Adelanto Elementary School District

Parent/Student Handbook and Annual Notice 2026-2027

ADELANTO ELEMENTARY SCHOOL DISTRICT
2026-2027 ACKNOWLEDGEMENT OF RECEIPT AND REVIEW

Dear Parents and Guardians,

Welcome to the new school year! Each year, California law (Education Code Section 48980) requires us to share your rights and responsibilities as a parent or guardian. This important information is laid out for you right here in our Parent/Guardian and Student Handbook.

To confirm you have received this information, California law (Education Code Section 48982) also requires a parent or guardian signature. You can easily complete this acknowledgment through our Beginning-of-Year Parent Packet. This can be updated at any time through the Aeries Parent Portal. Please note that your signature simply means you have received and reviewed these rights; it does not mean you are giving or withholding consent for your child to participate in any specific school programs.

Please take a few minutes to look through this handbook. If you have any questions, or if you would like to review any of the specific documents mentioned, please reach out to the administration team at your child's school. They will be happy to guide you, answer questions, and provide any physical copies you might need. Thank you for your partnership and for helping us kick off a fantastic school year!

Adelanto Elementary School District

ADELANTO ELEMENTARY SCHOOL DISTRICT
SCHOOL BOARD OF TRUSTEES

Board President: Miguel Soto Jr.

Board Vice President: Stephanie Kyer

Board Clerk: Christina Steward

Board Representative: La Shawn Love-French

Board Legislative Rep: Michael Krause

Leave message for your School Board members at (760) 246-8691

District Administration

Marco A. Villegas, Ph.D., Interim Superintendent

Saida Valdez, Ed.D., Assistant Superintendent of Educational Services

DeWayne Davis, Ed.D., Assistant Superintendent of Business Services

Craig Shiflett., Assistant Superintendent of Human Resources

District Office Directory

District Administration
Telephone: (760) 246-8691 Fax: (760) 246-4259
District Receptionist: (760) 246-8691 Extension 10200

Interim Superintendent
Marco A. Villegas, Ph.D., Extension 10269 Fax (760) 246-8295
Xenia Lovett, Assistant to the Superintendent, Extension 10217

Educational Services

Assistant Superintendent of Educational Services	Saida Valdez, Ed.D.	Extension 10240
Secretary to Asst. Superintendent	Sandra Alamillo	Extension 10215
Director of Educational Services	Carol Coburn	Extension 10268
Secretary of Educational Services	Rebeca Renteria	Extension 10243

State & Federal Programs

Director of State & Federal Programs	Velma Veith, Ed.D.	Extension 10209
Secretary of State & Federal Programs	Doreen Barnett	Extension 10675
Clerk of State & Federal Programs	Rosana Plata Duran	Extension
Family Education Center Community Liaison	Isela Chavez	Extension 10212
Translator / Interpreter	Gladys Farje-Solis	Extension 10253
	Jose Mora	Extension 10676

Curriculum and Instruction / Assessment, Accountability & Ed Tech

Coordinator Curriculum and Instruction	Rebecca Bykoski	Extension 10221
Clerk of Educational Services	Perla Castaneda	Extension 10271
Curriculum Clerk	Crystal Martinez	Extension 10250
Curriculum Clerk	Wendy Davies	Extension 10213
Coordinator Accountability & Ed Tech	Lori Latimer	Extension 10281
Language Assessment Clerk	Guadalupe Mejia	Extension 10244

Student Services

Coordinator of Student Services	Rebecca Flory	Extension 10214
District Family and Student Support Specialist	Tershaunda Jasper	Extension 10256
District Family and Student Support Specialist	Vanessa Garcia	Extension 10252
Home Hospital/Student Services Clerk	Julie De La Torre	Extension 10286
Attendance Clerk	Vacant	Extension 10655
McKinney-Vento Homeless Liaison	Hailey Montenegro	Extension 10247
At-Promise Student Interventionist	Celia Escobar	Extension 10243
At-Promise Student Interventionist	Gabriela Hidalgo	Extension 10243
At-Promise Student Interventionist	Greg Alfaro	Extension 10243
At-Promise Student Interventionist	Esther Haskins	Extension 10243

Enrollment Center

Central Enrollment Specialist	Karen Evers	Extension 10284
Central Enrollment Clerk	Lilia Flores	Extension 10283
Central Enrollment Clerk	Lily Alfaro	Extension 10289
Central Enrollment Clerk	Norelia Cervantes	Extension 10287

Expanded Learning and Opportunities (ELOP)

Director of Expanded Learning & Opportunities	Omaira Lee, Ed.D.	Extension 10201
Secretary of Expanded Learning & Opportunities	Enriquetta Solis	Extension 10210
Clerk of Expanded Learning & Opportunities	Ana Ramirez	Extension 10208
Clerk of Expanded Learning & Opportunities	Vacant	Extension

Special Education

Director of Special Education	Amber Best, Ed.D.	Extension 10668
Coordinator of Special Education	Annie Perez	Extension 10658
Secretary of Special Education	Adriana Rodriguez	Extension 10665
Clerk of Special Education	Jessica Gomez	Extension 10651
District Nurse	Lindsey Marlborough	Extension 10670
District Nurse	Elizabeth Vargas	Extension 10654
Special Education Clerk	Vacant	Extension 10664
Special Education Clerk	Brianda Aispuro	Extension 10650
Special Education Clerk	Rebeca Medina	Extension 10669
Special Education Clerk	Silvia Olachea	Extension 10663
School Psychologist	Doralina Blandon	Extension 10664
School Psychologist	Erica Greer	Extension 10650
School Psychologist	Jessyca Padilla	Extension 10650
School Psychologist	Vacant	Extension 10650
School Psychologist	Melissa Zardes	Extension 14182
School Psychologist	Katima Lindsey	Extension 20203
School Psychologist	Sandra Casillas	Extension 10664
School Psychologist	Korrilyn Sievers	Extension 10651
School Psychologist	Robert Almanza	Extension 10651
School Psychologist	Chanel Sykes	Extension 10669
Occupational Therapist	Vacant	Extension 10652
Certified Occupational Therapy Assistant	Vacant	Extension 10653
Certified Occupational Therapy Assistant	Amina Khan	Extension 10653
Adaptive Physical Education Teacher	Justin Harper	Extension 10662

Informational Technology

Director of Information Technology	Anthony Sinatra	Extension 10279
Network and System Analyst	Vacant	Extension 10295
Secretary of Information Technology	Jeanette Acosta	Extension 10255
Database Program/Analyst	Dominique Patino	Extension 10220
IT Liaison	Alex Galvan	Extension 10290
IT Liaison	Anthony Duran	Extension 10218
IT Support Technician	Austin Duran	Extension 10302
IT Support Technician	Stuart Peace	Extension 10301
IT Support Technician	Brandon Lewis	Extension 10295
IT Support Technician	Tom Good	Extension 10294
IT Support Technician	Jalin Jackson	Extension 10296
IT Support Technician	Manuel Torres	Extension 10292

Business Services

Assistant Superintendent of Business Services	Dr. DeWayne Davis	Extension 10235
Secretary to Asst. Superintendent	Kimberly Brobst	Extension 10233
Director of Fiscal Services	Zachary Klemish	Extension 10204
Budget Technician	Frankie Silva	Extension 10228
Budget Technician	Sylvia Marin	Extension 10270
Purchasing/Accounting Technician	Lori McMillen	Extension 10202
Accounts Payable Technician	William Pattinson	Extension 10239
Accounts Payable Technician	Vacant	Extension 10237
Certificated Payroll Technician	Mona Montenegro	Extension 10267
Classified Payroll Technician	Mellisa Rubio	Extension 10207
Substitute Payroll Technician	Julie Bedolla	Extension 10266
Warehouse	Jason Hughes	Extension 10299
Warehouse	Shane Adcock	Extension 10298
Warehouse	Michael Martinez	Extension 10299

Child Nutrition Services

Director of Child Nutrition Services	Julie Nickels	Extension 10318
Secretary Child Nutrition Services	Krissy Cooley	Extension 10317
Clerk II Child Nutrition Services	Vacant	Extension 10321
CNS Accounts Payable Technician	Zabria Hernandez	Extension 10324
Field Supervisors:	Bertha Sais	Extension 10316
	Veronica Alvarez	Extension 10320
	Karla Mateos	Extension 10323
CNS Technology Support	Angel Estrada	Extension 10319
Food Production Coordinator	Elias Perez Leon	Extension 10315

Maintenance, Operations

Manager of Maintenance & Operations	Richard Krejckant	Extension 10230
Secretary Maintenance & Operations	Erica Garcia	Extension 10231
Custodial Supervisor	Brandon Rogers	Extension 10229
Maintenance	Jeff King	Extension 10232
	Angel Gomez	Extension 10234
	Moises Gonzalez	Extension 10265
Electrician	Tad Williams	Extension 10226
	Raymond Gonzalez	Extension 10282
HVAC Specialist	Oscar Cisneros	Extension 10241
	Abraham Lopez	Extension 10241
Grounds	Gabriel Mares	Extension 10236
	Vacant	Extension 10236
	Edgar Estrada	Extension 10236
	Sebastian Lopez	Extension 10236
	Luis Duarte	Extension 10236

	Caleb Micetich	Extension 10236

Transportation

Manager of Transportation	Ruth Castruita	Extension 10259
Coordinator of Transportation	Carla Villanueva	Extension 10258
Transportation Secretary	Lynette Mosley	Extension 10262

Human Resources

Assistant Superintendent of Human Resources	Craig Shiflett	Extension 10261
Secretary to Asst. Superintendent	Ireri Peralta	Extension 10667
Personnel/Credential Analyst	Dana Curtis	Extension 10257
Personnel Technician (Certificated)	Iveeth Martinez	Extension 10219
Personnel Specialist	Alejandra Gonzalez	Extensión 10242
Personnel Technician (Classified)	Gloria Ortega-Benavides	Extension 10216
Personnel Technician (Classified)	Rebeca Meraz	Extension 10206
Director of Risk Management/Benefits	Melanie Olson-Zavala	Extension 10223
Risk Management and Benefits Technician	Jessica Garcia	Extension 10263

NONDISCRIMINATION STATEMENT

The Adelanto Elementary School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics.

