grade after school, the teacher will inform the parents/guardians prior to the afternoon of the day the child will stay. Students in grades 3 to 6 may be detained up to 15 minutes without providing advanced notification to parents. According to state law, a child may be legally kept after school for one hour. In the event the child rides a bus and detention is necessary, the parent/guardian will be required to arrange for transportation.

DISASTER PREPAREDNESS EDUCATIONAL MATERIALS
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 and guardians are encouraged to review the safety educational materials provided on the California Department of Education website at www.cde.ca.gov/ls/ss/cp/pupilsafetyeducmat.asp. (EC 32282.5)
ELECTRONIC LISTENING OR RECORDING DEVICE
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 shall be guilty of a misdemeanor. Any student in violation shall be subject to appropriate disciplinary action. (EC 51512)

ELECTRONIC NICOTINE DELIVERY SYSTEMS (ENDS AND E-CIGARETTES)
The Simi Valley Unified 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 properties 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. HSC 119405 prohibits the sales of e-cigarettes to minors, which means that students should not be in possession of any such devices. 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 SIGNALING DEVICES
By policy or practice, the Simi Valley Unified School District, or its individual schools, may regulate the rights of students to possess or use electronic signaling devices, including cell phones and pagers, during the school day or at school functions. Note: No student may be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician to be essential for the health of the student and the use of which is limited to the student’s health. (EC 48901.5)

FOSTER AND HOMELESS YOUTH EDUCATIONAL PLACEMENT
The Simi Valley Unified School District is required to provide educational liaisons to ensure foster and homeless students receive stable school placements which are in the best interests of the child; placement in least restrictive educational programs; access to academic resources, services, and extracurricular and enrichment activities available to all pupils; full and partial credits for coursework taken; and meaningful opportunity to meet state pupil academic achievement standards. (EC 48850 et seq.)

Foster and homeless youth rights and a listing of school site foster/homeless youth liaisons can be found on the district website at www.simivalleyusd.org/foster-homeless.

HEALTH CARE COVERAGE
California public schools are required to provide information on enrollment forms about health care coverage options and enrollment assistance for parents/guardians. Schools may also include a fact sheet with its enrollment forms explaining basic information about affordable health care coverage options for children and families. Information on affordable health care and student accident insurance is provided in this document and on the district website. (EC 49452.9)

MEGAN’S LAW
Information about registered sex offenders in California can be found on the California Department of Justice’s website: 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.
We recommend that parents/guardians remind their children of general practices that help assure children’s safety. Such practices include, but are not limited to:

1. Walk to and from school with one or more friends.
2. Don’t talk to strangers.
3. Don’t approach unfamiliar cars.
4. Know who to go to at school to report unusual incidents.
5. Contact a family member or friend if a child’s plans after school change on any given day.

For further information about any registered sex offender and more ways to protect children, parents/guardians may contact a Simi Valley Police Department’s Sexual Assault detective at 805.583.6218 or 805.583.6219. (PC 290 et seq.)

NON-ENGLISH FLUENT PARENTS/GUARDIANS

The superintendent or designee shall take all responsible steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language, of the rights and opportunities available to them. (cf. 5020-Parent/Guardian Rights and Responsibilities; EC 51101.1)

PROPERTY DAMAGE

Parents/guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma and transcript of the student until restitution is paid. (EC 48904)

PROVISIONS FOR THE HANDICAPPED

The Simi Valley Unified School District accommodates individuals with disabilities. Advance notice of 48 hours is required to meet special needs for public meetings or school visitations. If an accommodation is needed for a public meeting, please contact the Superintendent’s office at 805.306.4300, extension 4002. If an accommodation is needed for a school visitation, please contact the main office of the school in question.

