



**San Ysidro**  
School District **EST - 1887**  
QUALITY EDUCATION AND OPPORTUNITY FOR ALL STUDENTS TO SUCCEED

# ANNUAL NOTIFICATION

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The San Ysidro School District (SYSD) is required to annually notify pupils, parents, and guardians of their rights and responsibilities, pursuant to California Education Code (EC) 48980.

An acknowledgment of receipt of this notice must be signed by the parent or guardian and returned to the school as required by EC 48982.

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**2024-2025 School Year**  
**San Ysidro School District**  
**4350 Otay Mesa Road, San Ysidro, CA 92173**  
**(619) 428-4476 [www.sysdschools.org](http://www.sysdschools.org)**



**San Ysidro**  
School District **EST - 1887**  
QUALITY EDUCATION AND OPPORTUNITY FOR ALL STUDENTS TO SUCCEED

**Russell Little**

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Dear students, Parents and Guardians,

State law requires the San Ysidro School District (SYSD) to provide annual notification to students, parents and guardians of their rights and responsibilities pertaining to their child's education. Please read this Annual Notification. The parent or guardian is required to acknowledge their receipt of this notice by signing and returning the signature page to their child's school or District program. The parent's or guardian's signature is an acknowledgment that they have been informed of their rights and does not indicate the parent's or guardian's consent for their child to participate or not participate in any particular program listed within the Annual Notification.

Some legislation requires additional notification to the parents or guardians during the school term prior to a specific activity. A separate letter will be sent to the parents or guardians prior to any of these specified activities or classes, and the student will be excused whenever the parents or guardians file with the principal of the school a statement in writing requesting that their child not participate. Other legislation grants certain rights that are to be spelled out in this Annual Notification.

SYSD and its Board recognize that parent or guardian involvement in their child's education promotes student achievement and contributes greatly to the student's success. This Annual Notification contains information on the various ways parental involvement is both permitted and encouraged by federal and state laws, as well as SYSD's policies. SYSD commits to providing a quality education to all of its students in a safe and healthy environment. SYSD looks forward to a successful and positive school year, made possible by the dedicated efforts of its administrators, teachers, paraeducators, support staff, students, and parents and guardians.

**Please read this Annual Notification carefully and return the signed forms to your student's school as soon as possible.**

Sincerely,

Russell Little  
Assistant Superintendent , Educational Leadership and Pupil Services  
San Ysidro School District

## Table of Contents

Rules And Procedures On School Discipline	1
Discipline Rules	1
Grounds For Suspension And Expulsion	1-3
Involvement Of Law Enforcement	4
Property Loss Of Damage	5
Suspension By Teacher In Class	5
Suspension From School	6
Reporting Threats	6
Rights And Options Available To Pregnant And Parenting Pupils	7
California Healthy Youth Act	7-9
Pupil Safety: Human Trafficking	
Prevention resources	9
Pupil Nutrition	9
Right To Refrain From Harmful Use Of Animals	9
Immunization And Communicable Diseases	10
HPV Immunization	11-12
Medication And Self-Administration Of Asthma Medication	12-13
Prescription Opioid	13
Information Regarding Type 1 Diabetes-E	13-14
Continuing Medication Regimen	14
Medical And Hospital Services For Pupils	14
Pupils With Temporary Disabilities; Individual Instruction	14
Disabled Pupils-Section 504 Of The Rehabilitation Act Of 1973	14
Special Education: Child Find System-Idea	15
Special Education: Complaints	15
Special Education: Due Process Hearing	15
Special Education: Inspection Of Records	16
Special Education: Nonpublic, Nonsectarian Schools Or Agencies	16-18
Physical Examination; Parent Refusal To Consent	18
Child Health And Disabilities Prevention Program-Hsc	18
Rights Of Foster Youth	19

## Table of Contents

Rights Of Homeless Youth	20
Children Of Military Families And Other Protected Pupils	21-23
Asbestos	23
Use Of Pesticides	23
School Bus And Passenger Safety	24
Williams Complaint Policy And Procedures	24
Notice Of Alternative Schools	24-25
Statement Of Non-Discrimination	25
Attendance	26
Residency Requirements	26-27
Statutory Attendance Options	27-28
Intradistrict Choicy Policy	28
Interdistrict Attendance	28
Absence For Religious Instruction	28
Absence For Confidential Medical Services	28
Notification Of Minimum Days And Pupil Free Staff Development Day	29
Grade Reduction/Loss Of Academic Credit	29
Excused Absences	29-31
Fingerprinting Program	32
Sex Equity In Career Counseling And Course Selection-	32
Teacher Qualifications	32
Employee Interactions With Pupils	32
Uniform Complaint Procedures	33
Parent Attendance Of Suspended Students During School	34
Essa Section	34
Homework Assignments For Suspended Students	34
Pupil Insurance For Athletic Teams	34
School Accreditation	34
Pupil Health-Oral Health Assessment-	35
Pupil Records; Notification Of Rights	35-36
Concussion And Head Injuries; Opioids	37
Safe Place To Learn Act	38
Pupil Protections Relating To Immigration And Citizenship Status	38
Availability Of Prospectus	39
Directory Information	39-40
Surveys	41

## Table of Contents

Pupil Fees	41
Rights Of Parents Or Guardians To Information	41-42
California Assessment Of Student Performance And Progress	42
Dress Code/Gang Apparel	42
Sun Protective Clothing/Use Of Sunscreen	42
Choosing A Language Acquisition Program-	42-43
English Immersion Program	43
Bilingual Education	43
Marketing: Disclosure Of Student Information	44
Gate Programs	44
Migrant Education	44
Title I	44-45
Tobacco-Free Campus-Hsc	45
Unsafe School Choice	45
Transfer Of Pupils Convicted Of Violent Felony Or Misdemeanor	46
School Accountability Report Card	46
Comprehensive School Safety Plan	46
Duty Concerning Conduct Of Pupils	46
Dangerous Objects-Penal Code	46
Investing For Future Education	46
Child Abuse And Neglect Reporting-Penal Code	47
Disruption In Public School Or Meeting	47
Medical Record Sharing-H&Sc	47
Megan'S Law-Penal Code-290	47
Liability Of Parent Or Guardian For Willful Pupil Misconduct	48
Children In Homeless Situations	48
Homeless Youth In After School Programs	48
Acceptable Use Of Technology	49
Custody Issues	49
School Visiting Procedures	50
Walking Or Riding A Bike To School	50
Search Of School Lockers	50
Mathematics Placement Policy	50
Cyber Sexual Bullying	50
Local School Wellness Policy	50

## Table of Contents

Illegal Recording Of Confidential Communication	51
Pupil Collection Of Debt	51
Electronic Products Or Services That Disseminate Advertising	51
Access To Student Mental Health Services	52
Pupil Suicide Prevention Policies	52
Bullying And Harassment Prevention Information	52-53
School Start Time	53
Electronic Signaling Device	53
Use Of Smartphones	53-54
Menstrual Equity For All Act	54

## **RULES AND PROCEDURES ON SCHOOL DISCIPLINE**

### **Discipline Rules**

San Ysidro School District is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and achievement and desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. San Ysidro School District believes that high expectations for student behavior, use of effective school and classroom management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

Each school site and each classroom teacher has established behavior expectations for their students that are consistent with Board policy and applicable state and federal laws. Staff shall enforce disciplinary rules fairly, consistently, and in accordance with SYSD's nondiscrimination policies. Students shall be held to a strict account for their conduct on the way to and from school, in the classroom and other school buildings, on school grounds, at school-sponsored activities, and on the school bus. Students shall conform to school regulations; obey promptly all directions of teachers and others in authority; be diligent in study; be kind, courteous, and respectful to all students and staff; and refrain entirely from the use of profane and vulgar language.

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. To the extent possible, staff shall use disciplinary strategies that keep students in school and participating in the instructional program. Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, shall be imposed only when required or permitted by law or when other means of correction have been documented to have failed.

### **Grounds for Suspension and Expulsion - EC 35291, 48900, 48900.2, 48900.3, 48900.4, 48900.7, 48915, 48980**

A student at any grade level may be suspended from school or recommended for expulsion for committing any of the following acts that are related to a school activity or school attendance: (EC 48900, 48900.7)

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force or violence upon another person, except in self-defense.

3. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
5. Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as such controlled substance, alcoholic beverage, or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.
8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco, or products containing tobacco or nicotine products.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
11. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia.
12. Knowingly received stolen school property or private property.
13. Possessed an imitation firearm. Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
14. Committed or attempted to commit a sexual assault or committed a sexual battery.
15. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
17. Engaged in, or attempted to engage in, hazing. Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student.
18. Engaged in an act of bullying. Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to the student's person or



property; cause the student to experience a substantially detrimental effect on the student's physical or mental health; or cause the student to experience substantial interferences with the student's academic performance or ability to participate in or benefit from the services, activities, or privileges provided by the school. Bullying also includes an act of cyber sexual bullying by a student through the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording that depicts a nude, semi-nude, or sexually explicit photograph or other visual recording of an identifiable minor, when such dissemination is to another student or to school personnel by means of an electronic act and has or can be reasonably predicted to have one or more of the effects of bullying described above. Cyber sexual bullying does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

19. Aided or abetted the infliction or attempted infliction of physical injury on another person.

20. Made terrorist threats against school officials and/or school property. A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out.

Additional grounds for suspension and expulsion for students in grades 4 through 12 include: (EC 48900.2, 48900.3, 48900.4)

1. Committed sexual harassment. Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment.

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. Hate violence includes injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics.

3. Intentionally engaged in harassment, threats, or intimidation against San Ysidro School District personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment.

### Recommendation to Expel

As required law, a student found to have committed any of the following acts at school or at a school activity off school grounds shall be immediately suspended and recommended for expulsion: (EC 48915(c))

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

For all other acts committed at school or at a school activity off school grounds, a student may be recommended for expulsion based on a finding of one or both of the following: (EC 48915(b) and (e))

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

### **INVOLVEMENT OF LAW ENFORCEMENT - EC 35291, 44014, 48902, 48980**

Whenever any school employee is attacked, assaulted, or physically threatened by a student, the incident must be promptly reported to the appropriate law enforcement authorities. Additionally, the principal or designee must notify the appropriate law enforcement authorities, within specified timelines, of any acts committed by students occurring on school grounds that involve:

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

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

## **PROPERTY LOSS OR DAMAGE - EC 35291, 48904, 48980, 49014**

When San Ysidro School district property is damaged due to the willful misconduct of a student, the San Ysidro School District shall seek reimbursement of damages, within the limitations specified in law, from the student's parent or from any other responsible individual.

The San Ysidro School District may collect debt owed by a student or former student as a result of vandalism or to cover the replacement cost of San Ysidro School District books, supplies, or property loaned to a student that the student willfully fails to return or that is willfully cut, defaced, or otherwise injured. If the student's parent is unable to pay for the damages or to return the property, a program of voluntary work for the student shall be offered in lieu of the payment of monetary damages. Until the student's parents have paid for the damages, or the voluntary work has been completed, the San Ysidro School District may withhold the student's grades, diploma, and/or transcript. Before withholding a student's grades, diploma, and/or transcripts, the student's parents shall be informed of the student's alleged misconduct in writing. In addition, appropriate disciplinary procedures may be initiated against the student.

## **SUSPENSION BY TEACHER FROM CLASS - EC 35291, 48900.1, 48910, 48980**

After other means of correction have failed to bring about proper conduct, a teacher may suspend a student from their class for the remainder of the day and the following day for any act listed under the notification on "Grounds for Suspension and Expulsion". A teacher may also refer a student to the principal or designee for consideration of suspension from school.

A student removed from class will not be returned to class during the period of removal without approval of the teacher of the class and the principal. During this period of suspension, the student will not be placed in another regular class; however, if the student is assigned to more than one class per day, the student may be placed in any other regular classes except those held at the same time as the class from which the student was removed. The teacher may require the student to complete any assignments and tests missed during the removal.

As soon as possible, the teacher will ask the student's parent to attend a parent-teacher conference regarding the removal. A counselor or psychologist may attend the conference if it is practicable, and a school administrator will attend, if requested by either the parent or teacher.

When suspending a student from class for committing an act of obscenity, habitual profanity or vulgarity, disruption of school activities, and/or willful defiance, the teacher may require any parent who lives with the student to accompany the student for a portion of a school day in the class from which the student has been suspended. A written notice will be sent to the parent regarding the implementation of this requirement.

Per LC 230.7, employers are not allowed to discharge or in any manner discriminate against an employee who is a parent of a student taking time off to comply with the requirement described above as long as the parent has given reasonable notice to their employer. Any employee who is discharged, threatened with discharge, demoted, suspended, or in any other manner discriminated against in the terms and conditions of employment by their employer for taking time off to appear in their child's school as described above shall be entitled to reinstatement and reimbursement for lost wages and work benefits caused by those acts of the employer.

## **SUSPENSION FROM SCHOOL - EC 35291, 48911, 48980**

A student may not be suspended from school for more than five consecutive school days unless the suspension is extended pending expulsion proceedings. A suspension by the principal or designee will be preceded by an informal conference where the student is informed of the reason for the disciplinary action, including the other means of correction that were attempted, and the evidence against them, and is given the opportunity to present their version and evidence in their own defense. This conference may be omitted if the principal or designee determines that an emergency exists, involving a clear and present danger to the lives, safety or health of students or school personnel. If a student is suspended without this conference, both the parent and student will be notified of the student's right to return to school for the purpose of a conference. The conference will be held within two school days unless the student waives their right to it or is physically unable to attend for any reason. In such a case, the conference will be held as soon as the student is physically able to return to school.

At the time of the suspension, a school employee will make a reasonable effort to contact the parent by telephone, by email, or in person. The parent will also be notified in writing of the suspension. The notice will state the specific offense committed by the student and may include the date and time when the student may return to school. School officials may request a meeting with the parent to discuss the causes and duration of the suspension, the school policy involved and any other pertinent matter. A parent of a student suspended must respond without delay to the request for a meeting; however, the student may not be denied readmission solely because the parent failed to attend the meeting.

If a student is also being recommended for expulsion, the Superintendent or designee may extend the period of suspension beyond the five consecutive days if determined, following a meeting in which the student and the student's parent are invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process.

To appeal a suspension, the process for challenging student records will be followed. Parents are encouraged to start by submitting a request to appeal a suspension to an administrator or a school site designee who did not issue the suspension.

*Note:* In the case of a foster child, any discipline-related notification provided to the parent means notification to the foster child's educational rights holder, attorney, and county social worker. For an Indian child, the notification is provided to the Indian child's tribal social worker and, if applicable, county social worker.

## **Reporting Threats - EC 35291, 48902, 49331, 49393, 48980**

Any employee or other school official whose duties bring them in contact on a regular basis with students in any of grades 6-12, as part of a middle or high school, who is alerted to or observes any threat or perceived threat of a homicidal act shall immediately report the threat or perceived threat to law enforcement.

*Threat or perceived threat* means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school

activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

## **RIGHTS AND OPTIONS AVAILABLE TO PREGNANT AND PARENTING PUPILS-EC 46015, 221.51, 222.5**

A pregnant or parenting pupil is defined as any pupil who gives or expects to give birth, or any parenting pupil who identifies as the parent of an infant. Pregnant and parenting pupils are entitled to at least eight weeks of parental leave, which can be taken before birth of the pupil's infant if there is a medical necessity, or after childbirth during the school year in which the birth takes place, inclusive of any mandatory summer instruction. The pupil is neither required to take time off nor notify their school that they are doing so; this is a guaranteed minimum right that can be expanded if deemed medically necessary. Parental leave will be considered an excused absence, and the pregnant or parenting pupil is not required to complete any academic work during this period.

A pregnant or parenting pupil may return to their previous school and course of study and is entitled to make up opportunities for any work missed during the leave. These students are allowed to enroll in a fifth year of high school in order to complete any state or local graduation requirements, except when the school finds that the pupil is reasonably able to complete these requirements in time to graduate high school by the end of their fourth year.

A pregnant or parenting pupil who does not wish to reenroll in his or her previous school is entitled to alternative education options offered by the local education agency. If so enrolled, the pupil shall be given educational programs, activities, and courses equal to those they would have been in if participating in the regular program. Furthermore, a school may not penalize a student for using any of the accommodations mentioned above.

If a student believes that his or her school is discriminating on the basis of sex in opposition to the rights and entitlements listed above, that student can file a complaint through the standard Uniform Complaint Procedures of *California Code of Regulations*, Title 5 Sections 4600, et. seq.

## **CALIFORNIA HEALTHY YOUTH ACT-EC 51934, 51938**

Students enrolled in SYSD programs or activities may receive instruction in personal health and public safety, which may include accident prevention, first aid, fire prevention, conservation of resources, and health education including comprehensive sexual health education and HIV prevention.

SYSD plans to provide comprehensive sexual health education and/or HIV prevention education during the 2023-2024 school year. The instruction shall include, among other things, information about sexual harassment, sexual abuse, and human trafficking. Information on human trafficking shall include both of the following:

- Information on the prevalence, nature, and strategies to reduce the risk of human trafficking, techniques to set healthy boundaries, and how to safely seek assistance; and
- Information on how social media and mobile device applications are used for human trafficking.

Students will be taught by SYSD personnel/outside agencies. If SYSD decides to arrange for an outside consultant to provide comprehensive sexual health education and/or HIV prevention education, SYSD will provide notice to parents no fewer than 14 days before the instruction is delivered by mail or another form of communication.

The instruction shall include information regarding sexual harassment, sexual abuse, and human trafficking. The notice shall advise the parent or guardian as follows:

- (1) Written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education are available for inspection.
- (2) Whether the comprehensive sexual health education or HIV prevention education will be taught by school district personnel or by outside consultants, and may hold an assembly to deliver comprehensive sexual health education or HIV prevention education by guest speakers, but if it elects to provide comprehensive sexual health education or HIV prevention education in either of these manners, the notice shall include the date of the instruction, the name of the organization or affiliation of each guest speaker, and information stating the right of the parent or guardian to request a copy of . If arrangements for this instruction by consultants are made after the beginning of the school year, notice shall be made by mail or another commonly used method of notification, no fewer than 14 days before the instruction is delivered.
- (3) The parent has the right to request a copy of the California Healthy Youth Act Education Code section 51930, *et. seq.*
- (4) The parent or guardian has the right to excuse their child from comprehensive sexual health education and HIV prevention education, and that in order to excuse their child, they must state their request in writing to the school district.

