

These documents contain an outline of your rights as a parent and the district's attendance policy. It is important that you understand its contents. If you would like a copy of this information translated in Spanish, Vietnamese or Chinese, please contact the school office.

Estos documentos contienen información sobre sus derechos como padres y sobre la política de asistencia del distrito. Es importante que usted comprenda su contenido. Si desea una copia de esta información en español por favor acuda a la oficina de la escuela.

Các tài liệu này phác họa các quyền lợi của phụ huynh và chính sách hiện diện của học sinh. Điều quan trọng là quý vị cần hiểu rõ các nội dung này. Nếu quý vị muốn sẵn dịch thông tin này bằng tiếng Việt Nam, tại trường học của con em quý vị.

以上是有關家長權利以及在本校區就讀的各項規定。您必須了解所有內容。如果您需要一份有關這信息的中文翻譯，請與學校辦公室聯繫。

**Please review all information with your child; sign Form A, Form B, Form C and Form D and return them to the school office.**



Dear Parents and Guardians,

August 2017

The staff of the Berryessa Union School District would like to welcome you to the 2017-2018 school year. We look forward to partnering with you to ensure your child's school success.

The Board of Trustees, Superintendent Will H. Ector, Jr., and all district staff are committed to student achievement. Improvement in your children's achievement starts with daily school attendance, which is a shared responsibility. Daily school attendance must start at home with your own motivation and value of education. We in the school must build on that home value. Education Code 48200 requires compulsory daily school attendance for students six (6) to 18 years of age. Ensuring regular school attendance of all children in our community is one of our district's main responsibilities. We are especially committed to making sure all students are present every day school is in session. We are also committed to ensuring that students arrive on time, attend each instructional period, and complete the school day.

California Education Code allows excused absences for the following reasons:

- Illness; Funeral services for immediate family;
- Medical, dental or optometry services; and, Quarantine

The parent/guardian of the student must send a note and/or phone the school to clear any of these excused absences. Failure to excuse the absence results in a recorded unexcused absence (truancy) on the student's record.

One way to ensure your child's daily attendance is to review the school district's 2017-2018 calendar and plan family holidays and vacations to occur on school holidays. Even parent notification to the school of a student absence for a family vacation results in lost instructional time for the student and is not an excusable reason for absence. Some other examples of reasons that are unexcused for student absences are: Going shopping; visiting relatives; parent's medical appointments; students' birthday; oversleeping; minor illnesses; childcare by the student at home; and, family moving from one home to another

Options are available for students in limited cases. Students who are absent for more than ten (10) consecutive days for medical reasons are eligible for home/hospital services.

Students will be marked as **truant** after the third (3rd) unexcused absence and/or tardies of more than 30 minutes. Schools will be sending formal letters to the parents/guardians of students who accumulate three (3) days/periods of unexcused absences or tardies, or combination thereof. This letter will inform the family of a potential declaration of truant on their child's school record according to Education Code 48260. Schools may request your attendance at a conference to discuss your child's attendance.

Berryessa School District, together with the San Jose City Council and the Santa Clara County Board of Supervisors, have launched a countywide Truancy Abatement Initiative to decrease truancy in Santa Clara County. The State of California also recognizes the importance of regular school attendance and passed legislation restricting school attendance funding calculations to those students actually in attendance. Schools no longer receive the state revenue for excused absences. In Berryessa, this results in a potential loss of revenue each year.

Berryessa School District's goal for 2017-2018 is to continue to improve our district's excellent student attendance record. We appreciate your assistance in this goal since every day of attendance can count towards your child's continued academic success.

Will H. Ector, Jr. Superintendent

**BOARD OF TRUSTEES**

Thelma Boac

Richard Claspill

David Cohen

Hugo Jimenez

Khoa Nguyen

Berryessa Union School District  
**2017-2018**  
**SCHOOL YEAR CALENDAR**  
 180 Student Days

Legend	
	First Day of School
	Last Day of School
	Pupil Holidays
	New Teachers Report
	All Teachers Report
	Teacher Prof. Dev. Day
( ) # of Student Days	

July (0)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

4 - Fourth of July  
 (observed)

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

11 - Veterans' Day  
 (10th observed)  
 20 - 24 Thanksgiving Break

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

30 - Good Friday

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

10 - New Teachers Report  
 11 - All Teachers Report  
 15 - Prof. Dev. Day  
 17 - First Day of School

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

18 - Jan 1 - Winter Break

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

2 - 6 Spring Break

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

4 - Labor Day  
 27 - Prof. Dev. Day  
 (Non Student Day)

January (21)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

15 - Dr. King Day  
 (observed)

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

28 - Memorial Day

October (22)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

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

19 - 23 - President's Break

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

8 - Last Day of School



Pathway to the Future

# BERRYESSA UNION SCHOOL DISTRICT

## NOTICE TO PARENTS REGARDING FEDERAL LAWS AND EDUCATION CODE EXCERPTS RELATING TO RIGHTS OF PARENTS OR GUARDIANS OF MINOR PUPILS

**IMPORTANT** Read, sign, date and return the last page of this document. School personnel must know if you have received this information. - EC §48980 - 1, 2