Schools

Adelanto Elementary School (TK-5) 17931 Jonathan Street Adelanto, CA 92301 (760) 246-5892 Fax (760) 246-4880 Cafeteria (760) 246-4020 Ramon Rizo, Principal Karen Dakin, Secretary	**Donald F. Bradach School (TK-5)** 15550 Bellflower Street Adelanto, CA 92301 (760) 246-7896 Fax (760) 246-7896 Cafeteria (760) 246-6958 Kristina Valenzuela, Principal TBD, AA Shakira Amaya-Buckle, Secretary	**Theodore Vick Elementary School (TK-5)** 10575 Seneca Road Adelanto, CA 92301 (760) 530-1750 Fax (760) 530-1761 Cafeteria (760) 530-1750 Jahn Malana, Principal Matthew LaTomme, AA Leonor Murguia, Secretary
Columbia Middle School (6-8) 14409 Aster Street Adelanto, CA 92301 (760) 530-1950 Fax (760) 530-1953 Cafeteria (760) 246-2995 Keri Cozart, Principal Alexia Galloway, Asst. Principal Dana El-Mahmoud, AA Becky Nicio, Secretary	**Eagle Ranch Elementary School (TK-5)** 12545 Eagle Ranch Parkway Victorville, CA 92392 (760) 949-2100 Fax (760) 949-2558 Cafeteria (760) 949-4430 Jonathan Wilson, Principal TBD, AA Mariana Medina, Secretary	**Victoria Magathan Elementary School T(K-5) and Dual Immersion** 11411 Holly Road Adelanto, CA 92301 (760) 246-8872 Fax (760) 246-7983 Cafeteria (760)246-7368 Edith Avilez, Principal TBD, AA Alicia Rodriguez, Secretary
El Mirage School (K-8) 19250 St. Anthony Avenue Adelanto, CA 92301 (760) 530-7676 Fax (760) 246-6166 Cafeteria (760) 530-7677 Kentor Johnson, Principal Alesha Rocafort, Secretary	**George Visual & Performing Arts Magnet School (TK-8)** 10650 Bartlett Ave Adelanto, CA 92301 (760) 246-8231 Cafeteria: (760) 246-4311 Andre Jones, Principal Jenny Beck, AA Diane Lynn, Secretary	**West Creek Elementary School (TK-5)** 15763 Cobalt Road Victorville, CA 92395 (760) 951-3628 Fax (760) 955-7862 Cafeteria (760) 530-7694 ext. 20195 Priscilla Doorbar, Principal Matthew LaTomme, AA TBD, Secretary
Gus Franklin School (TK-5) 13125 Hopland Street Victorville, CA 92395 (760) 530-7640 Fax (760) 951-7806 Cafeteria (760) 530-7646 ext. 22195 Josephine Wade, Ed.D., Principal Chandra Thornton, AA Vanessa Padilla, Secretary	**Melva Davis Academy of Excellence (6-8)** 15831 Diamond Road Victorville, CA 92394 (760)530-7650 Fax (760) 955-1841 Cafetería (760) 530-7650 ext. 23195 Kathy Youskevicz, Principal Jennifer Henao, Asst. Principal Bonnie Katz, AA Sylvia Anderson, Secretary	**Westside Park Elementary Park (TK-5)** 18270 Casaba Road Adelanto, CA 92301 (760) 246-4118 Fax (760) 246-5446 Cafeteria (760) 246-3038 Jadat Griffith., Principal TBD, AA Norma Leanos-Medina, Secretary
Mesa Linda Middle School (6-8) 13001 Mesa Linda Avenue Victorville, CA 92394 (760) 246-6363 Fax (760) 956-7456 Cafetería (760) 956-8625 Genevieve Johnston, Principal Katrina Palmarin, AA Kelly Boeing, AA Maria Gomez, Secretary	**Morgan-Kincaid Preparatory School of Integrated Studies (TK-5)** 13257 Mesa Linda Avenue Victorville, CA 92394 (760) 956-9006 Fax (760) 956-2734 Cafeteria (760) 956-8451 Kristen Cooper, Principal Mecheco Norwood, AA Sarah Sherman, Secretary	

Annual Notice of New Laws for the 2026-2027 School Year:

Phone-Free School Act (AB 3216): Mandates that districts adopt a policy severely limiting or banning smartphone use during school hours. Districts maintain control over enforcement, ranging from banning phones in backpacks to locking them in magnetic pouches. Exceptions exist for medical needs, specialized education plans, and emergencies. **[EC 48901.7]**

Gender-Neutral Restrooms (SB 760): Requires all public school campuses to establish and maintain at least one all-gender, unlocked restroom. Exceptions only apply to schools that feature strictly single-occupant gendered bathrooms. **[EC 35292.5 and 17585]**

Antisemitism- Uniform Complaint (AB 715): In compliance with Assembly Bill 715, the District protects students from antisemitism and discrimination by allowing individuals to file a Uniform Complaint regarding biased instruction or materials even if they were not directly present or harmed and establishing a statutory right to appeal to the California Department of Education if local investigations are delayed. **[EC 220, 212.3, 262.3]**

Immigration Status and Enforcement - Family Preparedness Plan Act of 2026 (AB495): Assembly Bill 495 (The Family Preparedness Plan Act) strengthens student data privacy, requires schools to exhaust all parental emergency contacts before contacting outside agencies if a parent is unavailable due to an emergency or immigration enforcement, and expands the recognition of Caregiver's Authorization Affidavits to allow a broader range of trusted relatives to handle school enrollment and medical care. **[EC 234.7]**

Safe Haven Schools Act (AB 49 / SB 98): Prohibits school staff from allowing immigration enforcement on campus without a warrant or court order. Districts are required to notify staff and parents if immigration officials are present and must update their safety plans. **[EC 234.7]**

Pupil and Student Safety: Identification Cards (AB727): Middle schools, high schools and public institutions of higher education must include the phone number and text line of a designated LGBTQ+ suicide prevention hotline on student identification cards. This powerful change expands access to life-saving support, particularly for students who may be reluctant to seek help openly. **[EC 215.5 and Section 234.5]**

Pupil Safety School Employee Misconduct: Child Abuse Prevention (SB 848): New statewide requirements clarify professional boundaries, expand mandated reporter responsibilities, enhance abuse-prevention training and establish a system for tracking investigations of employee misconduct. For students and families, this improves transparency and safety. For educators and administrators, it creates clearer expectations and consistent safeguards across schools. **[EC 44051**, **Section 44052**, **and Section 44939.5**]

Pupil Discipline: Expulsions (AB 1230): Schools must now develop individualized rehabilitation plans for expelled students, regularly review progress and remove barriers related to cost or transportation. These changes emphasize accountability while ensuring students are supported in returning to school successfully, reducing long-term harm and improving educational outcomes. **[EC 48916 and Section 48916.1]**

School Sites: Immigration Enforcement (AB 49): Schools including preschools, Head Start programs and early learning centers are further protected as safe spaces. Immigration enforcement officers may not enter nonpublic areas of school sites without a valid judicial warrant and limits are placed on the sharing of student and family information. These protections help reduce fear, support attendance and reinforce trust between schools and families. **[EC 234.7]**

Education: Immigration Enforcement Notification (SB 98): School safety plans must now include procedures for notifying students, families and staff when immigration enforcement officers are present on school campuses. Transparent communication helps minimize disruption and anxiety while ensuring schools respond consistently and lawfully. **[EC 32282, 47605, 47605.6, and 47606.3]**

Human Papillomavirus (HPV) Immunization (AB144): Beginning July 1, 2026, California Assembly Bill 144 requires school districts to notify parents or guardians of incoming 6th-grade students that the state recommends full immunization against the Human Papillomavirus (HPV) before entering the 8th grade, providing essential information on the vaccine's safety, benefits, and its high effectiveness in preventing over 90% of HPV-related cancers. **[EC 48980.4]**

Epinephrine delivery System (SB 568): Senate Bill (SB) 568 updates school health and safety requirements by broadening the mandated availability of stock emergency epinephrine from "auto-injectors" to all modern "epinephrine delivery systems" such as nasal sprays and expanding this protective requirement to include all district-operated childcare and preschool programs. **[EC 49414]**

Dental and Eye Exams/ Release of Directory Information for Unhoused Students (AB677): The District may disclose limited directory information for students experiencing homelessness to authorized nonprofit or school-hosted providers solely to facilitate free eye examinations or oral health assessments, unless a parent or eligible student submits a written notice to opt out of these health screenings. **[EC 49073, 49452.8, 49455.5]**

Military Families/ Continuity of Special Education for Transfer Students (AB 1412): To ensure a smooth transition for students with disabilities who transfer into the district from out-of-state including children of active-duty military families the district will utilize official or unofficial records to immediately provide comparable special education services, and will either adopt the existing Individualized Education Program (IEP) or develop a new one within 30 days of enrollment. **[EC 56325, 48204.3, 49701]**

Law Updates from Recent Years:

Truancy (AB 461): Effective January 1, 2026, California law has repealed the criminal misdemeanor penalties, jail time, and monetary fines previously faced by parents of chronically truant students, shifting the district's response entirely to supportive, non-criminal intervention frameworks to help families resolve school attendance barriers. **[EC 48260–48263)**

Education Finance: Education Omnibus Budget Trailer (Independent Study)
(AB 181): The education omnibus trailer bill that was signed into law on June 30, 2022, clarified some areas of the law as it evolved from the passage of AB 130 and AB 167 during the 2021-2022 school year. While some of these sweeping changes were only for the 2021-2022 school year, others remain in effect. This law amends the law surrounding Independent Study (IS) for public school alternative education.
[EC 51744, 51745, 51745.5, 51746, and 56026]

Pupil safety: parental notification: firearm safety laws (Gun Safety Notification)
AB 452 and SB 906 Partner Laws: The law is a new public school requirement to inform parents and caregivers that firearms are to be safely stored away from children and teens. A "threat or perceived threat" is defined by the law as: "any writing or action of a pupil that creates a reasonable suspicion that the pupil is preparing to commit a homicidal act related to school or a school activity." If local law enforcement is notified of any threat or perceived threat, the law enforcement agency or school site police must immediately conduct an investigation and assessment of the reported threat with the cooperation of the LEA. (Effective January 1, 2023). CDE will develop model content for the required notice by July 1, 2023 – in the meantime see our recommendations. **[EC 49390, 48391, and 49392]**

School meals: Child Nutrition Act of 2022 (AB 558): Schools must provide a breakfast or morning snack to non-school-aged children with a guardian present at schools serving grades 1-6. **[EC 49495 and 49496]**

Foster youth: suspension and expulsion (AB 740): Extends parent notification and rights to foster child's attorney, social worker, tribal social worker and county social worker. **[EC 47605, 47605.6, 48432.5, 48853.5, 48911, 48911.1, 48915.5, and 48918.1]**

Migrant education: extended school year program: ADA Extended School Year – Migrant Education (AB 1777): Schools serving migrant students in grades TK-6 may allow extended school year collection of ADA in both the public school the student last attended and the next public school to be attended following their agricultural work migration with their family. **[EC 41601]**

School safety and bullying, Online content: cyberbullying (AB 2879): Beginning September 1, 2023, this bill would make a social media platform that intentionally violates these provisions subject to specified civil penalties or injunction, to be prosecuted in a court of competent jurisdiction by the Attorney General. The bill would specify that its provisions do not create a private right of action or limit any existing private right of action. **[EC 22589.]**

Confidentiality of Medical Information Act (SB 1184): School linked service coordinators will have access to healthcare information and will serve with confidentiality. Information shared will be between health professionals with the same safeguards afforded with HIPPA requirements. **[CC 56.10.]**

Pupil attendance: excused absences: civic or political events (SB 955): Middle school and high school students may have one excused absence per school year for civic or political engagement; additional excused absences will be at the discretion of a school administrator.
[EC 48205]

Parent Information

SCHOOL AND CLASSROOM VISITING PROCEDURES

Parents and guardians are highly encouraged to visit their child's school and view their educational program to foster a supportive, respectful partnership and maximize student success. To ensure the safety of all students and staff, maintain campus security, and minimize disruptions to the educational environment, all visitors must adhere to the following procedures:

Campus Registration & Identification

- **Mandatory Sign-In:** Immediately upon entering any school building or school grounds when school is in session, all visitors—including parents and guardians—must register and sign in at the main office.
- **Photo I.D. Required:** Visitors must present a valid photo I.D. to register through the school's Raptor System.
- **Visitor Badges:** The system will issue a photo name badge or visitor's tag. This identification must be worn and remain clearly visible at all times while on the school premises.
- **Consequences of Non-Compliance:** Failure to register in the office may result in being considered trespassing on school grounds, which could lead to law enforcement contact.