A pupil's parent or guardian has the right to request from SYSD, a copy of the California Healthy Youth Act, Education Code section 51930, *et. seq.* A pupil's parent or guardian also has the right to inspect and review the written and audiovisual educational materials used in comprehensive sexual health education and HIV prevention education.

A pupil's parent or guardian may submit a written request to excuse the pupil from participation in any class involving comprehensive sexual education or HIV prevention education by submitting their request in writing to SYSD.

DISTRICT may administer for pupils in grades 7 to 12 inclusive, anonymous, voluntary, and confidential research and evaluation tools to measure pupils' health behaviors and risks,

including tests, questionnaires, and surveys containing age-appropriate questions about the pupil's attitudes concerning or practices relating to sex. A parent or guardian may excuse their child from the test, questionnaire, or survey by opting out of their student's participation in the tests, questionnaires, or surveys. An opt-out form is provided within these notifications. Parents or guardians have a right to review the test, questionnaire, or survey if they wish.

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

While comprehensive sexual health education, HIV prevention education, or anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks is being administered, an alternative educational activity shall be made available to pupils whose parents or guardians have requested that they not receive the instruction or participate in the test, questionnaire, or survey. More information can be found online at [www.sysdschools.org](http://www.sysdschools.org)

#### **PUPIL SAFETY: HUMAN TRAFFICKING PREVENTION RESOURCES-EC 49381**

The governing board of the San Ysidro School District will work with their schools that maintain any grades 6 to 12, inclusive, to identify the most appropriate methods of informing parents and guardians of pupils in those grades of human trafficking prevention resources and to implement the identified methods.

#### **PUPIL NUTRITION-EC 49510-49520; 49564.3-49564.5, 49557.5**

Free or reduced-priced meals are available for pupils in receipt of public assistance. The federal National School Lunch Program and the federal School Breakfast Program ensure that pupils whose parents or guardians have unpaid school meal fees are not shamed, treated differently, or served a meal different from the pupil's choice because of the fact that the pupil's parent or guardian has unpaid meal fees. Meal program details are provided at the pupil's school site. All parents and guardians receive a letter with the application form upon enrollment. Charter schools must also comply with these rules pursuant to EC 47613.5, and their respective chartering authorities must also provide technical assistance in implementing this law.

To apply for free or reduced-price meals, households must fill out the application and return it to the school or apply online at [www.sysdschools.org](http://www.sysdschools.org). Some schools operated by SYSD may provide breakfast and lunch to all students free of charge pursuant to a universal meal program. A list of the participating schools is available at [www.sysdschools.org](http://www.sysdschools.org).

#### **RIGHT TO REFRAIN FROM HARMFUL USE OF ANIMALS-EC 32255-32255.6**

Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals based on moral objections and may complete an alternative educational project acceptable to the teacher. In order to refrain from participation, a parent or

guardian must submit a written note of the objections to participating in an educational project involving the harmful or destructive use of animals. An opt-out form is provided within this notice.

## **IMMUNIZATION AND COMMUNICABLE DISEASES-EC 48216, 49403**

SYSD shall follow all laws, rules, and regulations regarding immunizations required for students to enroll. SYSD shall not admit any student until the student is properly immunized as required by law. If there is good cause to believe a student has been exposed to a disease and his or her proof of immunization does not show proof of immunization against that disease, SYSD may temporarily exclude the child from school until the local health officer is satisfied that the child is no longer at risk of developing or transmitting the disease.

Students in a home-based private school and students enrolled in an independent study program who do not receive classroom-based instruction may still attend school without specified immunizations.

If the parent or guardian files with the governing authority a written statement by a licensed physician to the effect that the physical condition of the child is such, or medical circumstances relating to the child are such, that immunization is not considered safe, indicating the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization, that child shall be exempt from the immunization requirements.

A pupil who, prior to January 1, 2016, submitted a letter or affidavit on file at a private or public elementary or secondary school, child day care center, day nursery, nursery school, family day care home, or development center stating beliefs opposed to immunization shall be allowed enrollment to any private or public elementary or secondary school, child day care center, day nursery, nursery school, family day care home, or development center within the state until the pupil enrolls in the next grade span. Grade span means (1) from birth to preschool; (2) Kindergarten and grades 1 to 6, inclusive, including transitional kindergarten; and (3) grades 7 to 12 inclusive.

## **HPV IMMUNIZATION - EC 48980.4**

Students are advised to adhere to current immunization guidelines, as recommended by the Advisory Committee on Immunization Practices of the federal Centers for Disease Control and Prevention, the American Academy of Pediatrics, and the American Academy of Family Physicians, regarding full human papillomavirus (HPV) immunization before admission or advancement to the 8th grade of any private or public school. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks.



### Use of Standardized Medical Exemption Form

The California Department of Public Health is required to develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption request form that would be transmitted using the California Immunization Registry and would be the only documentation of a medical exemption that a school may accept. At minimum, the medical exemption form must require all of the following:

1. The name, California medical license number, business address, and telephone number of the physician and surgeon who issue the medical exemption, and of the primary care; physician of the child, if different from the physician who issued the medical exemption;
2. The name of the child for whom the exemption is sought, the name and address of child's parent or guardian, and the name and address of the child's school or other institution;
3. A statement certifying that the physician has conducted a physical examination and evaluation of the child consistent with the relevant standard of care and complied with all applicable requirements of this law;
4. Whether the physician who issued the medical exemption is the child's primary care physician. If the issuing physician is not the child's primary care physician, the issuing physician shall also provide an explanation as to why the issuing physician and not the primary care physician is filling out the medical exemption form;
5. How long the physician has been treating the child;
6. A description of the medical basis for which the exemption for each individual immunization is sought. Each specific immunization shall be listed separately and space on the form shall be provided to allow for the inclusion of descriptive information for each immunization for which the exemption is sought;
7. Whether the medical exemption is permanent or temporary, including the date upon which a temporary medical exemption will expire. A temporary exemption shall not exceed one year. All medical exemptions shall not extend beyond the grade span, as defined by H&SC 120370;
8. An authorization for the department to contact the issuing physician for purposes of this law and for the release of records related to the medical exemption to the department, the Medical Board of California, and the Osteopathic Medical Board of California; and
9. A certification by the issuing physician that the statements and information contained in the form are true, accurate, and complete.

### Requirement of Physicians and Surgeons to Provide Notice to Parents

If a parent or guardian requests a licensed physician and surgeon to submit a medical exemption for the parent's or guardian's child, the physician and surgeon shall inform the parent or guardian of the requirements set forth above. If the parent or guardian consents, the physician and surgeon shall examine the child and submit a completed medical exemption certification form to the State Department of Public Health.

### Requirement by Schools to Submit Annual Reports on Immunization Status to the State

The governing board of a school district must file a written report on the immunization status of new students to the school with the State Department of Public Health and the local health department at times and on forms prescribed by the State Department of Public Health. These reports are required to be filed on at least an annual basis.

#### State's Review of Medical Exemptions

Requires the State Department of Public Health to annually review immunization reports from schools to identify schools with an overall immunization rate of less than 95%, physicians and surgeons who submitted 5 or more medical exemption forms in one calendar year, and schools and institutions that do not report immunization rates to the department. A clinically trained department staff member who is a physician and surgeon or registered nurse is required to review all medical exemption forms submitted meeting those conditions. Medical exemptions issued prior to January 1, 2020, will not be revoked unless the exemption was issued by a physician or surgeon that has been subject to disciplinary action by the Medical Board of California or the Osteopathic Medical Board of California.

#### Appeal Rights

A parent or guardian may appeal a medical exemption denial or revocation to the Secretary of California Health and Human Services. The appeal is to be conducted by an independent expert review panel of licensed physicians and surgeons, who are required to evaluate appeals consistent with specified guidelines and to submit its decision to the Secretary. The Secretary is required to adopt the determination of the independent expert review panel and promptly issue a written decision to the child's parent or guardian. This final decision is not subject to further administrative review. The student who is appealing a medical exemption revocation may continue school attendance without being required to commence the immunization schedule required for conditional admittance, so long as the appeal is filed within 30 calendar days of the revocation.

#### **MEDICATION AND SELF-ADMINISTRATION OF ASTHMA MEDICATION-EC 49423, 49423.1**

Any student who must take prescribed medication at school and who desires assistance of school personnel must submit a written statement of instructions from the physician or physician assistant and a parental request for assistance in administering the medications. Any student may carry and self-administer prescription auto-injectable epinephrine only if the student submits a written statement of instructions from the physician or physician assistant and written parental consent authorizing the self-administration of medication, providing a release for the school nurse or other personnel to consult with the child's health care provider as questions arise, and releasing the district and personnel from civil liability if the child suffers any adverse reaction as a result of the self-administration of medication.

School districts must accept a written statement provided by a physician or surgeon permitting a student to self-administer asthma medication. The written statement shall detail the following:

1. The name, method, amount, and time schedules by which the medication is to be taken
2. A confirmation that the student can self-administer inhaled asthma medication
3. A written statement from the parent, foster parent, or guardian consenting to the self-administration
4. A release for the school nurse or other designated school personnel to consult with the healthcare provider of the student regarding any questions that may arise about the medication
5. A release from civil liability for the school district and school personnel if the student suffers an adverse reaction by taking the medication

The statement from the student's physician or surgeon may be one who is contracted with a prepaid health plan operating in Mexico, provided the statement is in both English and Spanish. A school nurse or other designated school personnel will not be subject to professional review, liable in a civil action or subject to criminal prosecution for acts or omissions relating to the student self-administering the medication in accordance with the physician's written statement. Furthermore, a school district will not be subject to civil liabilities if the student suffers an adverse reaction self-administering the asthma medication in accordance with the written statement from the physician.

## **PRESCRIPTION OPIOIDS - EC 49476**

Prescription opioids can be used to help relieve moderate-to-severe pain and are often prescribed following a surgery or injury, or for certain health conditions. These medications can be an important part of treatment but also come with serious risks, such as risks of addiction and overdose, especially with prolonged use. An opioid overdose, often marked by slowed breathing, can cause sudden death. The use of prescription opioids can have a number of side effects as well, even when taken as directed:

- Tolerance – meaning, the need to take more medication for the same pain relief
- Physical dependence – meaning, having symptoms of withdrawal when a medication is stopped
- Increased sensitivity to pain
- Constipation
- Nausea, vomiting, and dry mouth
- Sleepiness and dizziness
- Confusion
- Depression
- Low levels of testosterone that can result in lower sex drive, energy, and strength
- Itching and sweating

Student-athletes and parents are required to review and sign the Opioid Factsheet as part of their annual sports packet.

## **INFORMATION REGARDING TYPE 1 DIABETES-EC 49452.6**

On and after January 1, 2023, the governing board of a school district shall make the type 1 diabetes informational materials accessible to the parent or guardian of a pupil when the pupil is first enrolled in elementary school, or with the annual notifications provided pursuant to Section 48980. Information provided to parents and guardians pursuant to this section may include, but shall not be limited to, all of the following:

- (1) A description of type 1 diabetes.
- (2) A description of the risk factors and warning signs associated with type 1 diabetes.
- (3) A recommendation regarding those pupils displaying warning signs associated with type 1 diabetes that the parents or guardians of those pupils should immediately consult with the pupil's primary care provider to determine if immediate screening for type 1 diabetes is appropriate.
- (4) A description of the screening process for type 1 diabetes and the implications of test results.
- (5) A recommendation that, following a type 1 diagnosis, parents or guardians should consult with the pupil's primary care provider to develop an appropriate treatment plan, which may include consultation with and examination by a specialty care provider, including, but not limited to, a properly qualified endocrinologist.

## **CONTINUING MEDICATION REGIMEN-EC 49480**

The parent or legal guardian of any pupil on a continuing medication regimen for a non-episodic condition shall inform the school nurse or other contact person of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

## **MEDICAL AND HOSPITAL SERVICES FOR PUPILS-EC 49471, 49472**

SYSD does not provide medical or hospital services through non-profit membership corporations or insurance policies for pupil injuries arising out of school-related activities. SYSD will notify each parent or guardian of each pupil participating in athletic activities that such medical or hospital services are not provided.

## **PUPILS WITH TEMPORARY DISABILITIES; INDIVIDUAL INSTRUCTION-EC 48206.3, 48207, 48207.3, 48207.5, 48208**

Special individual instruction (as distinct from independent study) is available for students with temporary disabilities that make attendance at school impossible or inadvisable. Parents or guardians should first contact the principal to determine services. This individual instruction shall be received at home or in a hospital or other residential health facility, except a state hospital.

### **DISABLED PUPILS-SECTION 504 OF THE REHABILITATION ACT OF 1973**

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

- Name and contact information of SYSD's designated individual for implementing Section 504: Oscar Madera
- Screening and evaluation procedures used by DISTRICT when there is a reason to believe a student has a disability under Section 504: Available at the Special Education Department.
- A student has the right to a written accommodation plan if the student qualifies for services under Section 504.
- A student has the right to be educated with non-disabled students to the maximum extent appropriate based on the student's needs.
- A copy of the parents or guardians legal procedural safeguard can be obtained at the Special Education Department.

### **SPECIAL EDUCATION: CHILD FIND SYSTEM-IDEA; EC 56301**

Federal and state law require that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years, including pupils that are migrant or homeless or wards of the state and children with disabilities attending private schools. Any parent suspecting a child has exceptional needs due to a disability may request an assessment for eligibility for special education services. SYSD's child find policy and procedures are available at [www.sysdschools.org](http://www.sysdschools.org)

### **SPECIAL EDUCATION: COMPLAINTS-EC 56500.2; 5 C.C.R. 3080**

Parents or guardians have a right to file a written complaint with the school if they believe the school is in violation of federal or state law governing the identification or placement of special education students, or similar issues. State regulations require the party filing the complaint to forward a copy of the complaint to SYSD at the same time the party files the complaint with the

California Department of Education. Procedures are available from your student's school principal.

### **SPECIAL EDUCATION: DUE PROCESS HEARINGS-EC 56502**

The State Superintendent is required to develop a model form to assist parents and guardians in filing requests for due process. Please visit [www.dgs.ca.gov/oah/SpecialEducation.aspx](http://www.dgs.ca.gov/oah/SpecialEducation.aspx) for the model form for parents that wish to initiate due process hearings relating to special education rights.

### **SPECIAL EDUCATION: INSPECTION OF RECORDS-EC 56043(n)**

Upon request, parents or guardians of children with exceptional needs may examine and receive copies of the student's records within five business days after a request is made and prior to any Individualized Education Program meeting, hearing or resolutions session regarding their child.

### **SPECIAL EDUCATION: NONPUBLIC, NONSECTARIAN SCHOOLS OR AGENCIES-EC 51225.2; 56365; 56366.1; 56366.4; 56366.10**

**NPSs/NPAs Training:** The NPA or NSP is required to document the training of staff who will have contact or interaction with students during the school day in the use of evidence-based practices and interventions specific to the unique behavioral needs of the NPS'/NPA's student population. The training must be provided within 30 days of enrollment for new staff, and annually to all staff who have contact with students during the school day. The training shall be selected and conducted by the NPS/NPA and must satisfy the following conditions:

1. Be conducted by persons licensed or certified in fields related to the evidence-based practices and interventions being taught
2. Be taught in a manner consistent with the development and implementation of individualized education programs; and
3. Be consistent with the requirements of Education Code relating to pupil restraint and seclusion

The content of the training shall include, but is not limited to, all the following:

1. Positive behavioral intervention and supports, including collection, analysis, and use of data to inform, plan and implement behavioral supports;
2. How to understand and address challenging behaviors, including evidence-based strategies for preventing those behaviors; and
3. Evidence-based interventions for reducing and replacing the challenging behaviors, including de-escalation techniques.

The LEA contracting with the NPS/NPA shall annually verify compliance with these training requirements and the NPS/NPA shall annually report to the California Department of Education (“CDE”) this verification. Written records of the annual training shall be maintained and provided upon request.

**NPS/NPA Administrator Credential/License:** The NPS/NPA is required to document (in the application for certification with CDE) that the administrator of the NPS/NPA holds or is in the process of obtaining one of the following:

1. An administrative credential granted by an accredited postsecondary education institution and two years of experience with students with disabilities;
2. A pupil personnel services credential and authorizes school counseling or psychology;
3. A license as a clinical social worker issued by the Board of Behavioral Sciences;
4. A license in psychology regulated by the Board of Psychology;
5. A master’s degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation;
6. A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator;
7. A license as a marriage and family therapist certified by the Board of Behavioral Sciences
8. A license as an educational psychologist issued by the Board of Behavioral Sciences; or
9. A license as a professional clinical counselor issued by the Board of Behavioral Sciences

**NPS/NPA Notification of Law Enforcement Involvement:** An NPS/NPA is required to notify CDE and the LEA of any student involved incident at the NPS/NPA in which law enforcement was contacted. This notification shall be provided in writing no later than one business day after the incident occurred.

**NPS/NPAs Qualified Individual to Implement a Behavioral Intervention Plan (“BIP”):** A NPS serving students with significant behavioral needs or who have a BIP must have an individual onsite during school hours who is qualified and responsible for the design, planning and implementation of behavioral interventions to be certified by CDE.

**Requirements for School Districts:** For an NPS/NPA seeking initial certification, the school district is required to verify that the plan and timeline for the new training requirements are included in the master contract. For NPSs/NPAs not in existence as of January 1 immediately preceding a school year, the contracting school district must verify that the new training requirements are complied with 30 days following the commencement of the school year. The school district is required to submit verification to the Superintendent at that time.