1. **Nondiscrimination (Board Policy 5145.3, 5145.5, Federal Law (Title IX) P.L. 92-318 and EC §40)** - To Prohibit Discrimination - It is the policy of the Berryessa Union School District not to discriminate on the basis of age, ancestry, color, ethnic group identification, gender expression, gender identity, gender, mental or physical disability, nationality, national origin, race or ethnicity, religion, sex, sexual orientation, or on a person's association with a person or group with one or more of these actual or perceived characteristics. This requirement not to discriminate extends to employment practices by the district as well. Parents are urged to address complaints regarding violations of the law to the Education Services Department (923-1830).
2. **Tests on Personal Beliefs (EC §60650)** - Tests, questionnaires, or examinations containing questions about the student's personal beliefs or practices in sex, family life, morality, and religion may not be given to students unless the parents or guardian is notified in writing and gives written permission.
3. **Absences (EC §46010)** - Absences from school shall be excused only when the absence is due to illness of the student, quarantine, medical appointments, funeral attendance for a member of the immediate family, or exclusion from school because the student does not have required immunizations.
4. **Absences (EC §48205)** - Students, with written parental permission, may be excused from school for justifiable personal reasons. (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is: (1) Due to his or her illness. (2) Due to quarantine under the direction of a county or city health officer. (3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered. (4) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California. (5) For the purpose of jury duty in the manner provided for by law. (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent. (7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board. (8) For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code. (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 any class from which a pupil is absent shall determine the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence. (c) For purposes of this section, attendance at religious retreats shall not exceed four hours per semester. (d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments. (e) "Immediate family," as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to "employee" shall be deemed to be references to "pupil."
5. **Absences (EC §48205) - Justifiable Reasons Board Policy 5113** - Verification-Physician Verification Board policy determines that when a student has absences in excess of 10 percent (10%) of total number of days enrolled for the current year due to illness and verified by methods listed in "method verification steps", any further absences for illness must be verified by a physician, school nurse, or other school personnel. Failure to provide verification by physician will result in absences being recorded as unexcused.
6. **Absences (EC 46014)** - Pupils, with the written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or to receive moral and religious instruction. No pupil shall be excused from school for such purpose on more than four days per school month.
7. **Confidential Medical Services (EC §46010.1)** - By law students, grades 7 and 8, may be excused from school for the purpose of obtaining confidential medical services without the consent of the student's parent or guardian. Otherwise, it is the practice of the Berryessa Union School District not to release students without parental consent.
8. **S.A.R.B. (EC §48320; Board Policy 5110.1)** - Berryessa Union School District has established a District School Attendance Review Board. It is the purpose of this board to review cases referred by principals for students who are chronically truant or whose behavior is beyond control of the school. Students whose attendance problems cannot be resolved or students and parents/guardians who fail to respond to SARB directives to correct the problems may be referred to the District Attorney's office for prosecution.
9. **Pupil Discipline (EC §35291; Board Policy 5130)** - Parents and guardians will be notified in writing of their school's discipline rules and regulations at the beginning of each school year and to transfer students at the time of enrollment.
10. **Duty Concerning Conduct of Pupils (EC §44807)** - Every teacher shall hold pupils accountable for their conduct on the way to and from school, and on the playground.
11. **Duties of Pupils (5 CCR §300)** - Pupils must conform to school regulations, obey all directions, be diligent in study, be respectful of teachers and others in authority and refrain from profane and vulgar language.
12. **Hazing Prohibition (EC §32051)** - Pupils and other persons in attendance are prohibited from conspiring to engage in hazing.
13. **Dress Code/Gang Apparel (EC §35183)** - The district is authorized to adopt a reasonable dress code.
14. **Pupil Discipline (EC §48900(q) and (r) Grounds for Suspension** - A pupil may not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to one or more of subdivisions (q) a pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provisions of this section (r) a superintendent or principal may use their discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.
15. **Attendance of Suspended Pupil's Parent (EC §48900.1)** - If a teacher suspends a student, the teacher may require the child's parent to attend a portion of the school day in his or her child's classes. Employers may not discriminate against parents who are required to comply with this requirement.

16. **Pupil Discipline – Expulsion (EC §48915 (c)(d))(Board Policy 5131)** - The Board must expel a student for the following violations: 1) possession, selling or furnishing a firearm; 2) brandishing a knife; 3) selling a controlled substance; 4) committing or attempting to commit a sexual assault or committing a sexual battery. This action removes a child from all Berryessa Union School District schools for a period of up to one year. The Board may also expel for weapons, explosives (including firecrackers), damage to property, theft, drug possession, drug paraphernalia, obscenity, vulgarity, and receipt of stolen property and sexual harassment. (**Board Policy 5131**)
17. **Mandatory Recommendation for Expulsion (Board Policy 5131)** - It is the intent of the Board of Trustees to ensure a safe learning environment for all students. Injurious objects and weapons (including but not limited to firearms, knives of any size, blackjacks, metal knuckles, and replicas) are prohibited at school, to and from school, or at any school sponsored event.
18. **Pupil Records (Federal Law (FERPA) 34 CFR Part 99 and EC §48980-85 and 49063)** - Parents or guardians have the right to (a) be informed of all student records maintained by the district and the person responsible for the maintenance of student records, (b) access to student records, (c) challenge the content of student records, and (d) full information from a responsible official of all procedures for collecting and maintaining record information for students. Parents desiring to review student records should submit a written request to the Assistant Superintendent of Education Services that identifies the record(s) they wish to inspect. The Assistant Superintendent will make arrangements for access and notify the parent of the time and place where the records may be inspected. Parents or eligible students may ask Berryessa Union School District to amend a record they believe is inaccurate or misleading. Parents should submit a written request to the Assistant Superintendent of Education Services, clearly identifying the part of the record they wish to change, and specifying why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent, the District will notify the parent of the decision and advice of their right to a hearing regarding the request for amendment. Additional information regarding hearing procedures will be provided to the parent when notified of the right to a hearing. Board Policy 5126 states Official Pupil Records "may be used only for the benefit, promotion, or welfare of the student" and are accessible to the parent or legal guardian of the student. Certain groups are permitted directory information without prior consent. Directory information may include the student's name, birthdate, birthplace, address and previous school attendance. Upon written request from the parent or legal guardian of a student, the district will withhold directory information.
19. **Release of Student Records/Compliance with Subpoena or Court Order (EC §49076 and 49077)** – Districts are required to make a reasonable effort to notify parents in advance of disclosing student information pursuant to a subpoena or court order.
20. **Release of Student Directory Information Board Policy 5125.1 (EC49073, 20 USC 1232g,7908) –**  
Directory information shall not be released regarding any student whose parent/guardian notifies the district in writing that such information not be disclosed without the parent/guardian’s prior consent. Directory information is defined as follows: *Name, address, telephone number, email address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic teams, dates of attendance, degrees and awards received and most recent previous school of attendance.* **\*\*You may decide at any time to withhold directory information, forms are available at school sites, the district office and on our website at: [www.berryessa.k12.ca.us/OUR-DISTRICT/Education-Services/Release-of-Directory-Information/index.html](http://www.berryessa.k12.ca.us/OUR-DISTRICT/Education-Services/Release-of-Directory-Information/index.html)**
21. **Parent/Guardian Liability (EC §48904)** - Parents or guardians are liable for any willful conduct of their minor children which results in injury to another student or to school district personnel, or for any willful cutting or defacing of any school property belonging to a school district or to a school district employee, or for any property belonging to the school district and loaned to the minor student and willfully not returned. Such liability shall not exceed \$7,500. Following due process procedures, the school district may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid or until completion of a voluntary work program in lieu of payment of monetary damages.
22. **Health Checkup (Health and Safety Code 124090) (EC 49451)** - The District requires a health checkup before entrance into first grade. California Law requires that all children have a health checkup within 18 months before entering the first grade. The district *prefers* that all Kindergarten students have a health exam prior to their registration date each spring. Parental waivers are available under certain conditions.
23. **Immunization for Communicable Diseases (EC §49403) (Health and Safety Code 120325)** - Diphtheria, Tetanus, Pertussis (DPT), Poliomyelitis; Rubeola (measles), Mumps, Rubella (MMR); Hepatitis B, Varicella (Chicken Pox (only if not exposed)) and a T.B. (Mantoux) skin test or TB Risk Assessment for Santa Clara County, are mandatory for all students entering kindergarten, 7<sup>th</sup> grade, or school for the first time (BP5151.3). Tdap, Hepatitis B and Rubella booster also is required for all students entering 7th grade. Measles assessments are conducted for all students on a continuing basis.
24. **Health and Safety Code 120325 (EC 48216)** - Students will be prohibited from attendance until required immunizations are completed (BP5141.3).
25. **Administration of Medication (EC §49423)** – Any pupil who is required to take, during the regular school day, medication prescribed for him or her by a physician and surgeon, may be assisted by the school nurse or other designated school personnel or may carry and self-administer prescription auto-injectable epinephrine if the school district receives the appropriate written statements.
26. **Administration of Over-the-Counter (OTC) Medications in School (49423; CCR, Title 5, sections 600 and 601(b))**  
All over-the-counter (OTC) medications administered in school under CCR Title 5 Article 4.1 shall have a written statement from the authorized health care provider and the parent or guardian.
27. **Notice to School for Continuing Medication (EC §49480)** - Parents are to inform the school district nurse or other certificated school employees of medication given to a student on a continuing basis for a non-episodic condition. The type of medication, current dosage, and the name of the supervising physician is to be given to the certificated person.
28. **Evaluation of Hearing (EC §49450, 49451 and 45452)** - Each student shall be given a screening test in kindergarten or first grade, and in second, fifth, and eighth grades. Students may be excluded from the screening test by a written request from parent or guardian.
29. **Vision Evaluation (EC §49455)** - Vision screening will include kindergarten and/or first, fourth and seventh grade students. All first grade boys will be screened for color perception. The evaluation may be waived upon presentation of an appropriate certificate from a physician or optometrist.
30. **Temporary Disability (EC §48206.3, 48207 and 48208)** - During the regular school year, individual instruction for one hour per day will be provided to a student temporarily in a hospital or at home, who has a documented physical or emotional disability and requires such services.

