

ANNUAL NOTICE TO PARENT OR GUARDIAN

Dear Parent/Guardian:

As required by law, I wish to notify you, the parent or guardian of student(s) enrolled in Kernville Union School District schools, of your rights and responsibilities. I ask that you please take a moment of your time to carefully review the attached materials. Please note that references herein to "parent(s)" include natural or adoptive parent(s) and legal guardian(s). After your review, please sign and return the attached acknowledgment indicating that you have received and reviewed these materials. All references are to the California Education Code ("E.C.") unless otherwise noted.

If you have any questions regarding this information, please feel free to contact our district office at (760) 379-3651.

Sincerely,

Robin Shive
District Superintendent

PARENTAL ACKNOWLEDGMENT

E.C. section 48982 requires parents to sign and return this acknowledgment.

By signing below I am neither giving nor withholding my consent for my student(s) to participate in any program. I am merely indicating that I have received and read the attached notice regarding my rights relating to activities which might affect my student(s).

Date: _____

Signature of Parent

Printed Name of Student

Printed Name of Parent

Printed Name of Student

Printed Name of Student

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SCHOOL RULES

1. You have a right to review the school rules regarding student discipline.
[Please review the school site student handbook.]

District Wide School Rules:

1. Keep your hands and feet to yourself.
2. Do YOUR job as a student.
3. Obey School Staff.
4. Be on Time.
5. Keep your campus clean.

ATTENDANCE

2. General Absences In spite of the “Actual Attendance” or “No-Excuse” ADA accounting effective July 1, 1998, the excuses listed below are applicable for purposes other than ADA revenue, such as compulsory attendance requirements and truancy.

According to law, your child will be excused for absence only when it was:

- a. Due to illness.
- b. Due to quarantine under the direction of a city or county health officer.
- c. For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
- d. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference of the legislative or judicial process offered by a nonprofit organization when the pupil’s absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
- e. For the purpose of jury duty in the manner provided by law. [E.C. sections 46010, et seq.]
- f. To attend certain student education conferences.
- g. Due to the illness or medical appointment during school hours of a child of

whom the pupil is the custodial parent.

- h. For the purpose of spending time with a member of his/her immediate family, who is an active duty member of the uniformed services, as defined in Education Code section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Such absences will be granted for a period of time to be determined at the discretion of the Superintendent of the school district.

3. Absence for Religious Purposes

With your written permission, your child may be excused to attend religious services away from school. However, your child will be required to complete a certain number of minutes for that day. Such absences are limited to four days per month. [E.C. section 46014]

4. Absence for Justifiable Personal Reasons

Upon your written request and approval by the school principal, your child may be excused from school for justifiable personal reasons such as an appearance in court, observation of a religious holiday or ceremony, attendance at religious retreats, or an employment conference. [E.C. section 48205]

5. No Grade Reduction or Loss of Academic Credit (E.C. Section 48980(j))

Your child shall not have his/her grade reduced or lose academic credit for any excused absence(s) if missed assignments and tests can be reasonably provided and are satisfactorily completed in a reasonable time.

6. Intradistrict Attendance Options

By law, the District must have a policy for residents of the District to attend schools within the District other than the one assigned by the District, unless the District only has one school or schools that do not serve any of the same grade levels.

Under the District's policy, the District will determine the number of available spaces at each of its schools for students wishing to transfer to another school. Students who currently reside in the attendance area of a school cannot be displaced by students wishing to transfer from within the District, but outside the school's attendance area. Further, the District retains the authority to maintain appropriate racial and ethnic balances among its respective schools and may therefore deny a transfer request if necessary to maintain these balances. The selection process to determine which, if any, students will be allowed to transfer is random and unbiased. A student's academic or athletic performance cannot be a basis to accept or deny a transfer request. The District is not required to provide transportation assistance to a student who transfers to another school in the District under these provisions.

Interdistrict Attendance Options (E.C. sections 46600-46603, 48204(b), 48204(d), and 48300-48361)

Interdistrict Transfer Agreements (E.C. sections 46600-46603)

Two or more districts may enter into an agreement for the interdistrict transfer of students. The agreement must specify the terms and conditions under which transfers are permitted. For more information, please contact the District Office at 760/379-3651. If either district denies an interdistrict transfer request, you may appeal the decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision. If such a situation arises, you will be advised of the applicable timelines.

7. Attendance in School District in Which Parent/Guardian is Employed

Your child may have the option of attending school in the district where you or your spouse are employed. If interested, call the school office for information. [E.C. sections 48204(f) and 48980(e)]

8. Attendance Where Caregiver Resides

If your child lives in the home of a care giving adult, as defined by law, your child may attend the school district in which that residence is located. Execution of an affidavit under penalty of perjury pursuant to the Family Code by the caregiving adult is required to determine that your child lives in the caregiver's home. [E.C. sections 48204(d) and 48980(g)]

Open Enrollment Act (E.C. sections 48350-48361)

The District desires to offer enrollment options in order to provide children with opportunities for academic achievement that can meet diverse needs. Such options are also provided to children who reside within another district's boundaries in accordance with law, Board policy, and administrative regulation.