A school district that enters into a master contract with an NPS/NPA school shall conduct, at minimum, the following:

1. An onsite visit to the NPS/NPA before placement of a pupil if the school district does not have any pupils enrolled at the school at the time of placement.
2. At least one onsite monitoring visit during each school year to the NPS/NPA at which the school district has a pupil attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to:
  - a. A review of services provided to the pupil through the individual service agreement between the school district and NPS/NPA;
  - b. A review of progress the pupil is making toward the goals set forth in the pupil's Individualized Education Program;
  - c. A review of progress the pupil is making toward the goals set forth in the pupil's BIP if the pupil has a BIP;
  - d. An observation of the pupil during instruction; and
  - e. A walkthrough of the facility

The school district shall report the findings resulting from the monitoring visit to CDE within 60 days of the onsite visit. On or before June 30, 2020, CDE shall, with input from special education local plan area administrators, create and publish criteria for reporting this information to the department.

**PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT-EC 49451, 49455; 20 U.S.C. § 1232h**

A parent or guardian may, by written statement filed annually, refuse to consent to the physical examination, including the vision, hearing and scoliosis screening, of his/her child; however, a child may be sent home if, for good reasons, the child is believed to be suffering from a recognized contagious or infectious disease. Schoolchildren are examined for vision, hearing, and curvature of the spine at selected grade levels. An opt-out form is included within this notification.

Include approximate dates during the school year when any non-emergency, physical examination or screening is scheduled that is 1) required as a condition of attendance; 2) administered by the school; and 3) is not necessary to protect the immediate health and safety of the pupil or other pupils.

Whenever there is good reason to believe the child is suffering from a recognized contagious or infectious disease, the child will be excluded from school attendance and will not be permitted to return until the school authorities are satisfied that any contagious or infectious disease does not exist. The notifications should include approximate dates during the school year when any non-emergency, physical examination or screening is scheduled, or expected to be scheduled, that is 1) required as a condition of attendance; 2) administered by the school; and 3) is not necessary to protect the immediate health and safety of the pupil or other pupils.

Education Code section 49455 requires a pupil's vision to be appraised by the school nurse or other authorized person during kindergarten or upon first enrollment or entry in a California school district of a pupil at an elementary school, and in grades 2, 5, and 8, unless a pupil's first entry or enrollment occurs in grade 4 or 7.



## **CHILD HEALTH AND DISABILITIES PREVENTION PROGRAM-HSC 124085, 124105**

Before a child enters first grade, his or her parents must obtain a waiver or health screening for the child and complete the provided certificate or sign a waiver. The screening should take place before (within the prior 6 months) or during the kindergarten year. Parents are encouraged to obtain health screening simultaneously with required immunizations. Parents may inquire in the school office about free health screenings for low-income children provided under the Child Health and Disabilities Prevention Program.

A first-grade pupil who has not provided either a certificate or a waiver on or before the 90th day after the pupil's entrance into the first grade must be excluded from school for up to five days based on the failure to comply or sign a waiver. School districts may exempt any pupil from the exclusion if, at least twice between the first day and the 90th day after the pupil's entrance into the first grade, DISTRICT has contacted the pupil's parent or guardian and the parent or guardian refuses to provide either a certificate or a waiver as specified in Section 124085. Parents or guardians are entitled to notification of the availability of free health screenings through the local health department.

## **RIGHTS OF FOSTER YOUTH - EC 48853.5**

A foster child means any of the following:

1. A child who has been removed from their home pursuant to WIC 309.
2. A child who is the subject of a petition filed under WIC 300 or 602, whether or not the child has been removed from their home.
3. A dependent child of the court of an Indian tribe, consortium of tribes, or tribal organization who is the subject of a petition filed in the tribal court pursuant to the tribal court's jurisdiction in accordance with the tribe's law.
4. A child who is the subject of a voluntary placement agreement, as defined in WIC 11400(p).

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

1. Right to attend either the "school of origin" or the current school of residence. The school of origin can be the school attended when the student first entered foster care, the school most recently attended, or any school the foster youth attended in the last 15 months. If any dispute arises regarding the request of a foster youth to remain in the school of origin, the foster youth has the right to remain in the school of origin pending resolution of the dispute.
2. Right to immediate enrollment even if the foster youth is unable to produce records normally required for enrollment (e.g., proof of residency, birth certificate, immunization, transcript), does not have clothing normally required by the school (e.g., school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to have the foster youth's educational rights holder, attorney, and county social worker notified when the foster youth is undergoing any expulsion or other disciplinary

proceeding, including a manifestation determination review for a foster youth who is a student with a disability, prior to a change in the foster youth's placement.

4. Right of the foster youth not to have grades lowered for any absence from school that is due to a verified court appearance or related court-ordered activity, or to a decision by a court or placement agency to change the student's placement, in which case, the grades must be calculated as of the date the student left school.
5. Right to have full and partial credits earned to be issued and accepted.
6. Right to priority access to an intersession program. If the foster youth moves during the intersession period, the 16 foster youth's educational rights holder shall determine which intersession program to attend.
7. Right to file a complaint through the Uniform Complaint Procedures if there is an allegation that SYSD has not complied with requirements regarding the education of foster youth. To review the standardized notice of foster youth rights, visit <https://www.cde.ca.gov/ls/pf/fy/fyedrights.asp>.

SYSD has designated Veronica Medina, Coordinator of Pupil Services as the educational liaison for pupils in foster care and can be reached at [veronica.medina@sysdschools.org](mailto:veronica.medina@sysdschools.org) or at (619) 428-4476 ext. 3083.

## **RIGHTS OF HOMELESS YOUTH - 42 USC 11432; EC 48852.5**

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

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

1. Right to attend either the "school of origin" or the current school of residence, and not be required to attend a separate school for homeless children or youth. The school of origin can be the school attended when the student had permanent housing, the school most recently attended, or any school the homeless youth attended in the last 15 months. Transportation may be provided.

2. Right to immediate enrollment even if the homeless youth is unable to produce records normally required for enrollment (e.g., proof of residency, birth certificate, immunization, transcript), does not have clothing normally required by the school (e.g., school uniforms), or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
3. Right to automatically qualify for child nutrition programs.
4. Right to have full and partial credits earned to be issued and accepted.
5. Right to priority access to an intersession program. If the homeless youth moves during the intersession period, the homeless youth's educational rights holder shall determine which intersession program to attend.
6. Right to not be stigmatized by school personnel.
7. Right to file a complaint through the Uniform Complaint Procedures if there is an allegation that the San Ysidro School District has not complied with requirements regarding the education of homeless youth.

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

SYSD has designated Veronica Medina, Coordinator of Pupil Services as the educational liaison for pupils in foster care and can be reached at [veronica.medina@sysdschools.org](mailto:veronica.medina@sysdschools.org) or at (619) 428-4476 ext. 3083.

#### **CHILDREN OF MILITARY FAMILIES AND OTHER PROTECTED PUPILS-EC 49700–49703, 51225.1, 51225.2**

A pupil who is a “child of a military family” is defined as a school-aged child or children, enrolled in kindergarten through twelfth grade, in the household of an active-duty member. “Active duty” means full-time status in the active uniformed service of the United States, including members of the National Guard and Reserve on active-duty orders pursuant to 10 U.S.C. sections 1209 and 1211.

Children of military families who transfer between schools any time after the completion of the pupil's second year of high school shall be exempt from all coursework and other graduation requirements adopted by the governing board of the local educational agency that are in addition to the statewide coursework requirements, unless the local educational agency makes a finding that the child of a military family is reasonably able to complete the local educational agency's graduation requirements in time to graduate from high school by the end of the pupil's fourth year of high school.

Within 30 days of the child of a military family's transfer into a school, the local educational agency should determine whether the child of a military family is reasonably able to complete the local educational agency's graduation requirements within the pupil's fifth year of high

school. If the pupil is reasonably able to complete the local educational agency's graduation requirements within a fifth year of high school, the local educational agency shall do all of the following:

1. Inform the pupil of his or her option to remain in school for a fifth year to complete the local educational agency's graduation requirements.
2. Inform the pupil, and the educational rights holder, about how remaining in school for a fifth year to complete the local educational agency's graduation requirements will affect the pupil's ability to gain admission to a postsecondary educational institution.
3. Provide information to the pupil about possible credit recovery and transfer opportunities available through the California Community Colleges.
4. Permit the pupil to stay in school for a fifth year to complete the local educational agency's graduation requirements upon agreement with the pupil, if the pupil is 18 years of age or older, or, if the pupil is under 18 years of age, upon agreement with the educational rights holder.

Within 30 calendar days of the date that a pupil who is a child of a military family who may qualify for the exemption from local graduation requirements transfers into a school, the school district shall notify the pupil and the pupil's parent or guardian of the availability of the exemption and whether the pupil qualifies for an exemption.

If the District fails to provide timely notice, the pupil shall be eligible for the exemption from local graduation requirements, even if that notification occurs after the pupil no longer meets the definition of "a child of a military family."

SYSD has designated Veronica Medina, Pupil Services Coordinator as the educational liaison for military youth and can be reached at [veronica.medina@sysdschools.org](mailto:veronica.medina@sysdschools.org) or at (619) 428-4476 ext. 3083.

If a child of a military family is exempt from local graduation requirements pursuant to this section and completes the statewide coursework requirements before the end of his or her fourth year of high school and that pupil would otherwise be entitled to remain in attendance at the school, a school or local educational agency shall not require or request that the pupil graduate before the end of his or her fourth year of high school, nor shall the child of a military family be required to accept the exemption or be denied enrollment in courses for which they are otherwise eligible.

If a child of a military family is not exempt from local graduation requirements or has previously declined the exemption pursuant to this section, a local educational agency shall exempt the pupil at any time if an exemption is requested by the pupil and the pupil qualifies for the exemption. The exemption shall apply after the pupil no longer meets the definition of "a child of a military family" while the pupil is enrolled in school or if the pupil transfers to another school or school district.

A school district shall not require, and a parent or guardian shall not request a child of a military family to transfer schools solely to qualify the pupil for an exemption under this section.

The local educational agency shall accept coursework satisfactorily completed by a pupil who is a child of a military family while attending another public school (including schools operated by the United States Department of Defense), a juvenile court school, or a nonpublic, nonsectarian school or agency even if the pupil did not complete the entire course and issue that pupil full or partial credit for the coursework completed.

The local educational agency may not require a child of a military family to retake a course if the pupil has satisfactorily completed the entire course in a public school, a juvenile court school, or a nonpublic, nonsectarian school or agency. If the pupil did not complete the entire course, the local educational agency may not require the pupil to retake the portion of the course the pupil completed unless the local educational agency in consultation with the educational rights holder, finds that the pupil is reasonably able to complete the requirements in time to graduate from high school. When partial credit is awarded in a particular course, the child of a military family shall be enrolled in the same or equivalent course, if applicable, so that the pupil may continue and complete the entire course. The pupil shall not be prevented from taking or retaking a course to meet eligibility requirements for admission to the California State University or University of California.

A complaint of noncompliance with the requirements of this section may be filed with the local educational agency under the Uniform Complaint Procedures set forth in Chapter 5.1 (commencing with Section 4600) of Division 1 of Title 5 of the California Code of Regulations.

A complainant not satisfied with the decision of a local educational agency may appeal the decision to the CDE and shall receive a written decision regarding the appeal within 60 days of the CDE's receipt of the appeal.

If a local educational agency finds merit in a complaint, or the Superintendent finds merit in an appeal, the local educational agency shall provide a remedy to the affected pupil.

The above protections shall also apply to pupils in foster care, pupils who are homeless, former juvenile court school pupils, migratory children, and pupils participating in a newcomer program, as defined in Education Code section 51225.2(a).

### **ASBESTOS-40 C.F.R. 763.93**

SYSD has a current management plan for asbestos containing materials for all district portables. The plan is available for inspection at the Maintenance and Operations Department during normal business hours.

### **USE OF PESTICIDES-EC 17611.5, 17612, 48980.3, 17910.5**

The name of all pesticides products expected to be applied at the school facilities during the upcoming year can be found at [www.sysdschools.org](http://www.sysdschools.org). Persons wishing to be notified in advance of individual pesticide applications may register with SYSD for that purpose. To register, contact: the Maintenance and Operations Department. Additional information on pesticides is made available by the Department of Pesticide Regulation at [www.cdpr.ca.gov](http://www.cdpr.ca.gov).

SYSD has developed an integrated pest management plan to provide a safe and low-risk approach to manage pest problems while protecting the environment, people, and property. SYSD's integrated pest management plan can be found on [www.sysdschools.org](http://www.sysdschools.org) and parents or guardians may also view the integrated pest management plan at the Maintenance and Operations Department during normal business hours.

If a pesticide product not included in the annual notification is subsequently intended for use at the school site, the school designee shall, consistent with this subdivision and at least 72 hours before application, provide written notification of its intended use.

### **SCHOOL BUS AND PASSENGER SAFETY-EC 39831.5**

All pupils in prekindergarten, kindergarten, and grades 1 to 12, inclusive, in public or private school who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures and passenger safety. Bus safety regulations, including a list of school bus stops near each pupil's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops, can be found online at [www.sysdschools.org](http://www.sysdschools.org).

All pupils in prekindergarten, kindergarten, and grades 1 to 8, inclusive, who receive home-to-school transportation shall receive safety instruction that includes, but is not limited to, proper loading and unloading procedures, including escorting by the driver, how to safely cross the street, highway, or private road, instruction on the use of passenger restraint systems, as described in paragraph (3), proper passenger conduct, bus evacuation, and location of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit. As part of the instruction, pupils shall evacuate the school bus through emergency exit doors.

Instruction on the use of passenger restraint systems, when a passenger restraint system is installed, shall include, but not be limited to, all of the following: proper fastening and release of the passenger restraint system; acceptable placement of passenger restraint systems on pupils; times at which the passenger restraint systems should be fastened and released; and acceptable placement of the passenger restraint systems when not in use.

### **WILLIAMS COMPLAINT POLICY AND PROCEDURES-EC 35186**

SYSD has adopted a uniform complaint process to help identify and resolve deficiencies related to instructional materials, emergency or urgent facilities conditions that pose a threat to the



health and safety of pupils or staff and teacher vacancy or mis-assignment. Notice of the complaint process and the location at which to obtain a complaint form is posted in all classrooms. This information may also be accessed at [www.sysdschools.org](http://www.sysdschools.org).

## **NOTICE OF ALTERNATIVE SCHOOLS-EC 58501**

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

- Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- Recognize that the best learning takes place when the student learns because of his desire to learn.
- Maintain a learning situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may result in whole or in part from a presentation by his teachers of choices of learning projects.
- 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.
- Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to the community in which the school is located.

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

A copy of the notice shall also be posted in at least two places normally visible to pupils, teachers, and visiting parents in each attendance unit for the entire month of March in each year.

## **STATEMENT OF NON-DISCRIMINATION -- EC 200 et seq.**

Discrimination in education programs is prohibited by state and federal law. Education Code section 200, et seq. requires school district to afford all pupils regardless of gender, gender identity, gender expression, sex, race, color, religion, natural origin, immigration status, ethnic group identification/ethnicity, mental or physical disability, sexual orientation, or the perception of one or more of such characteristics, equal rights, and opportunities in accessing educational programs, activities, and facilities.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin. Title IX prohibits discrimination on the basis of sex. The Americans with

Disabilities Act and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination on the basis of disability. Also, pursuant to EC 212.1, “race” is inclusive of traits historically associated with race, including, but not limited to, protective hairstyles and textures. “Protective hairstyles” is defined to include (but not limited to) styles such as braids, locks, and twists.

This policy requires notification in the native language of persons with limited English language skills if the service area contains a community of minority persons with limited English language skills. SYSD will take the required steps to assure that the lack of English will not be a barrier to admission and participation in district programs. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports. In accordance with federal law, complaints alleging non-compliance with this policy are investigated through the Uniform Complaint Process.

## **ATTENDANCE-EC 48980(h)**

### **A. Residency Requirements-EC 48200, 48204, 48204.3, 48204.4, 48204.6, 48204.7**

Each person between the ages of 6 and 18 years (and not exempted) is subject to compulsory full-time education. Each person subject to compulsory full-time education and not exempted shall attend the public full-time day school or continuation school or classes and for the full time designated as the length of the school day by the governing board of the school district in which the residency of either the parent or legal guardian is located.

Notwithstanding EC 48200. A pupil may alternatively comply with the residency requirements for school attendance in a school district, if they meet any of the following:

1. A pupil who is placed within the boundaries of the school district in a foster home or licensed children's institution as defined in EC 56155.5 or a family home within the boundaries of the school district pursuant to a commitment or a placement under the Welfare and Institutions Code;
2. A pupil who is in foster care who remains in their school of origin.
3. A pupil for whom interdistrict transfer has been approved;
4. An emancipated pupil who resides within the boundaries of the school district;
5. A pupil who lives in the home of a caregiving adult that is located within the boundaries of the school district;
6. A pupil residing in a state hospital located within the boundaries of the school district.
7. A pupil whose parent or legal guardian resides outside of the boundaries of that school district but is employed and lives with the pupil at the place of their employment within the boundaries of the school district for a minimum of three days during the school week;
8. One or both of the parents or legal guardians of the pupil are physically employed within the boundaries of the school district for a minimum of 10 hours during the school week;
9. A school district shall allow a pupil who is a child of a military family to continue their education in the school of origin, regardless of any changes of residence of the military



family during that school year, for the duration of the pupil's status as a child of a military family;

10. A school district shall allow a pupil who is a migratory child to continue attending their school of origin, or a school within the school district of origin regardless of any change of residence of the pupil; and
11. A pupil whose parent or parents were residents of this state and have departed California against their will, and if the pupil seeks admission to a school of a school district, shall be admitted, regardless of their current residency, provided the pupil has:
  - a. Official documentation evidencing the departure of their parent or legal guardian;
  - b. Moved outside of California as a result of their parent or legal guardian departing against their will and the pupil lived in California immediately before moving outside of California; and provides documentation that the pupil was enrolled in a California public school immediately before moving outside of California.