31. **Screening for Scoliosis (EC §49452.5)** - All female students in Grade 7 and all male students in Grade 8 shall be given examinations for scoliosis lateral curvature of the spine. Parents may file a statement refusing the examination of the student with the principal of the school.
32. **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.
33. **Megan’s Law Notification (Penal Code §290.4)** – Parents and members of the public have the ability to review information regarding registered sex offenders at the main office of the local law enforcement agency for this school district.
34. **Non-Mandatory Programs for Parental/Pupil Participation (EC §49091.18)** – Schools may not require a student or student’s family to submit to or participate in any assessment, analysis, evaluation, or monitoring of the quality or character of student home life, parental screening or testing, nonacademic home-based counseling program, parent training, or prescribed family educational service plan.
35. **Sex Education (EC §51240, 51550 and 51820)** - Whenever instruction in health, family life education, or sex education conflicts with the religious training and beliefs of the parents, they may request, in writing, that the student be excused from that part of such instruction. In addition, before sex education may be taught to a student in school, the parents must be informed and given the opportunity to request, in writing, that their child not attend that portion of class. Such requests shall be valid for the school year in which they are submitted but may be withdrawn at any time. Parents have the right to inspect/review, in advance, any pertinent written or audio-visual material to be used in such a course. This section does not apply to words or pictures in any science, hygiene or health textbook (EC §51550).
36. **Physical Examination Exemption (EC §49451)** - A child may be exempt from physical examination whenever the parent files a statement refusing the examination of the student with the principal of the school in which the student is enrolled. However, whenever there is good reason to believe the child is suffering from a recognized contagious or infectious disease, he/she shall be sent home and shall not be permitted to return until the contagious or infectious disease does not exist in him/her.
37. **Medical and Hospital Services (EC §49472-74)** - Medical and hospital services for students injured at school or school-sponsored events, or while being transported, may be insured at district or parent expense. Berryessa District does not provide insurance coverage under this code.
38. **Alternative Schools (EC §58501)** - California State law authorizes all school districts to provide for alternative schools. In the event any parent, student or teacher is interested in further information concerning alternative schools, the County Superintendent of Schools, the administrative office of this district and the principal's office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district.
39. **Special Education Programs or Services (EC §56030)** - Programs/services are provided for students with special needs due to a handicapping condition. Parents may refer their child for evaluation to determine special needs either to the child's teacher, principal, or the district Education Services Department (923-1830). Additional information is available upon request from either the school or district.
40. **Uniform Complaint Policy (Board Policy 1312.3; (Available at each school or the District Office))** - The district follows uniform complaint procedures pursuant to state regulations when addressing complaints alleging unlawful discrimination or failure to comply with the law in consolidated categorical aid programs, migrant education, child care and development programs, child nutrition programs, and special education programs, federal school safety planning requirements, and the requirement and implementation of the Local Control Funding Formula (LCFF) including the Local Control and Accountability Plan (LCAP). A copy of this policy will be provided in the - August district parent notification/newsletter.
41. **Sexual Harassment (Board Policy 4013/5133; EC §48900.2, 212.3, 212.6 EC 48980(g))** - Sexual harassment of any kind is strictly prohibited by policy of the Berryessa Union School District. Behavior toward any student, employee, or campus visitor which constitutes unwelcome sexual advances, including but not limited, to request for sexual favors, verbal or physical conduct, the display of derogatory posters, cartoons, photos, or drawings, and other verbal or physical conduct of a sexual nature will be considered to be sexual harassment when either a complaint is filed by a student, employee, campus visitor or their representative or such conduct has the purpose or effect of interfering with the individual’s performance or purpose. Incidents of sexual harassment are to be immediately reported to a teacher, school or District Office administrator. Each incident of sexual harassment will be investigated and appropriate action taken as necessary. A pupil in grades 4-8 may be suspended from school or recommended for expulsion if the Superintendent or Principal of a school in which a student is enrolled determines that the student has committed sexual harassment.
42. **Tobacco-Free Schools; Board policy 3513.3** – The use of tobacco products is prohibited at any time in district owned, or leased buildings, or on district property. Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within the boundaries of any playground (Health and Safety Code 104495)
43. **Child Abuse Reporting Law (Penal Code Section 11166)** - All employees are to report suspected child abuse to the proper authorities. Employees are to be trained annually.
44. **Alternative Attendance Options (EC 4890(h))** – Parents may submit an “*Intra District Transfer Request Form*” to request that their child attend another school within Berryessa Union School District that is not their resident home school. Parents may submit a “*Request For Interdistrict Attendance Permit*” to have their child attend a school district other than Berryessa Union School District. These forms are available at each school site and at the District Office.
45. **Other Interdistrict Transfers (EC§46601.5 – EC §46611)** – Allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods of up to five years each. The agreement must specify the terms and conditions under which transfers are permitted. There are no statutory limitations on the kinds of terms and conditions districts are allowed to place on transfers.
46. **Appeal to County Board of Education (EC 46601)** – Whenever the District denies a transfer request, whether into or out of the District, Education Services Division will notify the parent or guardian filing the request of the right to appeal the District’s decision to the County Board of Education under Education Code Section 46601. Education Services Division shall provide the parent or guardian with the information specified in that section of the Education Code.
47. **Residency Requirements for School Attendance (EC 4890(h))**- Proof of residency within the district is required at the time of registration. If you own or rent your home one of the following items must be presented as proof of residence: Deed of Trust, Grant Deed, property tax bill, mortgage statement, escrow letter, tax assessment card, current lease or rental agreement. **In addition** one of the following documents in the parent guardian’s name must also be presented to complete

the residency requirement: Current P.G.& E bill, utility service contract (or statement/payment receipt), pay stub, W-2 form, voter registration, or correspondence from a government agency.