Whenever a student is attending a district school on the Open Enrollment List, as identified by the Superintendent of Public Instruction, he/she may apply to transfer to another school within or outside of the District, if the school to which he/she is transferring has a higher Academic Performance Index.

A parent whose child is attending a district school on the Open Enrollment List and who wishes to have his/her child attend another school within the District must apply using the District's Intradistrict Open Enrollment policy. Information regarding the application process and applicable deadlines can be obtained from the District office 760/379-3651.

9. Individualized Instruction

If your child has a temporary disability which prevents him/her from attending

regular classes, the district will provide individual instruction when possible. [E.C. sections 48206.3 and 48980(b)]

10. Pupils in Hospitals Outside of School District

If your child is, due to a temporary disability, in a hospital or other residential health facility which is located outside your school district, he/she may be eligible to attend the school district in which the hospital is located. [E.C. section 48207]

If this situation should arise, you should notify both the district where you reside and where the hospital is located so that individualized instruction, if possible, can be provided. [E.C. section 48208]

11. Early Release and Minimum Days for Staff Development – Refer to school calendar.

Early release days are every Wednesday; students will be released at 1:00 and 2:00 pm to provide time for teacher professional development.

Minimum days are scheduled as follows:

November 27 and 28, students will be released for parent conferences at:

K – 4th 12:00 pm

5th – 8th 1:00 pm

November 21st, students will be released for the Thanksgiving Holiday at:

K – 4th 12:00 pm

5th – 8th 1:00 pm

December 21st, students will be released for the winter break at:

K – 4th 12:00 pm

5th – 8th 1:00 pm

February 25, students will be released for parent conferences at:

K – 4th 12:00 pm

5th – 8th 1:00 pm

March 22, students will be released for the spring break at:

K – 4th 12:00 pm

5th – 8th 1:00 pm

Students will be released for the last day of school at

K – 4th 12:00 pm

5th – 8th 1:00 pm

There will only be one afternoon bus run every day. It will run at the latter dismissal time. Students who are dismissed at the earlier time can either be picked up in front of the school until 10 minutes after their dismissal time or they will blend in with the HOPE afterschool program until the afternoon bus run.

We recognize that there are a number of very good reasons why children miss school. When a child misses school, he/she has lost an opportunity to learn. We pack of lot of teaching into every single hour in order to meet the expectations for student achievement. Please make every effort to schedule appointments in the afternoon on minimum days. Thanks for you cooperation.

DISCIPLINE

12. Student Discipline Rules/Matters

The district maintains a student discipline code with a policy and procedures. Copies are available at the district office. (See District Wide Rules on page 1). A comprehensive discussion of the rules and offenses related to student discipline can be obtained in your student handbook or school site offices. [E.C. section 48915]

13. Release of Student to Peace Officer

If a school official releases your child from school to a peace officer for the purpose of removing him/her from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or responsible relative that the child is in custody and the place where the child is being held, unless the child would be endangered by disclosure of the place. . [E.C. section 48906]

14. Parent Responsibility

Parents or guardians are liable for all the damages caused by the willful misconduct of their minor children which result in death or injury to other students, school personnel, or school property. Parents are also liable for any school property loaned to the student and willfully not returned.

This school year, parent or guardian liability may be as much as \$25,000 in damages and another maximum of the same amount for payment of a reward, if any. We expect these amounts to be indexed and rise annually. [E.C. section 48904]

The school district may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid or the property returned or until completion of a voluntary work program in lieu of payment of money. [E.C. section 48904, Civil Code section 1714.1]

If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. [E.C. section 48900.1]

15 Student Search

The school principal or designee may search the person of a student (including backpack, purse, bag, etc.) or the student's locker if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property, or contraband. [U.S. Supreme Court Case: *New Jersey v. T.L.O.* (1985) 469 U.S. 325]

Evidence gathered from video surveillance tape systems in posted areas is specifically admissible in discipline hearings, as no one has a reasonable expectation of privacy in those circumstances.

16. Student Sexual Harassment

Students in grades 4 through 12 may be suspended or expelled for sexual harassment. A copy of the district's policy on student sexual harassment can be found on our website. (Refer to item 50)

17. Student Grooming Standards

A positive school climate is created when pupils have appropriate appearance, conduct themselves properly and become students of learning. The California Education Code supports this concept by stating that students must come to school dressed in a manner that is not distracting to the educational process. The Kernville Union School District also feels that anything which tends to distract from the educational atmosphere is unacceptable. The following guidelines may help you in deciding what is considered appropriate attire for school. (See school handbooks for specific dress code.)

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

The Education Code also states that students must come to school in a healthy manner, thus they must be clean.

When a child is dressed inappropriately, every attempt will be made to take care of the problem at school. If we are unable to find alternate clothes, the parent will be contacted and asked to bring a change of clothing to school. The child may be asked to remain in the office until he has changed his clothes to more acceptable attire.

STUDENT SERVICES

18. Services to Disabled Pupils

If you have reason to believe that your child (ages 0 through 21 years) has a disability which requires special services or accommodations, bring this to the attention of the school office. Your child will be evaluated to determine whether he/she is eligible for special instruction or services. [E.C. sections 56020, et seq.]

