

**ANNUAL NOTIFICATIONS TO PARENTS
AND GUARDIANS**

2020-2021

Message from the Superintendent:

On behalf of the school board, administration, faculty, staff, and students, I want to welcome you to the Happy Valley Union Elementary School District. We feel privileged to serve the children and families of our community.

I am honored to be the superintendent of the Happy Valley Union Elementary School District, and to partner with our students, educators, families, and community to ensure we meet the district's mission: Happy Valley Union School District will equip our students to become lifelong learners in a changing society so that they can adapt and grow as citizens of the world.

In our school district, we take pride in the small family atmosphere we provide for our students. Our district is committed to bringing out the best in each and every child and recognizes that strong schools are the foundation of a strong community.

In the Happy Valley Union School District, you will find a school community - teachers, students, administrators, board members, and volunteers - who have a great deal of pride in their schools. The cornerstone of our success is working together with community partners and families at our side, to ensure each student is inspired to reach their full potential.

My vision for the Happy Valley Union Elementary School District is to be a student-centered, highly-effective educational environment where everyone focuses on excellence and where respect, fairness, transparency, confidentiality, and shared governance are a part of every aspect of the organization.

The Happy Valley Elementary School District is committed to providing its students with a high-quality educational opportunity including:

- ✓ A nurturing and supportive learning environment
- ✓ A commitment to high behavior expectations
- ✓ Quality classroom instruction
- ✓ A commitment to high levels of academic achievement
- ✓ Attention to the personal needs of each student including Special Education
- ✓ A variety of extra-curricular activities and athletic options
- ✓ Preparation for High School and Post-High School Educational Opportunities

If you want to discuss any aspect of our school district or its programs or if you want to discuss your child's educational needs, please contact me or Shelly Craig at HVE or Karen Maki at HVP. We look forward to working with you.

Helen Herd, Superintendent

**Please review the material in this booklet,
Then SIGN and RETURN the
acknowledgement to your school site**

HAPPY VALLEY GOVERNING BOARD

Tim Garman - President

Email: tgarman@hvusd.net

Cheryl Frazer - Vice President

Email: cfrazer@hvusd.net

Rusty Simmons - Clerk

Email: rsimmons@hvusd.net

Carla Perry - Member

Email: cperry@hvusd.net

School Board Meetings are held on the second Tuesday of the month, with the exception of the December 8th meeting which will be held on the third Tuesday, at 6:00 p.m. Board Meetings alternate between the Elementary School Library and the Primary School, Room 1.

DIRECTORY OF OFFICES

Helen Herd, Superintendent

16300 Cloverdale Rd. Anderson, CA 96007

Tel. No. (530) 357-2134 Email: hherd@hvusd.net

Chief Business Official: Beth Roberts, broberts@hvusd.net

Executive Assistant: Rhonda Grijalva, rgrijalva@hvusd.net

Administrative Assistant: Taylor Barton, tbarton@hvusd.net

Happy Valley Primary School

Shelly Craig, Principal - scraig@hvsd.net

Karen Maki, Assistant Principal - kmaki@hvsd.net

16300 Cloverdale Rd. Anderson, CA 96007

Tel. No. (530) 357-2131

Secretary: Rocio Parkinson - rparkinson@hvsd.net

Secretary: Marlene Alvis - malvis@hvsd.net

Happy Valley Elementary School

Shelly Craig, Principal - scraig@hvsd.net

17480 Palm Ave. Anderson, CA 96007

(530) 357-2111

Secretary: Wendy Bogges - wbogges@hvsd.net

Secretary: Renee Wadowski - rwadowski@hvsd.net

Maintenance/Custodial/Transportation Department

Robin Barrie, M&O/Transportation Supervisor -

rbarrie@hvsd.net

17480 Palm Ave. Anderson, CA 96007

Tel. No. (530) 357-3178

Lead Bus Driver: Janet Manley - jmanley@hvsd.net

Food Services Department

Food Services Supervisor - Larra Snyder

lsnyder@hvsd.net, (530) 357-4510

**HAPPY VALLEY UNION ELEMENTARY SCHOOL DISTRICT
2020-2021
ANNUAL NOTIFICATION TO PARENTS AND GUARDIANS**

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

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

FAC.....Food and Agriculture Code
USC.....United States Code
CFR.....Code of Federal Regulations
ESEA.....Elementary and Secondary Education Act (20 USC 7114(D)(7))
PPRA....Pupil Privacy Rights Amendment (20 USC 1232(h))
FERPA...Family Educational Rights and Privacy Act
PPACA...Patient Protection and Affordable Care Act (PL 111-148)
Title VI.Title VI (or VII, IX) of the Civil Rights Act of 1964 (42 USC1981)
IDEA.....Individuals with Disabilities Education Act
§504.....Section 504 of the Rehabilitation Act of 1973 (29 USC 794(a))
EOA.....Equal Opportunities Act (20 USC 1701)

FAMILY INVOLVEMENT



Parents and guardians are encouraged and welcomed to become involved in the formal education of their children enrolled in public schools. This early and consistent parental involvement helps children to do well academically. When this involvement is combined with a partnership between home and school, the student, the school and the community benefit.

Parents and guardians of enrolled students have the right to be included in the educational process and to have access to the system on behalf of their children. These rights are outlined in Chapter 864, Statutes of 1998 and Education Code Section 51101 as follows:

Classroom Observing: Parents/guardians have the right to visit their child's classroom to observe activities. The time and date of the visitation must be arranged in advance with the school. Parents/guardians observing in a classroom may only interact with their own children. Parents/guardians will be asked to leave if their presence is disruptive to the educational process.

Teacher Conferencing: Parents/guardians have the right to request a conference with their child's teacher(s) or the principal. Parents should contact the school to schedule a date and time convenient to all participants.

Volunteering: Parents/guardians have the right to volunteer their time and resources for the improvement of school facilities and programs. Parents should contact the school to determine the terms and conditions of this service. Parents/guardians who volunteer in the classroom, on the playground, or in school activities must follow the volunteer protocols.

Student Testing: Parents/guardians have the right to be notified of their child's performance on standardized and statewide tests and the school's ranking on these Tests.

Student Academic Progress: Parents/guardians have the right to be informed of their child's academic progress in school and of the persons to contact if they wish more information or assistance with their child.

Student Records: Parents/guardians have the right to access their child's records and to question anything they feel is inaccurate or misleading or an invasion of privacy. Parents have the right to a timely response from the school district about their questions.

Councils and Committees: Parents/guardians have the right to participate as a member of a parent advisory committee, school-site council, or site-based management leadership team in accordance with established rules and regulations for membership.

ATTENDANCE



General Absences: Children cannot learn if they are not in school. Children learn early about being on time and not missing school. Daily school attendance improves student achievement. Teach your child to be on time and that school attendance is an important family value. For children ages 6 to 18 years, daily school attendance is compulsory.