48. **Parent Employment in Lieu of Residency (also known as "Allen Bill Transfers") (EC §48204(f))** - An elementary school student may be deemed a resident of a district in which one or both of the student's parents are employed. Parents may request a specific school; however, school designation will be determined by space availability.
49. **Children in Homeless Situations** – Each local district shall appoint a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations.
50. **Students with Disabilities - Section 504 of the Rehabilitation Act of 1973 (Board Policy 6420)** - A student who has a physical or mental impairment that substantially limits one or more major life activities is eligible for modifications of the learning environment. Additional information is available at your school office or the Education Services Department (923-1830).
51. **High School Exit Examination (EC §60850 and 48980(e))** - Beginning with the Class of 2006, all students must pass the CA High School Exit Examination to earn a high school diploma. Specific details regarding the examination dates and consequences of not passing the examination are available from East Side Union High School District.
52. **Comprehensive School Safety Plan (EC§32280 et seq.)** – Each school is required to report on the status of its school safety plan, including a description of its key elements, in the annual School Accountability Report Card (SARC). The planning committee is required to hold a public meeting to allow members of the public the opportunity to express an opinion about the school plan. The planning committee shall notify specified persons and entities in writing.
53. **School Accountability Report Card (EC §35256)** – Districts are to make a concerted effort to notify parents of the purpose of school accountability report cards, and ensure that all parents receive a copy. Please see district and school websites.
54. **Accreditation (EC §35178.4)** - Berryessa Union School District's Board will notify community in a regular meeting whether a district school choosing to be accredited by Western Association of Schools and Colleges loses its accreditation status. If accreditation is lost, the district will notice each parent/guardian of that school's status, in writing, and note potential consequences of loss of status.
55. **Sun Protective Clothing (EC §3183.5)** – Each school site shall allow for outdoor use during the school day, articles of sun-protective clothing, including, but not limited to, hats. Each school site may set policy related to the type of clothing, including but not limited to: subdivision (a) Specific clothing and hats determined by the school district or school site to be gang-related or inappropriate apparel may be prohibited by the dress code policy. (See specific elementary/ middle school handbook dress code- 'Sun Protective Clothing—With a doctor's recommendation, students may wear articles of sun protective clothing while outdoors, including hats, for protection against sunlight. To provide a minimum amount of protection, any hat must have at least a 3-inch wide brim around the circumference of the head. Any article of sun protective clothing must still be compliant with the school dress code.'
56. **Pesticide Spraying Requirement (EC §48980.3)**– Requires district maintenance and operations division to include information regarding pesticide products applied at school facilities as specified in EC §176121(a). Mandates a 72 hour timeline for notification for specific types of pesticides used in spraying.
57. **Asbestos (40 CFR 763.93)** – The district has a plan for eliminating health risks that are created by the presence of asbestos in school buildings. It may be reviewed at the district office.
58. **Minimum Day/Student Free Day Notification (EC §48980(c))**– Parents/Guardians will be advised regarding minimum day and student free day schedules for staff development as early as possible but no later than one month before scheduled minimum or student free day(s).
59. **California School Information Services Participation Privacy and Confidentiality Procedures for State Reporting and Student Records Transfer** – Berryessa Union School District is participating with the California School Information Services (CSIS/FCMAT) Program in the electronic transfer of student data for state reporting to the California Department of Education and to districts an/or public post secondary institutions to which the student is transferring or applying for admission. All data maintained by the CSIS/FCMAT Program is in compliance with federal and state privacy and confidentiality requirements. The benefits of participation to the student and parent are that student records can be transferred promptly, and that information about student assessment and academic placement will be available at the time of transfer. Schools and districts will benefit from the streamlining and reduction of required state reporting. Parents have the right to inspect student information maintained by the CSIS Program. Send written request to Education Services Department.
60. **Williams Act Parent Complaint Rights (EC 35186)** – 1. There should be sufficient textbooks and instructional materials. That means each pupil, including English learners, must have a textbook or instructional materials, or both, to use in the class and to take home to complete required homework assignments. 2. School facilities must be clean, safe, and maintained in good repair. 3. There should be no teacher vacancies or misassignment. Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential. A complaint form may be obtained at the school office, district office or downloaded from the district's website at ([www.berryessa.k12.ca.us](http://www.berryessa.k12.ca.us)). You may also download a copy of the California Department of Education complaint form from the following website: <http://www.cde.ca.gov/eo/ce/wc/index.asp>.
61. **HIV/AIDS Education (EC 51938 & 48908(a))** – A parent or guardian of a pupil has the right to excuse their child from all or part of comprehensive sexual health education, HIV/AIDS prevention education. HIV/AIDS prevention education are available for inspection. Parent or guardian may request in writing that his or her child not receive comprehensive sexual health education or HIV/AIDS prevention education.
62. **Student Use of Technology (EC 48980 (h), 51870.5 & Board Policy 6168)** – The Board intends that the Internet and other on-line resources provided by the district be used to support the instructional program and enhance student learning.
63. **Investing for College (EC 48980(d))** – Investing for future college or university education for your children is important. Some appropriate investment options including, but are not limited to, United States Savings Bonds.
64. **Oral Health Assessment (EC 49452.8 (a))** A pupil, while enrolled in kindergarten in a public school, or while enrolled in first grade in a public school if the pupil was not previously enrolled in kindergarten in a public school, no later than May 31 of the school year, shall present proof of having received an oral health assessment by a licensed dentist, or other licensed or registered dental health professional operating within his or her scope of practice, that was performed no earlier than 12 months prior to the date of the initial enrollment of the pupil.