Any request for assessment must be made in writing and received by the District. If a request for assessment is made via e-mail, the request will be considered received by the district when the e-mail is opened.

You will be notified in writing of all district decisions regarding the identification, evaluation, or educational placement of your student if he/she has a disability or suspected disability. All such notifications will include a statement regarding procedural safeguards, including but not limited to, your right to examine relevant records, have an impartial hearing with an opportunity for participation by you and your counsel, and have a review procedure.

19. Prospectus of School Curriculum (E.C. sections 49063 and 49091.14)

The curriculum of every course offered by the schools of the district is compiled annually by each school in a prospectus. Each school prospectus is available for review upon request at each school site.

20. Student Lunch Program

Your child may be eligible for free and reduced meal prices. The application form and related information will be distributed to all parents at the beginning of each school year and is available to students at all times during the school day. [E.C. sections 49510-49520]

21. Special Education; Child Find System (E.C. section 56301)

Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the school principal.

HEALTH SERVICES

22. Kindergarten and First Grade Physical Examination (Health and Safety Code

sections 323.5, 324.2, and 324.3; E.C. sections 49450 and 49452.8)

Good Health, **including good oral health**, is important to your child's learning and successful academic career. State law requires that for each child enrolling in the first grade, the parent must present a certificate, signed by a physician, verifying that the child has received a physical examination within the last 18 months. **Likewise, state law requires that by May 31st of your child's first school year in a public school, proof of an oral health assessment by a licensed dentist on your child must be presented.** You may file with the school district a written objection or waiver stating the reasons if you are unable to obtain such services. You must understand that your child may be sent home if you fail to provide the certificate or waiver, or if your child is suspected to be suffering from a contagious disease. You may find it convenient to have your child immunized at the same time that the physical examination is conducted. These services may be available to you at no cost through the Child Health and Disability Prevention Program (CHDP). For information, you may contact the Family Resource Center, 5109A Lake Isabella Blvd (760) 379-2556.

23. Diabetes Screening

Beginning with the 2010-2011 school year, every district shall provide an information sheet regarding Type 2 Diabetes to the parent or guardian of every incoming 7th grade student. It is recommended that this information sheet be included in the Annual Notice to Parents/Guardians packet. Pursuant to the requirements of Education Code section 49452.7, the information sheet has been developed by the California Department of Education and can be located at: <http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>.

24. Immunizations

Unless certain exemptions apply, your child must have proof of up-to-date immunizations before he/she can be admitted to attend school. Please contact the school secretary for information about a personal beliefs exemption or medical exemption from immunizations for your child. State law requires the following immunizations before your child can attend school:

VACCINE	REQUIRED DOSES
Polio	<p>4 doses at any age, but 3 doses meet requirement for ages 4-6 if at least one was given on or after the 4th birthday; 3 doses meet requirement for ages 7-17 years if at least one was given on or after the 2nd birthday.</p> <p>(Receipt of a dose up to, and including, 4 days before the birthday will satisfy the school entry immunization requirement.)</p>
Diphtheria, Tetanus, and Pertussis	<p>Age 6 years and under: [DTP, DTaP or any combination of DTP or DTaP with DT (diphtheria and tetanus)] 5 doses at any age, but 4 doses meet requirements for ages 4-6 years if at least one was on or after the 4th birthday.</p> <p>-----</p> <p>Age 7 years and older: [Tdap, Td, or DTP, DtaP or any combination of these] 4 doses at any age, but 3 doses meet requirement for ages 7-17 years if at least one was on or after the 2nd birthday. If last dose was given before the 2nd birthday, one more (Tdap) dose is required.</p> <p>(Receipt of a dose up to, and including, 4 days before the birthday will satisfy the school entry immunization requirement.)</p>
Measles, Mumps, Rubella (MMR)	<p>Kindergarten: 2 doses both on or after 1st birthday.</p> <p>(Two doses of measles-containing vaccine required. One dose of mumps and rubella-containing vaccine required. Receipt of a dose up to, and including, 4 days before the birthday will satisfy the school entry immunization requirement.)</p> <p>-----</p> <p>7th grade: 2 doses both on or after 1st birthday.</p> <p>(Two doses of measles-containing vaccine required. One dose of mumps and rubella-containing vaccine required. Receipt of a dose up to, and including, 4 days before the birthday will satisfy the school entry immunization requirement.)</p> <p>-----</p> <p>Grades 1-6 and 8-12: 1 dose on or after 1st birthday.</p> <p>(Receipt of a dose up to, and including, 4 days before the birthday will satisfy the school entry immunization requirement.)</p>
Hepatitis B	<p>3 doses at any age</p> <p>(Not required for 7th grade.)</p>
Varicella	<p>1 dose</p> <p>(Physician-documented varicella/chickenpox disease history or immunity meets the varicella requirement. 2 dose varicella requirement for ages 13-17 years applies to transfer students who were not admitted to a California school before July 1, 2001.)</p>
Tdap Booster (tetanus, reduced diphtheria, and pertussis)	<p>7th grade: 1 dose on or after 7th birthday.</p> <p>(Tdap, DTaP, or DTP given on or after 7th birthday will meet the requirement. Td does not meet the requirement. 8th-12th grade students transferring from outside of California must meet the requirement.</p>