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

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

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

1. Due to the pupil's illness.
2. Due to quarantine under the direction of a county or city health officer.

3. For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
4. For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside of California.
5. For the purpose of jury duty in the manner provided for by law.
6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child for which the school shall not require a note from the doctor.
7. For justifiable personal reasons, including but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at religious retreats, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
9. For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
10. For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.
11. Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

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

- C. For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.
- D. Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.
- E. “Immediate family,” as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil. [EC 48205, 48205.5, 48260]

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

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

Leaving School at Lunch Time: The Happy Valley UESD School Board has established a closed campus policy at all sites. Students may not leave campus at any time during the school day. This is for the security of the campus and to protect your student’s health, safety, and welfare. Please cooperate by not requesting permission for your student to leave campus during the school day. [EC 44808.5]

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

Attendance in District in Which Parent or Guardian is Employed: The district may, but is not required to, accept a transfer student whose parent/guardian resides outside the boundaries of the school district but is employed and lives with the student at the place of his/her employment within the boundaries of the school district for a minimum of three days during the school week;

or a student whose parent/guardian physically works within the boundaries of the school district for a minimum of 10 hours during the school week. [EC 48204(a)(7), 48980]

Enrollment of Homeless or Foster Youth: Foster and homeless children living in the District shall be permitted to attend a school in the District unless they: 1) stay enrolled at their school of origin outside the District, 2) their Individual Education Plan (IEP) indicates attendance elsewhere, or 3) the parent or guardian, with knowledge of all options, declares in writing otherwise. They also have rights to expedited enrollment in school, attend classes and programs (pending proof of immunization), and free after-school programs. In some cases, fees are waived. The school district and each school site have complete documentation of the rights of the homeless and foster youth.

[EC 48204, 48850-48859, 48645.3, 51225.1, 56055; 5 CCR 4622; WIC 361, 726; 42 USC 11301, 11432]

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

[EC 48206.3, 48207, 48207.5, 048208, 48980]

Truancy: The state defines three levels of truancy, each carrying more severe penalties for both the student and the parents or guardians. The three are truant, habitual truant, and chronic truant.

- **Truant:** A student is truant after missing three days of school or three 30-minute periods without a valid excuse. A SART (Student Attendance Review Team meeting) may be called.
- **Habitual Truant:** If a student is truant three or more times in a school year and an effort is made to meet with parents, then the student is a habitual truant. A SART meeting shall be called.
- **Chronic Truant:** A chronically truant student has missed 10 percent or more school days in a school year. A SART meeting shall be called with possible referral to SARB.
- **Interventions:** Students who are habitually truant, miss a lot of school or disorderly

can be referred to a student attendance review board (SARB), a district attorney mediation program, or the county probation department. Through these programs the student can be given guidance to meet special needs for improving attendance or improving school behavior. The goal is to intervene before a student enters the juvenile justice system or drops out.

Student Penalties: First truancy may result in a one-day weekend class. Second truancy may be a written warning from a peace officer that remains in the student's record.s. Third truancy may result in assignment to an after-school or weekend program, a SARB, a probation officer, or district attorney program. A fourth truancy may result in a chance to improve attendance, but may also result in the student being placed within the jurisdiction of, and as a ward of the juvenile court. Other actions may include required community service, payment of a fine of \$100, attend a truancy mediation program, and loss of driving privileges. A finding of truancy may be handled through available community services.

Parent Penalties: In Education Code; first conviction - up to \$100 fine; second conviction - up to \$200 fine; third up to \$500 fine. In Penal Code; parents of elementary students who are chronic truants face a fine up to \$2,000; imprisonment up to one year; or both. They may also be scheduled to meet regularly with district staff and/or referred for help. It is recommended that the parent or guardian attend classes at school with the student for one day. [ED 48260, 48260.5, 48261, 48262, 48263, 48263.5, 48263.6, 48264.5, 48291, 48293, 48320; PC 270.1, 830.1; WIC 256, 258, 601, 601.3; VC 13202.7]

Notice of Alternative Schools: California state law authorizes all school districts to provide for alternative schools. Section 58500 of the Education Code defines alternative school as a school or separate class group within a school which is operated in a manner designed to: (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy. (b) Recognize that the best learning takes place when the student learns because of his desire to learn. (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may be conceived by him totally and independently or may result in whole or in part from a presentation by his teachers of choices of learning projects. (d) Maximize the opportunity for teachers, parents and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process. (e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to the community in which the school is located. Alternative schooling in Happy Valley: Community Day School & Independent Study/Homeschool.

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

In School District/Out of school District Attendance Options:

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

Interdistrict Attendance: The governing board recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a school in another district.

The district shall not provide transportation beyond any school attendance area.

Limits on Student Transfers Out of the District to a School District of Choice:

* If the County Superintendent has determined that the district will not meet the state’s standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this district to a school district of choice.

* The district may deny a transfer of a student out of the district to a school district of choice if the Board determines that the transfer would negatively impact a court-ordered or voluntary desegregation plan of the district.

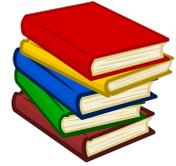
* A child of an active military duty parent/guardian shall not be prohibited from transferring out of the district to a school district of choice, if the other school district approves the application for transfer. [BP 5117 February 2020; EC 41020, 46600-46611, 48204, 48300-48316, 48350-48361, 48900, 48915, 48915.1, 48918, 48980, 52317]

School District of Choice: Prior to January 1, parents may apply to transfer their students to a School District of Choice (DOC). The DOC can limit the number of students it is willing to accept; and a school district of residence may limit the number of students who can transfer based on the total number of students in that district.

If more than that number of students applies, there will be a random process to determine which students are accepted. Priority will be given in order to 1) siblings of students already in the DOC; 2) students who qualify for Free and Reduced Lunch;

and 3) children of active military personnel. You will hear the decision from the DOC by February 15. Military families can apply anytime within the first 90 days of deployment to their District of Residence. Acceptance of transfer is valid for one year. [EC 48300, 48301-48315]

INSTRUCTION AND CURRICULUM



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

School Counselors: School counselors are trained educators possessing a valid teacher credential with a specialization in pupil personnel services. As specialists in child and adolescent development, school counselors coordinate the objectives, strategies, and activities of a comprehensive counseling program, and they serve as representatives on district and/or school guidance teams such as school attendance review boards. [EC 48980, 49600, 51229]

Academic and non-academic courses, classes, electives, activities, sports, and related facilities: State and federal law require academic and nonacademic courses, classes, electives, school-related activities, team sports, athletic competitions, and school facilities be available to all students without regard to their gender or gender identity, and irrespective of the gender listed in their records. Beginning in seventh grade counselors will meet with each student regarding course selection. Staff will not counsel students into programs, courses, or careers based on their gender or gender identity. The District Uniform Complaint Procedure may be used to file a complaint. [EC 221.5, 221.8, 49600, 48900; GC 11135, 11138; Title VI, Title IX; § 504; California Interscholastic Federation (CIF) 300 D]