Migratory students have the right to attend their school of origin in a similar manner to the rights provided to foster students and homeless students. Migratory students must be allowed to continue to attend their school of origin regardless of any subsequent change of residency so long as the student continues to be a student "who is a migratory child." A student who is transitioning between grade levels must be allowed to continue to attend the school district of origin in the same attendance area. A student who is transitioning to middle or high school must be allowed to attend the school district or origin's designated middle or high school even if the school is located within another school district. The enrolling school district is required to enroll the student even if the student has outstanding fees or items due to the last school district, or if the student is unable to produce enrollment records. If the receiving school has a uniform policy the student must immediately be enrolled even if the student does not have the appropriate school uniform clothes. If a migratory student loses their status during the school year, the student will be allowed to attend the school of origin for the remainder of the year for students in kindergarten through 8th grade. High school students must be allowed to continue at the school of origin through graduation. The school of origin is required to inform the student and their parents of the student's eligibility to receive migrant education services.

**Residency Investigations:** The governing board of SYSD has adopted a board policy regarding the process it follows for conducting investigations to determine whether a pupil meets residency requirements for school attendance in the school district. A copy of the SYSD Board Policy is located at [www.sysdschools.org](http://www.sysdschools.org).

## **B. Statutory Attendance Options**

Pursuant to EC 48980(g), the annual notification shall advise the parent or guardian of all existing statutory attendance options and local attendance options available in the school district. This notification component shall include all options for meeting residency requirements for school attendance, programmatic options offered within the local attendance areas, and any special programmatic options available on both an interdistrict and intradistrict basis. This notification component also shall include a description of all options, a description of the procedure for application for alternative attendance areas or programs, an application form from the school district for requesting a change of attendance, and a description of the appeals process

available, if any, for a parent or guardian denied a change of attendance. The notification component also shall include an explanation of the existing statutory attendance options.

1. **Intradistrict Choice Policy (EC 35160.5(b)):** Residents of the school district may apply to other schools within the school district for their child to attend on a space available basis.
2. **Interdistrict Attendance (EC 46600, et seq.):** The parent or guardian of a pupil may seek release from the home district to attend a school in any other school district. Each school district of resident and school district of proposed enrollment shall post on its Internet Web site the procedures and timelines, including a link to the policy of the governing board of the school district, regarding a request for an interdistrict transfer permit in a manner that is accessible to the public without a password. The information posted on the Internet Web site shall include, but need not be limited to, the following:
  - i. The date upon which the school district will begin accepting and processing interdistrict transfer requests for the subsequent school year.
  - ii. The reasons for which the school district may approve or deny a request, and any information or documents that must be submitted as supporting evidence.
  - iii. If applicable, the process and timelines by which denial of a request may be appealed within the school district before the school district renders a final decision.
  - iv. That failure of the parent to meet any timelines established by the school district shall be deemed an abandonment of the request.
  - v. Applicable timelines for processing a request, including statements that the school district shall do both of the following:
3. Notify a parent submitting a current year request, as defined in Section 46600.1, of its final decision within 30 calendar days from the date the request was received.
4. Notify a parent submitting a future year request, as defined in Section 46600.1, of its final decision as soon as possible, but not later than 14 calendar days after the commencement of instruction in the school year for which interdistrict transfer is sought.
  - i. The conditions under which an existing interdistrict transfer permit may be revoked or rescinded.
5. **Open Enrollment Act (EC 48350, et seq.):** When a student is attending a school on the Open Enrollment List as identified by the Superintendent of Public Instruction, the student may request a transfer to another school with a higher Academic Performance Index that is either within or outside of the district.
6. **District of Choice (EC 48300, et seq.):** Some school districts may choose to become a district of choice: a district that accepts transfer students from outside the district under the terms of a resolution. A school board that decides to become a district of choice must

determine the number of transfers it is willing to accept and make sure that students are selected through a random and unbiased process.

**C. Absence for Religious Instruction-EC 46014**

Permissive absence may be granted for governing board approved religious exercises or instruction if a pupil has attended at least the minimum school day and for not more than four days per school month.

**D. Absence for Confidential Medical Services-EC 46010.1**

Students in grades 7 to 12 may be excused for the purpose of obtaining confidential medical services without consent of the pupil's parent or guardian.

**E. Notification of Minimum Days and Pupil Free Staff Development Day-EC 48980(c)**

A schedule of minimum days and pupil-free staff development days will be made available online at [www.sysdschools.org](http://www.sysdschools.org). at the beginning of the school year or as early as possible, but no later than one month prior to the scheduled minimum or pupil-free day. This information may also be included in the school calendar.

**F. Grade Reduction/Loss of Academic Credit-EC 48980(i)**

No pupil shall have his/her grade reduced or lose academic credit for any excused absence pursuant to EC 48205 for missed assignments/tests that can reasonably be provided/completed.

**G. Excused Absences- EC 48205, 48980**

In order for an absence to be excused, the reason for such absence must meet the criteria specified under EC 48205, as provided below. A student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

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

- (1) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
- (2) Due to quarantine under the direction of a county or city health officer.
- (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.

(4) For the purpose of attending the funeral services or grieving the death of either a member of the pupil's immediate family, or of a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, so long as the absence is not more than five days per incident.

(5) For the purpose of jury duty in the manner provided for by law.

(6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note from a doctor.

(7) For justifiable personal reasons, including, but not limited to, an attendance or appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.

(8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

(9) For the purpose of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.

(10) For the purpose of attending the pupil's naturalization ceremony to become a United States citizen.

(11) For the purpose of participating in a cultural ceremony or event.

(12) (A) For the purpose of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.

(B) (i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one school day-long absence per school year.

(ii) A middle school or high school pupil who is absent pursuant to subparagraph (A) may be permitted additional excused absences in the discretion of a school administrator, as described in subdivision (c) of Section 48260.

(13) (A) For any of the purposes described in clauses (i) to (iii), inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, has died, so long as the absence is not more than three days per incident.

(i) To access services from a victim services organization or agency.

(ii) To access grief support services.

(iii) To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation.

(B) Any absences beyond three days for the reasons described in subparagraph (A) shall be subject to the discretion of the school administrator, or their designee, pursuant to Section 48260.

(14) Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

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

(c) For purposes of this section, attendance at religious retreats shall not exceed one school day per semester.

(d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

(e) For purposes of this section, the following definitions apply:

(1) A "civic or political event" includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls.

(2) "Cultural" means relating to the practices, habits, beliefs, and traditions of a certain group of people.

(3) "Immediate family" means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

(4) "Victim services organization or agency" has the same meaning as defined in paragraph (7) of subdivision (g) of Section 230.1 of the Labor Code.

## **FINGERPRINTING PROGRAM-EC 32390**

SYSD does not offer a voluntary fingerprinting program. Fingerprinting requires written parental consent as well as payment by the parent or guardian of any applicable fees. The fee shall be calculated to reimburse the district only for actual costs associated with the program.

## **SEX EQUITY IN CAREER COUNSELING AND COURSE SELECTION-EC 221.5(d)**

Beginning in Grade 7, school personnel shall assist pupils with course selection or career counseling, affirmatively exploring the possibility of careers, or courses leading to careers based on the interest and ability of the pupil and not on the pupil's gender. Parents or legal guardians are notified so that they may participate in such counseling sessions and decisions.

## **TEACHER QUALIFICATIONS - PARENT' RIGHT TO KNOW**

The San Ysidro School District schools Title I federal funds through the Elementary and Secondary Education Act (ESEA). At the beginning of each school year, local educational agencies receiving Title I funds are required to notify parents whose student(s) attend a Title I school that they may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum:

1. Whether the student's teacher:
  - Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
  - Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
  - Is teaching in the field of discipline of the certification of the teacher.
2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like this information, please contact the *Human Resources Department* at 619-428-4476.

## **EMPLOYEE INTERACTIONS WITH PUPILS-EC 44050**

The educator strives to help each student realize his/her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals.

In fulfillment of the obligation to the student, the educator:

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning
2. Shall not unreasonably deny the student access to varying points of view
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety
5. Shall not intentionally expose the student to embarrassment or disparagement
6. Shall not on the basis of race, color, creed, gender, national origin, marital status, political or religious beliefs, family, social, or cultural background, or sexual orientation, unfairly:
  - a. Exclude any student from participation in any program
  - b. Deny benefits to any student E 4119.21(b)
  - c. Grant any advantage to any student
7. Shall not use professional relationships with students for private advantage
8. Shall not disclose information in the course of professional service unless disclosure serves a compelling professional purpose or is required by law

This information may also be accessed at [www.sysdschools.org](http://www.sysdschools.org).

A school district that maintains a section on employee interactions with pupils in its employee code of conduct shall (1) provide a written copy of the section on employee interactions with pupils in its code of conduct to the parent or guardian of each enrolled pupil at the beginning of each school year and (2) post the section on employee interactions with pupils in its code of conduct, or provide a link to it, on each of its schools' Internet Web sites, or, if a school of a local educational agency does not have its own Internet Web site, on the local educational agency's Internet Web site, in a manner that is accessible to the public without a password.

School districts may satisfy the requirement to provide a written copy of the section on employee interactions with pupils in its code of conduct to the parent or guardian of each enrolled pupil by including the section on employee interactions with pupils in its code of conduct in the notice required pursuant to EC 48980.

## **UNIFORM COMPLAINT PROCEDURES-5 C.C.R. 4622; EC 33315**

The San Ysidro School District has adopted a Uniform Complaint Procedure. The San Ysidro School District shall follow uniform complaint procedures when addressing complaints involving adult education programs, categorical aid programs, migrant child education, career technical education training programs, child care and development programs, allegations of unlawful discrimination, harassment, intimidation, or bullying, lactation accommodations, non-compliance with school safety planning requirements, pupil fees, courses of study, instructional minutes for physical education, local control accountability plans, any deficiencies related to preschool health and safety issues for a California state preschool program, and matters pertaining to the right of foster youth, homeless youth, former juvenile court school pupils, and children of military families. Information regarding the Uniform Complaint Procedure, including

the individual responsible for processing a Uniform Complaint can be found online at [www.sysdschools.org](http://www.sysdschools.org).

Parents are encouraged to review civil law remedies available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable, and of the appeal pursuant to Education Code section 262.3.

#### **PARENT ATTENDANCE OF SUSPENDED STUDENTS DURING SCHOOL DAY-EC 48900.1**

The San Ysidro School District does not have a policy authorizing teachers to require the parent or guardian of a suspended pupil to attend a portion of a school day in the class of the suspended pupil. More information can be found online at [www.sysdschools.org](http://www.sysdschools.org).

#### **ESSA Section 1112[e][2][A]**

Parents may request, and the San Ysidro School District will provide the parents on request (and in a timely manner), information regarding any State or school district policy regarding student participation in any assessments mandated by ESSA Section 1111(b)(2) and by the State or San Ysidro School District, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

#### **HOMEWORK ASSIGNMENTS FOR SUSPENDED STUDENTS-EC 48913.5**

Upon request of a parent, a legal guardian, or other person holding the right to make educational decisions for the pupil, a teacher shall provide to a pupil in any of grades 1 to 12 who has been suspended from school or two or more schooldays the homework that the pupil would otherwise have been assigned. If a pupil turns in a homework assignment requested in the above manner to the teacher upon the pupil's return to school from suspension, or within the timeframe originally prescribe by the teacher (whichever is later), and it is not graded before the end of the academic term, then that assignment shall not be included in the calculation for that pupil's overall grade.

#### **PUPIL INSURANCE FOR ATHLETIC TEAMS-EC 32221.5**

The San Ysidro School District operates an interscholastic athletic team or teams and is required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health programs. Information about these programs may be found online at [www.sysdschools.org](http://www.sysdschools.org).

#### **SCHOOL ACCREDITATION-EC 35178.4**

The San Ysidro School District will notify each parent or guardian of a pupil in a school that has lost its accreditation status and the potential consequences of the school's loss of status, in



writing or by posting the information on the school district's or school's internet website, or by any combination of these methods.

### **PUPIL HEALTH-ORAL HEALTH ASSESSMENT-EC 49452.8**

By May 31 of the school year, pupils when first enrolled in public school are required to provide proof of an oral health assessment (conducted within 12 months before enrollment) by a licensed dentist or other licensed or registered dental health professional or provide written notice why an oral health assessment by a licensed dentist or other registered dental health professional cannot be completed. Additional information regarding the importance of oral health is included within this Annual Notification and may also be found online at [www.sysdschools.org](http://www.sysdschools.org).

### **PUPIL RECORDS; NOTIFICATION OF RIGHTS-20 U.S.C. 1232g; EC 49062-49069.7**

Parents, pupils 18 and over, pupils 14 and over that are both homeles s and an unaccompanied youth, and individuals who have completed and signed a Caregiver's Authorization Affidavit, have rights concerning pupil records under Education Code section 49063. These rights include:

- The right to inspect and review the student's education records within five (5) business days of the day the school receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will forward requests to the Custodian of Records. The Custodian of Records will make arrangements for access and notify the parent or eligible student.
- The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request from officials of another school district in which a student seeks or intends to enroll, DISTRICT shall disclose education records without parental consent.
- When a student moves to a new district, DISTRICT will forward the student's records upon the request of the new school district within 10 school days.

Further, parents, or an eligible student, are hereby informed of the following rights pertaining to student records:

1. The types of records and the information contained therein which are directly related to the student and maintained by the institution;
2. The position of the official responsible for the maintenance of each type of record.
3. The location of the log or record required to be maintained pursuant to Section 49064.
4. The criteria to be used by the school district in defining “school officials and employees” and in determining “legitimate educational interest” as used in EC 49064 and EC 49076(a)(1).
5. The policies of the institution for reviewing and expunging those records.
6. The procedures for challenging the content of pupil records.
7. The cost, if any, will be charged to the parent for reproducing copies of records.
8. Their right to review individual records by making a written request for the same;
9. The school district must respond to a pupil record request by providing access no later than five business days following the date of request;
10. Availability of qualified personnel to interpret records, if requested;
11. Procedures for challenging content of pupil records;
12. In addition, parents or eligible students may receive a copy of any information in the records at reasonable cost per page;
13. District policies and procedures relating to: location of records, if not centrally located; position of official responsible for maintenance of records; access by other persons; policy for review and expunging of records;
14. Categories of information designated as directory information pursuant to EC 49073;
15. When a student moves to a new district, records will be forwarded upon the request of the new school district within 10 school days. At the time of transfer the parent (or eligible student) may review, receive a copy (at a reasonable fee), and/or challenge the records; and
16. Their right to file a complaint with the Family Policy Compliance Office in the U.S. Department of Education if they believe the school district is not in compliance with federal regulations regarding privacy.

A foster family agency with jurisdiction over a currently enrolled or former pupil, a short-term residential treatment program staff responsible for the education or case management of a student, and a caregiver who has direct responsibility for the care of a pupil may access the current or most recent records of grades, transcripts, attendance, discipline, online communications on school platforms, any IEPs or Section 504 plans maintained by the responsible LEA of that pupil. The above-referenced individuals may access the pupil records listed above solely for the purpose of monitoring the pupil’s educational progress, updating and maintaining the pupil’s education records as required by Welfare and Institutions Code section 16010, and to ensure the pupil has access to educational services, supports and activities, including enrolling the pupil in school, assisting the pupil with homework, class assignments, and college and scholarship applications, and enrolling the pupil in extracurricular activities, tutoring and other after school or summer enrichment programs.

“Student Records” do not include:

- Instructional, supervisory, or administrative notes by SYSD staff that are made only for that staff member or his/her substitute
- Records of a law enforcement unit that were created for use by the law enforcement unit
- Employee records made for personnel use
- Records of a doctor, psychologist, psychiatrist, or other treatment provider and/or assistant regarding a student who is 18 or older or who is attending a postsecondary educational institution. In this case, “treatment” does not include remedial instructional measures.

Parents have a right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5920

## **CONCUSSION AND HEAD INJURIES; OPIOIDS-EC 49475; 49476; H&SC 124235**

Pursuant to the athletic programs offered by SYSD, (apart from athletic activity during the regular school day or as part of a physical education course) SYSD will provide each student athlete’s parent and guardian with a “concussion and head injury” information sheet. The sheet shall be signed and returned by the athlete’s parent or guardian before the athlete may participate in practice or competition.

Also, pursuant to the athletic programs offered by SYSD (apart from athletic activity during the regular school day or as part of a physical education course) SYSD shall annually give the Opioid Factsheet for Patients, published by the Centers for Disease Control and Prevention to each athlete, which is accessible here: <https://www.cdc.gov/opioids/patients/materials.html>. The athlete, and if the athlete is 17 years of age or younger, the athlete's parent or guardian shall sign the document acknowledging receipt of the factsheet and return it to the district before the athlete initiates practice or competition.

A youth sports organization must follow specified protocols with respect to concussions and other head injuries. Any amateur sports competitions, trainings, camps, or clubs in which persons 17 years of age or younger participate must follow concussion and other head injury protocols.

If an athlete who is 17 years of age or younger has been removed from athletic activity due to a suspected concussion or due to fainting or another suspected cardiac condition, the youth sports organization shall notify a parent or guardian of that athlete of the time and date of the injury, the symptoms observed, and any treatment provided to that athlete for the injury.

## **SAFE PLACE TO LEARN ACT-EC 234, 234.1, 48985**

The San Ysidro School District has adopted policies pertaining to the following:

- Prohibition of discrimination and harassment based on characteristics set forth in EC § 220 and Penal Code 422.55;
- Process for receiving and investigating complaints of discrimination and harassment;
- Maintenance of documentation of complaints and their resolution;
- Process to ensure complainants are protected from retaliation and the identity of a complainant is kept confidential if appropriate; and
- Identification of a responsible LEA officer to ensure compliance.

SYSD's antidiscrimination and anti-harassment policies are posted in schools and offices and available online at [www.sysdschools.org](http://www.sysdschools.org).

The notice shall be in English and in the primary language if 15 percent or more of the pupils enrolled in a public school that provides instruction in kindergarten or any of grades 1 through 12 inclusive, speak a single primary language other than English as determined by census data. The antidiscrimination and anti-harassment policies shall also be posted in schools and administrative offices.

## **PUPIL PROTECTIONS RELATING TO IMMIGRATION AND CITIZENSHIP STATUS-EC 234.7**

Except as required by state or federal law or as required to administer a state or federally supported educational program, SYSD shall not collect information or documents regarding citizenship or immigration status of pupils or their family members.