The law allows (a) parents/guardians to choose exemptions from immunization requirements based on their personal beliefs, and (b) physicians of children to elect medical exemptions. The law does not allow parents/guardians to elect an exemption simply because of inconvenience (a record is lost or incomplete and it is too much trouble to go to a physician or clinic to correct the problem). See the back of the blue California School Immunization Record (PM 286) for instructions and the affidavit to be signed by parent/guardians electing the personal beliefs exemption. For children with medical exemptions, the physician's written statement should be stapled to the CSIR.

Schools should maintain an up-to-date list of pupils with exemptions, so they can be excluded quickly if an outbreak occurs. If an outbreak of a communicable disease occurs at a school, the non-immunized student will be excluded for his/her own safety until such time as directed by health officials or district administration. [Health and Safety Code section 120335].

25. Assistance with Medication; Epinephrine; Use of Sunscreen Permitted

If your child must take medication during the school day which is prescribed by a physician, designated school personnel may assist your child only if:

- a. The principal of your child's school receives a written statement from the physician detailing the method, amount, and time schedules by which the medication is to be taken; and
- b. Parent submits a written statement indicating his/her desire that the school district assist his/her child in taking the medication; and
- c. Parent signs a release statement on a special form available from the school.

If your child is on a continuing medication regimen for a nonepisodic condition, you are required to notify the superintendent of the medication being taken, the current dosage, and the name of the supervising physician. [E.C. section 49480]

State law now allows students with doctor authorization to carry and self-administer auto-injectible epinephrine medication. Students may also carry and use sunscreen without a doctor's note or prescription, and may also wear sun-protective clothing [E.C. section 35183.5].

26. Physical Examinations

Physical examinations and screenings may be conducted at various times throughout the year

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

exist. [E.C. section 49451]

27. Medical and Hospital Services

The district provides insurance coverage when a child is injured at school. This coverage is secondary to any other insurance you may have with the exception of Medi-Cal and Tri-Care.

28. Scoliosis Screening (Curvature of the Spine)

If your child is enrolled in grades 7 through 12, and is suspected of having curvature of the spine, please notify the school office. If your child is identified at school as having this condition, you will be notified. [E.C. section 49452.5]

29. Vision Appraisal

Your child's vision will be checked by an authorized person between grades kindergarten through 8, unless you present to the school a certificate from a physician or optometrist verifying prior testing or that it violates your faith in a recognized religious belief. [E.C. section 49455]

30. Sight and Hearing Test

The school district is required to provide for the testing of the sight and hearing of each student enrolled in the schools unless you submit a written denial of consent. [E.C. section 49452]

31. Information for Use in Emergencies

For the protection of your child's health and welfare, we ask that you fill out and return the enclosed Emergency Information Card. [E.C. section 49408]

32. Concussion/Head Injury During Athletic Activity (E.C. section 49475)

Districts offering an athletic program, other than those conducted during the regular school day or as part of a physical education course, must annually provide a concussion and head injury information sheet to students and parents and must require that the sheet be signed and returned by the student and his/her parent before the student starts practice or competition. The CIF provides a sample information sheet in both English and Spanish to meet the notification requirement. The information sheet can be found in both English and Spanish at:

<http://www.cifstate.org/index.php/the-latest-news/concussions>.

The district offers an athletic program in which your child may wish to participate. By law we must provide you with information regarding concussions and head injuries. Please review with your child the attached information sheet about concussion and head injuries. You and your child must sign and date the sheet where indicated and return it to your child's school prior to your child beginning practice or competition in our athletic program.

33. Immunizations and Control of Communicable Disease

This district cooperates with the local health office in the control and prevention of communicable disease in school-age children. If you consent in writing, the district may permit any person licensed as a physician and surgeon, or any person licensed as a registered nurse to administer an immunizing agent to your child. You will be advised in writing before any immunization program is instituted. [E.C. section 49403]

34. Administering Medication and Monitoring Health Conditions

The district recognizes that during the school day, some students may need to take medication prescribed or ordered by an authorized health care provider to be able to fully participate in the educational program. Upon written request by you and with the approval of your child's authorized health care provider, a student with a medical condition that requires frequent treatment, monitoring, or testing (including, but not limited to, diabetes and asthma) may be allowed to self-administer, self-monitor, and/or self-test. Your child must observe universal precautions in the handling of blood and other bodily fluids.

Any medication prescribed by an authorized health care provider, including an emergency anti-seizure medication for a student with epilepsy, may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received a written statement from you indicating your desire for the school district to assist your child in taking the medication and a written statement from your child's authorized health care provider detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken. If the medication, dosage, frequency of administration, or reason for administration changes at some point in the year, you must provide a new written statement from your child's authorized health care provider.