California State Academic Standards: Each district in California decides how they will teach and what resources they will use to reach adopted common-core academic standards. More information can be found at www.cde.ca.gov/re/cc or www.corestandards.org. California launched a computer-based student testing system that ties to the standards for English Language Arts, Mathematics, and Science called the California Assessment of Student Performance and Progress (CAASPP). The new tests include the Smarter Balanced Assessment Consortium Assessments, California Science Tests (CAST), California Alternate Assessments (CAA), and Standards-based Tests in Spanish (STS) for Reading/Language Arts. Parents can exempt their child(ren) from CAASPP testing by submitting a letter in writing annually. More information about the CAASPP can be found at www.cde.ca.gov/ta/tg/ca/. [ED 60119, 60604.5, 60615]

LCFF and LCAP: The LCFF (Local Control Funding Formula) changed the way the

State provides money to school districts. Under this system, school districts receive a uniform base grant for every student, adjusted by grade level. Plus they receive adjustments for the number of students living in poverty, English learners, and foster youth. Then there are further adjustments for concentration of these groups if they are above 55% of the district's enrollment. More information about the LCFF is available at www.cde.ca.gov/fg/aa/lc/.

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

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

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

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

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

Family Life, Human Development, and Sexual Health Education: Your child will be taking classes in compliance with the California Healthy Youth Act.

These will include instruction in comprehensive sexual health education, HIV prevention education, and research findings regarding pupil health behaviors and risks. Any written and audio-visual educational materials planned for use are available for inspection prior to the start of classes. You may have copies of non-copyrighted material that will be presented by a consultant or guest speaker for ten cents (10¢) per page. You will be notified before such instruction, and have a right to request, in writing, that your child not participate in any and all activities. You may withdraw this request at any time. School districts must ensure that all participating pupils receive sexual health instruction from personnel adequately trained in appropriate courses. In this District, the school nurse teaches these classes. During this class, students in grades 7-12 may be asked to anonymously, voluntarily, and confidentially fill out evaluation and research tools such as surveys, tests, or questionnaires measuring student attitudes toward health, sex, and risk behaviors. Copies of Education Code Sections 51933, 5134, and 51938 can be requested from the District or can be obtained online at www.leginfo.legislature.ca.gov. [EC 51933, 51934, 51937-51939]

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

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

SCHOOL RECORDS AND STUDENT ACHIEVEMENT



Pupil Records: Parents, guardians, foster parents, certain caregivers, and students over 18 have the right to review, get copies, and inspect school records within five business days of a written or oral request or before any meeting regarding an individualized education program or a hearing. Those records are confidential, and privacy will be maintained.

Student records are provided to schools where a student transfers or wants to enroll.

In some instances information about your child may be released to District staff, foster agencies, short-term residential treatment programs, after school programs, summer camps, lawyers, law enforcement, state researchers, and nonprofit researchers. Sharing of pupil records must conform to federal laws and in some cases must be approved by the State Committee for Protection of Human Subjects. The records include transcripts, discipline letters, commendations, attendance, health information, and test records and scores. The records are maintained at the school office by the school secretary and there is someone to help interpret the material if needed.

When more than one child is named in the records, parents may only see material related to their child.

If requested, the district will provide a list of types and locations where materials are held. There is a log of who has viewed the records that is kept at the same location as the records. District policy or administrative regulation 5125 sets forth the criteria by which school officials and employees can look and change or delete the files and why. Files may be reviewed to identify students eligible for public school choice or supplemental educational service.

You may have copies made free of charge.

You also have the right to file a written request with the superintendent challenging the records. You can challenge the records if you think there is an inaccuracy, unsubstantiated conclusion or inference, a conclusion outside the observer's expertise, comment not based on personal observation with time and date noted, misleading information, or violation of privacy rights. You can file a complaint about how your request was handled with the district or with the United States Department of Education. You will get to meet with the superintendent or designee within 30 days. If your challenge is sustained, the changes will be made. If not, you can appeal to the school board, which has final authority. If you still have a different view, your view can be included in the student's record. [EC 8484.1, 49063, 49060, 49068, 49069, 49069.3, 49070-49079.7, 51101, 56043, 56504; CC 1798.24(t); FERPA; 20 USC 1232(g); 34 CFR Part 99]

Students of Military Families: For a smoother transition, the District has established guidelines for transferring credits and meeting graduation requirements of students from military families. Also, students can be registered in their district of choice, but must provide proof of residency within 10 days. [EC 51225.1, 51225.2]

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

Regulations Regarding Pupil Achievement: The Board of Education believes good communication between parents and teachers is important in the educational process. All appropriate forms of communication should be used. The progress report should reflect student progress in classwork and proficiency levels and indicate educational growth in relation to the student's ability, citizenship and effort. [EC 49067]

Teacher Qualifications: A provision of federal Title 1 requires all districts to notify parents of children in Title 1 schools that they have the right to request and receive timely information on the professional qualifications of classroom teachers and paraprofessionals including stae qualifications, licensing for the grade level or subject taught, any waivers for qualifications, emergency provisions, college major, graduate degrees and subject, and if paraprofessionals or aides are in the classroom and what their qualifications are. [ESEA; 20 USC 6311; 34 CFR 200.61]

Release of Directory Information: The law allows schools to release "directory information" to certain persons or organizations including military recruiters. Directory information includes student's name, address, telephone number, email address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous school attended. You may have the district withhold any of this information by submitting a request in writing. Written notification received after the date specified will be honored, but the student's information may have been released in the interim. In the case of students with exceptional needs or who are homeless, no material can be released without parent or guardian consent. [EC 49061(c), 49070,49073(c), 56515; FERPA; ESEA]

School Safety Plan: Every year, each school shall review and update its plan by March 1. Each school shall make its plan public and shall share the plan with numerous community leaders, school site personnel, and parent groups. Plans should, among other things, provide guidance for the response to and/or the prevention of bullying, child abuse, disasters, and criminal activity. Key elements are to be described in the School Accountability Report Card. Planned responses to criminal incidents need not be disclosed. The Uniform Complaint Procedure can be used regarding School Safety Plan compliance. [EC 32281, 32282.1,32286, 32288, 32289, 51101]

STUDENT SERVICES

Student Meal Program: All enrolled students of Happy Valley Union Elementary School District are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2020-2021 school year. No further action is required of you. Your Child(ren) will be able to participate in these meal programs without having to pay a fee. If you have any questions or concerns please contact the District Office at (530) 357-2134. [EC 49510-49520, 49558; 42 USC 1761(a); ne]

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

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

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

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

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

The district reserves the right to monitor student use of technology within the jurisdiction of the district without advance notice or consent. Students shall be informed that their use of district technology, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, is not private and may be accessed by the district for the purpose of Ensuring proper use.

Students have no reasonable expectation of privacy in use of the district technology. Students' personally owned devices shall not be searched except in cases where there is a reasonable suspicion, based on specific and objective facts, that the search will uncover evidence of a violation of law, district policy, or school rules.