Should any request be made for information or access to a school-site by an officer or employee of a law enforcement agency for the purpose of enforcing immigration laws, SYSD's Superintendent shall report to the governing board any such requests in a timely manner that ensures the confidentiality and privacy of any potentially identifying information.

If SYSD becomes aware that a pupil's parent or guardian is not available to care for the pupil, SYSD staff shall first exhaust any parental instruction relating to the pupil's care in the emergency contact information it has for the pupil to arrange for the pupil's care. SYSD will not contact Child Protective Services to arrange for the pupil's care unless it is unable to arrange care through the use of emergency contact information provided by the parents or other information provided by the parent or guardian.

All children have a right to a free public appropriate education, regardless of immigration status or religious beliefs. Therefore, SYSD has fully adopted model policies published by the Attorney General's Office entitled "Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues" (<https://oag.ca.gov/sites/all/files/agweb/pdfs/bcj/school-guidance-model-k12.pdf>). These policies include, but are not limited to, refraining from collecting national origin information

during the school enrollment process, accepting all forms of evidence listed in California Education Code section 48002 for the purpose of verifying student age, and not including citizenship status, immigration status, place of birth, or any other information indicative of national origin as directory information. Please visit the State of California's Attorney General's "Know Your Rights" page for more information at <https://oag.ca.gov/immigrant/rights>.

#### **AVAILABILITY OF PROSPECTUS-EC 49091.14**

Each school site shall create a prospectus which includes the curriculum, including titles, descriptions, and instructional aims of every course offered. The prospectus shall be made available upon request by parent or guardian.

#### **DIRECTORY INFORMATION-EC 49073**

"Directory Information" includes one or more of the following items: student's name, address, telephone number, email address, date of birth, major field of study, photographs, videos, 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 public or private school attended by the student. SYSD has determined that the following individuals, officials, or organizations may receive directory information:

- Certain school publications
- Outside organizations including, but not limited to, companies that manufacture class rings or publish yearbooks
- Military recruiters
- Post-secondary educational institutions
- Outside governmental agencies

No information may be released to a private profit-making entity other than employers, prospective employers, and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Directory information may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her pupil's directory information. However, directory information related to homeless and unaccompanied youth will not be released without the express written consent for its release by the eligible pupil, his/her parent, or guardian.

SYSD may disclose appropriately designated "directory information" as specified herein without written consent unless advised to the contrary in accordance with procedures.

Parents/guardians must notify SYSD in writing every year if they do not want SYSD to disclose directory information from their child's education records without prior written consent.

Also, in accordance with Section 49073.2, the LEA shall not include the directory information or the personal information of a pupil or of a parent or guardian of a pupil in the minutes of a meeting of its governing body, except as required by judicial order or federal law, if a pupil who

is 18 years of age or older or a parent or guardian of a pupil has provided a written request to the secretary or clerk of the governing body to exclude his or her personal information or the name of his or her minor child from the minutes of a meeting of the governing body.

Personal information includes a person's address, telephone number, date of birth, and email address.

### **SURVEYS-EC 51513, 51514; 20 U.S.C. 1232h**

SYSD will notify parents or guardians of the need for their written permission before any test, questionnaire, survey, or examination containing any questions about their child's personal beliefs or practices (or the pupil's family's beliefs or practices) in sex, family life, morality, and religion, may be administered to any pupil in kindergarten, or grades 1-12, inclusive.

Notification will include specific or approximate dates of when any survey containing sensitive, personal information is to be administered and provide an opportunity for parents to opt pupils out of participating in the survey. Upon request, parents or guardians will be given the opportunity to inspect any third-party survey.

### **PUPIL FEES-EC 49013**

SYSD maintains a policy concerning the provision of a free education to pupils and for filing a complaint of non-compliance pursuant to the Uniform Complaint Procedures with the principal of the school alleged to be in non-compliance. More information is available online at [www.sysdschools.org](http://www.sysdschools.org).

### **RIGHTS OF PARENTS OR GUARDIANS TO INFORMATION-EC 51101**

Parents/guardians of pupils enrolled in public schools have the right and should have the opportunity, as mutually supportive and respectful partners in the education of their children within the public schools, to be informed by the school, and to participate in the education of their children, as follows:

1. Within a reasonable period of time following making the request, to observe the classroom or classrooms in which their child is enrolled or for the purpose of selecting the school in which their child will attend pursuant to intra-district or inter-district pupil attendance policies or programs.
2. Within a reasonable time of their request, to meet with their child's teacher or teachers and the principal of the school in which their child is enrolled.
3. To volunteer their time and resources for the improvement of school facilities and school programs under the supervision of district employees, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher. Although volunteer parents may assist with instruction, primary instructional responsibility shall remain with the teacher.

4. To be notified on a timely basis if their child is absent from school without permission.
5. To receive the results of their child's performance on standardized tests and statewide tests and information on the performance of the school that their child attends on standardized statewide tests.
6. To request a particular school for their child, and to receive a response from the school district. This paragraph does not obligate the school district to grant the parent's request.
7. To have a school environment for their child that is safe and supportive of learning.
8. To examine the curriculum materials of the class or classes in which their child is enrolled.
9. To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child.
10. To have access to the school records of their child.
11. To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
12. To be informed in advance about school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school.
13. To receive information about any psychological testing the school does involving their child and to deny permission to give the test.
14. To participate as a member of a parent advisory committee, school-site council, or site-based management leadership team, in accordance with any rules and regulations governing membership in these organizations. In order to facilitate parental participation, school-site councils are encouraged to schedule a biannual open forum for the purpose of informing parents about current school issues and activities and answering parents' questions. The meetings should be scheduled on weekends, and prior notice should be provided to parents.
15. To question anything in their child's record that the parent feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school.
16. To be notified, as early in the school year as practicable pursuant to EC 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appeal a decision to retain or promote their child. Parents and guardians of pupils, including those parents and guardians whose primary language is not English, shall have the opportunity to work together in a mutually supportive and respectful partnership with schools, and to help their children succeed in school. Each governing board of a school district shall develop jointly with parents and guardians, and shall adopt a policy that outlines the manner in which parents or guardians of pupils, school staff, and pupils may share the responsibility for continuing the intellectual, physical, emotional, and social development and well-being of pupils at each school-site.
17. The policy shall include, but is not necessarily limited to, the following:
  1. The means by which the school and parents or guardians of pupils may help pupils to achieve academic and other standards of the school.
  2. A description of the school's responsibility to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all pupils to meet the academic expectations of the school.
  3. The manner in which the parents and guardians of pupils may support the learning environment of their children, including, but not limited to, the following:

- a. Monitoring attendance of their children.
- b. Ensuring that homework is completed and turned in on a timely basis.
- c. Participation of the children in extracurricular activities.
- d. Monitoring and regulating the television viewed by their children.
- e. Working with their children at home in learning activities that extend learning in the classroom.
- f. Volunteering in their children's classrooms, or for other activities at the school.
- g. Participating, as appropriate, in decisions relating to the education of their own child or the total school program.

## **CALIFORNIA ASSESSMENT OF STUDENT PERFORMANCE AND PROGRESS-EC 52052, 60640**

The California Assessment of Student Performance and Progress (“CAASPP”) System was established on June 1, 2014. Commencing with the 2014-2015 school year, the CAASPP System includes Smarter Balanced Summative assessments in English Language Arts and Math in grades three through eight and eleven and California Alternate Assessments (“CAA”) in English Language Arts and Math in grades three through eight and eleven for students with significant cognitive disabilities. The California Science Test (“CAST”) for science is required for all students in grades five, eight and once in high school unless the student’s IEP indicates administration of the CAA. SYSD will not administer a standards-based test in Spanish for reading/language arts in grades two through eleven for Spanish-speaking English learners who either receive instruction in their primary language or have been enrolled in a school in the United States for less than twelve months. A parent or guardian may make a written request to excuse his or her child from any or all parts of the assessment.

## **DRESS CODE/GANG APPAREL-EC 35183**

Students are expected to come to school appropriately dressed. Students failing to dress appropriately will be asked to change. SYSD’s dress code is available online at [www.sysdschools.org](http://www.sysdschools.org).

## **SUN PROTECTIVE CLOTHING/USE OF SUNSCREEN-EC 35183.5**

SYSD allows for outdoor use of sun-protective clothing and the use of sunscreen by students during the day. More information is available online at [www.sysdschools.org](http://www.sysdschools.org).

## **CHOOSING A LANGUAGE ACQUISITION PROGRAM- EC 310**

Parents or guardians may choose a language acquisition program that best suits their child (*EC* Section 310). Language acquisition programs are educational programs designed to ensure English acquisition occurs as rapidly and effectively as possible. They provide instruction to English learners based on the state-adopted academic content standards, including English language development (ELD) standards (20 U.S.C. Section 6312[e][3][A][iii], [v]); *EC* Section 306[c]).



## Language Acquisition Programs Offered:

We are required to offer, at a minimum, a Structured English Immersion (SEI) program option (*EC* Section 305[a][2]).

We offer the following language acquisition programs:

- **Structured English Immersion Program:** A language acquisition program for English learners in which nearly all classroom instruction is provided in English, but with curriculum and a presentation designed for students who are learning English. At minimum, students are offered Designated ELD and provided access to grade level academic subject matter content with Integrated ELD. In order to facilitate parental choice of program, the San Ysidro School District will inform any parent or guardian of a pupil who is to be placed in a structured English immersion program and will notify the parent or guardian of an opportunity to apply for a parental exception waiver.
- **Dual-Language Immersion (DLI) Program:** A language acquisition program also referred to as **Two-Way Immersion** that provides language learning and academic instruction for native speakers of English and native speakers of another language with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding. This program begins in Kindergarten (K) and continues to sixth grade.
- **Dual-Language Immersion (DLI) Program:** Also referred to as **One-Way Immersion**. Language acquisition program for English learners that provides instruction to pupils utilizing English and a pupil's native language for literacy and academic instruction, enabling an English learner to achieve language proficiency and meet state academic achievement goals. This program begins in Kindergarten (K) and continues with the goal of biliteracy to sixth grade.

Parents or guardians may choose a language acquisition program that best suits their child. Schools in which the parents or guardians of 30 students or more per school or the parents or guardians of 20 students or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible (20 U.S.C. Section 6312[e][3][A][viii][111]); *EC* Section 310[a]).

Parents or guardians may provide input regarding language acquisition programs during the development of the Local Control and Accountability Plan (*EC* Section 52062). If interested in a different program from those listed above, please contact Luis Ramos, Director of Educational Services to ask about the process.

Although schools have an obligation to serve all EL students, parents or guardians of English learners have a right to decline or opt their children out of a school's EL program or out of particular EL services within an EL program. If parents or guardians opt their children out of a

school's EL program or specific EL services, the children retain their status as English learners. The school remains obligated to take the affirmative steps required by Title VI of the Civil Rights Act of 1964 and the appropriate actions required by the Equal Educational Opportunity Act of 1974 to provide EL students access to its educational programs (20 U.S.C. sections 1703[f], 6312[e][3][A](viii)).

### **ENGLISH IMMERSION PROGRAM-EC 310**

In order to facilitate parental choice of program, the San Ysidro School District will inform any parent or guardian of a pupil who is to be placed in a structured English immersion program and will notify the parent or guardian of an opportunity to apply for a parental exception waiver.

### **BILINGUAL EDUCATION-EC 52173**

The San Ysidro School District will notify the parents or guardians of pupils who will be enrolled in a bilingual education program. The notice will contain a simple description of the program, inform the parent or guardian they have the right and are encouraged to visit the class in which their pupil will be enrolled and to have a school conference to explain the purpose of such an education, and that they have the right not to have their pupil enrolled in the program. Notice shall be in English and the primary language of the pupil.

### **MARKETING: DISCLOSURE OF STUDENT INFORMATION-20 U.S.C. 1232g**

The San Ysidro School District makes student directory information available in accordance with state and federal laws. This means that each student's name, birthday, address, telephone number, major course of study, participation in school activities, dates of attendance, awards, and the previous school attendance may be released to agencies such as the local PTA or Parent Club, or the military services. If you do not wish this information released, please go to [www.sysdschools.org](http://www.sysdschools.org) and sign and return the attached form provided for this purpose to the school or county office program.

### **GATE PROGRAMS**

The San Ysidro School District's written plan for its GATE program includes procedures to inform parents or guardians of their pupil's participation or non-participation in the GATE program. The written plan is available at [www.sysdschools.org](http://www.sysdschools.org).

### **MIGRANT EDUCATION-EC 54444.2**

The San Ysidro School District receives migrant education funds and services and will actively solicit parental involvement in the planning operation and evaluation of its programs through the establishment of a parent advisory council. Parents have the sole authority to determine the composition of the council.

The San Ysidro School District has designated Veronica Medina, Pupil Services Coordinator as the educational liaison for migrant youth and can be reached at [veronica.medina@sysdschools.org](mailto:veronica.medina@sysdschools.org) or at (619) 428-4476 ext. 3083.

#### **TITLE 1-20 U.S.C. 6311**

Parents may request information regarding the professional qualifications of the student's classroom teachers, including the following:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition to the information that parents may request regarding their child's teacher, parents may also request:

- Information on the level of achievement of the parent's child in each of the State academic assessments, and
- Timely notice that the parent's child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified.

Parents may obtain this information by logging on to [www.ctc.ca.gov/](http://www.ctc.ca.gov/) and looking up the child's teacher's credentials by entering the first and last name.

The law also requires that parents be notified when a teacher who is not *highly qualified* is hired and teaches the child *four (4) consecutive weeks or more*.

#### **TOBACCO-FREE CAMPUS-HSC 104420, 104495**

The San Ysidro School District receives Tobacco Use Prevention funding to adopt and enforce a tobacco-free campus policy. Information about the policy and enforcement procedures may be found online at [www.sysdschools.org](http://www.sysdschools.org). Health and Safety Code section 104495 prohibits smoking and use of any tobacco-related products and disposal of any tobacco-related waste within 25 feet of a school playground. The prohibition does not apply to a public sidewalk located within 25 feet of a playground.

#### **UNSAFE SCHOOL CHOICE-5 C.C.R. 11993(k); 20 U.S.C. 7912**

Students shall be allowed to attend a safe school. SYSD shall notify parents or guardians of pupils in elementary and/or secondary schools considered to be "persistently dangerous"

pursuant to California Department of Education guidelines and of available options for attendance at a safe school. "Any firearms violations" is an event which must be considered in determining whether a school site is at risk of being classified as persistently dangerous.

#### **TRANSFER OF PUPILS CONVICTED OF VIOLENT FELONY OR MISDEMEANOR-EC 48929, 48980(m)**

The governing board of SYSD has adopted a policy to allow the governing board of SYSD to transfer students convicted of violent felonies or misdemeanors to other schools in the district if the pupil to be transferred and the victim of the crime for which the pupil was convicted are enrolled at the same school. A copy of DISTRICT Board Policy is available at [www.sysdschools.org](http://www.sysdschools.org).

#### **SCHOOL ACCOUNTABILITY REPORT CARD-EC 35256, 35258**

The School Accountability Report Card (SARC) provides parents and other interested members of the community a variety of information about the school, its resources, its successes, and the areas where it needs improvement. On or before February 1 of each year, an updated copy of the School Accountability Report Card for each SYSD operated school can be found on SYSD's website at [www.sysdschools.org](http://www.sysdschools.org). A hard copy will also be provided upon request to any student's parent or guardian.

#### **COMPREHENSIVE SCHOOL SAFETY PLAN-EC 32286, 32288**

Each school is required to develop a school safety plan, which includes a comprehensive disaster preparedness plan. Copies of the school safety plan are available to read at each school site during normal business hours.

#### **DUTY CONCERNING CONDUCT OF PUPILS-EC 44807**

All students participating in SYSD programs or activities will comply with SYSD policies, rules, and regulations, pursue their studies, and obey the valid authority of SYSD staff. Any student who feels another participant is disrupting the student's learning environment is strongly encouraged to report that misconduct to a SYSD staff member. The SYSD staff member will, in turn, report to the designated SYSD staff member in charge of handling student complaints. SYSD staff expects all students enrolled in SYSD programs or activities to conduct themselves in a manner that enriches the educational environment and does not disrupt the learning process. SYSD believes all students enrolled in SYSD programs or activities should experience a positive learning environment. All students participating in SYSD programs or activities are expected to cooperate by respecting the rights of other participants, which includes the right to a learning environment free from disruptions. Student conduct includes conduct on school grounds, going to and from school and during recess and lunch periods.

Every teacher has a duty to hold pupils accountable for their conduct on the way to and from school, and on the playground, or during recess. A teacher, vice principal, principal or any other certificated employee of a school district, shall not be subject to criminal prosecution or criminal

penalties for the exercise, during the performance of his duties, of the same degree or physical control over a pupil that a parent would be legally privileged to exercise but which in no event shall exceed the amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

#### **DANGEROUS OBJECTS-PENAL CODE 417.27, 12550, 12556**

SYSD prohibits dangerous objects on campus, such as laser pointers and B.B. guns, unless possession is for valid instructional or other school related purposes.

#### **INVESTING FOR FUTURE EDUCATION-EC 48980(d)**

SYSD encourages the investment by parents or guardians for higher education for their children and of considering appropriate investment options, including, but not limited to, United States savings bonds.

#### **CHILD ABUSE AND NEGLECT REPORTING-PENAL CODE 11164 - 11174.3**

SYSD staff is required by law to report cases of child abuse and neglect to the appropriate law enforcement agency when they have a reasonable suspicion that a child has been a victim of child abuse and/ or neglect. Reasonable suspicion does not require certainty that the child abuse and/or neglect has occurred. The reporting staff member's name and report are confidential. The fact that a child is homeless, or an unaccompanied minor is not, in and of itself, a sufficient basis for reporting child abuse or neglect.