65. **Persistently Dangerous Schools or Victim of Violent criminal offense CCR 11992** - If while on school grounds a student becomes a victim of a violent criminal offense, as defined by the State Board of Education, or attends a school designated by the California Department of Education as persistently dangerous, he/she shall be provided an option to transfer to another district school or charter school. (20 USC 7912; 5 CCR 11992) **Board Policy 5118**



Pathway to the Future

## Uniform Complaint Procedure Annual Notice for 2017 - 2018

### *Berryessa Union School District*

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

The *Berryessa Union School District* has the primary responsibility for compliance with federal and state laws and regulations. We have established Uniform Complaint Procedures (UCP) to address allegations of unlawful discrimination, harassment, intimidation, and bullying, and complaints alleging violation of state or federal laws governing educational programs, the charging of unlawful pupil fees and the non-compliance of our Local Control and Accountability Plan (LCAP).

We will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code section 11135, including any actual or perceived characteristics as set forth in Penal Code section 422.55 or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any program or activity conducted by the agency, which is funded directly by, or that receives or benefits from any state financial assistance.

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

After School Education and Safety  
California Peer Assistance and Review Programs for Teachers  
Child Care and Development  
Child Nutrition  
Compensatory Education  
Consolidated Categorical Aid  
Education of Pupils in Foster Care and Pupils who are Homeless  
Every Student Succeeds Act / No Child Left Behind  
Local Control Accountability Plans (including Charter Schools as described in *EC* §§ 47606.5 and 47607.3)  
Physical Education Instructional Minutes  
Pupil Fees  
Reasonable Accommodations to a Lactating Pupil  
School Safety Plans  
Special Education  
Tobacco-Use Prevention Education

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

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.
2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.
3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

A pupil fees or LCAP complaint may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint.



A pupil enrolled in a public school shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint shall be filed no later than one year from the date the alleged violation occurred.

We shall post a standardized notice of the educational rights of foster and homeless youth, as specified in Education Code Sections 48853, 48853.5, 48853.5, 49069.5, 51225.1, and 51225.2. This notice shall include complaint process information, as applicable.

Complaints other than issues relating to pupil fees must be filed in writing with the following designated to receive complaints:

Name or title: Director of Special Education and Student Services  
Unit or office: Education Services  
Address: 1376 Piedmont Road, San Jose, CA 95132  
Phone: (408) 923-1841

A pupil fees complaint is filed with the *Berryessa Union School District* and/or the principal of a school.

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

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

The complainant has a right to appeal our Decision of complaints regarding specific programs, pupil fees and the LCAP to the California Department of Education (CDE) by filing a written appeal within 15 days of receiving our Decision. The appeal must be accompanied by a copy of the originally-filed complaint and a copy of our Decision.

The complainant is advised of civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

A copy of our UCP compliant policies and procedures is available free of charge.

Will H. Ector, Jr.  
Superintendent

1376 Piedmont Road  
San Jose, CA 95132-2427



Phone: (408) 923-1800  
Fax: (408) 923-0623

*Pathway to the Future*

## **Healthy Schools Act (AB 2260) Policy Statement and Annual Parent Notification Letter**

In compliance with California State law, Berryessa Union School District will adhere to the **Healthy Schools Act (AB 2260: Ed. Code 17612m 48980 and 48980.3)** practice and procedures to minimize pesticide/herbicides exposure to children, staff, and community will be emplaced in all district schools.

### **Pests**

It is the practice of this school district to control pests in the school environment. Pests such as cockroaches, fleas, fire ants, stinging wasps, termites and rodents are annoying and can disrupt the learning environment in schools. Pests are known to bite, sting, or transmit diseases and may also cause allergic responses.

### **Pesticides/Herbicides**

It is the practice of this school district to reduce exposure to pesticides and herbicides in the school environment. When pesticides or herbicides are used to control pests and weeds in schools, there is potential for human exposure. Excessive exposure may result in pesticide/herbicides poisoning or allergic responses in sensitive individuals. Children may be more susceptible to pesticides than adults due to their smaller size and rapid growth and development.

### **AB 2260, the Healthy Schools Act of 2000**

- Non-chemical prevention of pest and weed populations is always preferred using such methods as sanitation, exclusion, and cultural practices.
- The selection and use of the least hazardous methods and materials effective for the control of targeted pests and weeds will be implemented.
- Application of pesticides will only be used “as needed” to correct verified problems.
- All parents and staff will be notified annually in writing of the anticipated pesticide/herbicide products and applications to be regularly used throughout the school year.
- A notice will be sent home with your child at least 72 hours prior to a pesticide application.
- Warning signs will be posted at all entrances to the School property twenty-four hours prior to regular pesticide/herbicide applications and will remain posted for seventy-two hours after the application.
- Active ingredients of all pesticides used by the School District and/or copies of AB 2260 may be obtained by written request to the Director of MOT, Miguel Cruz at the Berryessa Union School District, 1376 Piedmont Road, San Jose, CA 95132 or by contacting the California Department of Pesticide Regulation website, [www.cdpr.ca.gov](http://www.cdpr.ca.gov).
- In the event of an “emergency application of a pesticide to control a specific and documented problem, signs will be posted immediately and remain posted for seventy-two hours following the application procedure.

### **Success**

The success of a the **Healthy Schools Act (AB 2260)** in schools is dependent upon:

- The full cooperation of administrators, faculty, maintenance/custodial staff, parents, students and the community.
- The establishment of a District-wide coordinator and advisory committee.
- School-based safety committees that shall include pest management and pesticide policies and procedures as part of their agenda.
- Each school designating a staff member to coordinate the Healthy Schools Act and ensuring the maintenance of pest management records.

The Berryessa Union School District invites questions, concerns and suggestions from our parents, community, students and staff. All comments addressing the above noted practice should be addressed to Maintenance and Operations Dept. at (408) 923-1892, Berryessa Union School District, 945 Piedmont Rd. San Jose, CA 95132.

### **BOARD OF TRUSTEES**

Thelma Boac

Richard Claspill

David Cohen

Hugo Jiménez

Khoa Nguyen

## Healthy Schools Act (AB 2260)

Notice to all students, parents/guardians and employees of the Berryessa Union School District:

**Assembly Bill 2260** went into effect on January 1, 2001. This legislation enacted **Education Code Sections 17608 et seq.** which require, among other things, that school districts notify parents and staff about the use of pesticides at school. The purpose of this legislation is to reduce exposure to toxic pesticides through information and application of an integrated pest management system at schools. Towards this end, and pursuant to the requirements of this legislation, please be advised of the following:

The Berryessa Union School District expects to use of the following pesticides at its campuses during the 2017-2018 school year:

### Berryessa Union School District Healthy Schools Act: List of Pesticides

NAME OF PESTICIDE	ACTIVE INGREDIENT(S)
Roundup-Pro (Herbicide)	Glyphosate
Maxforce G (Insect Bait)	Hydramethylnon
Wasp Freeze (Insecticide-aerosol)	Allethrin + Phonothrin
Turflon Ester (Turf Herbicide)	Triclopyr
Avert (Roach Bait)	Abamectin
Drione(Insecticide)	Pyrethrins
Advance 375A (Granular Ant Bait)	Abamectin
Dimension (Herbicide)	Dithiopyr
Contract Bait Blocks (Rodenticide)	Bromadiolone
Suspend (Insecticide)	Deltamethrin
Onslaught (Insecticide)	Benzeneacetate
Advion Ant Gel (Insecticide)	Indoxacarb
Chlorophacinone .005% (Rodent Bait)	Chlorophacinone
Contrac AW Blox (Rodent Bait)	Bromadiolone
Diphacinone 0.01% (Rodent Bait)	Diphacinone
Fumitoxin Tablets (Pellets for insects)	Aluminum Phosphide
Gopher Getter Type 2 AG Bait (Gopher Bait)	Diphacinone
Martins Gopher Bait 50R (Gopher Bait)	Strychnine 0.5%
Omega Gopher Grain Bait (Gopher Grain Bait)	Strychnine Alkaloid
Talprid Mole Bait (Mole Bait)	Bromethalin
ZP Rodent OAT Bait AG (Rodent Bait)	Zinc Phosphide

Parents/guardians of the Berryessa Union School District can register with the districts designee to receive notifications of individual pesticide applications by calling (408) 923-1892. 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.

You can find more information regarding these pesticides and pesticide use reduction at the Department of Pesticide Regulation's Web site at <http://www.cdpr.ca.gov>.

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## Annual Parent Notification

### **California Assessment of Student Performance and Progress (CAASPP)**

Signed into law on October 2, 2013, Assembly Bill 484 launched a new student testing system for California's schools, now called the California Assessment of Student Performance and Progress (CAASPP). The CAASPP system is based on the State's new California Common Core State Standards (CA CCSS) for English Language Arts (ELA) and mathematics, adopted by the State Board of Education in 2010. This new system replaces the Standardized Testing and Reporting (STAR) Program that was based on 1997 standards. The primary goal of the new statewide testing program is to better prepare all students for college and careers in the twenty first century. Computer-based assessments, developed through the Smarter Balanced Assessment Consortium, form the cornerstone for CAASPP. All 3<sup>rd</sup> through 8<sup>th</sup> grade students take the new exams. For our severely disabled students, an alternative exam is available.

### **Additional State Testing**

All 5<sup>th</sup> and 7<sup>th</sup> graders take the Physical Fitness test in early spring, which assesses student physical wellness.

The English proficiency of all English Language Learners (ELLs) is assessed using the California English Language Development Test (CELDT). Initial CELDT Assessments are administered, if possible, during July and August, with any remaining Initial CELDT Assessment being administered during the first two months of school.

English Language Proficiency Assessments for California, the ELPAC, which will replace the current California English Language Development Test (CELDT) as our Summative Assessment, and will be administered to English Learners during a four-month window (February 1 – May 31).

California Education Code states that parents/guardians can submit a written request to the principal of their student's school if they do not wish to have their student take any or all parts of the State's CAASPP tests, as well as Physical Fitness, CELDT and ELPAC. Berryessa teachers and schools support students to do well on the tests and help them learn test-taking skills that will enable them to be successful throughout their school career and beyond. We encourage parents to contact their child's teacher or principal with any concerns they may have about any of these tests before they request that their student be excluded from taking the test(s).

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*California state law, the California Healthy Youth Act, requires that comprehensive sexual health education and HIV prevention education be provided to students at least once in middle school or junior high school, starting in grade 7.*

*Instruction must encourage students to communicate with parents, guardians or other trusted adults about human sexuality. Instruction must be medically accurate, age-appropriate and inclusive of all students. It must include the following:*

- Information about HIV and other sexually transmitted infections (STIs), including transmission, FDA approved methods to prevent HIV and STIs, and treatment
- Information that abstinence is the only certain way to prevent unintended pregnancy and HIV and other STIs, and information about value of delaying sexual activity
- Discussion about social views of HIV and AIDS
- Information about accessing resources for sexual and reproductive health care
- Information about pregnancy, including FDA approved prevention methods, pregnancy outcomes, prenatal care, and the newborn safe surrender law
- Information about sexual orientation and gender, including the harm of negative gender stereotypes
- Information about healthy relationships and avoiding unhealthy behaviors and situations

*You can examine instructional materials at the Berryessa Union School District office. If you have questions, please see the teacher or principal. You may request a copy of the California Healthy Youth Act (California Education Code Sections 51930-51939) by contacting Education Services at the district office.*

*This instruction will be provided by your child's seventh grade teacher.*

*State law allows you to remove your student from this instruction. If you do not want your student to participate in comprehensive sexual health or HIV prevention education, please give a written request to the school's principal.*

**BOARD OF TRUSTEES**

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# Santa Clara County Child Health & Disability Prevention CHDP Program



Health exams  
at no charge for eligible  
children and youth

Child Health & Disability Prevention Program

Public Health Department

Santa Clara Valley Health & Hospital System



## Regular health exams can:

- n Help children and youth stay healthy
- n Identify health problems early and refer for treatment as needed

A health problem found and treated at an early age is easier to correct and can reduce or prevent serious problems for the child or youth later in life.

## Children and youth are eligible if they are:

- n On Medi-Cal and 0 – 21 years old, or
- n Low/moderate income\* and 0 – 19 years old

\* Children and youth may be able to receive temporary Medi-Cal for up to 60 days through CHDP Gateway.

## Types of CHDP Exams:

- n Well-baby and well-child exams
- n Preschool/Head Start exams
- n 1st grade exams
- n School exams
- n Sport or camp physicals
- n Teen physicals

## All CHDP exams include:

- n A developmental and health history
- n Head-to-toe physical inspection
- n Height & weight check, growth assessment
- n Nutritional assessment
- n Hearing and vision screening
- n Oral health screening (does not replace dental exam)
- n Immunizations as needed
- n Blood and urine tests
- n Tuberculosis screening
- n Answers to your questions and an explanation of the results of the health exam

If the tests indicate a need for further diagnosis and treatment, it is important to follow the health provider's recommendations.

For more information,  
call 1 (800) 689-6669

# Where Can My Child Get Vaccinated in Santa Clara County?

The following providers offer pediatric primary care services including vaccinations.  
Please call for hours and cost if any.