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

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

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

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

To reinforce these measures, the Superintendent or designee shall implement rules and procedures designed to restrict students' access to harmful or inappropriate matter on the internet and to ensure that students do not engage in unauthorized or unlawful online activities.

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

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

- 1) Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs

- 2) Intentionally uploading, downloading, or creating computer viruses and/or maliciously attempting to harm or destroy district equipment or materials or manipulate the data of any other user, including so-called “hacking”
- 3) Distributing personal identification information, including the name, address, telephone number, Social Security number, or other personally identifiable information, of another student, staff member, or other person with the internet to threaten, intimidate, harass, or ridicule that person

The Superintendent or designee shall provide age-appropriate instruction regarding safe and appropriate behavior on social networking sites, chat rooms, and other Internet services. Such instruction shall include, but not be limited to, the dangers of posting one’s own personal identification information online, misrepresentation by online predators, how to report inappropriate or offensive content or threats, behaviors that constitute cyberbullying, and how to respond when subjected to cyberbullying. [BP 6163.4 January 2016; EC 49073.6, 51006, 51007, 60044; PC 313, 502, 632, 653.2; 15 USC 6501-6506; 20 USC 6751-6777; 47 USC 254; 16 CFR 312.1-312.12; 47 CFR 54.520]

School Accountability Report Card: The School Accountability Report Card is available on request, and is available annually by February 1st on the Internet at www.hvUSD.net. It contains information about the district and school regarding the quality of programs and its progress toward achieving stated goals. A copy will be provided upon request. [EC 33126, 32286, 352596, 35258, 51101]

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

The District wants to locate, identify and assess all children with disabilities whether homeless, wards of the state, enrolled in public or private schools. The District has policies guiding procedures for identification and referral. Students identified with special needs will receive a Free Appropriate Public Education in the least restrictive environment. [EC 48853, 56020 et seq., 56040, 53601; 5 CCR 4622; 20 USC 1412, (10)(A)(ii), 1412(a)(6)(A); 34 CFR 300.121]

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

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

- **Educational Activity Fees:** No fees can be required or collected for student participation in an event or activity, either curricular or extracurricular, that is an essential part of a student's education or for transportation to those events. There can be no fees required for registering or participating in regular or extra classes.
- **Voluntary Donations:** While voluntary donations may be suggested for activities, no student may be denied participation based on the family's ability to make a donation.
- **Exceptions - When fees may be required:** By law, there are exceptions to the prohibition against charging of fees or deposits. These exceptions include, but are not limited to, transportation to non-essential activities, non-essential events where attendance is optional (such as a school dance), food served to students, damage to district provided materials such as textbooks, cost of community service classes, and fingerprinting. Money may also be collected for material used for projects that a student will be taking home, such as, material used in a career class like woodshop or sewing. The Uniform Complaint Procedure can be used regarding pupil fee compliance. A complaint may be filed with the school principal and may be filed anonymously. [EC 17551, 17552, 19911, 32030-32033, 32220-32224, 32390, 35330, 35331, 35335, 38084, 38118, 38120, 39807.5, 48052, 48053, 48904, 49010-49013, 49063, 49065, 49066, 51815, 52373, 52612, 52615, 52920-52922, 60070; 5 CCR 4610, 4630; ne]

HEALTH SERVICES



Immunizations: Students may not be admitted to a classroom setting in school unless he/she has been fully immunized against diphtheria, hepatitis b, haemophilus influenzae type b, measles, mumps, pertussis (whooping cough), poliomyelitis, rubell, tetanus, and varicella or provide proof from a doctor stating the child has had the disease. All advancing students, new students, or transferring students in grades 7 through 12 must be fully immunized, including a required booster against pertussis (Tdap). They shall not be admitted without the Tdap booster. Homeless and foster youth can be enrolled without proof of immunization.

It is this district's policy that there be no “conditional” admittance to schools. Documented proof that immunizations are up-to-date is required before attending school. These requirements do not apply if a note from a licensed physician cites why they should not. The required immunizations are available through a usual source of medical care, County Health Department, a school nurse, or may be administered by a health care practitioner acting under the direction of a physician. Immunizations may be given at school. There may be funds for those who cannot access services.

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 a time as directed by health officials or district administration.

Parents or guardians may refuse to allow the sharing of personal information related to their child's immunization records by notifying the County Health Department listed in this section. [HSC 120325, 120335, 120338, 120370, 120375, 120400,

Medical Exemptions for Student Immunizations (Senate Bills 276 and 714)

The California Legislature passed two laws in 2019, Senate Bills (SB) 276 and 714, which place additional requirements on parents seeking immunization exemptions based on their child's medical condition. As of January 1, 2021, school districts and county offices will only be allowed to accept medical exemption requests that are submitted on a standardized, statewide medical exemption certification form developed by the California Department of Public Health (CDPH). As of January 1, 2021, the student's licensed physician or surgeon must complete the standardized form and submit it directly to the California Immunization Registry.

For medical exemptions requests submitted between January 1, 2020 and December 31, 2020, it was unclear from these new laws how long those exemptions last, so we sought clarification from the CDPH on that point. The CDPH responded to our request for guidance on this particular question, that medical exemptions submitted in 2020 are good until a student enters the next grade span.

Immunizations: As a parent/guardian you have the right to be informed that your child must be immunized against certain diseases before being admitted to school, unless exempted for medical reasons.

Religious and Personal Beliefs Exemptions: January 1, 2016 was the deadline for parents to exempt their children from required immunizations based on their religious or personal beliefs. Students who had a signed waiver based on religious or personal beliefs on file by January 1, 2016, are exempt from the immunization requirement until they complete the "grade span" they were in as of January 1, 2016. Grade spans are defined as: (1) birth through preschool, (2) Kindergarten through 6th grade, and (3) 7th through 12th grade. Students who entered the District for the first time, or who advanced to 7th grade, after July 1, 2016 are no longer exempt from immunizations based on religious or personal beliefs.

Medical Exemptions: Students who have a medical exemption issued before December 31, 2020 will be allowed continued enrollment until they enroll in the next grade span. As of January 1, 2021, the District will only accept medical exemptions that are submitted on the California Department of Public Health's standardized, statewide medical exemption certification form. (Health and Safety Code §§120370(a)(2) and 120372(a).)

120405, 120410, 120415, 120480; EC 48216, 49403, 48852.7, 48853.5; 17 CCR 6000-6075; 42 USC 11432(C)(i)]

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

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

Shasta County Public Health
2650 Breslauer Way
Redding, CA 96001
(530) 225-5591 or (800) 971-1999

Board Policy 5141.3 - Health Examinations: Board Policy 5141.3 states, “health examinations of students may lead to early detection and treatment of conditions that impact learning” and “health examinations also may help in determining whether special adaptations of the school program are necessary.”