RELEASE OF INFORMATION PURSUANT TO A COURT ORDER

School officials may be required by a court order to provide information concerning a student. A reasonable effort must be made by school officials to notify the parent/guardian and the student in advance. (EC 49077)

RELEASE OF A STUDENT TO A PEACE OFFICER

School officials are required to take immediate steps to notify parents/guardians when a student is taken into custody by a peace officer, except when the child is taken into custody as a victim of child abuse. In such cases, law enforcement would assume all notification responsibilities. (EC 48906)

REQUEST FOR SPECIAL EDUCATION SUPPORT

Special Education means specially designed instruction, at no cost to the parent/guardian, which meets the unique needs of individuals with exceptional needs whose educational needs cannot be met with modification of the regular instruction program. Special Education provides a full continuum of program options to meet the educational and service needs of individuals with exceptional needs in the least restrictive environment. If you believe that your child has a disability, which is affecting school success, contact your child’s school for an appointment to learn about the Special Education Referral and Assessment Procedures.
Parents/guardians of a Special Education student who wish to place their child in a non-public school must notify the district and allow the district sufficient time to respond to their proposed action before initiating placement. If this procedure is not followed, parents waive any right to retroactive reimbursement prior to a new Individualized Education Plan (IEP). (BP 6159.2; 6164.4)

SCHOOL ACCOUNTABILITY REPORT CARD (SARC)

On a yearly basis, the Simi Valley Unified School District and each district school issues a School Accountability Report Card (SARC). It is available on the district’s website, www.simivalleyusd.org/sarc. A printed copy of the report can be provided upon request. (EC 35256, 35258)

SCHOOL SAFETY PLAN AND PARENT EMERGENCY INFORMATION

Every Simi Valley Unified School District school site has a comprehensive school safety plan which includes a disaster preparedness plan, lock-down procedures and emergency procedures. A copy is available at each school office for parent/guardian viewing. Fire and emergency drills are held periodically at each school.

Emergencies will happen. Some might affect our schools and students. The following information will help guide families during a crisis that could involve our students. Please keep it handy for future reference. (EC 32280 et seq.)

When an Emergency Happens During School Hours

- **PLEASE REMAIN CALM.** Every staff member at every campus regularly trains in emergency procedures in numerous scenarios. They will do everything possible to keep your child safe.

- **PLEASE DO NOT CALL THE SCHOOL.** The phone lines need to be kept open for emergency calls. The district’s website, www.simivalleyusd.org, will post emergency information on the home page for all of the schools. The local media will also be updated with status changes. The city of Simi Valley maintains an emergency radio station, 530 AM, where damage reports and updates are broadcast. Local radio stations, KHAY 100.7 FM and KVEN 1450 AM, will regularly report on emergency situations. In the event of a brush fire, the County of Ventura maintains an excellent website resource, www.readyventuracounty.org, where you can track the location and progress of firefighting and other emergency efforts. Lastly, the local office of the American Red Cross (www.arcventura.org or 805.339.2234) can provide information and resources in times of natural disaster.

- **PLEASE DO NOT IMMEDIATELY DRIVE TO THE SCHOOL.** Parents could impede the ability of emergency vehicles to get to the school. Please stay at home or at work until you are given instructions from the school.

- **REMEMBER THAT YOUR CHILD WILL ONLY BE RELEASED TO THE ADULTS YOU LISTED ON YOUR EMERGENCY CONTACT LIST.** It’s important to update this information through Aeries Parent Portal each year. Whoever comes to the school to remove your child will be asked for identification and will have to sign your child out. Never take your child from the school without signing out with the staff member in charge!

How We Prepare for Emergencies

Planning/Practice:

- Each school and office site has an emergency plan in place.

- Regular emergency drills are held in each school throughout the school year.

- District-wide disaster drills are held each year.

- Plans and procedures are updated regularly to incorporate current emergency management issues and topics.

Training:

- All district personnel receive annual training in emergency response and emergency management procedures.
• Key personnel at the district and at each school site receive ongoing training in their emergency response plan.
• Support staff is trained in crisis intervention to respond to the psychological needs.
• Support staff maintains current First-Aid and CPR certifications.
• School site personnel receive Search and Rescue training from the Ventura County Fire Department.
• We collaborate with the Simi Valley Police Department and Ventura County Fire Department with all training and emergency exercises.