## School Health Centers

- Franklin McKinley School Center  
645 Wool Creek Dr., San Jose, CA 95112  
408.283.6051
- Gilroy Neighborhood Health Clinic  
7861 Murray Avenue, Gilroy CA 95020  
408.842.1017
- Overfelt Neighborhood Health Clinic  
1835 Cunningham Avenue,  
San Jose, CA 95122  
408.347.5988
- San Jose High Neighborhood Health Clinic  
1149 E. Julian St., Bldg. H  
San Jose, CA 95116  
408.535-6001
- Washington Neighborhood Health Clinic  
100 Oak St., San Jose, CA 95110  
408.295.0980

## Planned Parenthood Mar Monte

- Planned Parenthood, Blossom Hill  
5440 Thornwood Dr., #G, San Jose, CA 95123  
408.574.1000
- Planned Parenthood, Mountain View  
225 San Antonio Rd., Mtn. View, CA 94040  
650.947.4320
- Planned Parenthood, San Jose  
1691 The Alameda, San Jose, CA 95126  
877.855.7526
- Planned Parenthood, Sunnyvale  
604 E. Evelyn Ave., Sunnyvale, CA 94086  
408.992.8000
- Mar Monte Community Clinic  
2470 Alvin Ave., Ste. 80, San Jose, CA 95121  
408.270.8820

## Community Clinics/Health Centers

- Asian Americans for Community Involvement  
2400 Moorpark Ave., Ste. 319, San Jose, CA  
95128  
408.975.2763
- Indian Health Center  
1333 Meridian Ave., San Jose, CA 95125  
408.445.3400
- San Jose Foothill Family Community Clinic  
2880 Story Rd., San Jose, CA 95127  
408.729.1643

## Gardner Family Health Network

- Alviso Health Center  
1621 Gold St., Alviso, CA 95002  
408.935.3949
- CompreCare Health Center  
3030 Alum Rock Ave., San Jose, CA 95127  
408.272.6300
- Gardner Health Center  
195 E. Virginia St., San Jose, CA 95112  
408.998.8815
- Gardner South County Health Center  
7526 Monterey St., Gilroy, CA 95020  
408.848.9400
- St. James Health Center  
55 E. Julian St., San Jose, CA 95112  
408.918.2600

## Mayview Community Health Centers

- Mayview Community Health Center  
270 Grant Ave., Palo Alto, CA 94306  
650.327.8717
- Mayview Community Health Center  
100 Moffett Blvd., #101, Mtn. View, CA 94043  
650.965-3323
- Mayview Community Health Center  
785 Morse Ave., Sunnyvale, CA 94085  
408.746.0455

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To see if your child is eligible for free or low cost children's health insurance, please call:

- Children's Health Initiative  
888.244.5222
- Child Health & Disability Prevention Program  
408.792.5550
- Medi-Cal Eligibility  
408.817.6000
- Santa Clara Valley Health & Hospital System  
Valley Connection  
888.334.1000

## Administrative Guidelines

### INSTRUCTION

#### Student Use of Technology

This Administrative Regulation 6168 (together with Board Policy 6168, the “AUP”) governs students’ use of the District’s computers, computer networks, and other electronic devices owned or supplied by the District (collectively, “Technology Systems”). The District seeks to maintain an environment that promotes ethical and responsible uses of the District’s Technology Systems by students. The District permits and encourages the use of its Technology Systems in support of educational objectives that are consistent with the mission and goals of the District.

At the beginning of each school year, parents/guardians shall receive a copy of the AUP regarding access by students to the Internet and online sites. The principal or designee shall oversee the maintenance of each school’s technological resources and shall establish guidelines and limits on their use. He/she shall ensure that all students using these resources are educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

The Superintendent or designee shall ensure that all District computers with Internet access have a technology protection measure that blocks or filters Internet access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. (20 U.S.C. 6777, 47 U.S.C. 254.) Staff shall supervise students while they are using online services and may have teacher aides, student aides, and volunteers assist in this supervision.

The following guidelines shall govern student users with regard to the District’s Technology Systems:

1. Students’ access to the District’s Technology Systems is a privilege, not a right. If a student user violates this AUP or abuses the privilege of said access, it may be revoked at the sole discretion of the District or designee.
2. At any time and without additional notice, the District reserves the right to monitor each student’s use of the Technology Systems and to review or delete student work on the Technology Systems, at any time and without additional notice, as needed for system maintenance, to determine if a student is abiding by this regulation, or for other reasonable purposes.
3. The student in whose name an email account is issued is responsible for its proper use at all times. Students shall keep account information and passwords private. Each student should create a hard copy backup of any important data or documents.
4. Students shall use the Technology Systems safely, responsibly, and for school-related purposes. Students shall have no expectation of privacy concerning the content of online communications made using the Technology Systems.
5. As a condition of access to the Technology Systems, the District will from time to time require each student to sign the agreement below, signifying that such student has reviewed, understands, and agrees to comply with this AUP.

#### Unacceptable Uses

Students are prohibited from engaging in any of the following acts when utilizing the Technology Systems:

1. Any access, posting, submission, publication, or display of harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs. Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code 313)
2. Any use that is in violation of federal law, state law, or school regulations, or that potentially or actually causes harm to another person or another’s property, or that is undertaken for personal financial gain unless otherwise authorized by the District.
3. Unless otherwise instructed by school personnel, the disclosure, use, or dissemination of personal identification information about the student user or others when using email, chat rooms, or other forms of direct electronic communication. Students also shall be cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians.



4. Except if directed to do so by a supervising teacher or District administrator, use of another user's password or accessing another user's account.
5. Any use of online or computer games or entertainment unless specifically authorized for educational or professional purposes by the supervising teacher or District administrator.
6. Any use that may, in the sole discretion of the District, be reasonably construed as promoting the purchase, sale, or use of illegal drugs or substances.
7. Any use that constitutes cyberbullying, including the use of profanity and harassment of others, hate mail, discriminatory remarks, chain letters, or any act that is within the scope of Section 48900(s) of the Education Code.
8. Any use that disrupts the use of the Technology Systems by others or undermines the integrity of the Technology Systems or the technology systems of any other party, and any destruction, modification, hacking or abuse of the District's computer hardware or software or the technology systems of any other party, or any unauthorized installation of any software, including shareware, freeware, or entertainment software, for use on the District's computers or other District Technology Systems.
9. Any downloading, copying, or distributing copyrighted materials without the specific written permission of the copyright owner, except those activities related to educational purposes as permitted under the Fair Use Doctrine of the U.S. Copyright Law.
10. Any student use of the District's network outside of school grounds unless supervised by parent or guardian.
11. Any use of a personal electronic or communication device while on District property (including wireless internet access through cellular phones and laptop computers) that is otherwise prohibited in this list of Unacceptable Uses.

#### Consequences for Misuse

Use of the District's Technology Systems is a privilege, not a right. Misuse of the District's Technology Systems, including a violation of this AUP, may result in the restriction or cancellation of a student's access. Misuse may also lead to disciplinary and/or legal action against a student, which may include a reprimand, suspension, or expulsion.