Classroom Visits & Teacher Conferences

- **Teacher Conferences:** If you wish to meet with your child's teacher, a conference must be scheduled in advance through the school secretary.
- **Observations (In-Person and Virtual):** Parents/guardians may observe their child's class, including synchronous lessons provided via Zoom.
    - **Advance Notice:** Observations must be arranged with the Principal (or designee) and the teacher at least **24 hours** prior to the intended visit.
    - **Time Limits:** Classroom observations are limited to a maximum of **20 minutes** unless prior arrangements have been made with both the teacher and the principal.

Conduct and Campus Regulations

- **Electronic Recording Prohibited: No electronic listening, recording, or video devices may be used by students or visitors while on campus or in the classroom without explicit, prior permission from the teacher and the Principal *(E.C. 51512)*.**
- **Disruptive Behavior:** Any parent/guardian or visitor whose conduct materially disrupts classwork, extracurricular activities, or school operations, or involves substantial disorder, is guilty of a misdemeanor. Such conduct may result in being barred from the campus or school-related activities for a specified period of time at the request of the Principal.

Legal & Policy References: Education Code (EC) 51101 (a) and 51512; Penal Code (P.C.) 627.6; AESD Board Policy 1250 Visitors/Outsiders and AESD Administrative Regulation 1250 Visitors/Outsiders

PARENT/GUARDIAN ACTIONS ON SCHOOL GROUNDS

It is unlawful for any person, except the parent/guardian acting toward his/her minor child, to intentionally or to attempt to injure, intimidate, interfere by force, physical obstruction, or nonviolent obstruction with any person attempting to enter or exit any school grounds. If a parent/guardian has a concern with a parent or student, that concern shall be reported to the school principal for the principal to address. If the concern remains, please contact the Director of Educational Services, Carol Coburn, (760) 246-8691 ext. 10268, for further assistance. Any person who willfully disturbs any public school

or public school meeting is guilty of a misdemeanor. If an incident of this nature occurs, the district may request a police response. (AESD BP 3515.2 & AESD AR 3515.2- Disruptions; Ed. Code 32210; Penal Code 415.5)

CIVILITY ON SCHOOL GROUNDS

Any person who willfully disturbs any public school or any public school meeting is guilty of a misdemeanor, and shall be punished by a fine of not more than five hundred dollars ($500). Any person found loitering, trespassing, or expressing threats of bodily harm to any school to suit personnel will be in violation of Penal Code 601, 602, 602.1, 653b and 653g.

It is unlawful for any person, except a parent/guardian acting toward his/her minor child, to intentionally or to attempt to injure, intimidate, interfere by force, threat of force, physical obstruction, or nonviolent physical obstruction with any person attempting to enter or exit any public or private school grounds. (AESD BP/AR 3515.2 - Disruptions; Ed. Code 32210; Penal Code 415.5) AESD Board Policy 1313 Civility

EMERGENCY CONTACT INFORMATION

Your child's safety is our top priority. To ensure we can reach you instantly in an emergency, **all parents and guardians are required to complete and submit an updated Emergency Card at the start of every school year.**

Please notify the school office immediately if any of the following information changes during the year:

- **Home Information:** Your current home address and primary phone number.
- **Work Information:** Your business address and work phone number.
- **Emergency Contacts:** The name, address, and phone number of a trusted relative or friend who is authorized to care for your child if you cannot be reached.
- **Medical Contact:** The name and phone number of your child's local primary physician.

Having accurate, up-to-date contact details ensures we can provide the quickest and best possible care for your child in an urgent situation.

Under Education Code 49407, no school district shall be held liable for the reasonable treatment of a student without the consent of the parent/guardian when the student requires medical treatment and the parent/guardian cannot be reached, unless a written objection to medical treatment has been filed with the school district.

PARENT ENGAGEMENT

At Adelanto Elementary School District, we firmly believe that education is a shared journey. When schools, families, and the community work together, our students thrive. Parent engagement is not just about volunteering in a classroom; it is about building a strong, collaborative partnership that supports your child's academic, social, and emotional growth.

We are committed to providing meaningful opportunities for every family to stay informed, voice their perspectives, and actively participate in our educational community.

Ways to Get Involved

We offer a variety of pathways for parents and guardians to engage with the district and their child's school:

- **District Advisory Committees**: Share your voice and help shape district-wide policies, budgets, and programs by joining committees such as the District Advisory Council (DAC) or the District English Learner Advisory Committee (DELAC).
- **School Site Councils (SSC):** Work directly with principals and teachers at your child's school to review academic programs and allocate campus resources.
- **English Learner Advisory Council (ELAC):** The English Learner Advisory Committee (ELAC) is a dedicated group of parents and guardians of English language learners who collaborate with school administrators to advise on programs, services, and academic supports that help English Learners succeed.
- **Volunteer Opportunities:** From assisting with school events and field trips to participating in parent-teacher organizations (PTA/PTO), your time and talents are always welcome.
- **Local Control and Accountability Plan (LCAP) Townhall:** The LCAP Townhall is a community meeting hosted by the Adelanto Elementary School District. Join us to review our progress on current educational goals and share your input on academic priorities and state funding expenditures.

Parent Education and Training Programs

We believe in empowering parents with the tools they need to support learning at home. Throughout the school year, the district hosts free workshops, seminars, and training programs covering topics such as but not limited to:

- General Educational Development (GED) a state-approved exam that allows individuals who did not finish high school to earn a High School Equivalency Certificate.
- English as a Second Language (ESL) a specialized program designed to help students whose native language isn't English learn to speak, read, write, and understand the language fluently.
- Supporting physical and mental health, wellness, and positive behavior at home.
- College and career readiness preparation.

Connect With Us

Your input matters, and we want to ensure you have access to all the resources our district has to offer. To participate in the district offerings of parent education and to provide parental input to the local training programs for parents, please contact the Parent Engagement Community Liaison at (760) 246-8961 ext. 10212 or State & Federal Programs Director at 760-246-8691 ext. 10675 for more information and a calendar of events.

PARENT/GUARDIAN RIGHTS

The 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 public schools, to be informed by the school, and to participate in the education of their children as follows:

- Within a reasonable period of time after making the request, to observe their child's classroom(s).
- Within a reasonable time of their request, to meet with their child's teacher(s) and the principal.
- 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.

- To be notified on a timely basis if their child is absent from school without permission.
- To receive the results of their child's performance on standardized tests and statewide tests and information on the performance of their child's school on standardized statewide tests.
- To request a particular school for their child, and to receive a response from the school district.
- To have a school environment for their child that is safe and supportive of learning.
- To examine the curriculum materials of their child's class(es).
- 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.
- To have access to the school records of their child.
- To receive information concerning the academic performance standards, proficiencies, or skills their child is expected to accomplish.
- To be informed in advance about school rules, including disciplinary rules and procedures, attendance policies, dress codes, and procedures for visiting the school.
- To receive information about any psychological testing the school does involving their child and to deny permission to give the test.
- To participate as a member of a parent advisory committee, school site council, or site-based management leadership team.
- 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.
- To be notified, as early in the school year as practicable, 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

AESD Board Policy 5020 Parent Rights and Responsibilities

AESD Administrative Regulation 5020 Parent Rights and Responsibilities

PARENTAL LEAVE FOR SCHOOL ACTIVITIES

If the parent's employer has 25 or more employees, the parent must be allowed to attend school meetings and events for their children, up to a maximum of 40 hours each year without discrimination or fear of job loss. Purposes to attend child-related activities include: enrollment in grades 1-12, to address child care or school emergencies, behavior or discipline problems that require immediate parent attention, sudden school closure, or natural disaster. (Parent" means a parent, guardian, stepparent, foster parent, or grandparent of, or a person who stands in.) If an employer discharges, threatens to discharge, demotes, suspends or otherwise discriminates against the parent, the employee may be entitled to reinstatement. The school will provide a note for your employer upon request. (LC 230.8)

REQUIREMENT OF PARENT / GUARDIAN SCHOOL ATTENDANCE

Class Removal and Required Parent Attendance (Education Code 48900.1) If a student is suspended from a specific class for severe disruptions, habitual profanity, or willfully defying authority, the teacher may require a parent or guardian living with the student to attend a portion of the school day in that classroom to help improve behavior. If this is required, the principal will send a written notice, and parents **must attend** the class as scheduled (or contact the school immediately if a major conflict arises) and meet with the principal afterward to discuss the school's discipline policies and next steps. Employers are not allowed to apply sanctions against the parent or guardian for this requirement if the parent or guardian has given reasonable notice to his/her employer. (E.C. 48900.1)
AESD Board Policy 5144.1 Suspension and Expulsion Due Process

TITLE I, SCHOOL PARENT COMPACT

TITLE I, SCHOOL PARENT COMPACT-- Each school receiving funding under Title I, Part A of the ESEA must develop a written school/parent compact jointly with parents for all students participating in Title I, Part A activities, services and programs. The compact must outline how parents, school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the State's high standards.

TITLE I, PART A FUNDS -- AESD offers Title I services to all eligible students attending designated Title I schools. Title I refers to federally funded resources used to support students with their academic needs especially in the areas of English/Language Arts, math, and English Language Development. The goal of Title I at AESD is to ensure that our students have a fair, equal and significant opportunity for a high quality education.

Parent involvement is vital in the implementation of the Title I program. According to the Elementary and Secondary Education Act (ESEA) 1118 parent involvement is defined as the "participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities". AESD's Board Policy 6020 stipulates that the Superintendent shall ensure that the parents/guardians of Title I schools will be consulted and participate in the planning, design, implementation and evaluation of the parent involvement program. Parents will have a voice in the development of their schools' parent involvement policy, participate in signing a school compact and determine how the district's Title I funds will be allocated to support parent involvement activities.

In carrying out the Title I parental involvement policy, AESD will provide full opportunities for the participation of parents with limited English proficiency, parents with students of disabilities, and parents of foster and homeless youth; including ensuring that all communications are in an understandable and uniform format in a language parents understand. Parents of students served in Title I, Part A schools will be involved in decisions about how the Title I, Part A funds reserved for parental involvement will be allotted, and will ensure that the schools are appropriately funded.