Supplies:
• Each school site maintains a supply of water for students and staff.
• Each school site has Search and Rescue equipment.
• Each school site has a lockdown kit for every classroom.
• Each school site has a storage container(s) where all emergency supplies are secured. These supplies are inventoried and re-supplied each year.
• School/offices have emergency response plans, guidelines, and reference guides to assist staff in every type of emergency.

Emergency Communications:
• The district has an emergency communications system designed to allow schools to report status during an emergency via computer, radio, phone, and the district’s internal phone system.
• Schools have hand-held radios for on-campus communications.
• The district has access to the Auxiliary Communication Service (ACS) volunteers through the Ventura County Sheriff’s Office of Emergency Services (OES) that can be used to help communications between the District, school sites, the city, and the county.
• The district participates in and has communication capabilities with the city of Simi Valley’s Emergency Operations Center (EOC) through satellite phone, data link, radio, and telephone.
• School bus drivers and campus staff use a district-wide radio system to connect school sites to the district office and to Simi Valley Police Department (Student Safety & Transit only).
• An automated telephone communication system exists at each district site to facilitate communications and disseminate information.

Working Together to Keep Your Child Safe
If there is an emergency, here are some scenarios that your child needs to be prepared for. Please review these with your child at the start of each school year.

• **Walking to school:** Your child should continue walking to school.
• **Walking home:** Your child should continue walking home.
• **In the neighborhood:** Your child should return home or go to a pre-designated alternate home.
• **Waiting for a bus:** Your child should return home or go to a pre-designated alternate home.
• **On a school bus on the way to school:** The bus driver will continue to school when it is safe.
• **On a school bus on the way home:** The bus driver will continue home when it is safe.
• **On a school bus on the way to a field trip:** The driver will return to the school when it is safe.
• **During a field trip:** The teacher will find safe shelter at that location until it is safe to return to the school.

• **On a school bus returning to school from a field trip:** The driver will continue to school when it is safe.

**Emergency Cell Phone Policy**

We know that most students are equipped with cell phones. During an emergency, parents/guardians and students will naturally try to contact each other by phone. Teachers and site administrators will require everyone to turn off their cell phones until all evacuations are completed and the situation has stabilized. At that time, students will be allowed to turn their phones back on and will be encouraged to text parents/guardians if their phones are capable. Texting uses less bandwidth than phone calls and may be easier to connect. Also, please be aware that during many types of at-large emergencies, officials often shut down phone systems to allow for the better flow of emergency communications.

**Medication Policy**

If your child takes regular medication, make sure the medication, dosage, and child’s medical information is updated at the start of every school year, and as needed after, through the Aeries Parent Portal. Also, provide regular supplies of your child’s medication to the school’s office to ensure your child’s medication continues to be dispensed during a disaster emergency. If no medication is on file with the District, NO medication will be dispensed. This is according to BP 5144.21(a).

**SCHOOL VISITS/VISITING CLASSROOMS**

We encourage you to visit your child’s classroom at any time after the first two weeks of school. Please make arrangements beforehand with your child’s teacher. Once on campus, please first go to the school office. It is district policy that every visiting adult on a school campus must wear a badge and sign in and out of the office. Unless otherwise arranged, visits during school hours are limited to up to 30 minutes. (EC 51101 a 12)

**SECTION 504**

Section 504 of the *Federal Rehabilitation Act of 1973*, and the *Americans with Disabilities Act* (42 USC 12101 et seq.) prohibits discrimination on the basis of disability. Section 504 requires the school district to identify and evaluate children with disabilities in order to provide them a free, appropriate public education. Individuals with a physical or mental impairment that substantially limits one or more major life activities, (including seeing, hearing, walking, breathing, working, performing manual tasks, learning, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and speaking) are eligible to receive services and aids designed to meet their needs as adequately as the needs of non-disabled students are met. (29 USC 794; 34 CFR 104.32)