When unlicensed personnel are authorized by law to administer a medication, such as emergency anti-seizure medication, epinephrine auto-injector, or glucagon, the Superintendent or designee will ensure that school personnel designated to administer it to students receive appropriate training from qualified medical personnel before any medication is administered. In an emergency situation such as a public disaster or epidemic, a trained, unlicensed district employee may administer medication to a student.

If your child is on a continuing medication regime for a nonepisodic condition, you must inform the school nurse or other designated employee of the medication being taken, the current dosage, and the name of the supervising physician. Provide necessary medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container must have the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. With your consent, the school nurse or other designated employee, may communicate with your

child's physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the medication on the student.

SEX / HIV / AIDS EDUCATION

35. Instruction in Comprehensive Sexual Health Education / HIV / AIDS Prevention [EC §§51934-51939]

Districts shall annually notify parents about instruction in comprehensive sexual health education and HIV/AIDS prevention education and research on student health behaviors and risks planned for the school year. Written and audiovisual educational materials used in such education are available for inspection. You will be notified prior to the commencement of any such instruction as to whether the instruction will be taught by district personnel or by outside consultants in class or during an assembly. A copy of the law pertaining to such instruction is available upon request from the district. You may request in writing that your child not receive comprehensive sexual health education and/or HIV/AIDS prevention education.

The law also authorizes the district to use anonymous, voluntary and confidential research and evaluation tools to measure student's health behaviors and risks, including tests, questionnaires, and surveys containing age appropriate questions about the student's attitudes concerning or practices relating to sex. The district must notify you in writing before any such test, questionnaire, or survey is administered and provide you with an opportunity to review the test and request in writing that your child not participate.

EXEMPTIONS AND PARENTAL RIGHTS

36. Parental Rights: Education Empowerment Act of 1998

The Education Empowerment Act of 1998 establishes various rights for parents, in addition to other rights identified in this Annual Notice. Your rights, as a parent or guardian, include the following:

Inspection of Instructional Materials: All primary supplemental instructional materials and assessments, including textbooks, teacher's manuals, films, tapes, and software shall be compiled and stored by the classroom instructor and made available promptly for your inspection in a reasonable time frame or in accordance with procedures determined by the governing board of the school district.

Observation of School Activities: You have the right to observe instruction and other school activities that involve your child in accordance with procedures determined by the governing board of the school district to ensure the safety of pupils and school personnel and to prevent undue interference with instruction or harassment of school personnel. Reasonable accommodation of parents and guardians shall be considered by the governing board of this school district. Upon written request by you, school officials shall arrange for your observation of the requested class or classes or activities in a reasonable time frame and in

accordance with procedures determined by the governing board of this school district.

Consent for Evaluations: Your child may not be tested for a behavioral, mental, or emotional evaluation without your informed written consent.

Affirmation or Disavowal of Beliefs: A pupil may not be compelled to affirm or disavow any particular personally or privately held world view, religious doctrine, or political opinion. This law does not relieve pupils of any obligation to complete regular classroom assignments.

Health Component of Any Program or Class: Parents may exempt students from the health component of any course or class if that instruction conflicts with a parent or guardian's religious training or beliefs.

37. Other Parental Rights

The rights of parents and guardians of district pupils include the rights identified below. These rights include your right:

- a. To observe in your child's classroom (upon reasonable notice).
- b. To meet with your child's teacher and the school principal (upon reasonable notice).
- c. To volunteer your time and resources at the school.
- d. To be notified on a timely basis if your child is absent from school without permission.
- e. To be notified concerning your child's classroom and standardized test performance.
- f. To request a specific school and teacher and to receive a response from the school district. (This does not obligate the school district to grant the request.)
- g. To have a safe learning environment for your child.
- h. To examine curriculum materials of your child's class.
- i. To be informed of your child's progress and appropriate school personnel to contact in the event of problems.
- j. To access student records for your child.
- k. To receive information concerning expectations for student learning.
- l. To be informed in advance about school rules, policies, dress codes, and procedures for visiting the school.
- m. To receive information about any psychological testing of your child and to deny permission for such testing.
- n. To participate as a member of any school site councils or parental advisory councils at the school, in accordance with governing membership.

- o. To question, and receive an answer regarding, items in your child's record that appear inaccurate, misleading, or that invade privacy.

38. Right to Refrain from Harmful Use of Animals

Your child may participate in a course during this year that utilizes live or dead animals or animal parts to help your child obtain knowledge information, or experience required in the course. If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, then the teacher may work with him/her to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the class. The school will need a signed note from you indicating your child's objection. [E.C. section 32255-32255.6]

39. Excused from Instruction Due to Religious Belief

Whenever any part of the instruction in health or family life education conflicts with your religious training and beliefs or personal moral conviction, or those of your child, your child shall be excused from such instruction upon your written request. [E.C. section 51240]

40. Tests on Personal Beliefs

Unless you give written permission, your child will not be given any test, questionnaire, survey, or examination containing any questions about your child's, or his/her parents' or guardians' personal beliefs or practices in sex, family life, morality, or religion. [E.C. sections 51513, 60614]