IMPORTANT PARENT INFORMATION Title I, Part A Funds

1. **Parents' Right to Inspect Instructional Materials**
   All instructional materials, including teachers' manuals, films, tapes or other supplementary material which will be used in connection with any survey, analysis or evaluation shall be available for inspection by parents or guardians (20 U.S.C. § 1231b(a).) Please contact Dr. Tasha Doizan, Assistant Superintendent of Academic Services, for additional information.
2. **Parents' Right to Teacher Qualifications**
   All district services receive Title I funds. As a parent of a student at a Title I school, you may request information regarding the professional qualifications of your child's teacher, including whether his/her teacher has met the State's qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction, is teaching under emergency or provisional status through which State qualifications and licensing criteria have been waived and, if the teacher is teaching within their field of certification. In addition, you are entitled to request if your student is receiving services from a paraprofessional and if so, their qualifications. If you would like this information, contact the principal of your student's school.
3. **Access to Student Records by Military Recruiters and Institutes of High Learning**
   Under the Act, secondary schools must notify parents that military recruiters and institutes of higher learning are authorized to access student directory information unless the parents request in writing that their student's name, address, and telephone number not be released without prior written consent. (20 U.S.C. § 7980). Parents must inform the school district in writing, within a reasonable number of days after receiving the notice, that they do not wish to have their student's information released to military recruiters or institutes of higher learning.
4. **Access to Student Achievement Information:**

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

5. **Consultation with Parents in Developing or Amending Title I Parent Involvement Policies:** The Adelanto Elementary School District and each Title I school have developed annually a district and site Title I Parent Involvement Policy in consultation with parents of participating children. (NCLB Action, Section 1118[b](1), [e][1-5].
6. **Teacher Conferencing**
   As long as doing so does not pose a disruption to the instructional program, parents have the right to volunteer their time and resources for the improvement of school facilities and programs. Parents should contact the school to determine the terms and conditions of this service.
7. **Student Attendance**
   Parents have the right to be notified in a timely manner if their child is absent from school without permission.
8. **Student Testing**
   Parents have the right to be notified of their child's performance on standardized and statewide tests and the school's ranking on these tests. (Under other state law, parents may request that their child not participate in the statewide tests.)
9. **School Selection**
   Parents have the right to request that their child be enrolled in any school in the district. The district is not compelled to grant the request, and one condition to transfer is based on available space at the grade level.
10. **Curriculum Materials**
    Parents have the right to examine the curriculum materials of the class or classes in which their child is enrolled.
11. **Student Achievement Progress**
    Parents have the right to be informed of their child's academic progress in school and of the persons to contact if they wish more information or assistance with their child.
12. **Standards**
    Parents have the right to receive information regarding the academic standards their child is expected to meet. These standards are available at sites and on the Adelanto Elementary School District Website page: www.aesd.net
13. **School Rules**
    Parents have the right to receive written notification of school rules, attendance, policies, dress codes, and procedures for school visitations.
14. **Councils and Committees**
    Parents have the right to participate as a member of a parent advisory committee, school-site council, or site-based management leadership team in accordance with established rules and regulations for membership.

PUBLIC COMMENTS AT BOARD MEETINGS

The Board of Trustees welcome and encourage parents, students, and community members to share their voices at our Board of Trustees meetings. To ensure everyone has a fair and equal opportunity to speak, Adelanto Elementary School District follows California's "Brown Act" guidelines for public comment:

- **Standard Speaking Time:** Individual speakers generally have up to **3 minutes** to address the Board, with a total limit of 20 minutes per specific topic or agenda item.
- **Support for Translators (Double-Time Rule):** If you use a translator to speak to the Board sequentially (where you speak first and then the translator repeats it in English), you will

automatically be given **at least twice the standard time** (6 minutes) to ensure you have equal time to share your thoughts.
- **Simultaneous Translation Exception:** If the district provides simultaneous translation equipment (such as headsets) that allows the Board to hear the English translation in real-time as you speak, the standard 3-minute limit will apply since there is no translation delay.

Your input is vital to our school community, and we are committed to making our public meetings accessible to all families. (Bylaw 9323 Meeting Conduct)

ATTENDANCE

Attendance Supervision (BP/AR 5113.11) The district requires regular attendance for all students from pre-kindergarten through 8th grade. California law mandates daily school attendance for children aged six to eighteen. All enrolled students, regardless of age, must follow the same attendance rules. The Superintendent has designated the Director of Educational Services to oversee attendance, manage an inclusive attendance program, collaborate with local resources, use data to tailor interventions, and share outcomes with the County Superintendent and the Board of Trustees.

Strive for 95% Attendance Focus

At Adelanto Elementary School District, we believe that every school day is a new opportunity for your child to learn, grow, and succeed. There is a direct link between regular school attendance and your child's academic success.

Because our daily lessons build upon one another, missing even a single day can make it tough for students to keep up with their grades and stay on track. When your child is here and engaged every day, they get the full benefit of our great educational programs.

Why Attendance is a Team Effort

- **Supporting Our Classrooms:** Our school district receives vital state funding based on daily student attendance. When students are in class, it directly brings resources and funding right into their classrooms.
- **Following the Law:** We are required by law to monitor and enforce attendance rules to ensure every child receives a high-quality education.
- **Partnering for Success:** If your child starts struggling to attend school regularly, we are here to help! We are committed to offering supportive interventions to help your family overcome obstacles and get back on track.

We deeply appreciate your continued partnership and support in promoting excellent school attendance and fostering your child's academic growth.

AESD Attendance Goals

Our primary goal is to support your child's learning by keeping absenteeism low. To do this, our attendance program focuses on five key areas:

1. **Raising Awareness:** Helping families understand how missing school impacts a student's long-term success.
2. **Spotting Trends:** Looking at attendance patterns across different grade levels and groups so we can provide targeted support where it's needed most.

3. **Finding Solutions:** Working to identify and fix the underlying reasons why a student might be missing school or tracking behind.
4. **Early Support:** Stepping in early to help students and families as soon as attendance challenges pop up.
5. **Checking Our Progress:** Regularly reviewing our attendance strategies to ensure they are actually helping our students succeed..

Compulsory Education Law

In accordance with California State Law (Education Code Section 48200), parents and legal guardians are legally obligated to send their children aged six to 18 to school full-time. Students must be enrolled in the school district where their parent or legal guardian resides.

If a parent wishes to enroll their child in a public school district outside of their resident boundaries, an approved inter-district permit is required. Exceptions to this residency rule apply only to students enrolled in approved charter schools, registered home schools, private schools, or full-time online charter alternatives. *(Source: California Department of Education School Attendance Review Boards)*

Absences and District Policy

The Adelanto Elementary School District Board of Trustees believes that regular attendance plays a vital role in student achievement and recognizes its legal responsibility to ensure students attend school daily. The Board strictly abides by all California attendance laws and will utilize appropriate legal pathways including the Student Attendance Review Board (SARB)—to address and correct cases of excessive absences or chronic truancy.
Policy: AESD Board Policy 5113 Absences and Excuses & AESD Administrative Regulation 5113 Absences and Excuses

Scheduling Appointments and Travel

The Adelanto Elementary School District strongly urges parents and guardians to ensure their children attend school regularly. To maximize instructional time, please schedule medical, dental, counseling, and other appointments after school hours, on weekends, or during school breaks.

We also ask that family travel and vacations be planned strictly around the official school calendar. Our academic calendar is intentionally designed to align with traditional holiday periods to help families plan vacations without causing students to miss critical classroom instruction.

Higher daily attendance rates directly correlate with increased student learning and provide the district with the state funding necessary to maintain high-quality classroom instruction and academic programs.

Reporting and Excusing Absences

When a student is absent, parents or guardians must verify the absence with the school within three (3) school days of the student's return. Absences can be reported by providing a written note or by calling the school office.

Important: Any absence that is not verified by a parent/guardian within the 3-day window will automatically be recorded as unexcused.

- Excused Absences: Under California law, absences are considered excused only for valid reasons such as student illness, medical/dental appointments, or mandatory court appearances.
- Unexcused Absences: Vacations, family business, or failure to notify the school within three days will result in an unexcused absence, which can count toward truancy tracking

Policy: AESD AR 5113 Absences and Excuses

Attendance in Magnet Schools & Specialized Programs

Choosing to enroll your child in a district magnet school or a voluntary specialized program is an exciting opportunity! Because these are optional programs, there are a few important guidelines to keep in mind regarding enrollment, behavior, and attendance.

Space, Enrollment, and Expectations

- First-Come, First-Served**:** Openings in these programs are limited based on available space and specific program needs. Students are accepted on a first-come, first-served basis.
- Student Requirements: To be accepted and remain in the program, students must meet specific requirements for grades, school conduct,attendance, and active participation.
- **Staying Enrolled:** The school or program will provide you with a clear list of ongoing requirements. Parents, students, and the school will sign an agreement to follow these expectations. **Please note: If a student does not meet these requirements, their transfer may be revoked, and they will be returned to their neighborhood school.**

A Note About Transportation

District-provided busing may not be available for magnet schools or specialized programs. If transportation *is* available, please be aware that routes and schedules may not be as convenient as the standard busing provided for neighborhood schools. In most cases, parents are responsible for getting their children to and from these specialized programs safely and on time. Please remember that missing the school bus or not having bus transportation available does not qualify as an excused absence. If your child misses the bus, please do your best to find an alternative way to get them to school so they don't miss out on their learning.

Chronically Absent Students

A student is considered a chronic absentee when he/she is absent on 10% or more of the school days in one school year, from the date of enrollment to the current date. Chronic absenteeism includes **all absences** – excused and unexcused – and is an important measure because excessive absences negatively impact academic achievement and student engagement. (EC 60901)
Policy: AESD Board Policy 5113.1 & AESD Administrative Regulation 5113.1

Grade Reduction Loss of Academic Credit

No student shall have his/her grade reduced or lose academic credit for any excused absence(s) or absences pursuant to Education Code § 48205; if missed assignments and tests can reasonably be provided and are satisfactorily completed within a reasonable period of time, this includes absences due to suspension. The student shall be given full credit for the assignments that are completed. The teacher of the class from which the student is absent shall determine which assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the student missed during the absence. (E.C. 48980(j))

Inactive Procedure for Non-Attendees

Students who are removed from school or who fail to attend school without a valid reason are considered truant from school (EC 48260). Students, who are removed from school for vacations, travel, or other reasons not approved by the district, and have not made arrangements for independent study or other approved interventions prior to the absence, are considered truant. Students in grades TK through eighth grade who are not in attendance at school for eleven consecutive days without an approved excuse or have not made contact with the school during that time will be considered inactive. The school will notify the parent in writing of the absentee problem and the intent to place the student on the

inactive list. After the eleventh day and the mailing of the parent notification, the family will not be guaranteed the same classroom placement, class schedule, or even school site if the school's enrollment is impacted. The student will be allowed to reenter the school without going through the enrollment center unless the student has missed more than 20 consecutive school days. The parent may be required to go to the enrollment center when the site has met its enrollment limit to be placed at an alternate site.

Excused Absences for Religious Holidays and Instruction

We respect our families' diverse faith traditions. Under California Education Code 48205 and 46014, students may be granted excused absences for religious reasons under the following guidelines:

- Religious Holidays & Ceremonies: Absences for the observance of a religious holiday, ceremony, or retreat (retreats are limited to one school day per semester) are excused. Please submit a written request to the principal ahead of time for approval. Students will be given full opportunity to make up any missed schoolwork for full credit.
- **Religious Instruction:** With written parent permission, a student may be excused from school to attend off-campus religious instruction. To qualify as an excused absence, the student must still attend school for the minimum required school day for their grade, and these absences cannot exceed four days per school month.

ATTENDANCE WARNING LETTER

A parent or guardian of a student of six years of age or more who is in kindergarten or any grades 1 to 8, inclusive, and who is subject to compulsory full-time education or compulsory continuation education, whose child is a chronic truant as defined in Section 28263.6 of the California Education Code, who has failed to reasonably supervise and encourage the student's school attendance, and who has been offered language accessible support services to address the student's truancy, is guilty of a misdemeanor punishable by a fine not exceeding two thousand dollars ($2,000) or by imprisonment in a county jail not exceeding one year, or by both that fine and imprisonment (PC 270.1). (cf. 5112.1 - Exemptions from Attendance) (cf. 5112.2 - Exclusions from Attendance) (cf. 5121 - Grades/Evaluation of Student Achievement)

Truancies may result in a student being subject to suspension, restrictions, or delay of the student's driving privilege pursuant to Section 13202.7 of the California Vehicle Code.