Parents/guardians should be informed of the following:

1. The name and contact information of the person designated by the district who is responsible for implementing Section 504.
2. The screening and evaluation procedures used whenever there is reason to believe that a student has a disability that limits his/her ability to attend or function at school.
3. The right to a written accommodation plan if the student is found to have a disability that requires services under Section 504.
4. The right to be educated with non-disabled students to the maximum extent appropriate to the student’s individual needs.
5. Notice of the procedural safeguards guaranteed by law.

Section 504 services are overseen by the district’s Student Support Services Department. The district’s Section 504 coordinator is the assistant superintendent of Student Support Services 805.306.4500 extention 4300.
SOCIAL SECURITY NUMBER

Students and their parents or guardians should not be asked to provide their social security numbers or the last four digits of the social security numbers unless required by state or federal law. If a form requests that you provide a social security number or the last four digits of the social security number for you and/or your child, and it does not specify the state or federal law that requires this information, ask the school administrator for more information before providing it. (EC 49076.7)

STUDENT CONDUCT

Parents/guardians of students enrolled in public schools have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children, to be informed in advance about school rules, including disciplinary rules and procedures in accordance with Education Code 48980, attendance policies, dress codes, and procedures for visiting the school.

Duties of Student

Students shall conform to school regulations, obey all directions, be diligent in study and respectful to teachers and others in authority, and refrain from the use of profane and vulgar language. (5 CCR 300)

Jurisdiction

Teaching staff shall hold students to strict account for their conduct on the way to and from school, on the playgrounds, or during recess. (EC 44807)

Mandatory Expulsion Violations

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

1. Possessing, selling, or otherwise furnishing a firearm.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

The Simi Valley Unified School District Board shall order the student expelled upon finding that the student committed the act. (EC 48915)

SUNSCREEN AND PROTECTIVE CLOTHING

Each school site shall allow for outdoor use during the school day, articles of sun-protective clothing, including but not limited to, hats. Schools shall also allow students the use of sunscreen during the school day without a physician’s note or prescription. (EC 35183.5)

WALKING OR RIDING A BIKE TO SCHOOL

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

No person under 18 years of age may operate a bicycle, non-motorized scooter, skateboard or wear in-line or roller skates, nor ride as a passenger upon 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. (VC 21212)
SPECIAL DISTRICT PROGRAMS

CHILDCARE OPTIONS

Simi Valley Family YMCA

Before- and/or after-school childcare programs can be found at these school sites:

- Arroyo Elementary (after-school only)
- Atherwood Elementary
- Berylwood Elementary (after-school only)
- Big Springs Elementary (after-school only)
- Hollow Hills Fundamental (after-school only)
- Justin Early Learners Academy (Ages 3-5 only)
- Katherine Elementary (after-school only)
- Santa Susana Elementary (after-school only)
- Sycamore Elementary (after-school only)
- White Oak Elementary

Transportation by Simi Valley Family YMCA is available from some other schools. For more information, please contact the Simi Valley Family YMCA at 805.583.5338, or go to www.sevymca.org/simivalley.

Boys and Girls Club of Moorpark and Simi Valley

The Boys and Girls Club of Moorpark and Simi Valley currently operates the After-School Education and Safety (ASES) program under the guidelines of the ASES grant for these school sites:

- Berylwood Elementary (students are transported to the Boys and Girls Club) (after-school only)
- Park View Elementary (after-school only)
- Santa Susana Elementary (after-school only)

For more information, please contact the Boys and Girls Club of Moorpark and Simi Valley at 805.527.4437 or go to www.bgcsimi.com.