Non-invasive Tests: Non-invasive tests, such as no-touch thermometer temperature checks, are not blocked by law in which any test is “permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.” (20 U.S.C.A., § 1232h, subd. (c)(4)(B)).

Consent: Parents/guardians have the right to refuse consent under Education Code section 49451: “A parent or guardian having control or charge of any child enrolled in the public schools may file annually with principal of the the school in which he is enrolled a statement in writing, signed by the parent or guardian, stating that he will not consent to a physical examination of his child. (Ed. Code § 49451) However, when there is a good reason to believe that your child is suffering from a recognized contagious or infectious disease, he/she may be sent home and shall not be permitted to return to school until the contagious or infectious disease does not exist. (EC § 49451)

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

Parents or guardians must have their child’s oral health assessed and have proof of the assessment by May 31 of the student’s first school year (kindergarten or first grade). Assessments within the 12 months before the child enters school also meet this requirement. The assessment must be done by a licensed dentist or licensed or registered dental health professional. [EC 49452.8]

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

Medication: Children may take medication, which is prescribed by a physician, received in its original container, and can get help from school personnel during the school day if:

- 1) The district designee has received a written statement from the physician detailing the medication name, method, amount, and time schedules by which the medication is to be taken; and
- 2) Parent, guardian, or caregiver annually submits a written statement asking the school district to assist their child in taking the medication or allow the student to self-administer certain medications. This includes allowing a school staff member to volunteer to identify the need for, and administer glucagon and epinephrine to a student. The letter gives permission to a district representative to communicate with the health care provider, pharmacist and acknowledge understanding of how the medication will be administered. Each school determines if it will have staff trained in the use and storage of auto-injectable epinephrine. The District will have a supply of epi-pens at each school site. [EC 49414, 49414.3, 49414.5, 49423, 49480]
- 3) IF the medication IS NOT Prohibited by board policy

Children may carry and self-administer a blood glucose level test, diabetes care, inhaled asthma medication, and auto-injectable epinephrine if the rules above are met and if a physician confirms in writing that the student is able to self-administer. [EC 49414, 49414.5, 49423, 49423.1, 49480]

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

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

Medical and Hospital Insurance for Students: The district DOES NOT provide insurance on individual students. However, you may purchase accident insurance through the district for medical and hospital services covering your child. The insurance provides coverage for your child while on school grounds or in school buildings during the time your child is required to be there because of attendance during a regular school day of the district; or while being transported by the district to and from school or other place of instruction; or while at any other place as an incident to school-sponsored activities. All children enrolling kindergarten, first grade, or transferring into the district must be enrolled in a health care plan. There are several options for getting a health plan; through an insurance agent, or low cost provider such as Medi-Cal and Covered California. The school district assumes no liability for accidents to pupils at school. [EC 32221.5, 49452.9, 49472; PPACA]

Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or Federally sponsored health insurance programs. Information about these programs may be obtained by calling Covered California (800) 300-1506 or online at www.coveredca.com. [EC 49471]

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

Access to Mental Health Services: School-based mental health services help address barriers to learning and provide appropriated student and family support in a safe and supportive environment. Reaching out for mental health services is simple; contact your school counselor, nurse, health aide, principal, or the district office. In the community a good place to start may be to dial 211 for referrals in your area or call Shasta Co. Mental Health Services at (530) 229-8400. If you are in crisis contact this number or dial 911. [EC 49428]

Drug, Alcohol, and Tobacco Prevention: The unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs, alcohol, or any form of tobacco product on District premises or as a part of any District activity is strictly prohibited. “Tobacco product” is defined as (i) any product made or derived from tobacco or nicotine that is intended for human consumption, regardless of how consumed; (ii) an electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device (commonly known as “e-cigarettes”); or (iii) any component, part or accessory of a tobacco product. Except for members of the military, possession of tobacco by those under 21 is illegal and can lead to at \$75 fine or 30 hours of community service. It is illegal to possess synthetic marijuana. The District has adopted no smoking policies that are not part of the TUPE program. The District has adopted a policy banning electronic-cigarettes (e-cigarettes) and other vapor delivery devices. [EC 48900, 48901; HSC 11357.5, 11375.5; BPC 22950.5(c); PC 308; BP 3513.3]

This district may seek funding to support student programs. The district qualifies for Tobacco Use Prevention Education (TUPE) grant money. Money for the grant comes from Proposition 99 (1988) that added a 25¢ tax on each pack of cigarettes. In grades 6-12, TUPE funds support health education efforts aimed at the prevention and reduction of tobacco use by students and provide intervention and cessation services to students currently using tobacco. All recipients will adopt tobacco free district policies as well as post “Tobacco Use is Prohibited” signs at all property entrances. [HSC 104350, 104420, 104460]

Marijuana (Cannabis): A student who unlawfully possessed, used, sold, otherwise furnished, or was under the influence of cannabis is subject to expulsion. Any person 18 or older who possesses, sells, dispenses, distributes, furnishes, administers, gives; or offers to sell, dispense, distribute, furnish, administer, or give; or possesses for sale any, concentrated cannabis, synthetic cannabinoid compound, or any synthetic cannabinoid derivative, to any person, can be imprisoned in a county jail not exceeding six (6) months, or by a fine not exceeding \$1,000, or by both. Any person 18 or older possessing marijuana on district property during the school day, depending on the amount and number of offenses, can face consequences including \$250 to \$500 fine and imprisonment for ten (10) days. Any person younger than 18 possessing marijuana, depending on amount and number of offenses, faces up to forty (40) hours of community service, ten (10) hours of drug education, and sixty (60) hours of counseling. [EC 48900; HSC 11357, 11357.5]

Type-2 Diabetes Information: Type-2 diabetes is the most common form of diabetes in adults. Until recently it was rare in children; it is becoming more common, especially for overweight teens. According to the U.S. Centers for Disease Control and Prevention (CDC), one in three American children born after 2000 will develop type-2 diabetes in his or her lifetime.

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

Associated Risk Factors: It is recommended that students displaying or possibly experiencing the risk factors and warning signs be tested for the disease. The following risk factors are associated with an increased risk:

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

Warning Signs and Symptoms: Warning signs and symptoms develop slowly, and initially there may be no symptoms. However, not everyone with insulin resistance or type-2 diabetes develops these warning signs, and not everyone who has these symptoms necessarily has type-2 diabetes. Symptoms include:

- Increased hunger, even after eating
- Unexplained weight loss
- Increased thirst, dry mouth, and frequent urination

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

Prevention Methods and Treatment: Healthy lifestyles can help prevent and treat type-2 diabetes. Eating healthy foods in the correct amounts and exercising regularly can help children achieve or maintain a normal weight and normal blood glucose levels.

- Eat healthy foods; make wise food choices
- Get more physical activity; increase physical activity to at least 60 minutes every day
- Take medication if diet and exercise are not enough to control the disease

The first step is to visit a doctor who can determine if a child is overweight. A doctor can also request tests to see if the child has diabetes or prediabetes.