The Transitional Assistance Department (TAD) will be contacted and any aid you may be receiving may be stopped. Local Law Enforcement and Child Protective Services may also be contacted. As the student's parent/guardian, you are obligated by law to compel the attendance of your child at school until she/he has reached the age of 18 or has graduated.
(AESD BP & AR 5113.1)

Attendance & Excused Absences Policy

To support student achievement, the Board of Trustees partners with families to ensure regular school attendance and comply with state laws. Under this Board Policy 5113 Absences and Excuses:

- What Counts as Excused: Absences are only excused for legally approved reasons, including health issues, family emergencies, justifiable personal reasons, entertainment industry work, and off-campus religious exercises/instruction. See BP5113 for List of Excused Absences
- Making Up Work: Students with excused absences will be given a reasonable amount of time to complete missed assignments or tests for full credit.

- Scheduling Appointments: Families are highly encouraged to schedule medical and other appointments outside of school hours to protect valuable classroom learning time.
- Consent & Verification: Students may not be absent without parent knowledge, except for confidential medical appointments allowed by law. All absences due to illness or quarantine must be verified using school-approved methods.

Note: Nine (9) excused absences is considered to be excessive. A physician's verification is required by School Board AR 5113 (4) (b) after 14 excused absences for illness. A student who has nine (9) or more absences due to illness is subject to the **SARB** process to determine if an alternative education program is appropriate.

Acceptable Reasons for Excused Student Absence

California Education Code 48205 defines excused absences:
(a)(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 therefore. 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.

Notwithstanding Section 48205, a pupil shall be excused from school when the absence is:

Subject to any applicable limitation, condition, or other requirement specified in law, a student's absence shall be excused for any of the following purposes:

1. Personal illness, including absence for the benefit of the student's mental or behavioral health (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)
3. Medical, dental, optometrical, or chiropractic. Service or appointment (Education Code 48205)
4. Attendance at funeral services for or grieving the death of a member of the student's immediate family or, as determined by the student's parent/guardian, a person so closely associated with the student as to be considered the student's immediate family (Education Code 48205) A student may be excused for this reason for up to five days for each incident. (Education Code 48205)
5. Jury duty in the manner provided for by law (Education Code 48205)
6. Illness or medical appointment of a child to whom the student is the custodial parent (Education Code 48205)
7. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)

    a. Attendance or appearance in court

    b. Attendance at a funeral service

    c. Observance of a religious holiday or ceremony

    d. Attendance at religious retreats for no more than one school day each semester

    e. Attendance at an employment conference

f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization

8. Service as a member of a precinct board for an election pursuant to Elections Code 12302 (Education Code 48205)
9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code 48205)

   Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)
10. Attendance at the student's naturalization ceremony to become a United States citizen (Education Code 48205)
11. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain group of people (Education Code 48205)
12. For a middle school or high school student, engagement in a civic or political event, provided that the student notifies the school ahead of the absence (Education Code 48205)

    Unless otherwise permitted by the Superintendent or designee, students shall be limited to one such school day-long absence each school year (Education Code 48205)
13. When a student's immediate family member or, as determined by the student's parent/guardian, a person so closely associated with the student as to be considered the student's immediate family has died: (Education Code 48205)
    a. To access services from a victim services organization or agency
    b. To access grief support services
    c. To participate in safety planning or take other actions, including, but not limited to, temporary or permanent relocation, to increase the safety of the student, an immediate family member of the student, or a person determined by the student's parent/guardian to be in such close association with the student as to be considered immediate family

       Such absence shall be excused for not more than three days for each incident. (Education Code 48205)
14. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school property as designated by the religious group, church, or denomination (Education Code 46014)

    Absence for student participation in religious exercises or instruction shall not be considered an absence for the purpose of computing average daily attendance if the student attends at least the minimum school day as specified in Administrative Regulation 6112 - School Day, and is not excused from school for this purpose on more than four days each school month. (Education Code 46014)
15. For a student who holds a work permit authorizing work in the entertainment or allied industries for a period of not more than five consecutive days, work in such industry (Education Code 48225.5)

    For this purpose, student absence shall be excused for a maximum of up to five absences each school year. (Education Code 48225.5)

16. Participation with a nonprofit performing arts organization in a performance for a public school audience (Education Code 48225.5)

    A student may be excused for up to five such absences each school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)

17. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances (Education Code 48205, 48260)

    For the purpose of the absences described above, immediate family means the student's parent/guardian, sibling, grandparent, or any other relative living in the student's household. (Education Code 48205)

Understanding Truancy: What Families Need to Know

We want to work together to ensure your child is in school and thriving. When absences or tardies are unexcused (meaning they do not fall under the legally approved reasons like illness or family emergencies), it can lead to truancy.

Here is how California law defines different levels of truancy:

- Truant: A student is considered truant after 3 unexcused absences, 3 unexcused tardies of more than 30 minutes, or any combination of the two.
- Habitual Truant: A student is considered a habitual truant after being reported as truant 3 or more times in a single school year, and after the district has made a conscientious effort to meet with the family to fix the problem.
- Chronic Truant: A student is considered a chronic truant if they miss 10% or more of the school year without a valid excuse, calculated from their first day of enrollment to the current date.

Important Legal Note: By law, school attendance supervisors, administrators, peace officers, or probation officers may take temporary custody of any minor found away from home without a valid excuse during school hours.

What Happens If Truancy Continues?

Our main goal is to support your family and solve attendance issues early. However, if unexcused absences continue, the district is required to take the following steps:

The Truancy Process: Step-by-Step

California law outlines a specific, multi-step process for addressing unexcused absences. Our primary goal is always to provide intensive guidance and support families before any legal actions are taken.

1. **School-Level Interventions:** Before any outside referrals can be made, the school must first document the support and interventions offered to your student (such as meetings, counseling, or attendance plans) to help resolve the attendance issues at the campus level.
2. **School Attendance Review Board (SARB)**: If a student is classified as a habitual truant and school-level efforts do not resolve the issue, the family will be referred to the District's SARB or the County Probation Department for community-based services (EC 48263). At this meeting, the parent and student will meet with a panel to discuss barriers to attendance, connect with community resources, and sign a supportive attendance contract.
3. **Truancy Mediation:** If community services do not resolve the issue, or if the directives of the SARB contract are not followed, the district may refer the case to the District Attorney or the

County Probation Department for a formal truancy mediation program (EC 48263.5). At this stage, parents may receive legal citations or face infraction/misdemeanor charges for failing to compel school attendance.

4. **Juvenile Court (Ward of the Court)**: As a final legal resort typically after a fourth official truancy report within the same school year the student falls under the jurisdiction of the juvenile court. If the court determines that community and school interventions have completely failed, a judge may adjudge the student a "ward of the court" under Welfare and Institutions Code Section 601, which may require the student to participate in court-approved community service, counseling, or other supervised programs.

We Are Here to Help!

Please don't wait until attendance becomes a legal issue. If your child is struggling to get to school, Adelanto Elementary School District offers positive steps and supportive resources to help, including:

- Clear communication and family outreach
- Multi-Tiered System of Supports (MTSS) interventions
- Free tutoring and student study teams
- After-school program opportunities

If your family is facing attendance challenges, please reach out to your child's teacher, principal, or our Coordinator of Student Services for assistance at (760)246-8691 ext. 10214.. Let's work together to help your child succeed!

Unexcused Absences: What is Not Accepted?

If your child is absent from school, during the school year, for any of the reasons listed below, the school is not able to excuse the absence. The student will be marked as “Truant” if the student initiates the absence and marked as “Unexcused” if the parent/guardian requires the student to be absent.

While we understand that unexpected situations come up, California law is very specific about what counts as an excused absence (such as illness or medical appointments).

To help ensure your child stays on track, please note that the following reasons are considered unexcused absences by the state and the District:

- Family Vacations & Trips: Going on a family trip, visiting relatives, or traveling during regular school days. (Note: If you must travel, please ask the office about an Independent Study Agreement in advance.)
- Transportation Issues: Missing the school bus, car trouble, or heavy traffic.
- Oversleeping: Waking up late, being too tired from the night before, or staying home to rest without being sick.
- Personal Errands: Going shopping, getting a haircut, or accompanying parents on errands.
- Babysitting: Staying home to care for younger siblings or other family members.
- Non-Religious Celebrations: Missing school for a birthday, family party, or attending amusement parks and concerts.
- Weather Conditions: Staying home due to ordinary rain, wind, or cold weather.

Tip for Families: If your child has an unexcused absence, it cannot be cleared, and it will count toward the truancy limits outlined by the state. When in doubt, please call our attendance office to check if an absence can be excused!

Tardiness

Tardiness: Being on Time Matters!

Helping your child arrive at school on time is one of the best ways to teach them promptness and build strong, lifelong habits. Every minute of the school day is valuable, and when students arrive late, they miss crucial morning announcements, instructions, and the start of their daily lessons.

What to Do If Your Child is Late

We understand that mornings can sometimes be unpredictable! If your child arrives late to school, please ensure they follow these steps:

1. **Bring a Note:** Your child must bring a signed note from a parent or guardian explaining the reason for being late.
2. Check-In at the Office**:** All late students must report directly to the school office to turn in their note and receive a tardy slip before heading to class.

Tardiness and the Law (Truancy)

Please be aware that consistent lateness can impact your child's attendance record. Under California Education Code Section 48260(a), a student will be legally classified as a truant if they are tardy or absent without a valid excuse for **more than 30 minutes** on **three separate occasions** within a single school year.

Thank you for your partnership in helping our students start every school day on time and ready to learn!

Notification of Minimum Days and Student-Free Staff Development Days

The school calendars are included with this annual notification. If minimum or pupil-free staff development days are scheduled after the start of the school year, the school will notify parents and guardians of affected pupils as early as possible, with at least one-month advance notice. (E.C. 48980(c))

Home and Hospital Instruction

In accordance with Adelanto Elementary School District Administrative Regulation AR 6183, a student with a temporary disability which makes school attendance impossible or inadvisable, shall receive individual instruction in the student's home, in a hospital, or other residential health facility, excluding state hospitals for up to five hours per week. Per Education Code, one hour of instruction is equivalent to one day of in-school attendance.
This instruction applies to students incurring a temporary physical, mental or emotional disability after which they can reasonably be expected to return to regular day classes or an alternative education program without special intervention. It does not apply to students identified as individuals with exceptional needs pursuant to Education Code 56026. (Education Code 48206.3)
If your child requires Home Hospital, or if your student will be returning to school from home hospital, we require documentation. Please review the following:

1. Provide a Home Hospital Request Form which includes: Diagnosis and anticipated length of confinement (three weeks minimum).
2. A doctor’s release (indicating an exact return date) is required before the student may return to school. The release must be taken to the student’s school of attendance with a copy sent to the Student Support Services office (The exception is when the exact return date is stated on the original doctor’s prescription request for home instruction).

Home hospital is intended for a temporary disability. All requests for home hospital end at the end of the school year. Students must reapply and meet the eligibility criteria each year. If you have any questions contact Julie Delatorre, Student Support Services, (760) 246-8691, extension 10286.

Presence of Students with Temporary Disabilities; Notice by Parent; Commencement of Instruction

It is the responsibility of the parent/guardian to notify the school district in which the hospital or other residential facility is located of the presence of the student with a temporary disability. Upon receiving the notification, the district will, within 5 school days, determine whether the student will be able to receive home hospital instruction, and if so begin the instruction within the next 5 days or less. If the student is in the hospital in another city, the student has established residency for the district in which the hospital or facility is located and that district is responsible for providing the home hospital services. (E.C. 48208, 48207, and 48206.3)

Students With Temporary Disabilities; Individual Instructions

A pupil with a temporary disability which makes attendance in the regular day school or the alternative educational program in which the pupil is enrolled impossible or inadvisable may receive individual instruction in the pupil's home for five hours per week. Please contact the Student Services Department at extension 10286. (E.C. 48206.3)
As a pupil begins to recover, a transition plan that allows for the pupil to attend school on a part-time basis while still receiving home hospital services may be possible. The total days of instruction may not exceed five (5) days per week and will be individualized based on the doctor's orders.