41. Homeless Youth Education (42 US 11432)

The law requires school district homeless liaisons to ensure parents of homeless Students are informed of educational and related opportunities available to their Children and are provided with meaningful opportunities to participate in education of their children. Liaison contact information: Family Resource Center 5109A Lake Isabella Blvd. (760) 379-2556

SCHOOL RECORDS AND ACHIEVEMENTS

42. Pupil Records

You have a right to inspect and review your child's school records; to challenge their contents; to have an administrator assist you in interpreting the records; request amendment to ensure that they are not inaccurate, misleading, or otherwise in violation of your child's privacy rights; to seek expungement of those records, to have a district-level hearing to appeal the decision not to change records; and to file a complaint with the state and/or United States Department of Education if the district fails to comply with state and federal law with regard to your child's records. Except for certain exceptions, pupil records are confidential and will not be disclosed without your consent. Please be aware, however, that

when your child enrolls or intends to enroll in another district, we will send his or her records to that district. Your child's records may be shared with school officials and employees, and other persons connected with the school who have a legitimate educational interest and who may need them to perform his or her tasks. Persons outside the District who may be considered school officials include a contractor, consultant, volunteer, insurance carrier, claims adjuster, accountant, attorney, investigator, or other party to whom the District has outsourced institutional services or functions. For example, pupil records may be used to identify and verify eligibility for certain services under the federal No Child Left Behind Act. You also have the right to inspect all instructional materials which will be used in connection with any survey, analysis, or evaluation as part of any applicable program. For further information or assistance contact Robin Shive, Superintendent or the Family Policy Compliance Office, U. S. Department of Education, 600 Independence Avenue, SW, Washington, DC 20202-4605. [E.C. sections 49063 and 49070; Family Educational Rights and Privacy Act (FERPA) 34 CFR Part 99]

Pursuant to Education Code section 49064, a log or record must be maintained for your child's record which lists all persons, agencies, or organizations requesting or receiving information from the record and legitimate interests therefore. This log can be inspected at your child's school.

43. Release of Info to Military Services Representatives (20 U.S.C. 7908)

Federal law requires school districts receiving assistance under the No child Left Behind Act to provide military recruiters the same access to secondary school pupils as is provided to post secondary educational institutions or to prospective employers. Parents may request that the district not release their pupil's name, address and telephone number without prior written consent. Written notice must be submitted to the school if the parent or legal guardian wishes to deny access to this information.

44. Standards of Proficiency in Basic Skills [E.C. section 51215]

The Governing Board shall adopt district standards of proficiency in reading comprehension, writing and computational skills and in other areas the Board deems appropriate. Students shall be assessed for these basic skills and receive remedial instruction when needed.

Student progress towards proficiency in basic skills shall be assessed in English during grades second through eight. [E.C. section 51215]

45. School Accountability Report Card

The School Accountability Report Card is available on request and is accessible at the following internet site: www.kernvilleusd.org. This contains information about the district regarding the quality of the district's programs and its progress toward achieving stated goals.

46. Release of Pupil Directory Information

The law requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District that you do not wish this information to be released in accordance with District procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school and/or district publications. Outside organizations to which directory information may be disclosed include, but are not limited to, companies that sell class rings, school photography, graduation attire, and/or publish school yearbooks; news media; including but not limited to, newspapers, magazines, and radio and television stations; nonprofit organizations; military recruiters; employers; and institutions of higher education.

Directory information is defined by District policy as information contained in a student record that would not generally be considered harmful or an invasion of privacy if disclosed. Such student information may include: a student's name, address, telephone number, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, and the most recent previous school attended by the student.

By law, the District must give notice to parents of the District's decision to release designated directory information, and must allow a parent to inform the District in writing that any or all of the information designated as directory information should not be released without parent consent. This is your notice. If you do not want directory information about your student to be disclosed without your written consent, you must inform the school where your student attends within thirty (30) days from the date of receiving this notification.

DUE PROCESS PROTECTIONS AND COMPLAINTS

47. Uniform Complaint Procedures

The district is primarily responsible for complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate complaints alleging failure to comply with such laws and/or alleging discrimination and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (5CCR 4620) The district has adopted a uniform complaint policy and procedures for use when addressing complaints alleging unlawful discrimination against any protected group as identified under Education Code section 200 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity that receives or benefits from state financial assistance. Uniform complaint procedures shall also be used when addressing complaints alleging failure to comply with state and/or federal laws relating to specified programs.

The district has designated the following person as the compliance officer responsible for receiving complaints under the uniform complaint policy and procedures:

Robin Shive, Superintendent at 3240 Erskine Creek Road, Lake Isabella, Ca 93240 (760) 379-3651

You can obtain a copy of the district Uniform Complaint Policy and Procedures free of charge from the compliance officer. Complaints of discrimination must be filed within six months from the date the alleged discrimination occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination. Complaints made under this procedure must be directed to the compliance officer. The complaint review shall be completed in 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. A complainant may appeal the district's decision to the California Department of Education ("CDE") by filing a written appeal within 15 days of receiving the decision. The appeal must include a copy of the complaint filed with the district and a copy of the decision. The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. If a district is found to have violated a state or federal law and/or regulation, and the district does not take corrective action to comply, then various civil remedies may be available.