Diabetes Screening Tests Available:

- **Glycated hemoglobin (A1C) test:** A blood test that measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes.
- **Random (non-fasting) blood sugar test:** A blood sample is taken at a random time. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes. This test must be confirmed with a fasting blood glucose test.
- **Fasting blood sugar test:** A blood sample is taken after an overnight fast. A fasting blood sugar level less than 100 mg/dL is normal. A level of 110 to 125 mg/dL is considered pre-diabetes. A level of 126 mg/dL or higher on two separate tests indicates diabetes.
- **Oral glucose tolerance test:** A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.

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

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

For more information please visit the California Department of Public Health website or go to www.cdph.ca.gov/HealthInfo/discond/Pages/MeningococcalDisease.aspx [HSC 120395-120399]

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

STUDENT BEHAVIOR



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

School Rules: You have a right to review school and district rules regarding student discipline. If you wish to do so, please contact the school office. [EC 35291, 48980, 51101]

Permission To Ride The School Bus: In the interest of greater safety for all pupils and property concerned with school transportation, the Governing Board of Happy Valley UESD, in cooperation with the California Highway Patrol, believes that better informed pupils and parents will help to safeguard the lives of all who ride the school buses. The following rules are based upon the "Regulations of Pupil Transportation" as set forth by Board policy (BP/AR 5131.1), the California Department of Education, and the California Highway Patrol:

- Due to COVID-19 All persons riding HVUESD buses must wear a mask. Cloth masks will be provided for those students needing them. Students will deposit the masks in a designated container before exiting the bus.
- Riders shall follow the instructions and directions of the bus driver at all times.
- Riders should arrive at their designated bus stop on time and stand in a safe place at the stop to wait quietly for the bus.
- Riders shall enter the bus in an orderly manner and go directly to their seats.
- Riders shall sit down, face forward, and fasten any passenger restraint systems. Riders shall remain seated while the bus is in motion.
- Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
- Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude, or abusive behavior is prohibited.
- Any noise or behavior that could distract the driver, such as loud talking, scuffling or fighting, throwing objects, or standing or changing seats, is prohibited and may lead to suspension of riding privileges.
- Riders shall not use tobacco products, eat, or drink while riding the bus.
- Riders may bring electronic devices onto the bus only if such devices are permitted at school. However, riders may not use any electronic device while on the school bus.

- Riders shall not put any part of the body out of the window or throw any item from the bus.
- Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with the bus equipment.
- Service animals are permitted on school transportation services; all other animals are prohibited.
- Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.
- Riders should be alert for traffic when leaving the bus and shall follow the District's transportation safety plan when crossing the road and exiting the bus.

First Violation: Warning & seat reassignment, unless in the judgment of the Principal/and or the Head of Transportation the penalty should be more severe.

Second Violation: Transportation suspended for three days.

Third Violation: Transportation suspended for five days.

Fourth Violation: Transportation denied for the remainder of the year.

The cooperation of all pupils and parents is requested to the end so that pupils being transported under school authority shall be guaranteed the greatest possible safety. Pupils must realized that the safety of their own lives, as well as those of their school mates, depends upon cooperative bus conduct.

Cellphones, Pagers, Electronic Signaling Devices: Districts may regulate the possession or use of any cell phone, pager or electronic signaling device while pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. **Please reference the Cell Phone Policy and the Computer Use Policy and Electronic Devices in the Elementary School Guidelines.** Use is allowed if essential to student's health as determined by a licensed physician or surgeon. [EC 48901.5]

Safe Place to Learn: It is State and District policy to improve student safety, connections between students and supportive adults, and connections between schools and communities. These policies prohibit discrimination, harassment, intimidation, and bullying at all school sites and school activities based on actual or perceived characteristics: race, color, ancestry, nationality, national origin, immigration status, ethnicity, ethnic group identification, age, religion, pregnancy, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics, at any school sponsored activity. School site staff trained in anti-bias shall be made known. When safe to do so, District employees must intervene immediately when they see discrimination, harassment, intimidation or bullying. Certificated staff, 7-12 grades get information about helping LGBQT students. Resources about bullying, intimidation, and violence are found through the District and online at www.cde.ca.gov or at

The District Uniform Complaint Procedure may be used to file a complaint. Contact the District Complaint Officer(s) listed on page 22 for assistance. [EC 200, 220, 221.51, 234, 234.1, 234.5, 51101; PC 422.55; 5 CCR 4900; BP 5131.2]

DISCIPLINE



Parent Responsibility: Parents or guardians are liable for all the damages caused by the willful misconduct of their minor children that results in death or injury to other students, school personnel, or damage to school property. Parents are also liable for any school property loaned to the student and willfully not returned. Parents' or guardians' liability may be as much as \$20,300 in damages and another maximum of \$11,200 as adjusted annually by the California Department of Education for payment of a reward, if any. The school district may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid or the property returned or until completion of a voluntary work program in lieu of payment of money. If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities, or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. Civil penalties may also be enforced with fines up to \$25,000. [EC 48900.1, 48904, 51101; CC 1714.1; GC 53069.5]

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

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

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

- (a) 1. Caused, attempted to cause, or threatened to cause physical injury to another person; or
2. Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Knowingly received stolen school property or private property.
- (l) Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (m) Committed or attempted to commit a sexual assault as defined in Section 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (n) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against a pupil for being a witness, or both.
- (o) Unlawfully offered, arranged to sell, negotiated to sell or sold the prescription drug Soma.

(p) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision “hazing” means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.

(q) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.

(D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

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

(i) A message, text, sound, video, or image

(ii) A post on a social network Internet Web site, including, but not limited to:

- (I) Posting to or creating a burn page. “Burn page” means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1);
- (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonated a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has Reasonably believed, that the pupil was or is the pupil who was impersonated;
- (III) Creating a false profile for the purpose of having one or more of the effects Listed in paragraph (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) An act of cyber sexual bullying. (I) For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation of 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. (II) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school sanctioned activities.

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

(3) “Reasonable pupil” means a pupil, including, but not limited to, 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.

(r) 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.

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

(t) As used in this section, “school property” includes, but is not limited to, electronic files and databases.

(u) 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.

- (v) 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. [EC 35291, 48900, 48910]

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

Mandatory Suspension/Expulsion: Education Code Section 48915(a): Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that the expulsion is inappropriate, due to the particular circumstance:

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

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

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

Student Search: The school principal or designee may search the person of a student, the student's locker, backpack or purse 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]

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 guardian. [EC 48906; PC 11165.6]



PROTECTIONS, COMPLAINTS AND PROCEDURES



The District is primarily responsible for compliance with local, state, and federal laws and regulations; has policies and procedures to address allegations of unlawful discrimination, harassment, intimidation, bullying, and complaints alleging violation of laws governing educational programs, activities, and pupil fees. Employees, students, parents or guardians, school and district advisory committee members, appropriate private school officials and other interested parties are advised of the district policies and how to file a complaint if they so desire.