Transfer Procedures

Residency Requirements (Ec 48000, 48204, And 48204.3):

A minor between the ages of 6 and 18 years is subject to compulsory education and, unless exempted, must enroll in school in the school district in which the residence of either the parent or legal guardian is located. A pupil may alternatively comply with the residency requirements for school attendance in a school district, if he or she is any of the following: placed in a foster home or licensed children's institution within the boundaries of the school district pursuant to a commitment of placement under the Welfare and Institutions Code; a pupil who is a foster child who remains in his or her school of origin; an emancipated pupil who resides within the boundaries of the school district; a pupil who lives in the home of a caregiving adult that is located within the boundaries of the school district; a pupil residing in a state hospital located within the boundaries of the school district; or a pupil whose parent is transferred or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order. Students in military and migrant families may remain in their school of origin and shall have waived residency restrictions due to the frequency of movement of their families. Connect with the enrollment office at Adelanto Elementary School District for more information on the protections afforded these students per California laws.

School of Origin – EC 48204 and 48853.5, et. al. You may find more information regarding school of origin protections located in this document regarding notifications to parents or guardians under the titles of: foster, homeless, migrant, military, juvenile court, etc. in Section 3.

The school must accept enrollment applications by electronic means, and the parent must provide proof of residence within 10 days after the published arrival date provided on official documentation.

A student may also comply with the residency requirements for school attendance in a school district if he or she is any of the following:

- Placed within the boundaries of the school district in regularly established licensed children's institutions or licensed foster homes, or a family home following a commitment or placement under the Welfare and Institutions Code.
- A foster child who remains in his or her school of origin.
- An emancipated youth who resides within the boundaries of the school district.
- Living in the home of a caregiving adult that is located within the boundaries of the school district.
- Residing in a state hospital located within the boundaries of the school district.
- if his or her parent is transferred or is pending transfer to a military installation within the boundaries of the school district while on active military duty pursuant to an official military order.

Temporary Disabled Residency

A pupil with a temporary disability, who is in a hospital or other residential health facility, excluding a state hospital, may be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located.

It is the responsibility of the parent or guardian to notify the school district in which the hospital or other residential health facility is located of the presence of a pupil with a temporary disability. Upon receipt of the notification, the district will within five working days determine whether the pupil will be able to receive individualized instruction pursuant to EC 48206.3 and, if so, provide the instruction within five working days or less.

A pupil with a temporary disability may remain enrolled in the district of residence or charter school and may attend regular classes when not confined to the hospital setting, the total days of instruction may not exceed the maximum of five days with both school settings and attendance may not be duplicated. If necessary, the district of residence may provide instruction in the home for the days not receiving instruction in the hospital setting, depending upon the temporary doctor orders. The supervisor of attendance shall ensure that absences from the regular school program are excused until the pupil is able to return to the regular school program.

Choosing Your Child's School

A Summary Of School Attendance Alternatives In California

California law (Education Code Section 48980(g)) requires all school boards to inform each student's parents/guardians at the beginning of the school year of the various ways in which they may choose schools for their children to attend other than the ones assigned by school districts. Students that attend schools other than those assigned by the districts are referred to as "transfer students" throughout this notification. There is one process for choosing a school within the district in which the parents/guardians live (intra-district transfer) and a different process for selecting a school in another district (inter-district transfer). If you are not satisfied with the outcome of your transfer request, there is a process to appeal within the Adelanto Elementary School District. You may then appeal to the San Bernardino County Superintendent of Schools.

Schools Of Choice within the District

The Adelanto Elementary School District has three schools of choice: George Visual and Performing Arts K-8 Magnet School, Gus Franklin Jr. STEM, and Melva Davis Academy of Excellence. A Board of Trustees that elects to operate the schools of choice must determine the number of transfers it is willing to accept and shall accept all pupils who apply to transfer until the schools are at maximum capacity. The schools of choice shall make sure that students are selected through an unbiased and random process that does not take into consideration a student's athletic performance, physical condition, proficiency in English, family income, ethnicity, primary language, literacy, special needs, or any of the individual characteristics listed in California Education Code § 200. The parent of a pupil requesting to transfer must submit an application to the school of choice during the application window identified by the District, generally in December of the preceding the school year for which the student wishes to transfer. The parent shall be notified if the student was provisionally accepted, rejected, or placed on a waiting list. A modified application process is available for children of relocated military personnel.

Intra-District Attendance Procedures

The Adelanto Elementary School District, pursuant to Board Policies 5112.1 and 5116.1 have developed several options that allow parents/guardians options to request transfers for their student(s) to a school other than their school of residence within the district. All requests for intra-district transfers must be made online at **www.aesd.net.**

- Open Enrollment: Students who are requesting to transfer into a school with open enrollment cannot displace the students who live in the school's attendance area and those currently enrolled as they have priority. When reviewing transfer applicants, priority is assigned to siblings and then those coming from a lower performing school. If there are more applicants than spaces, a lottery will be held and a random draw will be used to fill the open seats.

- Transfer for the Victim of a Violent Crime: Students that have been the victim of a violent crime of the school that the student attends shall be offered the option of a transfer to an eligible school within the District by the Principal or designee within 14 days of the incident. Primary examples of violent criminal offenses in the Penal Code include attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, and hate crimes. If the parent/guardian accepts, the transfer shall be completed as soon as practicable. **Transportation is the parent/guardian's responsibility.** For more information, please contact the Director of Academic Services at (760) 246-8691 ext. 10268. (20 USC 7912)

- Intra-district Transfer for a Victim of Bullying: A student who has been determined to be the victim of bullying shall be allowed an intra-district transfer to another school in the district, if space is available, at the same grade level. If there is no "intra-district" space to attend, the student may seek an "inter-district" permit to another district without any delay in release from AESD. Being released by our district does not guarantee entrance to another district. The process to enter another school district will be according to the desired district's transfer policies.
    - A "victim of an act of bullying" means a pupil that has been determined to have been a victim of bullying by an investigation pursuant to the complaint process described in Section 234.1 and the bullying was committed by any pupil in the school district of residence, and the parent of the pupil has filed a written complaint regarding the bullying with the school, school district personnel, or a local law enforcement agency. "Bullying" means any repeated, severe or pervasive physical or verbal communication made in writing or by means of an electronic act directed toward one or more pupils that results in placing a reasonable person in fear of harm to self or property. It may cause a substantially detrimental effect on physical or mental health, interfere with

academic performance or the ability to participate in or benefit from the services, activities, or privileges provided by a school, and may be done in person or online. Bullying may be exhibited in the creation or transmission of bullying online, on or off the school site, by telephone or other device in a message, text, sound, video, or image in a post on a social network internet website or burn page that creates a credible impersonation of another student knowingly and without consent for the purpose of bullying. Sharing or forwarding messages contributes to the act of bullying.

- Other Intra-District Open Enrollment: Applications for intra-district transfers will be processed between August 15 and April 15 of each school year. Transfers received prior to August 15 for the current school year will be held until the district is able to determine that there is space at the school requested. Priority will be given for new transfers if siblings are already enrolled at the school requested.
- Applications are available at **aesd.net**. All transfer requests must be submitted online through the Enrollment Center.
- **IMPORTANT INFORMATION FOR ALL APPROVED TRANSFERS**
  - You must confirm your child's enrollment within 10 school days of acceptance.
  - Transportation is the parent/guardian's responsibility.
  - Please keep in mind that an approved transfer is a privilege that requires students to stay in good standing. A transfer may be revoked if a student does not meet the agreed-upon standards for good behavior, maintains less than a 95% attendance rate (including tardies and early releases), or does not maintain satisfactory grades.

Inter-District Attendance Procedures

Parents/guardians desiring to enroll their student in another district need to be released from the home district by requesting an inter-district transfer permit. A specific criterion for approving inter-district transfers is listed on the district's inter-district transfer form and in Adelanto Elementary School District's Board Policy. Transfers will be approved based on this policy. Many districts approve an inter-district transfer for a period up to 5-years though there are still some that require you to renew it annually. The agreement must specify the terms and conditions for granting or denying transfers, and may contain standards of reapplication and specify the terms and conditions under which a permit may be revoked. Unless otherwise specified in the agreement, a pupil will not have to reapply for an inter-district transfer, and the school board of the district of enrollment must allow the pupil to continue to attend the school in which he/she is enrolled. It is the parent/guardian's responsibility to monitor the renewal date and to request the district process a renewal. For more information, contact the Enrollment Center at (760) 246-8691. (E.C. 48307) All transfer requests must be made through our web-site at aesd.net. Both the parent and student must understand that the transfer may be revoked at any time by either school district.

Inter-district permits shall not be denied for release from district of residence, but may require the same entrance requirements from desired districts. For active military families, pending transfer orders, may have ten days to produce documents after the family has relocated. Once orders are in writing, they may be forwarded to the intended resident district or charter to start the enrollment process and avoid delays. Coursework and graduation requirements are exempted for children of active military.

Criteria to Approve A Transfer:

1. When the student has been determined by staff of either the district of residence or district of proposed attendance to be a victim of an act of bullying as defined in Education Code 48900(r). Such a student shall be given priority for interdistrict attendance under any existing interdistrict attendance agreement or, in the absence of an agreement, shall be given consideration for the creation of a new permit. (Education Code 46600)

2. To meet the child care needs of the student. Such a student may be allowed to continue to attend district schools only as long as he/she continues to use a child care provider within district boundaries.

3. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel.

4. When the student has a sibling attending school in the receiving district, to avoid splitting the family's attendance.

5. To allow the student to complete a school year when his/her parents/guardians have moved out of the district during that year.

6. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school.

7. To allow a high school senior to attend the same school he/she attended as a junior, even if his/her family moved out of the district during the junior year.

8. When the parent/guardian provides written evidence that the family will be moving into the district in the immediate future and would like the student to start the year in the district.

9. When the student will be living out of the district for one year or less.

10. When recommended by the school attendance review board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence.

11. When there is valid interest in a particular educational program not offered in the district of residence.

12. To provide a change in the school environment for reasons of personal and social adjustment.

The Superintendent or designee may deny initial requests for interdistrict attendance permits due to limited district resources, overcrowding of school facilities at the relevant grade level, or other considerations that are not arbitrary such as behavior issues at school, attendance rate, or unsatisfactory grades. However, once a student is admitted, the district may not deny him/her continued attendance because of overcrowded facilities at the relevant grade level.