#### **DISRUPTION IN PUBLIC SCHOOL OR MEETING-EC 32210**

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

#### **MEDICAL RECORD SHARING-H&SC 120440**

Medical information may be shared with local health departments and the State Department of Public Health. Any information shared shall be treated as confidential medical information. The student or parent or guardian has the right to examine any immunization-related information shared in this manner and to correct any errors in it; and the student or parent or guardian may refuse to allow this information to be shared in the manner described, or to receive immunization reminder notifications at any time, or both. More information regarding medical record sharing including information regarding the immunization registry with which the information may be shared may be found online at [www.sysdschools.org](http://www.sysdschools.org).

If pupils' medical records will be shared with an immunization system, it shall inform the parent of the following:

1. Medical information may be shared with local health departments and the State Department of Public Health;
2. Name and address of the State Department of Health or immunization registry with which the school will share the information;
3. Any information shared shall be treated as confidential medical information;
4. The student or parent or guardian has the right to examine any immunization related information shared in this manner and to correct any errors in it; and
5. The student or parent or guardian may refuse to allow this information to be shared in the manner described, or to receive immunization reminder notifications at any time, or both

#### **MEGAN'S LAW-PENAL CODE-290**

Information about registered sex offenders in California and how to protect their families can be found at <http://meganslaw.ca.gov/>.

#### **LIABILITY OF PARENT OR GUARDIAN FOR WILLFUL PUPIL MISCONDUCT-EC 48904**

The parent or guardian of any minor may be held financially liable for the pupil's willful misconduct which results in injury or death to any pupil or person employed or volunteering for SYSD or injury to real or personal property belonging to SYSD or a SYSD employee. The parent or guardian of a minor shall be liable to SYSD for all property belonging to SYSD loaned to the minor and not returned upon demand of an employee of SYSD authorized to make the demand. SYSD shall notify the parent or guardian of the pupil in writing of the pupil's alleged misconduct before withholding the pupil's grades, diploma, or transcript pursuant to this Section.

#### **CHILDREN IN HOMELESS SITUATIONS-42 U.S.C. 11432**

SYSD has appointed a liaison that is responsible for ensuring the dissemination of public notice of the educational rights of students in homeless situations. Veronica Medina, Pupil Services can be reached at [veronica.medina@sysdschools.org](mailto:veronica.medina@sysdschools.org) or at (619) 428-4476 ext. 3083.

- Circumstances for eligibility include: Living in a shelter, motel, campground, or vehicle; Staying with friends or family due to economic hardship; In a trailer park with substandard housing; Public or private place not designated for sleeping
- Right to immediate enrollment in school of origin or school where currently residing without proof of residency, immunization records or tuberculosis skin-test results, school records, or legal guardianship papers;
- Right to education and other services including to participate fully in all school activities and programs for which child is eligible, to qualify automatically for school meal programs, to receive transportation services, and to contact liaison to resolve disputes that arise during enrollment;



- That no homeless youth shall be required to attend a separate school for homeless children or youth; and
- That homeless youth shall not be stigmatized by school personnel.

More information can be found online at [www.sysdschools.org](http://www.sysdschools.org).

### **HOMELESS YOUTH IN AFTER SCHOOL PROGRAMS-EC 8483.1**

The San Ysidro School District currently operates an afterschool program pursuant to the After School Education and Safety Program Act of 2002. SYSD provides priority enrollment to students as follows. First priority shall go to pupils who are identified by the program as homeless youth, as defined by the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Section 11434a), at the time that they apply for enrollment or at any time during the school year, and to pupils who are identified by the program as being in foster care. For programs serving middle and junior high school pupils, second priority shall go to pupils who attend daily. SYSD does not require pupils applying for or participating in the program to verify they are homeless or foster youth. Eligible students may receive priority through self-certification or through the SYSD liaison for homeless children if SYSD maintains a waiver on file allowing for the release of this information.

### **ACCEPTABLE USE OF TECHNOLOGY**

The San Ysidro School District policy on the acceptable use of technology on school campuses and access by pupils to the Internet and on-line sites is available at [www.sysdschools.org](http://www.sysdschools.org).

### **ACCESS TO TECHNOLOGY**

The San Ysidro School District provides a technology-rich environment to every site, district administrator, teacher, support staff and student. Students are able to explore various technological tools which challenges and motivates them to problem solve, explore and learn to meet academic standards and prepare them for the challenges of the future. Teachers will employ instructional technology to support standard-based learning and create an effective learning environment for our students. Students are provided with a Chromebook as part of their instructional materials. If your family requires support with internet access, please contact your school site to request support.

### **CUSTODY ISSUES**

Schools are not a forum to settle custody disputes and the school has no legal jurisdiction to refuse a biological parent access to his or her child and the child's school records unless a signed restraining order or proper divorce papers specifically setting forth limitations are on file at the school office. Custody disputes must be handled by the courts.

## **SCHOOL VISITING PROCEDURES-EC 51101(a)(12)**

SYSD policy concerning visiting procedures may be found online at [www.sysdschools.org](http://www.sysdschools.org). Penal Code section 627.6: requires schools to post at every entrance a notice of visitor registration requirements, registration hours, registration location, and penalties for the violation of the registration requirements.

## **WALKING OR RIDING A BIKE TO SCHOOL-VC 21212**

SYSD requests that parents or guardians of children who walk or ride their bike to school plan a safe route to school with their children. The route shall not involve shortcuts through private property and all students are expected to exhibit good behavior. Furthermore, a student under 18 years of age may be fined for not wearing a properly fitted and fastened helmet, and the parent or legal guardian of a minor who violates this section shall be jointly and severally liable with the minor for the fine.

## **SEARCH OF SCHOOL LOCKERS**

SYSD's policies and procedures related to the search of school lockers may be found online at [www.sysdschools.org](http://www.sysdschools.org).

## **MATHEMATICS PLACEMENT POLICY-EC 51224.7**

SYSD utilizes a fair, objective and transparent mathematics placement policy that takes multiple objective academic measures of pupil performance into consideration, annually examines aggregate pupil placement data to ensure pupil qualification for progressing through mathematics courses and offers clear and timely recourse for any pupil or parent or guardian who questions the placement. More information about SYSD's mathematics placement policy is available on [www.sysdschools.org](http://www.sysdschools.org).

## **CYBER SEXUAL BULLYING-EC 234.2**

SYSD may suspend or expel students who engage in cyber sexual bullying consistent with the DISTRICT'S disciplinary procedures described above. The California Department of Education has developed information regarding cyber sexual bullying available at <http://www.cde.ca.gov/ls/ss/se/bullyingprev.asp>, and available on the California Healthy Kids Resource Center Website and other sources.

## **LOCAL SCHOOL WELLNESS POLICY-EC 49432, EC234.4**

The local school wellness policy for each SYSD school is available at [www.sysdschool.org](http://www.sysdschool.org). In addition, a summary of the nutrition and physical activity laws and regulations applicable to SYSD schools is available at [www.sysdschools.org](http://www.sysdschools.org).



## **ILLEGAL RECORDING OF CONFIDENTIAL COMMUNICATION-PC 632, EC 51512**

It is unlawful to intentionally eavesdrop or record the confidential communication between two or more parties without the consent of all parties to the confidential communication. The eavesdropping or recording of a confidential communication includes by means of any electronic amplifying or recording device whether the communication is carried on among the parties in the presence of one another or by means of a telegraph, telephone, or other device, except a radio. Such an act is punishable by a fine not exceeding two thousand five hundred dollars (\$2,500), or imprisonment in the county jail not exceeding one year, or in the state prison, or by both that fine and imprisonment. Additionally, pursuant to Education Code section 51512, the use by any person, including a student, of any electronic listening or recording device in any classroom without prior consent of the teacher and the principal is prohibited. Any person, other than the student, willfully in violation shall be guilty of a misdemeanor. Any pupil in violation is subject to SYSD's disciplinary procedures.

## **PUPIL COLLECTION OF DEBT-EC 49014**

A pupil or former pupil, unless emancipated at the time the debt is incurred, shall not owe, or be billed for a debt owed to an LEA.

An LEA cannot take negative action against a pupil or former pupil for a debt owed, including, but not limited to, all of the following:

- Denying full credit for any assignments for a class;
- Denying full and equal participation in classroom activity;
- Denying access to on-campus educational facilities, including, but not limited to, the library;
- Denying or withholding grades or transcripts;
- Denying or withholding a diploma;
- Limiting or barring participation in an extracurricular activity, club, or sport; and
- Limiting or excluding from participation in an educational activity, field trip, or school ceremony.

## **ELECTRONIC PRODUCTS OR SERVICES THAT DISSEMINATE ADVERTISING-EC 35182.5**

If SYSD enters into a contract for electronic products or services that requires the dissemination of advertising to students, the district, among other requirements specified in EC 35182.5(c)(3), must provide written notice to the parents or guardians of the students that the advertising will be used in the classroom or other learning centers.

## **ACCESS TO STUDENT MENTAL HEALTH SERVICES-EC 49428**

SYSD shall notify pupils and parents or guardians of pupils no less than twice during the school year on how to initiate access to available pupil mental health services on campus or in the community, or both.

To notify parents or guardians, a school shall use at least two of the following methods:

- Distribute the information in a letter (electronic or hardcopy)
- Include the information in the annual parent notification
- Post the information on the school's Internet Web site or page

To notify pupils, a school shall use at least two of the following methods:

- Distribute the information in a document or school publication
- Include the information in pupil orientation materials or in a pupil handbook at the beginning of the year
- Post the information on the school's Internet Web site or page

If a school decides to notify parents through distributing the information in a letter and posting the information on the school's Internet Web site or page, then it need not also include the information in the annual parent notification.

## **PUPIL SUICIDE PREVENTION POLICIES-EC 215**

Before the beginning of the 2020-21 school year, the governing board or body of a local educational agency that serves pupils in kindergarten and grades 1 to 6 shall adopt a policy on pupil suicide prevention for the above grade levels. The age-appropriate policy shall be developed in consultation with school and community stakeholders, the county mental health plan, school-employed mental health professionals, and suicide prevention experts. The policy shall also, at minimum, address procedures relating to suicide prevention, intervention, and postvention.

The policy should address needs of high-risk student groups. The definition of high-risk groups includes (but not be limited to):

- Students bereaved by suicide
- Students with disabilities, mental health disorders, or substance abuse disorders
- Homeless youth or in out-of-home settings, such as foster care.
- LGBTQ students

## **BULLYING AND HARASSMENT PREVENTION INFORMATION-EC 234.6**

Commencing with the 2020-21 academic year, each county office of education, school district, and charter school – or LEA (“local education agency”) for the purpose of this section – shall

ensure that all of the following information is readily accessible in a prominent location on the local educational agency's existing website in a manner that is easily accessible to parents or guardians and pupils:

1. The LEA's policy on pupil suicide prevention in grades 7 to 12
2. The LEA's policy on pupil suicide prevention in kindergarten and grades 1 to 6, including reference to the age appropriateness of that policy
3. The definition of discrimination and harassment based on sex, and the rights derived from the Sex Equity in Education Act
4. The Title IX information and training materials included on a LEA's internet website
5. A link to the Title IX information included on the department's internet website
6. The LEA's written policy on sexual harassment, as it pertains to pupils
7. The LEA's policy, if it exists, on preventing and responding to hate violence
8. The LEA's anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies
9. The LEA's anti-cyberbullying procedures
10. A section on social media bullying that includes all of the following references to possible forums for social media bullying:
  - a. Internet websites with free registration and ease of registration
  - b. Internet websites offering peer-to-peer instant messaging
  - c. Internet websites offering comment forums or sections
  - d. Internet websites offering image or video posting platforms
11. A link to statewide resources, including community-based organizations, compiled by the department
12. Any additional information the LEA deems important for preventing bullying and harassment

#### **SCHOOL START TIME-EC 46148**

Commencing July 1, 2022, or the date on which a school district's or charter school's respective collective bargaining agreement operative on January 1, 2020, expires (whichever is later), the school day for middle and high schools must begin no earlier than 8:00 a.m. and 8:30 a.m., respectively. The State Department of Education will advise school districts and charter schools of the posting of information on its website related to research on the impact of sleep deprivation on adolescents and the benefits of a later school start time. This start time requirement will not apply to rural school districts.

#### **ELECTRONIC SIGNALING DEVICE-EC 48901.5**

The school districts may notify parents of school district policy regulating the rights of pupils to possess or use electronic signaling devices (e.g., cell phones and pagers) on school campuses during the school day or at school activities.

#### **USE OF SMARTPHONES- EC 48901.7**

A student cannot be prohibited from possessing or using a smartphone at school in the following situations:

1. During an emergency situation or as a response to a perceived threat of danger;
2. When a teacher or administrator gives permission to a student to possess or use a cell phone, subject to reasonable limitations imposed by the person giving permission;
3. When necessary for the health or well-being of a student, as determined by a licensed physician and surgeon; and
4. When possession or use of the cell phone is required pursuant to a student's individualized education program

#### **MENSTRUAL EQUITY FOR ALL ACT- EC 35292.6**

35292.6 (a) On or before the start of the 2022-2023 school year, a public school, including a school operated by a school district, county office of education, or charter school, maintaining any combination of classes from grades 6 to 12, inclusive, shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom. (b) A public school described in subdivision (a) shall not charge for any menstrual products provided to pupils. (c) A public school described in subdivision (a) shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section. This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products. (d) For purposes of this section, "menstrual products" means menstrual pads and tampons for use in connection with the menstrual cycle.



### ACKNOWLEDGMENT OF RECEIPT AND REVIEW OF ANNUAL NOTIFICATIONS 2024-2025 SCHOOL YEAR

Dear Parent/Guardian:

The San Ysidro School District is required to annually notify the parents and guardians of rights and responsibilities in accordance with Education Code section 48980.

If you have any questions, or if you would like to review specific documents mentioned in the notice, please contact an administrator at your child's school. They will be able to give you more detailed information and assist you in obtaining copies of any materials you wish to review.

Please complete the "Acknowledgment of Receipt and Review" form below and return it to your child's school.

This annual notification is also available in an electronic format ([www.sysdschools.org](http://www.sysdschools.org)) and can be provided to you upon request. If the notice is provided in an electronic format, the parent or guardian shall submit to the school this signed acknowledgement of receipt of the notice. Signature of the notice is an acknowledgment by the parent or guardian that they have been informed of his or her rights but does not indicate that consent to participate in any particular program has either been given or withheld.

#### ACKNOWLEDGMENT OF RECEIPT AND REVIEW

Pursuant to Education Code section 48982, the parent/guardian shall sign this notice and return it to the school. Signature on the notice is an acknowledgment by the parent or guardian that they have been informed of his or her rights but does not necessarily indicate that consent to participate in any particular program or activity has been given or withheld.

Student Name: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

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

Address: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian (if student is under 18)

\_\_\_\_\_  
Signature of Student (if student is 18 or older)

**SAN YSIDRO SCHOOL DISTRICT  
RELEASE FORM FOR DIRECTORY INFORMATION  
2024-2025**

PARENTS: PLEASE READ AND COMPLETE THE INFORMATION BELOW AND RETURN IT TO YOUR SCHOOL PRINCIPAL

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ Grade: \_\_\_\_\_  
School: \_\_\_\_\_

The primary purpose of directory information is to allow the San Ysidro School District to include this type of information from your child's education records in certain school publications. Directory information includes the pupil's name, address, telephone number, date of birth, e-mail address, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the pupil, or height and weight of athletes, information that is generally not considered harmful or an invasion of privacy released.

The Family Education Rights and Privacy Act (FERPA) and Education Code section 49073 permits the San Ysidro School District to disclose appropriately designated "directory information" without written consent, unless you have advised the San Ysidro School District that you do not want your student's directory information disclosed without your prior written consent.

**Student Directory Information**

- ☐ I do not wish to have any directory information released to any individual or organization.
- ☐ I do not wish to release the name, address and telephone number of the student names above to the agencies I check below.
- ☐ PTA (if applicable)
  - ☐ Health Department
  - ☐ Elected Officials
  - ☐ Third Party Providers of Online Educational Tools (Used within the classroom for educational purposes only.)
  - ☐ United States Armed Forces\*
  - ☐ Universities or Other Institutions of Higher Education\*

- ☐ I am a homeless and unaccompanied youth over the age of 14, or am a parent of a homeless and unaccompanied youth and authorize the release of my directory information in accordance with the law and SYSD policy.

**Media Release**

- ☐ The student may be interviewed, photographed, or filmed by members of the media.
- ☐ The student may NOT be interviewed, photographed, or filmed by members of the media.

\_\_\_\_\_  
Signature of Parent/Guardian (if student is under 18)

\_\_\_\_\_  
Signature of Student (if student is 18 or older)

\_\_\_\_\_  
Signature of Student  
(if over the age of 14 and homeless and unaccompanied youth.)

**SAN YSIDRO SCHOOL DISTRICT  
2024-2025 PARENTAL OPTIONS**

PARENTS: PLEASE READ AND COMPLETE THE INFORMATION BELOW AND  
RETURN IT TO YOUR SCHOOL

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ Grade: \_\_\_\_\_  
School: \_\_\_\_\_

**Physical Examination**

The San Ysidro School District may require physical examinations of students enrolled in San Ysidro School District programs or activities. Any physical examination required by the San Ysidro School District shall be kept confidential. A parent or guardian having control or charge of any child enrolled in public schools may file annually with the principal of the school in which s/he is enrolled a statement in writing, signed by the parent or guardian, stating that s/he will not consent to a physical examination of the child.

- ☐ I **do not** want my child to undergo a physical exam for San Ysidro School District programs or activities.
- ☐ I grant consent for my child to undergo a physical exam for San Ysidro School District programs or activities.

**Sexual Health and HIV/AIDS Prevention Education**

Students enrolled in San Ysidro School District programs or activities may receive instruction in health education, including comprehensive sexual health education and HIV prevention and including information regarding sexual harassment, sexual abuse and human trafficking. Parents or guardians may submit a written request to excuse their child from participation in any class involving comprehensive sexual education or HIV prevention education, or from participation in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks.

I would like my child **excused** from:

- ☐ Participation in any anonymous, voluntary, and confidential test, questionnaire, or survey on pupil health behaviors and risks.

All instructional materials are available for review. You may also request a copy of the California Healthy Youth Act (California Education Code sections 51930–51939).