Nondiscrimination/Harassment: The Governing Board desires to provide 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 Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or 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 activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school sponsored activities but which may have an impact or create a hostile environment at school.

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.

Migratory Children – Residency Retention (Assembly Bill 1319)

Assembly Bill (AB) 1319 was intended to minimize academic and social disruptions for migratory students. The bill added Education Code section 48204.7 which provides that “currently migratory children,” who are enrolled in a school district due to a parent’s or immediate family member’s temporary or seasonal employment in an agricultural or fishing activity, as defined by Education Code section 54441, must be allowed to continue in their schools of origin, regardless of any change of residence during that school year, for the duration of their status as migratory children.

Also, when a student’s status as a migratory child changes during the school year, school districts must:

- a) allow K-8th graders to continue in their schools of origin for the remainder of that school year;

AB 1319 also requires that migratory children and their parents/guardians be informed of the impact that remaining in their schools of origin will have on their eligibility to receive migrant education services, such as instructional, health and welfare services, and transportation.

Residency Retention for Migratory Children: Currently migratory children, who are enrolled in a school district due to a parent’s or immediate family member’s temporary or seasonal employment in an agricultural or fishing activity, as defined by Education Code section 54441, must be allowed to continue in their schools of origin, regardless of any change of residence during that school year, for the duration of their status as migratory children. When a student’s status as a migratory child changes during the school year, the school district must: (1) allow K-8th graders to continue in their schools of origin for the remainder of that school year; and (2) allow 9-12th graders to continue in their schools of origin through graduation.

Migratory children and their parents/guardians must be informed of the impact that remaining in their schools of origin will have on their eligibility to receive migrant education services.

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

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

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. 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 nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. He/she shall report his/her findings and recommendations to the Board after each review.

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

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

Record Keeping: The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools. [BP 5145.3 June 2018; EC 200-262.4, 48900.3, 48900.4, 48904, 48907, 48950, 48985, 49020-49023, 51500, 51501, 60044; CC 1714.1; GC 11135; PC 422.55, 422.6; 5 CCR 432, 4600-4670, 4900-4965; 20 USC 1681-1688, 12101-12213; § 504; Title VI; Title VII; Title IX; 42 USC 6101-6107; 28 CFR 35.107; 34 CFR 99.31, 100.3, 104.7, 106.8, 106.9, 110.25]

Sexual Harassment: The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages 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 experience 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 compliance officer. Once notified, the principal or compliance officer shall take the steps to investigate and address the allegation, as specified in the accompanying administrative regulation.

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

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

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed 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 noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of Sexual harassment and/or other students during an investigation and that, to the

extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

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

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

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

Record-Keeping: The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools. [BP 5145.7 June 2018; EC 200-262.4, 48900, 48900.2, 48904, 48980; CC 51.9, 1714.1; GC 12950.1; 5 CCR 4600-4687, 4900-4965; FERPA; 20 USC 1221, 1681-1688; 42 USC 1983; Title VI; Title VII; 34 CFR 106.1-106.71]

Complaints Regarding Discrimination, Harassment, Intimidation, Bullying, Exceptional Needs Students, Categorical Programs, and Federally Funded Programs: The district shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination, harassment, or bullying against any protected individual or group identified under Board Policy, Education Code, California Code of Regulations, Penal Code, or Government Code including actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program or activity that receives or benefits from state financial assistance.

The District shall promote programs that ensure non-discriminatory practices in all District activities. If you want further details in this regard, or wish to file a complaint, please contact the District's Uniform Complaint Officer. The Governing Board designates the following compliance officer(s) to receive and investigate all complaints and ensure district compliance with law:

The Governing Board designates the following compliance officer(s) to receive and investigate all complaints and ensure district compliance with law:

Helen Herd, Superintendent
16300 Cloverdale Rd.
Anderson, CA 96007
(530) 357-2134

The Uniform Complaint Procedure can be used in cases of discrimination or a violation of a federal or state law within the following programs as identified by the District's Board Policies: adult education, career/technical education, technical training, ROP programs and centers, Agricultural Vocational Education, child development, State Preschool, Early Childhood Education Program Assessments, Consolidated Categorical Aid, Economic Impact Aid, LCAP, State Compensatory Education, State Program for Students of Limited English Proficiency, school improvement, tenth-grade counseling, tobacco use prevention education, Peer Assistance and Review, Migrant and Indian Education, American Indian Education Centers, Bilingual Education, nutrition services, special education, after school education and safety, homeless or foster youth education options, course content, physical education (including instructional minutes grades 1-6), discrimination, harassment, intimidation, bullying, pupil lactation accommodations, pupil fees, Civil Rights Guarantees that receive state or federal financial assistance, ESEA (Titles I-VII), Williams Settlement issues, school safety plan, safe place to learn, School Safety and Violence Prevention Act, and other areas designated by the District. [EC 200, 201, 220, 234, 260 et seq., 262.3, 48853, 48853.5, 49010-49013, 49069.5, 51210, 51223, 51225.2, 51228.3, 52075, 52334.7, 56500.2, 56501; PC 422.55; 5 CCR 4600-4687; CC 51-53; GC 11135, 12900; 20 USC 1400 et seq.; EOA; Title VI, Title IX; §504; IDEA; 42 USC 2000d, 2000e, 2000h; 34 CFR 106.9]

District Uniform Complaint Process: You may contact your school's office or the District Office to obtain a free copy of the district's complaint procedures. The complaint procedure can be used for a variety of issues not mentioned about including but not limited to employee issues and policies and procedures of the district. Confidentiality and privacy shall be respected in all complaint investigations. Complaints alleging discrimination may be filed by a person on their own behalf or on behalf of another person or group of people within six months of the occurrence or when facts became known. Complaints regarding a special needs student or pupil fees may be filed within 12 months of the occurrence. Complaints regarding LCAP may be filed anonymously. Complaints regarding Pupil Fees may be filed anonymously and with the principal. If a complaint regarding LCAP or pupil fees is valid, then the parents are due full reimbursement. Staff has been trained to deal with these types of complaints.

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

If the District acts in the same manner, the finding may be affected.