48. Complaints Regarding Discrimination and the Education of Disabled Students

Our school district is committed to equal opportunity for all individuals in education. Our district programs and activities shall be free from discrimination based on gender, sex, race, color, religion, national origin, lack of English skills, ethnic group, marital or parental status, physical or mental disability, sexual orientation, or any other unlawful consideration. The district shall promote programs which ensure that these discriminatory practices are eliminated in all district activities.

You have certain rights under the law, including Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color and national origin, Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, Section 504 of the Vocational Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act (IDEA), which prohibit discrimination on the basis of disability. The California Department of Education and the Office for Civil Rights of the U. S. Department of Education have authority to enforce these laws and all programs and activities that receive Federal funds. Complaints or inquiries regarding compliance with Section 504 or Title II of the Americans with Disabilities Act may be directed to the District Section 504 Coordinator, Sherry Costa, 3240 Erskine Creek Road, Lake Isabella, Ca. 93240, 760/379-4863 or to the Director of the Office of Civil Rights, U.S. Department of Education, Washington, D.C.

Complaints of unlawful discrimination are investigated through the Uniform Complaint Process. For a complaint form or additional information, please contact: Robin Shive, District Superintendent.

MISCELLANEOUS

49. Federal Race and Ethnicity Data Collection Reporting

Based upon final guidance from the U.S. Department of Education regarding the collection of race and ethnicity data for students and staff, the California Department of Education has revised its data collection requirements using the California Pupil Achievement Longitudinal Data System (CALPADS). Beginning with the 2010-2011 school year, districts are now obligated to comply with the new reporting requirements using a two-part question. Visit <http://www.cde.ca.gov/ds/sp/cl/> for more information. It is recommended that the Annual Notice to Parents/Guardians be used as the mechanism for distributing the information to students and/or collecting the required data.

50. Student Sexual Harassment

Students in grades 4 through 12 may be suspended or expelled for sexual harassment. The Board of Trustees prohibits sexual harassment in the educational environment by any person in any form. Sexual harassment is in violation of federal and state laws, including Title VII of the Civil Rights act of 1964 and Title IX of the Education Amendments of 1982.

Within the educational environment sexual harassment is prohibited between students, employees and students, and supervisors and students. Repeated or unwarranted verbal or physical sexual advances, sexually explicit derogatory statements, or sexually discriminatory remarks made by someone in the educational environment which are offensive or objectionable to the student or which cause the student discomfort or humiliation, or which interfere with the student's performance, are prohibited. Action will be taken when necessary to eliminate such practices or remedy their effects.

Students who engage in such harassment may be subject to disciplinary action up to and including expulsion (Education Code sections 212.5; 230; 48900.2). The principal or designee shall discuss the district's sexual harassment policy with his/her students and employees and assure them that they are not required to endure sexually insulting, degrading or exploitative treatment or any other form of sexual harassment. The principal or designee shall provide staff in-service or student instruction and counseling as needed (Title VIII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972).

Students and staff are encouraged to immediately report incidents of sexual harassment to the principal or designee. The principal or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person.

51. Use of the Library, Internet and/or On-Line Sites

The Kernville Union School District requires parent, student, and teacher signatures on an acceptable use policy for Internet access prior to individual student access on the Internet. This policy commits students to a set of guidelines of Internet usage prohibiting access to inappropriate sites.

52. Sex Offender Information: "Megan's Law"

The Sex Offender Identification Line is a telephone service for use by the public and organizations to identify serious sex offenders. This district does not disseminate this information; however, anyone at least 18 years of age may call (900) 463-0400. You will need the following information on the person you are checking on: Name and ONE of the following: address, birth date, driver's license number or Social Security number. You will be charged a flat rate of \$10 for information on up to two individuals. You may also receive information from your local law enforcement agency or view the Attorney General's Home Page at www.caag.state.ca.us.

The California Department of Justice operates an internet website which lists designated registered sex offenders in California. The district does not disseminate this information, but you may visit <http://www.meganslaw.ca.gov> to learn more and find helpful information for you and your family.

53. Management Plan for Asbestos-Containing Material

A complete, updated management plan for asbestos-containing material in school buildings is available at each school office.

54. Pesticide Warnings

The district has implemented an integrated pest management (IPM) program designed to effectively control pests using a combination of techniques. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment may be used according to established regulations and treatment thresholds.

Pursuant to the Healthy Schools Act of 2000, the district is required to notify staff, parents, or guardians of the name of all pesticide products expected to be applied at the school facility during the upcoming year. Those products are as follows:

<u>Product Name</u>	<u>Active Ingredient</u>	<u>Pest Treated</u>
Gopher Mix Control	Strychnine Alkaloid 0.5% Inert Ingredients 99.50%	Gophers
Raid	Tetramethrin (1-cyclohexene - 1-2-Dicarboximido) methyl 2-2 dimethyl-3-2 methylpropenyl) Cyclopropane carboxylate 0.20% 3 phenoxyphenyl) methyl () cis-trans 3-(2,2 dichloroethenyl – 2-2 dimethylcyclopropane carboxylate 0.20% Inert Ingredients 99.60% Contains petroleum distillates	Wasps and Hornets

If you wish to receive notification of individual pesticide applications at the school facility, registration forms are available from your school secretary at each school site. You will receive notification at least 72 hours prior to the application.