Rancho Simi Recreation and Park District

See-Me-Before- and After-School Clubs and/or Teen Clubs are found at these school sites:

- Crestview Elementary
- Garden Grove Elementary
- Knolls Elementary
- Madera Elementary
- Mountain View Elementary
- Township Elementary
- Vista Elementary
- Wood Ranch Elementary
- Hillside Middle School
• Sinaloa Middle School (after-school only)
• Valley View Middle School

For more information, please call the Rancho Simi Recreation and Park District at 805.584.4400 or go to www.rsrpd.org.

Besides the organizations here, many local daycare centers offer transportation to their sites to and from our school campuses. The best way to find out about these options is to inquire at specific schools for these resources.

CONTINUATION HIGH SCHOOL: APOLLO CONTINUATION HIGH SCHOOL

Apollo Continuation High School provides an excellent learning experience for students in grades 9 to 12 whose educational needs are not successfully met in the traditional high school program. Based on the concepts of Total Quality, while delivering the content contained in the state’s frameworks, Apollo creates a true alternative environment in which students can succeed.

ELEMENTARY FUNDAMENTAL SCHOOLS: HOLLOW HILLS ELEMENTARY SCHOOL AND VISTA ELEMENTARY SCHOOL

A fundamental school in the Simi Valley Unified School District is an elementary school with kindergarten to 6th grades providing equal access for all students of the district without consideration of the neighborhood where a child lives. There are two fundamental schools in the district, Hollow Hills Elementary School and Vista Elementary School. As the school attendance boundaries do not apply to the fundamental schools, Hollow Hills and Vista are School of Choice schools only. The fundamental schools are unique in that their student population is entirely made up of School of Choice students. Parents choose to enroll their students on these campuses based on the areas of focus, programs, and expectations established at each fundamental school. Both fundamental schools teach the California State Standards and use the adopted texts designated by the Simi Valley Unified School District for ALL elementary schools.

Each fundamental school holds a lottery for incoming kindergarten students in mid-February. All Simi Valley Unified School District students are eligible to participate in the kindergarten lottery for one of the two fundamental schools. A student may not participate in the lottery for both fundamental schools. Parents are invited to attend an information night prior to the lottery to inform their decision for which lottery to apply. Classes are staffed according to the district student-teacher ratio. If a student is not selected through the lottery process, he/she may be placed on a waiting list for potential future openings and may also look at the many other School of Choice options we have within the district. All Simi Valley Unified School District students (kindergarten to 6th grade) may be added to the waiting lists of either fundamental schools as a matter of parent choice. There is no obligation for remaining on the waiting list. During the month of January, a letter is mailed to student households on the waiting list. This includes a postcard to be returned indicating your intention to remain on the list or be removed. If you choose not to accept the opening, your child’s name will be removed from the waiting list.

The fundamental school program is NOT the only path to educational excellence in the Simi Valley Unified School District. Students can and do excel at all of our district’s elementary schools, and some parents find that the daily commute to and from a fundamental school is not reasonably possible for the family. Families are urged to consider these factors when considering if the fundamental school program would be a good choice for their students.

HOMESCHOOL/INDEPENDENT STUDY/ONLINE ACADEMY: MONTE VISTA SCHOOL

Monte Vista School offers a full-range of kindergarten through 12th grade academic programs for students looking for flexible educational alternatives. Perfectly designed for homeschool families, students working in the arts or competing in high-level athletics, students seeking an independent educational program, or students facing chronic illnesses, Monte Vista School offers credentialed teachers who work directly with students to meet California State Standards and graduation requirements.
JUNIOR KINDERGARTEN/TRANSITIONAL KINDERGARTEN (JK/TK)

Our safe, educational and nurturing Junior Kindergarten/Transitional Kindergarten (JK/TK) program is free for all families in and out of Simi Valley. JK/TK is designed for children who have missed the minimum age requirement for traditional kindergarten, or for those children who qualify for kindergarten by age, but whose parents wish for them to have more time to get ready for traditional kindergarten.