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

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

American Civil Liberties Act 504: Office of Civil Rights

Child Abuse: Department of Social Services, Protective Services Division, or law enforcement

Discrimination/Nutritional Services: U.S. Secretary of Agriculture

Employment Discrimination: Department of Fair Employment and Housing, Equal Employment Opportunity Commission

General Education: This school district

Health and Safety/Child Development: Department of Social Services

Student Records: Family Policy Compliance Office (FPCO), U.S. Department of Education

[20 USC 11138; 34 CFR 300.510-511, 300.513; EC 235, 262.3, 33031, 33032, 33381, 48985, 56000-56885, 59000-59300, 64000(a); 5 CCR 4600, 4620-4632]

Complaints Regarding the Williams Settlement, Instructional Materials, Teacher Placement, and School Facilities: Parents should use the District Uniform Complaint Procedure with modifications as included, to identify and resolve any deficiencies regarding instructional materials; facility cleanliness, safety, emergency or urgent facility conditions that pose a health or safety threat to students or staff; teacher vacancies or mis-assignments. [EC 8235.5, 35186]

Williams Settlement Complaint Procedure: A complaint form may be obtained, fee of charge, at the school office, the district office, or downloaded from the district's Web site at www.hvusd.net, but the form need not be used to make a complaint. You may also download a copy of the California Department of Education complaint form from this Web site, www.cde.ca.gov/re/cp/uc. The Uniform Complaint Procedure shall be used for filing Williams related complaints with the following special circumstances applying:

1. Forms can be turned into the principal or designee who will make every reasonable attempt to investigate.
2. Complaints beyond the site authority will be forwarded to the District within 10 days.
3. Complaints may be filed anonymously. A response may be requested if complainant is identified and will be sent to the mailing address on the complaint.
4. If the District is required to provide material in a foreign language based on California Department of Education census data and if requested, the response and report shall be written in English and the primary language in which the complaint was filed.
5. The form will have a box to request a response and indicate where to file the form.
6. Valid complaints should be remedied within 30 days of receipt.
7. Within 45 days of filing a complaint, notice should be sent to complainant when a response was requested. A principal will also inform the Superintendent of resolution in the same timeframe.
8. If unsatisfied with resolution a complainant may describe the complaint to the governing board at a regularly scheduled meeting.
9. The District will report quarterly on the number of resolved and unresolved complaints and summarize data regarding complaints and resolutions to the county superintendent and the local governing board in public session making it part of the public records. [EC 35186, 48985]

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

DISTRICT FACILITIES



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

Lead Poison: The district website has information about lead poisoning, including risks and effects of childhood lead exposure; blood lead screening tests for children enrolled in Medi-Cal who are at high risk of lead exposure and blood lead screening tests as required. The District will handout information to parents of district child care or preschool programs. [HSC 105286]

Pesticide Use: The District is providing parents the name of all pesticide products expected to be applied at school facilities this school year. Only fully certified Pesticides can be used on school grounds.. The identification includes the name and active ingredients. The school's Integrated Pest Management Plan (IPM)

is updated by July 1 each year. The IPM, pesticide names and active ingredients, and application dates are posted on the school and/or district website at www.hvUSD.net.

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

Your Rights and Responsibilities ~ Acknowledgement of Receipt and Review 2020/2021

As required by law, this is to notify you of your rights and responsibilities. Please take time to carefully review the information in this booklet. If you have any questions regarding any of the information herein, please contact your school site Principal or the District Office.

Education Code Section 48982 requires parents or guardians to sign and return this acknowledgment. After review of your rights and responsibilities, please sign and return this form to your school office.

By signing below, you are neither giving nor withholding consent for your child(ren) to participate in any program. You are only indicating that you have received and read this booklet with notices regarding your rights relating to activities which might affect your child(ren).

Student's Full Name (printed)

Grade

School Site

Parent/Guardian Name (printed)

Telephone No.

Address

City, State, Zip

Parent/Guardian Signature

Date

Happy Valley Union Elementary School District 2020-2021 School Calendar

Happy Valley Elementary School
17480 Palm Avenue, Anderson, CA 96007
357-2111 Fax: 357-4193

16300 Cloverdale Ave, Anderson, CA 96007

Phone: 357-2134

Helen Herd - Superintendent

Shelly Craig - Principal

Happy Valley Primary School
16300 Cloverdale Road, Anderson, CA 96007
357-2131 Fax: 357-2138

JULY 2020				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

AUGUST 2020 (14)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17*	18	19	20	21
24*	25	26	27	28
31*				

SEPTEMBER 2020 (21)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14*	15	16	17	18
21*	22	23	24	25
28*	29	30		

OCTOBER 2020 (22)				
M	T	W	T	F
			1	2
5	6	7	8	9
12*	13	14	15	16
19*	20	21	22	23
26*	27	28	29	30

NOVEMBER 2020 (15)				
M	T	W	T	F
2*	3	4	5	6
9*	10	11	12	13
16*	17	18	19	20*
23	24	25	26	27
30*				

DECEMBER 2020 (13)				
M	T	W	T	F
	1	2	3	4
7*	8	9	10	11
14*	15	16	17*	18
21	22	23	24	25
28	29	30	31	

JANUARY 2021 (18)				
M	T	W	T	F
				1
4	5	6	7	8
11*	12	13	14	15
18	19	20	21	22
25*	26	27	28	29

FEBRUARY 2021 (15)				
M	T	W	T	F
1*	2	3	4	5
8*	9	10	11	12
15	16	17	18	19
22*	23	24	25	26

MARCH 2021 (23)				
M	T	W	T	F
1*	2	3	4	5
8*	9	10	11	12
15*	16	17	18	19
22*	23	24	25	26
29*	30	31		

APRIL 2021 (16)				
M	T	W	T	F
			1*	2
5	6	7	8	9
12*	13	14	15	16
19*	20	21	22	23
26*	27	28	29	30

MAY 2021 (20)				
M	T	W	T	F
3*	4	5	6	7
10*	11	12	13	14
17*	18	19	20	21
24*	25	26	27	28
31				

JUNE 2021 (3)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Student Attendance Days (180 Total)

- Aug 10, Jan. 4, June 4 Staff Development Days
- Aug. 7, Aug. 11 Teacher Work Days
- Dec. 18 & June 3 E-Emergency Day if needed
- Aug 12 First Day of School
- June 3 Last Day of School

*** Minimum Days: (REMINDER: Community Day School does not participate in Minimum Days)**

- Oct. 5 - 9 - Parent/Teacher Conferences
- Nov. 20 - Thanksgiving Break
- Dec. 17 - Winter Break
- April 1 - Spring Break
- May 13 - Primary Open House
- May 18 - Elem. Open House
- June 3 - Last Day of School

Please note: ALL Mondays will be a Minimum Day

Dates to Remember:

- Aug. 12 First Day of School
- Aug. 25 Elementary Back to School Night
- Aug. 27 Primary Back to School Night
- Oct. 5 - 9 Parent/Teacher Conferences
- April 26 - May 20 Testing Window
- May 13 Primary Open House
- May 18 Elementary Open House
- May 20 Grade Tea
- May 27 Grade Awards
- June 3 Grade Graduation @ 6:00 pm
- June 3 Last Day of School

Holidays (No School):

- Sept. 7 - Labor Day
- Nov. 11 - Veterans Day
- Nov. 23-27 - Thanksgiving Break
- Dec. 18-Jan. 1 - Winter Break
- Jan. 18 - Martin Luther King Jr. Day
- Feb. 15-19 - Presidents Week
- April 2-9 - Spring Break
- May 31 - Memorial Day

Trimester Dates:

- Nov. 13 - 1st Trimester (62 Days)
- March 5 - 2nd Trimester (119 Days)
- June 3 - 3rd Trimester (180 Days)