This instruction will be provided by (name of school district personnel/outside consultants).

If you do not want your student to participate in comprehensive sexual health or HIV prevention education, please provide a signed, written note to (insert district name, principal, teacher, etc.) by (insert date here).

**Right to Refrain From Harmful or Destructive Use of Animals**

Pursuant to Education Code section 32255, et seq., any student with a moral objection to dissecting or otherwise harming or destroying animals, or any parts thereof, shall notify his or her teacher regarding this objection. The student must obtain a note from his or her parent or

guardian requesting exemption from participation in an education project involving the harmful or destructive use of animals.

- ☐ I would like my child excused from participation in an education project involving the harmful or destructive use of animals
- ☐ My child may participate in an education project involving the harmful or destructive use of animals.

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Signature of Parent/Guardian (if student is under 18)

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Signature of Student (if student is 18 or older)



**Acknowledgement of Parent or Guardian of Specific School Activities**

(Please sign and return to your child's school.)

STUDENT'S NAME \_\_\_\_\_

SCHOOL \_\_\_\_\_

GRADE \_\_\_\_\_

*Student is on a continuing medication program. (Please check)* Yes \_\_\_\_\_ No \_\_\_\_\_

IF YES, you have my permission to contact my physician.

PHYSICIAN'S NAME \_\_\_\_\_

PHYSICIAN'S TELEPHONE \_\_\_\_\_

MEDICATION \_\_\_\_\_

DOSAGE \_\_\_\_\_

*I hereby acknowledge receipt of information regarding my rights, responsibilities and protections. I also attest under penalty of perjury that I am a resident of the district, as previously verified, or attend under an approved Interdistrict Attendance Agreement.*

SIGNATURE OF PARENT OR GUARDIAN \_\_\_\_\_

DATE \_\_\_\_\_

**SAN YSIDRO SCHOOL DISTRICT  
2024-2025 ANNUAL PESTICIDE NOTIFICATION REQUEST**

PARENTS: PLEASE READ AND COMPLETE THE INFORMATION BELOW AND  
RETURN IT TO YOUR SCHOOL PRINCIPAL

Parents/guardians can register with the school to receive notification or individual pesticide applications. Persons who register for this notification shall be notified at least seventy-two (72) hours prior to the application, except in emergencies, and will be provided the name and active ingredient(s) of the pesticide as well as the intended date of application.

Parents/guardians seeking access to information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agricultural Code section 13184, can do so by accessing the Department's web-site at [www.cdpr.ca.gov](http://www.cdpr.ca.gov).

SYSD's Integrated Pest Management Plan may be viewed at [www.sysdschools.org](http://www.sysdschools.org).

\_\_\_\_\_  
Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Grade: \_\_\_\_\_

School: \_\_\_\_\_

- ☐ I would like to be pre-notified every time a pesticide application is to take place at the school. I understand that the notification will be provided at least 72 hours before the application.
- ☐ I do not need to be notified every time a pesticide application is to take place at the school. I understand that the notification will be posted at least 24 hours before the application.

\_\_\_\_\_  
Signature of Parent/Guardian (if student is under 18)

\_\_\_\_\_  
Signature of Student (if student is 18 or older)



## **LETTER TO PARENTS REGARDING INTERNET SAFETY FOR STUDENTS**

San Ysidro School District

Subject: Internet Safety

Dear Parents/Guardians:

The San Ysidro School District prides itself on providing a safe learning environment for its students. An emerging national concern is the inappropriate use of the Internet by students. This problem has the potential to be harmful, and we ask your support in assisting us with this challenge.

Across the nation, schools have seen an increase in negative student behavior as a result of messages written using electronic technology, posted to popular social media websites. Many of the social media websites contain instant messaging components that allow students to chat with other students and post statements that ordinarily would not be said in a face-to-face conversation.

The popularity of these websites and mobile applications are continuously growing, including Facebook, Instagram, and TikTok, among others. These platforms enable students to directly communicate to each other through messaging.

Unfortunately, some of these websites are being used by child predators, “cyber bullies,” and con artists. Unfortunately, some students use the sites to participate in online bullying or to threaten harm to other students. The so-called “cyber bullies,” mostly children between the ages of 9 and 14, use the anonymity of the web to hurt others without witnessing the consequences. Students who are bullied online sometimes do not report these occurrences for fear that they will be barred from using the Internet.

Outside of our schools, there have been instances of adults posing as youths and gaining access to student chat rooms. In some cases, these contacts have led to tragedy. Some unsuspecting students post enough personal information that predators are able to locate students’ home or school addresses, thereby becoming easy targets for predators.

The San Ysidro School District has blocked the use of these social networking sites from our school computers. We will continue to block objectionable material as we deem appropriate. Parents should be aware of what their children are writing on the Internet and what others are posting in reply. These social networking websites are

public domain, and some of the contents posted there can be seen by anyone who has Internet access, unless a profile is private. If you choose to do so, you may investigate the sites by personally logging on to the sites. The services are free, and users may register using an e-mail address. Once you have registered, you can typically search by name and e-mail address to see if your child is registered. You can narrow the search result by entering the name of your city. You may be able to view the kinds of personal information, messages, diaries, and photographs that students post to this website, depending on the privacy settings of the user.

We encourage you to talk to your child about the potential danger of the Internet. Ask if they have an account on any social media website. If your child is using such a site with your permission, you may want to review his or her profile to ensure that no personal and identifiable information has been posted.

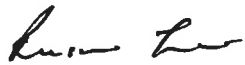
We also encourage you to establish rules and guidelines to ensure the safety of your child while on the Internet. Some websites offer parental or family guidance for Internet safety; for example:

[www.connectsafely.org](http://www.connectsafely.org).  
<https://www.childnet.com/resources>

The San Ysidro School District will continue to provide Internet security within our schools. It is important that parents also monitor Internet use at home.

Thank you for your support and cooperation in keeping our students safe.

Sincerely,



Russell Little

Assistant Superintendent , Educational Leadership and Pupil Services  
San Ysidro School District

**SAN YSIDRO SCHOOL DISTRICT  
TECHNOLOGY ACCEPTABLE USE AGREEMENT**

While using SYSD PROVIDED TECHNOLOGY either at home or school, all District students are expected to observe the requirements of the District's Use of Technology in Instruction and Student Use of Technology policies. These requirements are set forth in District Board Policy and Board Policy/Administrative Regulation.

In particular, you should be aware that the District is providing content-filtering for any internet usage your student may engage in while using District-provided technology at home. Students and parents/guardians are therefore responsible to ensure that students engage in responsible use. The District is not liable for any inappropriate content that may be accessed during this period of time.

Inappropriate conduct by students in regards to the use of District-provided technology includes, but is not limited to:

- Accessing material that is obscene, pornographic or harmful to minors.
- Use of District-provided technology and/or resources to harass or bully others.
- Destruction or damage to equipment, software, or data belonging to the District or others.

All District-provided technology are the sole, exclusive property of the District. Any cost involved in replacement or repair of a computer is the responsibility of the student and/or parent(s)/guardian(s).

\_\_\_\_\_  
Parent or Legal Guardian Printed

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

**SAN YSIDRO SCHOOL DISTRICT  
CONCUSSION AND HEAD INJURY INFORMATION SHEET  
AND SIGNATURE FORM  
2024-2025**

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complication including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without the loss of consciousness. Signs and symptoms of a concussion may show up right after the injury and can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of a concussion yourself, seek medical attention right away.

Signs and symptoms of a concussion may include one or more of the following:

Headaches	Amnesia
Pressure in the head	Slurred speech
Nausea and vomiting	Fatigue or low energy
Neck pain	Loss of consciousness
Balance problems or dizziness	Nervousness or anxiety
Blurred, double, or fuzzy vision	Irritability
Sensitivity to light or noise	Ringing in the ears
Feeling sluggish or slow	Confusion
Feeling foggy or groggy	Concentration or memory problems
Drowsiness	Change in sleep pattern
Sadness/More emotional	Repeating the same comment/question
Seizures/convulsions	Shows behavior or personality changes

**What can happen if my child keeps on playing with a concussion or returns to school?**

Athletes with the signs and symptoms of a concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often under report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student/athlete safety.

### **If you think your child has suffered a concussion**

Pursuant to Education Code section 49475, any athlete even suspected of suffering a concussion shall be immediately removed from the athletic activity for the remainder of the day. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance from a licensed healthcare provider. If the licensed health care provider determines that the athlete sustained a concussion or a head injury, the athlete shall also complete a graduated return-to-play protocol of no less than seven days in duration under the supervision of a licensed health care provider.

You should also inform your child's coach if you think that your child may have a concussion. Remember it is better to miss one game than miss the whole season. ***"When in doubt, the athlete sits out."***

For current and up-to-date information on concussions you can go to:

[www.cdc.gov/headsup/youthsports/index.html](http://www.cdc.gov/headsup/youthsports/index.html)

This sheet shall be signed and returned by the athlete's parent or guardian before the athlete may participate in practice or competition for any contact sport.

\_\_\_\_\_  
Student-athlete Name Printed

\_\_\_\_\_  
Student-athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian Printed

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

*Adapted from the CDC and the 3<sup>rd</sup> International Conference on Concussion in Sport Documents created 05/20/10.*

**SAN YSIDRO SCHOOL DISTRICT  
SUDDEN CARDIAC ARREST  
INFORMATION SHEET  
2024-2025**

Sudden Cardiac Arrest (SCA) is a life-threatening emergency that occurs when the heart suddenly stops beating. It strikes people of all ages – including children and teens – and can lead to death in minutes if the individual does not get help immediately. **Survival depends on people nearby calling 911, starting CPR<sup>1</sup>, and using an available AED<sup>2</sup> as soon as possible.**

SCA is not the same as a heart attack. Here are some key differences:

**SCA VICTIM:**

Unresponsive  
Not breathing normally  
Needs CPR/AED

**HEART ATTACK VICTIM:**

Responsive  
Breathing  
Does not need CPR/AED

Recognizing SCA as it occurs is imperative to survival; it is the third leading cause of death in the United States. It affects 1,000 people every day, and only 1 in 10 currently survive. However, the administration of CPR and AED from bystanders can improve the survival rate to 5 in 10.

If an athlete has passed out or fainted during an athletic activity, the athlete shall immediately be removed from the athletic activity for the remainder of the day, and shall not be permitted to return to any athletic activity until the athlete receives written clearance to return to athletic activity from a licensed healthcare provider. If the licensed healthcare provider suspects that the athlete has a cardiac condition that puts the athlete at risk for sudden cardiac arrest or other heart-related issues, the athlete shall remain under the care of the licensed healthcare provider to pursue a follow-up testing until the athlete is cleared to play.

Each athlete and the athlete's parent/guardian must sign and return this information sheet before initiating practice or competition. However, athletes 18 years of age or older do not need to have a parent/guardian sign, and athletes 6 years of age or younger only need the signature of their parent/guardian.

\_\_\_\_\_  
Student-athlete Name Printed

\_\_\_\_\_  
Student-athlete Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Legal Guardian Printed

\_\_\_\_\_  
Parent or Legal Guardian Signature

\_\_\_\_\_  
Date

*Adapted from the Sudden Cardiac Arrest Foundation. Learn more at [sca-aware.org](http://sca-aware.org).*

<sup>1</sup> CPR: Cardiopulmonary resuscitation is when you push hard and fast on the center of chest to make the heart pump; compression may be given with or without rescue breaths.

<sup>2</sup> AED: Automated external defibrillator is a device that analyzes the heart and if it detects a problem may deliver a shock to restart the heart's normal rhythm.





**2024-2025 ORAL HEALTH NOTIFICATION LETTER**  
*(to accompany Oral Health Assessment/Waiver Request Form)*

Dear Parent or Guardian:

To make sure your child is ready for school, California law, Education Code section 49452.8, now requires that your child have an oral health assessment (dental check-up) by May 31 in either kindergarten or first grade, whichever is his or her first year in public school. Assessments that have happened within the 12 months before your child enters school also meet this requirement. The law specifies that the assessment must be done by a licensed dentist or other licensed or registered dental health professional.

Take the attached Oral Health Assessment/Waiver Request form to the dental office, as it will be needed for your child's check-up. If you cannot take your child for this required assessment, please indicate the reason for this in Section 3 of the form. You can get more copies of the necessary form at your child's school or online from the California Department of Education's Web site at <http://www.cde.ca.gov/ls/he/hn/>. California law requires schools to maintain the privacy of students' health information. Your child's identity will not be associated with any report produced as a result of this requirement.

The following resources will help you find a dentist and complete this requirement for your child:

1. Medi-Cal/Denti-Cal's toll-free number or Web site can help you to find a dentist who takes Denti-Cal: 1-800-322-6384; <http://www.denti-cal.ca.gov>. For help enrolling your child in Medi-Cal/Denti-Cal, contact your local social service agency at: 619-515-6555.
2. Healthy Families' toll-free number or Web site can help you to find a dentist who takes Healthy Families insurance or to find out if your child can enroll in the program: 1-800-880-5305 or <http://www.benefitscal.com/>.
3. For additional resources that may be helpful, contact your local public health care department or Dental Health Initiative – San Diego at 619-692-8858.

Remember, your child is not healthy and ready for school if your child has poor dental health! Here is important advice to help your child stay healthy:

¡Recuerde, su hijo no está saludable ni preparado para sus clases si su hijo tiene problemas con su salud dental! Aquí tiene algunos consejos importantes para ayudar a su hijo a seguir saludable:

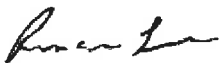
- Lleve a su hijo al dentista dos veces al año
- Opte por alimentos saludables para toda su familia. Los alimentos frescos son normalmente los más saludables.
- Cepillarse los dientes, por lo menos, dos veces al día con pasta de dientes que contenga fluoruro.
- Limite la ingestión de caramelos y de bebidas dulces como los refrescos o los ponches. Las bebidas dulces y los caramelos contienen mucha azúcar, la cual causa caries y reemplaza los nutrientes importantes en la dieta de su hijo. Además, los caramelos y las bebidas dulces contribuyen a problemas de peso, lo cual puede llevarlos a otras enfermedades, así como la diabetes. ¡Mientras menos sea la ingestión de caramelos o refrescos, mejor!

Los dientes de leche son muy importantes. No son solo dientes que se caen. Los niños necesitan de sus dientes para comer adecuadamente, para hablar, sonreír y sentirse bien sobre ellos mismos. Los niños con caries pueden sufrir dificultad para comer, dejan de sonreír, y tienen problemas para prestar atención y aprender en sus clases. El deterioro dental es una infección que no se cura y puede ser dolorosa si no se trata. Si las caries no son tratadas, los niños se pueden enfermar lo suficiente para requerir de un tratamiento de emergencia, y sus dientes permanentes pueden dañarse permanentemente.

Hay muchas cosas que tienen influencia sobre el progreso y el éxito escolar de los niños, incluyendo la salud. Los niños deben estar saludables para aprender, y los niños con caries no son saludables. Las caries se pueden prevenir, pero afectan a más niños que cualquier otra enfermedad crónica.

Si tiene preguntas sobre el nuevo requisito del examen de salud bucal, haga favor de ponerse en contacto con Anita Gillchrest, Enfermera Escolar del Distrito al, 619-428-4476 Ext. 3097.

Atentamente



Russell Little  
Superintendente Auxiliar de Liderazgo y Servicios Estudiantiles  
Distrito Escolar de San Ysidro

# SAN YSIDRO SCHOOL DISTRICT

## 2024-2025 ORAL HEALTH ASSESSMENT FORM

California law (Education Code section 49452.8) states your child must have a dental check-up by May 31 of his/her first year in public school. A California licensed dental professional operating within his scope of practice must perform the check-up and fill out Section 2 of this form. If your child had a dental check-up in the 12 months before he/she started school, ask your dentist to fill out Section 2. If you are unable to get a dental check-up for your child, fill out Section 3.

### Section 1: Child's Information (Filled out by parent or guardian)

Child's First Name:	Last Name:	Middle Initial:	Child's birth date:
Address:			Apt.:
City:			ZIP code:
School Name:	Teacher:	Grade:	Child's Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female
Parent/Guardian Name:	Child's race/ethnicity: <input type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other _____ <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Unknown		

### Section 2: Oral Health Data Collection (Filled out by a California licensed dental professional)

**IMPORTANT NOTE:** Consider each box separately. Mark each box.

Assessment Date:	Caries Experience (Visible decay and/or fillings present)  <input type="checkbox"/> Yes <input type="checkbox"/> No	Visible Decay Present:  <input type="checkbox"/> Yes <input type="checkbox"/> No	Treatment Urgency: <input type="checkbox"/> No obvious problem found <input type="checkbox"/> Early dental care recommended (caries without pain or infection; or child would benefit from sealants or further evaluation) <input type="checkbox"/> Urgent care needed (pain, infection, swelling or soft tissue lesions)
<hr/> <i>Licensed Dental Professional Signature</i> <i>CA License Number</i> <i>Date</i>			

### Section 3: Waiver of Oral Health Assessment Requirement

To be filled out by parent or guardian asking to be excused from this requirement

Please excuse my child from the dental check-up because: (Check the box that best describes the reason)

☐ I am unable to find a dental office that will take my child's dental insurance plan.

My child's dental insurance plan is:

☐ Medi-Cal/Denti-Cal ☐ Healthy Families ☐ Healthy Kids ☐ Other \_\_\_\_\_ ☐ None

☐ I cannot afford a dental check-up for my child.

☐ I do not want my child to receive a dental check-up.

Optional: other reasons my child could not get a dental check-up: \_\_\_\_\_

If asking to be excused from this requirement:

► \_\_\_\_\_

*Signature of parent or guardian*

*Date*

The law states schools must keep student health information private. Your child's name will not be part of any report as a result of this law. This information may only be used for purposes related to your child's health. If you have questions, please call your school.

**Return this form to the school** of your child's first school year.



**San Ysidro School District**  
**HISTORY OF HEALTH FOR SCHOOL ENTRY**

**Student's Name:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Teacher:** \_\_\_\_\_ **Special Ed:** ☐ Yes ☐ No

The safety and well-being of your child is important to us. Many health or emotional problems may interfere with a child's ability to learn. We can assist your child with the task of learning if we are aware of any possible health problems.