Information regarding pesticide information may be obtained at web site for the California Department of Pesticide Regulation at www.cdpr.ca.gov.

55. Tattooing or Body Piercing

It is a misdemeanor to tattoo or offer to tattoo a person under the age of 18. It is an infraction of the law to perform or offer to perform body piercing on a person under the age of 18, except in the presence of, or as directed by a notarized writing signed by, the parent or guardian. [This does *not* include ear piercing.] [Penal Code sections 19.8, 652, 653]

56. School Safety Plans

Each school site has established a Safety Plan. Notice of the Plan details is available to the public through the district office on request, and copies are provided to local law enforcement.

57. Tobacco-Free Schools/No Smoking Policy (Health and Safety Code section 104420)

The Governing Board recognizes that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff. The law requires that all recipients of any state and/or federal grant or contract maintain tobacco-free school sites.

Please be advised that use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, and in district vehicles. This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes.

Exceptions may be made for the use or possession of prescription nicotine products.

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate. Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may direct the person to leave school property, request local law enforcement assistance in removing the person from school premises, and/or prohibit him/her from entering district property for a specified period of time.

58. The Professional Qualifications of Your Student's Teacher(s)

Federal law requires that the District tell you about your right to request information about the professional qualifications of your student's teacher(s). The same right extends to information about any paraprofessional assigned to work with your student.

You are entitled to ask for the following information:

- Whether the teacher has met state credential or license criteria appropriate to the grade level and subject matter in the class.
- Whether the teacher serves under an emergency permit or other provisional authorization.
- The baccalaureate degree, college major, and any other graduate certification or degree held by the teacher.
- Whether your student is provided services by a paraprofessional, and if so, that person's qualifications.

59. Student Surveys

No student may be required to submit to a survey, questionnaire, or examination that reveals sensitive, personal information without the prior written consent of the parent. 20 USC 1232h requires notification to parents of the specific or approximate dates when the administration of any survey that reveals sensitive, personal information is scheduled or is expected to be scheduled. This notification must offer parents an opportunity to opt their child out of participation in the activity.]

You have the right to inspect a survey or other instrument to be administered or distributed to your child that either collects personal information for marketing or sale or requests information about beliefs and practices and any instructional material to be used as part of your child's educational curriculum. Such a survey may be given at the following approximate times throughout the school year: Third Trimester. For schools with 7th-12th grades: Prior to administering any anonymous and voluntary survey regarding health risks and behaviors to students in grades 7-12, the district must provide you with written notice that the survey is to be administered. Please contact your child's school if you wish to inspect any survey or other instrument to be given to your child.

60. Sex Offender Information: "Megan's Law" (Penal Code section 290.4)
Appendix

Further information regarding our district schools, programs, policies, and procedures is available to any interested person upon request to our district office. [E.C. section 48209.13, FERPA, 34 CFR section 99.7(b)]

UNIFORM COMPLAINT PROCEDURE ANNUAL NOTICE

TITLE 5 CALIFORNIA CODE OF REGULATIONS SECTION 4620

The district shall follow the uniform complaint procedure described below when addressing complaints alleging unlawful discrimination based on actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that receives or benefits from state financial assistance. The uniform complaint procedure described below shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in adult education, consolidated categorical aid programs, migrant education, Career Technical and Technical Education and Training Programs, child care and developmental programs, child nutrition programs, special education programs, and federal safety planning requirements. Individuals, agencies, organizations, students and interested third parties have the right to file a complaint using this procedure described below. The district shall have the primary responsibility to ensure compliance with applicable state and federal laws and regulations.

Complaints must be filed in writing with the appropriate compliance officer identified below. Complaints alleging discrimination must be filed not later than six (6) months from the date the alleged discrimination occurred or the date the complainant first obtained knowledge of the facts of the alleged discrimination, unless the time for filing is extended by the Superintendent or his or her designee.

Complaints will be investigated and a written decision sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The District 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. If the complainant is not satisfied with the local educational agency's decision, the complainant may file within fifteen (15) days of receipt of the decision a written appeal with the California Department of Education (CDE) in Sacramento, California. The appeal to CDE must include a copy of the locally-filed complaint and a copy of the District decision.

Complainants may also pursue available civil law remedies, including, but not limited to, injunctions, restraining orders or other orders in federal or state court. Further information about such remedies may be available through a public or private interest attorney, the County Lawyer Referral Service, Legal Aid Society, a mediator, or dispute resolution service.

A copy of the District's policy and complaint procedures may be obtained, free of charge, through the Superintendent's office.

Name and Title of Compliance Officer: Robin Shive, Superintendent
Address: 3240 Erskine Creek Road, 3240 Erskine Creek Road, Lake Isabella, Ca. 93240
Telephone Number: (760) 379-3651