Within 30 days of a request for an interdistrict permit, the Superintendent or designee shall notify the parents/guardians of a student who is denied interdistrict attendance regarding the process for appeal to the County Board of Education as specified in Education Code 46601. (Education Code 46601)

Pending a decision by the two districts or an appeal by the County Board, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months. (Education Code 46603)

Students who are under consideration for expulsion or who have been expelled may not appeal interdistrict attendance denials or decisions while expulsion proceedings are pending or during the term of the expulsion. (Education Code 46601)

Once a student is admitted to a school on the basis of an interdistrict attendance permit, he/she shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school in which he/she is enrolled, unless the interdistrict attendance agreement expectations for good behavior, attendance rate of 95% or greater, and satisfactory grades is not being met. (Education Code 46600)

Involuntary Transfer

A school administrator may recommend an involuntary transfer of a student if convicted of a violent crime and if the victim attends the same school. Parents must be notified in writing and have the right to a meeting with the administration. The school will first attempt to resolve any conflict prior to transferring. Periodic reviews will be considered for returning to the school site if there is no on-going danger to either student or others on campus. The Adelanto Elementary School District Board of Trustees makes the final decision. (E.C. 48980(m), 48929)

VICTIM OF A VIOLENT CRIME (20 U.S.C. 7912)

A pupil who becomes a victim of a violent crime while in or on the school grounds must be offered the opportunity to transfer to a safe public school within the school district, including a public charter school, within ten calendar days. If there is not another school within the area served by the district, the district is encouraged, but not required, to explore other appropriate options such as an agreement with a neighboring school district to accept pupils through an interdistrict transfer. Primary examples of violent criminal offenses in the Penal Code include attempted murder, battery with serious bodily injury, assault with a deadly weapon, rape, sexual battery, robbery, extortion, and hate crimes. For more information, please contact the Director of Academic Services at (760) 246-8691 ext. 10268. (20 U.S.C. 7912)

Notice Of Alternative Programs/Schools

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

(a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
(b) Recognize that the best learning takes place when the student learns because of his/her desire to learn.
(c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently or may result in whole or in part from a presentation by his/her teachers of choices of learning projects.
(d) Maximize the opportunity for teachers, parents, and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process.
(e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including, but not limited to, the community in which the school is located.

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. (EC 58501)

Curriculum, Instruction and Assessment

Statewide Testing Notification

California students take several mandated statewide tests. These tests provide parents/guardians, teachers, and educators with information about how well students are learning and becoming college and career ready. The test results may be used for local, state, and federal accountability purposes.

(CAASPP) California Assessment of Student Performance and Progress tests consist of the following:

- **Smarter Balanced Assessment Consortium Assessments:** The Smarter Balanced computer adaptive assessments are aligned with the Common Core State Standards (CCSS). English language arts/literacy (ELA) and mathematics tests are administered in grades three through eight and grade eleven to measure whether students are on track to college and career readiness. In grade eleven, results from the ELA and mathematics assessments can be used as an indicator of college readiness.
- **California Science Tests (CAST):** The computer-based CAST measures students' achievement of the California Next Generation Science Standards (CA NGSS) through the application of their knowledge and skills of the Science and Engineering Practices, Disciplinary Core Ideas, and Crosscutting Concepts. The CAST is administered to all students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve).

(CAA) California Alternate Assessments

Only eligible students—students whose individualized education program (IEP) identifies the use of alternate assessments—may participate in the administration of the CAAs. Test examiners administer the computer-based CAAs for ELA, mathematics, and science one-on-one to students. Students in grades three through eight and grade eleven will take the CAA for ELA and mathematics. Test items developed for ELA and mathematics are aligned with the CCSS and are based on the Core Content Connectors.

Students in grades five and eight and once in high school (i.e., grade ten, eleven, or twelve) will take the CAA for Science. The CAA for Science embedded performance tasks are based on alternate achievement standards derived from the CA NGSS. Students taking the CAA for Science will take three embedded performance tasks. Pursuant to California Education Code Section 60615, parents/guardians may annually submit to the school a written request to excuse their child from any or all of the CAASPP assessments.

(ELPAC) English Language Proficiency Assessments for California

California has transitioned the California English Language Development Test (CELDT) to the English Language Proficiency Assessments for California (ELPAC). The ELPAC is aligned with the 2012 California English Language Development Standards. It consists of two separate English Language Proficiency (ELP) assessments: one for the initial identification of students as English learners and the

other for the annual summative assessment to identify students' English language proficiency level and to measure their progress in learning English.

Physical Fitness Test (PFT)

Students in grades five, seven, and nine take the fitness test. The main goal of the test is to help students in starting lifelong habits of regular physical activity.

Reading Difficulties Risk Screener (RDRS):

Under California Education Code Section 53008, all public schools must annually screen students in kindergarten through grade two (K–2) for risk of reading difficulties, including dyslexia, using a CDE-approved screening instrument. This mandate requires parental notification, provides an opt-out option, and guarantees that results are shared with families within 45 days.

CAREER COUNSELING & COURSE SELECTION

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

CURRICULUM PROSPECTUS

Each school must annually compile a prospectus of the curriculum to include titles, descriptions and instructional goals for every course offered by the school. Please contact the Academic Services Department for a copy of the prospectus. (**E.C. 49063, 49091.14)**

GATE SCREENING

The District provides a Gifted and Talented Education (GATE) Program for students with high academic potential. The Adelanto Elementary School District believes that gifted students should be educated in an environment that supports their unique needs. We also believe that gifted students must be provided with a rich simulation of educational environments other than learning potential is maximized and their abilities are challenged at all levels. All students enrolled in the District have an equal opportunity to be screened for the gate program. Parents/Guardians must grant permission for their student to be assessed. For more information about the District's GATE Program, contact Academic Services at (760) 246-8691.

INTERNET SAFETY

Parents are warned to supervise the internet use by their child. A letter from the California Department of Education is available with this notification. Click here to view letter.

FAMILY LIFE, HUMAN DEVELOPMENT and SEXUAL HEALTH EDUCATION

The California Healthy Youth Act requires school districts to provide students with integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention education at least once in middle school and once in high school. The purpose of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act (Education Codes 51930 through 51939), in conjunction with the California Healthy Youth Act, is to provide every student in grades 7-12 with the knowledge and skills necessary to protect their sexual and reproductive health from unintended pregnancy and sexually transmitted diseases. Additionally, these laws intend to help youth develop healthy attitudes concerning

adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family as well as have healthy, positive, and safe relationships and behaviors. No student is required to attend any class designated a sex education and/or family life if the instruction conflicts with religious training or beliefs. (EC 51932, 51933-51939)

The Adelanto Elementary School District will provide instruction in comprehensive sexual health education, HIV/AIDS prevention education, and will conduct assessments on pupil health behaviors and risks in the coming school year. A component of this instruction includes sexual abuse and sex trafficking prevention education which includes instruction on the frequency and nature of sexual abuse and sex trafficking, strategies to reduce their risk, techniques to set healthy boundaries, and how to safely report an incident.

Parents or guardians may:

- Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV/AIDS prevention education
- Request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education
- Request a copy of Education Codes 51930 through 51939
- Be informed whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants
- When the district chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV/AIDS prevention education, to be informed of:
    - The date of the instruction
    - The name of the organization or affiliation of each guest speaker
- Instruction provided under the California Healthy Youth Act allows for parents to receive notice by mail or another commonly used method of notification no fewer than 14 days before the instruction is delivered if arrangements for the instruction are made after the beginning of the school year.

(California Department of Education Comprehensive Sexual Health and HIV/AIDS Instruction)

PROMOTION/RETENTION

Students from grades TK-8 will be considered for promotion or retention as early as possible in the school year and in a student's school career through the Student Study Team (SST) process. The Superintendent or designee shall identify students who should be retained and who are at risk of being retained in accordance with law, board policy, administrative regulation.

Students with disabilities who are identified at risk for retention based upon either: (a)iReady test results and minimum levels of proficiency as recommended by the State Board of Education; or (b) the student's grades and other indicators of academic achievement designated by the district, shall be referred to the IEP team for consideration of appropriate placement.

Students who are identified as LEP (Limited English Proficiency) or NEP (Non English Proficiency), who are identified at risk of retention or to be retained, shall be referred to the English Language Learner Coordinator for consideration of appropriate placement.

Parents are encouraged to carefully monitor their children's progress and speak with teachers about concerns as soon as they come up. Interventions implemented in November of the child's kindergarten year have a much higher chance of being successful than those implemented in May of their eighth grade year.

SEXUAL ABUSE AND SEX TRAFFICKING PREVENTION

Our schools provide age-appropriate instruction for students in kindergarten through grade 12, in sexual abuse, sexual assault awareness, sex trafficking, strategies to reduce their risk, techniques to set healthy boundaries, and how to safely report an incident through prevention education. Parents or guardians may submit a written request to excuse their child from participation in any class and assessments related to that education. (E.C. 51950 and 51900.6)

STUDENT STUDY TEAM (SST)

Sometimes academic development issues are more serious or persistent over time and require the collaboration of a group of individuals. Working as a team, the teacher, curriculum/ instructional specials, student, administration, parent/guardian, and experts can clarify concerns and identify ways to resolve learning difficulties. The SST process is available to all students and their parents/guardians. If you would like more information about this process, speak to your child's teacher or the school's principal.

SURVEYS

The District may administer to students in grades 7-12 anonymous, voluntary and confidential research and evaluation tools to measure student's health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about the student's attitudes and practices relating to sex, family life, mortality, and religion may be administered to students if the parent is notified in writing that 1) the test, questionnaire, or survey is to be administered, 2) the student's parent is given the opportunity to review the test, questionnaire, or survey, and 3) the parent consents in writing or is given the option to opt their student out of participation in the activity. Questions pertaining to the sexual orientation and gender identity of a student shall not be removed from a survey that already includes them. Prior to administering anonymous and voluntary surveys regarding health risks and behaviors to students in grades 7-12, the district shall provide parents/guardians with written notice that the survey is to be administered. (E.C. 51513, 51938) (EC 51513)

DISSECTION OF ANIMALS

Any student with a moral objection to dissecting or otherwise harming or destroying an animal, or any part thereof, must inform his or her teacher of the objection. Objections must be substantiated by a note from the student's parent or guardian. A student who chooses to refrain from participation in an education project involving the harmful or destructive use of an animal may receive an alternative education project, if the teacher believes that an adequate alternative education project is possible. The teacher may work with the student to develop and agree upon an alternative education project so that the student may obtain the knowledge, information, or experience required by the course of study in question. (EC 32255 *et seq.)*

Education for English Learners

Policy: **BP 6174 English Learner Education**
AR 6174 English Learner Education

DEFINITIONS

An English learner, also known as a limited English proficient student, means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English. (Education Code 306)

An English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)

Sheltered English immersion or structured English immersion means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)

Dual-language immersion programs that provide integrated 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. **(Education Code 306)**

IDENTIFICATION AND ASSESSMENT

Upon enrollment, each student's primary language shall be determined through use of a home language survey. (5 CCR 11307)

Within 30 calendar days of their initial enrollment, students who are identified as having a primary language other than English, as determined by the home language survey, and for whom there is no record of results from an English language development test shall be assessed using the English Language Proficiency Assessment for California (ELPAC).

All students shall have sufficient time to complete the ELPAC as provided in the directions for test administration. (5 CCR 11516)

Any student with a disability shall take the ELPAC with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. (5 CCR 11516.5)

The district shall notify parents/guardians of their child's results on the ELPAC within 30 calendar days. (5 CCR 11511.5)

PARENTAL NOTIFICATIONS

State law requires that parents of English learners are to be notified annually if they are identified as one of the following: Long-term English Learner or English learner at risk of becoming a Long-term English Learner. The school coordinator for English Language Development will be sending these notices at the beginning of each school year. (EC 313.2)

The district shall notify parents/guardians of their child's results on the ELPAC within 30 calendar days following receipt of the results. (5 CCR 11511.5) (cf. 5145.6 - Parental Notifications) At the beginning of each school year, parents/guardians shall be informed of the placement of their child in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11309) Not later than 30 calendar days after the beginning of the school year, each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency.