#### Disclaimers

Each student acknowledges the following disclaimers from the District in relation to its Technology Systems:

1. **No Warranties:** The District cannot be held accountable for any advice or information that is accessed or retrieved through its Technology Systems. Advice or information obtained through the District's websites, email, or other technology should be independently verified and the District makes no warranty or guarantee regarding the accuracy of such information. Use of information obtained through the Technology Systems is at a student's own risk.
2. **No Privacy:** The Technology Systems are exclusively District property and students have no expectation of privacy in the contents of student email and other student data transmitted through or saved upon the District's Technology Systems.
3. **Release:** The District will not be responsible for any damages which a student may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the District's actions or employee errors.
4. **Student/Parent Bears Costs of Use:** Access to the District's Technology Systems shall be free of charge to the student, however each student and his or her parents/guardians shall be responsible for any costs, fines, charges, or damages incurred as a result of his/her use of the internet or other fee-based services through the District's Technology Systems.

Approved: November 9, 1999

Revised Regulation Adopted: January 17, 2012

**Student Technology Agreement**

I have read, understand, and will abide by the District’s AUP (Board Policy 6168 and Administrative Regulation 6168) when using the District’s Technology Systems. Should I violate this AUP, I understand that the District may revoke my privileges to access the District’s Technology Systems, disciplinary action may be taken, and/or appropriate legal action may be initiated against me.

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

\_\_\_\_\_  
Student Id #

\_\_\_\_\_  
Date of Birth

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

\_\_\_\_\_  
Date

**Parent/Guardian Agreement**

As a parent or guardian of \_\_\_\_\_, I have read and understand Board Policy 6168 and Administrative Regulation 6168 (the “AUP”). I understand that my child’s access to the District’s Technology Systems (as that term is defined in the AUP) is designed for educational purposes, and that the District has taken reasonable steps to control access to the Internet. I further understand that the District cannot guarantee that all controversial information will be inaccessible to student users. I agree that I will not hold the District responsible for materials acquired on the network or Technology Systems. Further, I accept full responsibility for supervising my child if, and when, he/she uses District Technology Systems when not in a school setting. I hereby give my permission for my child to use the Technology Systems, including the Internet.

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**FORM A**

**SIGN AND RETURN FORM TO SCHOOL**





Pathway to the Future

## BERRYESSA UNION SCHOOL DISTRICT

### Student Wellness Policy Points for District Schools, Parents & Teachers

(Student Wellness Policy Administrative Regulations 5030, April 15, 2015)

#### Fundraisers:

- To support the district's nutrition promotion efforts, school fundraising activities held on campus during the school day will not involve food or will use only foods that meet state and federal child nutrition regulations. (A list of compliant foods can be found on the district Child Nutrition Services webpage, or at the link below)
- Students may receive *compliant* foods and/or beverages from order forms or when redeeming purchased vouchers. If the foods and/or beverages are *noncompliant*, students must collect the foods and/or beverages off school campus or ½ hour after the end of the school day if on school campus.

#### Classroom Celebrations and Rewards:

- Class parties or celebrations that involve food shall be held after the lunch period and shall be limited to no more than one party per class per month.
- Parents are encouraged to offer healthy food and beverage choices for celebrations. Foods should be commercially purchased and devoid of common allergens, e.g., peanuts, to minimize the risk of food-borne illness and allergic reactions.
- Schools shall not use foods or beverages of minimal nutritive value as rewards.

#### School Meals:

- To help protect against foodborne illness, students and staff shall be prohibited from taking school meals off campus to eat, unless it is during a district-approved field trip, as set forth by Board Policy 3550.

\* The Student Wellness Policy 5030 and Administrative Regulations can be viewed on the Child Nutrition Services webpage, which is accessed through the BUSD webpage, or directly at:

<http://www.schoolnutritionandfitness.com/index.php?page=wellnesspolicy&sid=1903132300206951>



Pathway to the Future

BERRYESSA UNION SCHOOL DISTRICT
1376 Piedmont Road, San Jose, CA 95132

Berryessa, in cooperation with the California Department of Health Services and Education, has begun a program that will allow the district to be reimbursed with federal Medicaid dollars for selected health services provided to Medicaid eligible students at school.

If your student has an Individualized Education Plan (IEP) or an Individualized Family Service Plan (IFSP), the school district will not attempt to bill private insurance when the service is rendered as in accordance with their IEP or IFSP.

Most health services offered through the school district will not be reimbursed by a private health insurance plan and the district expects little revenue to be gained from private insurance agencies.

- No, I do not consent. (Please fill in your child's name and date of birth)
Yes, I consent to billing my private insurance and have completed the information below.

Student Name Student Date of Birth

INSURANCE INFORMATION

Parent/Guardian Name (person who holds policy)

Student Address

City Zip Code

Student Health Insurance Company Name

Policy # Group # Phone #

I consent to submission of claims to my insurance carrier for payment of fees for services provided to my child. I authorize my insurance carrier to communicate directly with, and make payments to, my student's school district and their billing agent.

Parent/Guardian's Signature Date



Pathway to the Future

Dear Parent/Guardian:

As part of the accountability requirements under the Every Student Succeeds Act (ESSA), the U.S. Department of Education is requiring that school districts identify students who are Armed Forces Family Members. These students will be part of a new accountability subgroup.

The Armed Forces Family Member information will be collected on a yearly basis.

**What is the definition of an “Armed Forces Family Member”?**

A student is considered to be an Armed Forces Family Member if at least one parent is an Armed Forces member, on active duty or serves on full-time National Guard duty. The terms “armed forces,” “active duty,” and “full-time National Guard duty” as defined by Sections 101(a)(4), 101(d)(1), and 101(d)(5) of the United States Code are:

- 101(a) (4) – The term “armed forces” means the Army, Navy, Air Force, Marine Corps, and Coast Guard.
- 101(d) (1) – The term “active duty” means full-time duty in the active military service of the United States. Such term includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.
- 101 (d) (5) – The term “full-time National Guard duty” means training or other duty, other than inactive duty, performed by a member of the Army National Guard of the United States or the Air National Guard of the United States in the member's status as a member of the National Guard of a State or territory, the Commonwealth of Puerto Rico, or the District of Columbia under Section 316, 502, 503, 504, or 505 of Title 32 of the United States Code, for which the member is entitled to pay from the United States or for which the member has waived pay from the United States.

**Please complete this form and return it to your child’s school office**

Thank you for your help. Please print.

Student First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ ID# \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_ Birth date: \_\_\_\_\_

**United States Armed Forces:** (Required annually by U.S. Department of Education)

Is either parent/guardian on Active Duty in the Armed Forces?  
(Air Force, Army, Coast Guard, Marines, or Navy) No\_\_\_\_\_ Yes\_\_\_\_\_

If yes, started what month/year? \_\_\_\_\_

Is either parent/guardian on Full-Time National Guard Duty? No\_\_\_\_\_ Yes\_\_\_\_\_

If yes, started what month/year? \_\_\_\_\_

**FORM D**

**COMPLETE AND RETURN FORM TO SCHOOL**