Our JK/TK programs are full-day programs housed on elementary campuses throughout our district. These programs are taught by credentialed teachers with experience in early-childhood education. More information can be found on the district’s website or at the elementary school sites currently housing JK/TK programs.

The following is a list of school sites with JK/TK in the 2019-2020 school year, but please note that the school sites change each year depending on the program’s enrollment and space needs:

- Arroyo Elementary School
- Berylwood Elementary School
- Crestview Elementary School
- Katherine Elementary School
- Knolls Elementary School
- Madera Elementary School
- Mountain View Elementary School
- Park View Elementary
- Santa Susana Elementary School
- Sycamore Elementary
- Township Elementary School
- Wood Ranch Elementary School

PRESCHOOL: JUSTIN EARLY LEARNERS ACADEMY (JELA)

Justin Early Learners Academy (JELA) is the preschool home for the Simi Valley Unified School District’s Infant Program, Special Education Pre-K Programs, Interface Children’s and Families Services Pre-K Programs, Growing Together Family Center Program, Simi Institute for Careers & Education’s Parent Education Program, the Simi Valley Unified School District’s general education preschool program offered in partnership with the YMCA, and the YMCA After-School program. More information about JELA’s programs can be found on its website, justin.simivalleyusd.org.

MAGNET HIGH SCHOOL: SANTA SUSANA HIGH SCHOOL

Santa Susana High School is open to high school students in grades 9 to 12 in the Simi Valley Unified School District by application. The school offers:

- A full college preparatory program.
- Extended opportunities in an advanced level technology program.
- A rich performing arts program, including production.
MUSIC EDUCATION

Music fosters creativity, teaches effective communication, and instills values of self-discipline and commitment. Middle and high school students may choose from a variety of outstanding instrumental and vocal music classes for elective credit or to meet the fine arts graduation requirements.

SECONDARY HONORS PROGRAM

All of the district’s comprehensive secondary schools (grades 7 and 8 in middle school; grades 9 to 12 in high school) provide honors classes for students who are achieving academically and meet the criteria for participation. Students have the opportunity to take honors and Advanced Placement classes at Royal High School, Simi Valley High School, and Santa Susana High School, and Monte Vista School, and to take classes or fully enroll in the International Baccalaureate Diploma Programme (for grades II and 12) at Royal High School. For more information, contact your student’s counselor at the school he/she attends.

SINGLE PLAN FOR STUDENT ACHIEVEMENT (SPSA)

The Single Plan for Student Achievement (SPSA) provides state funding for schools to implement curriculum and instructional programs for all students. The SPSA is offered at all schools, grades kindergarten to 12 in the Simi Valley Unified School District. Each school receiving SPSA funds has a School Site Council whose elected members are comprised of school staff (certificated and classified), and parents. The School Site Council meets regularly throughout the year to plan, implement, and evaluate program improvement goals.

SPECIAL EDUCATION PROGRAMS

The Simi Valley Unified School District provides a full continuum of program options in a manner that promotes maximum interaction between children with disabilities and children who are not disabled. The district general education core curriculum is used, and modified as appropriate, for Special Education students. Services and placements are assigned in accordance with each student’s individualized education program.

The district does not discriminate on the basis of disability with respect to or participation in the programs at Hollow Hills Elementary School or Vista Elementary School. Applicants are responsible to provide the school with any updates to address and or telephone numbers. It is the district’s policy to provide a free appropriate public education to all students with disabilities in conformance with the provisions of the Individuals with Disabilities Education Act, Section 504, of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 in all of its schools, including Hollow Hills Elementary School or Vista Elementary School.

TECHNOLOGY

All schools are equipped with computer labs and/or classroom computers, access to the Internet, email, voice mail, and printers. Tablet devices, Chromebooks, Student Response Systems, LCD projectors, Interactive Presentation Systems, document cameras, and educational software are common equipment in all our schools. Ongoing, relevant professional development in Instructional Technology is consistently being developed and provided to our staff, and continually supported by the Information Technology and Educational Services departments.