**PLEASE CHECK ALL ITEMS THAT ARE TRUE FOR YOUR CHILD**

<b>GENERAL HEALTH</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Fatigue <input type="checkbox"/> Frequent Illness <input type="checkbox"/> Low energy level <input type="checkbox"/> Anemia <input type="checkbox"/> Poor Posture <input type="checkbox"/> Poor sleeping habits <input type="checkbox"/> Other:
<b>CHRONIC DISEASES</b>	<input type="checkbox"/> None	<input type="checkbox"/> Cerebral Palsy <input type="checkbox"/> Sickle Cell Anemia <input type="checkbox"/> Bleeding Disorder <input type="checkbox"/> Seizure Disorder <input type="checkbox"/> Diabetes <input type="checkbox"/> Asthma <input type="checkbox"/> Heart Disorder <input type="checkbox"/> Other:
<b>ALLERGIES</b>	<input type="checkbox"/> None	<input type="checkbox"/> Insect Stings <input type="checkbox"/> Pollen/Grasses <input type="checkbox"/> Foods <input type="checkbox"/> Drugs <input type="checkbox"/> Other:
<b>HEARING/EAR</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Hearing Loss <input type="checkbox"/> Tubes in ears <input type="checkbox"/> Hearing Aid(s) <input type="checkbox"/> Frequent ear infections <input type="checkbox"/> Other:
<b>VISION/EYE</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Glasses/Contact Lenses <input type="checkbox"/> Frequent Styes <input type="checkbox"/> Blindness <input type="checkbox"/> Other:
<b>SPEECH</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Delayed Speech <input type="checkbox"/> Stammers/Stutters <input type="checkbox"/> Hard to understand <input type="checkbox"/> Other:
<b>MUSCULOSKELETAL</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Problems with walking <input type="checkbox"/> Orthotic or Orthopedic appliances <input type="checkbox"/> Back Abnormality <input type="checkbox"/> Other:
<b>NUTRITION</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Poor eating habits <input type="checkbox"/> Frequent upset stomach <input type="checkbox"/> Underweight <input type="checkbox"/> Overweight <input type="checkbox"/> Other:
<b>MENSTRUAL HISTORY</b>	<input type="checkbox"/> No Concerns <input type="checkbox"/> Not Applicable	<input type="checkbox"/> Difficulty with cramps <input type="checkbox"/> Other:
<b>DRUG USE OF FAMILY</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Alcohol <input type="checkbox"/> Tobacco <input type="checkbox"/> Other:
<b>BEHAVIOR/PERSONAL RELATIONSHIPS</b>	<input type="checkbox"/> No Concerns	<input type="checkbox"/> Easily upset <input type="checkbox"/> Has difficulty making friends <input type="checkbox"/> Very active <input type="checkbox"/> Shy <input type="checkbox"/> Loner <input type="checkbox"/> Needs to be center of attention <input type="checkbox"/> Other:
<b>OTHER</b>	<input type="checkbox"/> Recent family crisis <input type="checkbox"/> Other:	<input type="checkbox"/> Retained in school <input type="checkbox"/> Special Education

**COMMENTS:** Please explain any checked responses \_\_\_\_\_

**Physician's Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**DAILY MEDICATION:** \_\_\_\_\_

(If needed at school, please request a Medication Order Form from the school health clerk to be completed by your child's physician.)

**ANY LIMITATIONS ON SCHOOL ACTIVITIES:** \_\_\_\_\_

If you would like to discuss any health problems with the District School Nurse, please list your daytime phone number below.

**Phone:** \_\_\_\_\_ **Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

SHS33C (04/02)

Distribution: ☐ Health Office ☐ Special Ed. Teacher (only if the student is special ed)



**San Ysidro School District**  
**TUBERCULOSIS RISK ASSESSMENT FORM**

Student's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_ Teacher: \_\_\_\_\_ Special Ed: Yes ☐ No ☐

The safety and well-being of your child is important to us. Tuberculosis is a disease that can cause serious illness and/or death. Completion of this tuberculosis screening form is required prior to your child's entry into school.

**HISTORY:** ( Please put a check mark in the appropriate box next to each statement.)

YES	NO	If there are any YES answers (except #1) the TESTING section must be completed by the health care provider.
		1. Did your child ever receive BCG?
		2. Does your child have any of the following risk factors?
		a. Recent close contact with someone with active infectious TB disease.
		b. Immunosuppressed – HIV/AIDS, organ transplant or on immunosuppressant medication.
		c. History of abnormal chest x-ray suggestive of TB disease.
		d. Lived in or travelled to a high risk area: Africa, Asia, Eastern Europe or Central or South America.
		e. Other high risk conditions: IV drug use, chronic kidney disease, cancer, diabetes, malabsorption or GI bypass.
		3. Does your child have any signs or symptoms of active TB disease? – cough more than 3 weeks, chest pain, unexplained weight loss, fevers, night sweats
		4. Has your child ever had a positive Tuberculin skin test?
		5. Has your child ever been treated for latent tuberculosis?
		Medication: _____ start date: _____ completion date: _____
		a. If yes, confirm with a blood test
		b. Or confirm with a chest x-ray.

**TESTING (THIS SECTION FOR DOCTOR/HEALTH CARE PROVIDER AND SCHOOL STAFF):**

1. Tuberculin skin test (TST) (≥5mm. is positive if yes to 2a, b or c above; otherwise ≥10mm. is positive)

Date given: \_\_\_\_\_ Date read: \_\_\_\_\_ Interpretation: negative ☐ positive ☐

Result: \_\_\_\_\_ mm. induration TST results must be recorded as millimeters (mm) induration. If no induration, write 0.

☐ Parent was unable to provide documentation of follow-up chest x-ray and treatment.

2. TB blood test (Interferon Gamma Release Assay-IGRA) – May be done instead of TST: recommended if history of positive TST or BCG vaccination.

Result: negative ☐ positive ☐ intermediate ☐ Date obtained: \_\_\_\_\_

3. Chest x-ray (required if TST or IGRA is positive)

Result: normal ☐ abnormal (ANY abnormal findings) ☐ Date of Chest x-ray: \_\_\_\_\_

4. Any other findings: \_\_\_\_\_

Provider Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print/Type)



**SAN YSIDRO SCHOOL DISTRICT  
FAMILY/SCHOOL COMPACT 2024-2025**

**Staff Pledge:**

We understand how important the school experience is to each student. Our role as educators and models is a critical aspect of that experience. Therefore, we agree to carry out the following responsibilities to the best of our ability:

- Teach classes through interesting and challenging lessons that promote student achievement.
- Communicate regularly with parents about student progress and homework.
- Have high expectations and help every child develop a love of learning.
- Provide a safe, positive, caring, and learning environment.
- Provide meaningful homework assignments to reinforce and extend learning.
- Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- Respect the school, students, staff, and families.

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

**Student Pledge:**

I realize that my education is important. I know I am the one responsible for my own success. Therefore, I agree to carry out the following responsibilities to the best of my ability.

- Come to school on time and ready to learn.
- Bring necessary materials, completed assignments and homework.
- Know and follow school and class rules.
- Communicate regularly with my parents and teacher about school experiences so that they can help me be successful in school.
- Limit my T.V. watching and instead study or read every day after school.
- Respect the school, classmates, staff, and families.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Family/Parent/Guardian Pledge:**

I understand that my participation in my child's education will help his/her achievement and attitude. I agree to carry out the following responsibilities to the best of my ability.

- Ensure that my child attends school every day, gets adequate sleep, and proper nutrition.
- Regularly monitor my child's progress in school.
- Communicate the importance of education and learning to my child.
- Participate at school in activities such as school decision-making, volunteering, attending Parent/Teacher conferences, Back to School Night, Open House, and other school events.

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







**SAN YSIDRO SCHOOL DISTRICT  
STUDENT EMERGENCY INFORMATION**

SCHOOL YEAR \_\_\_\_\_ GRADE: \_\_\_\_\_  
TEACHER: \_\_\_\_\_ ROOM: \_\_\_\_\_

**If any changes occur, notify the school office within 48 hours.**

**In addition to Parent/Guardian your child will ONLY be released to the person listed immediately below (Must be 18 years or older)**

Student Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

***I declare that the above address is the student's primary place of residence.***

Residing with: ☐ Father ☐ Mother ☐ Guardian/Relationship: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Father's/Cellular Number: \_\_\_\_\_ Guardian's/Cellular Number: \_\_\_\_\_  
Mother's/Cellular Number: \_\_\_\_\_

Father/Guardian \_\_\_\_\_ Employer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Mother/Guardian \_\_\_\_\_ Employer: \_\_\_\_\_ Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**If parents cannot be reached, in case of emergency, please indicate THREE people who are authorized to pick up your child**

	Last Name – First Name	Relationship	Address	Home Phone #	Cellular Number
1.					
2.					
3.					

**Brothers and Sisters**

	Last Name – First Name	Birthdate	Relationship	Last Name – First Name	Birthdate	Relationship
1.						
2.						
3.						

Doctor \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

(Optional) Medical Insurance \_\_\_\_\_ Policy Number \_\_\_\_\_ Social Security Number \_\_\_\_\_

1. If you or your doctor are not available, do you authorize the school to get your child to the hospital/emergency room at your own expense? Yes ☐ No ☐  
2. My child has permission to go on school supervised field trips. Yes ☐ No ☐

**Education Level Update - Father=F, Mother=M, Guardian=G**

F	M	G	Education Level
			<b>NO CHANGE</b>
			Not a High School graduate
			High School, Vocational or Technical school graduate
			Some college (includes A.A. degree)
			College Graduate (B.A., B.S., or equivalent degree from a foreign university)
			Graduate school/Post Graduate training
			Declined to state/Unknown

Print name of Parent/Guardian: \_\_\_\_\_

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

Relationship: \_\_\_\_\_ Date: \_\_\_\_\_



## SAN YSIDRO SCHOOL DISTRICT SEXUAL HARASSMENT POLICY: ELEMENTARY AND MIDDLE SCHOOL STUDENTS

It is the policy of the San Ysidro School District to provide a school environment free from all forms of harassment, including sexual harassment and to maintain an environment in which all students and adults model this behavior and are treated with dignity and respect. Therefore, no student shall be subjected to unwanted sexual overtures or conduct, either verbal, visual or physical, which is intimidating, hostile, offensive or unwelcome. Such conduct by adults or students is deemed unacceptable behavior and will not be tolerated by the school district.

For purpose of this policy, "Sexual harassment" is defined for student-to-student interaction as unwelcome sexual advances, request for sexual favors and other verbal, visual and physical conduct of a sexual nature. "Sexual harassment" is defined for adult-to-student interaction as any sexual advances, requests for sexual favors and other verbal, visual or physical conduct of sexual nature. "Sexual harassment" is also defined as conduct of a sexual nature which affects an individual's employment, academic status or progress; which has a negative impact on an individual's work or academic performance; which creates a work or educational environment that is intimidating, hostile or offensive, or which affects benefits, services, honors, programs or activities available to an individual in the education setting.

The Board of Education considers sexual harassment a major offense violation of this policy will constitute cause for disciplinary action. Specific disciplinary action shall be related to the severity of the incident and/or the degree to which repeated incidents have occurred. Such disciplinary actions for employees may include but are not limited to verbal warnings, letters of reprimand, suspension with or without pay and dismissal, along with possible reporting to police if actions mandate. Such disciplinary actions for students may range from counseling to suspension or expulsion.

The Superintendent is directed to establish due process procedures which provide a person accused of sexual harassment the opportunity to respond to allegations and to provide an appropriate defense. The Superintendent is also directed to develop administrative regulations which will ensure adequate communication of this policy to all students, parents and employees and to provide appropriate complaint and resolution procedures.

(Government Code, Section 12940(i) and Education Code, Section 200, et Seq.)

1. **Confidentiality.** Every effort shall be made to protect the privacy of parties involved in any complaint. Files pertaining to complaints handled under this process are confidential and therefore will only be discussed on a need-to-know basis as a means of investigating and resolving the matter.
2. **Examples of Conduct Which May Be Considered Inappropriate:**
  - a. **Verbal or written conduct:** making derogatory comments, including epithets, slurs, jokes, etc; sexual propositions, graphic commentary about an individual's body; sexually degrading works used to describe an individual; suggestive or obscene letter, notes or invitations, spreading sexual rumors.
  - b. **Visual conduct, Leering:** making sexual gestures, displaying sexually suggestive objects, pictures, books, magazines, posters or cartoons
  - c. **Physical conduct:** inappropriate touching or impeding ones' movement; assault.
3. **Procedures For Complaints And Resolutions:**
  - a. **Step One:**
    - Students who are offended or upset because of behavior that may be considered sexual harassment have the right to confront and inform the alleged harasser (in writing) that his/her actions are offensive and he/she should stop.
    - All incidents of sexual harassment from adult to student should be reported in writing to school officials.
    - If students are not able to do this or if they feel the need for additional support or action, they should make their concerns known to a school counselor, assistant principal, principal or any other staff member at the site, who will tell the alleged harasser to stop.
  - b. **Step Two:**
    - If the above actions taken by the student or school official do not cause the alleged harasser to stop, to the satisfaction of the victim, or if the behavior is very serious, or if the behavior is adult to student, the staff member must inform the principal or the principal's supervisor who will investigate the problem within 10 days or sooner. Parents shall be notified.
    - If the alleged harasser is a student, the principal or supervisor will inform the Director of Pupil Services about the complaint and the investigation before taking corrective actions.
    - If the alleged harasser is an employee of the district, the principal or supervisor will notify the Assistant Superintendent of Human Resources about the complaint and investigation before taking corrective actions.
    - In either case, the principal or supervisor will notify the parents of the students involved (both harassed and alleged harasser)
  - c. **Step Three:**
    - If the problem is not taken care of in step two, the student who feels harassed may notify the Superintendent (or designee) by filing a complaint, the report of the investigation done by the principal or supervisor and any comments from the victim. These shall be presented to the Superintendent (or designee) at the San Ysidro School District offices. The designee will hear the appeal within 10 days and make a decision soon after that. Both sides will be allowed to present their side of the story in the meeting with the designee. The designee will make a recommendation to the Superintendent. The Superintendent's decision will be final.
4. **Retaliation:** The district forbids retaliation against anyone who reports sexual harassment.

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I have read the above policy on Sexual Harassment and understand my responsibilities as a Student.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Name (Print)

\_\_\_\_\_  
Student's Signature

I have read this and discussed this with my child. I understand the responsibilities involved.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Name (Print)

\_\_\_\_\_  
Parent's Signature



2024

# SAN YSIDRO SCHOOL DISTRICT STUDENT CALENDAR

2025

Month	M	T	W	TH	F	Student Days	Holidays
July 2024	1 8 15 22 <29>	2 9 16 23 (30)	3 10 17 24 (31)	4 11 18 25	5 12 19 26	3	7/4 - Independence Day - Legal Holiday  7/29 - First Day for Students
August 2024	5 12 19 26	6 13 20 27	7 14 21 28	(1) 8 15 22 29	(2) (9) (16) (23) (30)	22	
September 2024	2 9 16 23 30	3 10 17 24	4 11 18 25	5 12 19 26	(6) (13) (20) 27	14	9/2 - Labor Day - Legal Holiday  9/20 - Progress Report #1 (middle schools) 9/23 - 10/7 Fall Break
October 2024	7 14 21 28	8 15 22 29	9 16 23 30	10 17 24 31	(11) (18) (25)	18	10/8 - Students Return  10/21 - 10/25 Preschool Parent Conferences
November 2024	4 11 (18) 25	5 12 (19) 26	6 13 (20) 27	7 14 (21) 28	(8) (15) (22) 29	15	11/1 - End of first trimester (58 days - elementary schools)  11/11 - Veteran's Day - Legal Holiday 11/18 - 11/22 Parent Conferences 11/25 - 11/29 Thanksgiving Legal and Local Holidays
December 2024	2 9 16 23 30	3 10 17 24 31	4 11 18 25	5 12 19 26	(6) (13) (20) 27	15	12/20 - End of first semester (87 days - middle schools) 12/23 - 1/13 Winter Break 12/24 - 12/25 Declared and Legal Holidays 12/30 - 12/31 Declared Holidays
January 2025	6 13 20 27	7 14 21 28	8 15 22 29	9 16 23 30	10 (17) (24) (31)	13	1/1 - New Year's Day - Legal Holiday  1/14 - Students Return 1/20 - Martin Luther King Jr. - Legal Holiday
February 2025	3 10 17 24	4 11 18 25	5 12 19 26	6 13 20 27	(7) 14 (21) (28)	18	2/14 - Lincoln Day - Legal Holiday 2/17 - Washington Day - Legal Holiday
March 2025	3 10 (17) 24 31	4 11 (18) 25	5 12 (19) 26	6 13 (20) 27	(7) (14) (21) 28	15	3/7 - End of second trimester (65 days - elementary schools) 3/14 - Progress Report #2 (middle schools) 3/17 - 3/21 Parent Conferences (elementary and middle) 3/24 - 4/4 Spring Break 3/28 - 3/31 - Cesar Chavez - Observed & Local Holidays
April 2025	7 14 21 28	8 15 22 29	9 16 23 30	10 17 24	(11) (18) (25)	18	4/7 - Students Return 4/14 - 4/18 Preschool Parent Conferences
May 2025	5 12 19 26	6 13 20 27	7 14 21 28	8 15 22 29	(9) (16) (23) (30)	21	5/26 - Memorial Day - Legal Holiday
June 2025	2 9 16 23 30	3 10 17 24	4 11 18 25	5 12 19 26	6 13 20 27	8	6/11 - End of third trimester (57 days - elementary schools) 6/11 - End of second semester (93 days - middle schools) 6/11 - Last Day for Students 6/19 - Juneteenth - Legal Holiday
						180	

◇ First/Last Day for Students    ○ Minimum Days    □ Legal/Local Holidays  
 ┌──┐ End of trimester / semester

School Closed

Board Approved: 03/05/2024

"Subject to modification if required by Collective Bargaining"