The notice shall include all of the following: (Education Code 440; 20 USC 7012)

1. The reason for the student's classification as an English learner
2. The level of English proficiency

3. A description of the program for English language development instruction, including a description of all of the following:
    a. The manner in which the program will meet the educational strengths and needs of the student
    b. The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards
    c. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English learners, and the expected rate of graduation from secondary school if applicable
    d. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP
4. Information regarding a parent/guardian's option to decline to allow the student to be enrolled in the program or to choose to allow the student to be enrolled in an alternative program
5. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered.

Parents/guardians also shall be notified of the results of any reassessments. (EC 52164.3)

LANGUAGE ACQUISITION PROGRAMS & PARENTAL CHOICES

LANGUAGE ACQUISITION PROGRAM OVERVIEW

A "language acquisition program" refers to an educational program designed to ensure English acquisition as rapidly and effectively as possible while providing instruction on state-adopted academic content standards, including the English Language Development (ELD) standards.

In accordance with California Education Code (EC) Sections 306(c) and 310(a), and 5 CCR Section 11309(c), all district language acquisition programs shall:

1. Be informed by evidence-based research and include both Designated and Integrated ELD.
2. Be allocated sufficient resources, including certificated teachers with appropriate authorizations, necessary instructional materials, professional development, and opportunities for parent/community engagement.
3. Lead within a reasonable timeframe to grade-level English proficiency and achievement of state academic content standards (and target language proficiency/achievement when the program includes dual-language instruction).

PARENTAL RIGHT TO CHOOSE A LANGUAGE PROGRAM

Parents/guardians have the right to choose a language acquisition program that best suits their child (EC Section 310[a]). **Parental exception waivers are no longer required** to enroll in alternative or dual-language programs.

Parents/guardians may select from the following district-offered programs for student placement:

- **Structured English Immersion (SEI):** A program designed for English learners in which language acquisition, curriculum, and instruction are tailored for children learning English, incorporating both Designated and Integrated ELD.

- **Dual-Language Immersion (DLI):** Programs that integrate instruction in English and another language (e.g., Spanish Dual Immersion) to develop bilingualism, biliteracy, and academic achievement in both languages.

HOW TO ENROLL YOUR CHILD IN A PROGRAM

Upon enrollment, parents/guardians will be informed of all available language and language acquisition programs offered by the district. To select or enroll your child in an available program, parents/guardians may submit a verbal or written request to the main office of their local school site.

HOW TO REQUEST THE ESTABLISHMENT OF A NEW PROGRAM

Parents/guardians have the right to request the establishment of a language acquisition program not currently offered at their school site.

Schools in which the parents or legal guardians of 30 or more pupils per school or 20 or more pupils in any single grade request a specific language acquisition program are required to offer such a program to the extent possible (EC Section 310[a]). Parents/guardians may submit a request for a new program by contacting the school site principal or the District EL Director. Parents may also provide input on language programs during the annual development of the Local Control and Accountability Plan (LCAP) (EC Section 52062).

PARENT PARTICIPATION

A School site with 21 or more ELs has a functioning EL Advisory Committee (ELAC) that must meet the following requirements:

(a) Parent/guardian members are elected by parents or guardians of ELs. (5 CCR 11308[b]; EC 62002.5)

(b) Parents/guardians of ELs constitute at least the same percentage of the committee membership as their children represent of the student body. (EC 52176[b])

(c) The school may designate an existing school level advisory committee, or subcommittee of such advisory committee to fulfill the legal responsibilities of ELAC, if the advisory body meets the criteria in (b). (EC 52176[b][c], 64001[a], 5 CCR 11308[d]) (a) (b) (d) (e) (f) (c)

(d) The ELAC advises the school site council (SSC) on the development of the Single Plan for Student Achievement (SPSA) except for the Division of Special Education. (EC 64001[a])

(e) The ELAC advises the principal and staff on the school's program for EL. (EC 52176[c])

(f) The ELAC assists in the development of the school's:
   a. Needs assessment Language
   b. Census Report (R30-LC)
   c. Efforts to make parents aware of the importance of regular school attendance (EC 52176[c])

(g) The ELAC receives training materials and training, planned in full consultation with committee members, to assist members in carrying out their legal responsibilities. (5 CCR 11308[d])

(h) Financial resources may be allocated for reasonable expenses (which may include transportation, child care, translation services, meals, and training) of parent advisory groups on bilingual-bicultural education, at the school and school district incurred in the course of their duties as member of the parent advisory groups. (EC 52168(b)(4).)

(i) Each ELAC has the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC) or participants in a proportionate regional representation scheme when there are 31 or more ELACs in the district. (5 CCR 11308(b); EC 35147, 52176(a), 62002.5.)

A LEA with 51 or more English learners must have a functioning DELAC or a subcommittee in which at least 51 percent of the members are parents (not employed by the district) of English learners.

The DELAC advises on all of the following tasks:

- Development of a district master plan for educational programs and services for ELs that takes into consideration the Single Plan for Student Achievement (5 CCR 11308[c][1])
- Conducting of a PAU-wide needs assessment on a school-by-school basis (5 CCR 11308[c][2])
- Establishment of district program, goals, and objectives for programs and services for ELs (5 CCR 11308[c][3])
- Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements (5 ccr 11308 (C)(4))
- Administration of the annual Language Census Report (5 CCR 11308[c][5])
- Review and comment on reclassification procedures (5 CCR 11308[c][6])
- Review and comment on the written notifications required to be sent to parents and guardians (5 CCR 11308[c][7])
- The LEA provides training materials and training, planned in full consultation with committee members, appropriate to assist members in carrying out their legal advisory responsibilities. (5 CCR 11308[d])

BILINGUAL - BICULTURAL EDUCATION

The Adelanto Elementary School District offers parents/guardians the opportunity to enroll their child, in grades kindergarten through 5th, into a dual-immersion program at Victoria Magathan Elementary School. Melva Davis Academy of Excellence offers dual immersion for students in grades sixth through eighth. A dual-immersion program allows students to achieve proficiency in English and Spanish while developing high academic skills. The students will develop a respect and appreciation for other cultures, as well as experience working and playing in a multicultural setting. Parents must give permission for their child to participate. For more information, please contact our Educational Services Department at (760) 246-8691 ext. 10268. (E.C. 52173)

Services for Students with Exceptional Needs

SPECIAL EDUCATION PROGRAMS

In compliance with Federal and State laws, all students with disabilities residing within the boundaries of the Adelanto Elementary School District, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located, evaluated and provided a free appropriate public education which is available to all students between the ages of three through 21. The District is served by the Desert/Mountain Special Education Local Plan Area (DMSELPA)

Special Education is an integral part of the total public education system and provides education to promote maximum interaction and access between children with disabilities and children who are not disabled. Special education means specially designed instruction to meet unique needs of children with disabilities including instruction conducted in the classroom, in home, in hospitals and institutions, or other settings in the Least Restrictive Environment (LRE).

ELIGIBILITY

To be eligible for Special Education and related services; a child must be between birth and 22 years of age and meet criteria in two areas as outlined in the Title 34 Code of Federal Regulations § 300. First, the child must be identified as a child with a disability in one or more of the 13 categories. Second, the child's disability must adversely affect a child's educational performance. Children ages 0-3, are found

eligible under Part C eligibility criteria. Children ages 3-21, are determined to be eligible under Part B eligibility criteria of the Individuals with Disabilities Education Act (IDEA).

PLACEMENT

AESD has a continuum of program options that are available to meet the needs of individuals with exceptional needs for Special Education and related services as required by IDEA. The continuum of program options shall include, but not necessarily limited to all or a combination of the following:

1. Regular education
2. A Resource Specialist program;
3. Designated Instructional Services
4. Special Day Class
5. Home/Hospital Program
6. Non Public, nonsectarian school services
7. Residential Placements
8. State Special Schools: Placement decisions are made by the IEP team based on the student's immediate needs. These placements are not permanent and must be reassessed at all IEP meetings. The IEP document must include language that addresses the students' needs to participate in the program.

The Adelanto Elementary School District Special Education Department works to ensure that all individuals with exceptional needs from birth through age 21 are correctly identified, assessed and provided a Free Appropriate Public Education (FAPE) with programs and services designed to meet their unique needs in the Least Restrictive Environment. The Special Education Department consisted of the following:

- Director,
- Coordinator
- School Psychologists
- Secretary
- Special Education Clerks
- Occupational Therapist
- Certified Occupational Therapist Assistants (COTA's)
- Adaptive Physical Education Teacher
- Aids (Paraprofessional)
- Numerous bus aides

The Special Education Department is the main authority on Special Education matters in the district; therefore, provides technical assistance and training to Teachers and Administrators. Psychologists and SPED clerks are assigned specific sites within the school district. The Occupational Therapist services all students in the District and the COTA's, (Certified Occupational Therapist Assistants), are assigned to schools in the district. The APE Teacher serves all students in need of Adapted Physical Education as a service. The Aides either are assigned to work with students in the classroom or on buses. Each site has a designated administrator who supervises the Special Education program.

SPECIAL EDUCATION PROGRAM AT SITES

In addition to General Education, students are provided access to Specialized Academic Instruction (SAI) in the Mild to Moderate, Moderate to Severe and Severe Profound classrooms. The IEP determines the appropriate placement according to the disability and needs, students. They can be placed in the Resource Specialty Program, the Special Day Classroom or the Home/Hospital Program. Students who require a More Restrictive Environment due to behaviors, are referred to the

San Bernardino County Superintendent of Schools (SBCSS) SDC Program. SBCCS classrooms are based on AESD school sites or at specific locations throughout the county. Students in need of Low Incidence assistance, are referred to the specialized school within San Bernardino and Riverside Counties. One such center is the State School for the Deaf and Hard of Hearing that is located in Riverside County. Students are referred to Non Public Schools, (NPS) or Residential Placement when their IEPs stipulate a More Restrictive Environment
(MRE).

QUALIFYING FOR SPECIAL EDUCATION

The AESD follows the federally mandated procedure for assessment and qualification for Special Education. Under the guidance of Desert Mountain Special Education Local Plan Area (DMSELPA), the district follows the federally mandated guidelines to qualify students for special education. The referral to Special Education begins per Child Find with a teacher, parent or guardian referring the student to the Student Success Team (SST) process, (see SST Process). During the SST process the team implements interventions to provide support to the student. Upon completion of the process the results are shared with/by the SST team. If the team determines that the student is in need of additional support based on documented results the student is referred to Special Education for assessment by our qualified team of School Psychologists. School Psychologists contact the Educational Right holder for written permission before any assessment begins. Upon completion of assessment for special education students may be qualified for one or more of the federally identified disabilities:

- Intellectual Disability (210)
- Hard of Hearing (220)
- Deafness (230)
- Speech / Lang. Imp. (240)
- Visual Impairment (250)
- Emotional Disturbance (260)
- Orthopedic Impairment (270)
- Other Health Imp. (280)
- Est. Med. Disability (281)
- Spec. Learning Disability (290)
- Deaf / Blindness (300)
- Multiple Disabilities (310)
- Autism (320)
- Traumatic Brain Injury (330)

CHILD FIND SYSTEM

The Adelanto Elementary School District, in conjunction with the Desert/Mountain SELPA, assure an ongoing effort to identify all individuals with disabilities including infants, children for whom English is not a primary language, students with low incidence disabilities, students attending private schools, children from families that are highly mobile, and children who are suspected of having a disability and in need of special education even though they are advancing from grade to grade. The D/M SELPA works closely with public agencies such as Inland Regional Center, Head Start, California Children's Services, Behavioral Health, and others as appropriate in the identification of individuals with disabilities.

If you have or know of a child you feel needs special education services, contact the AESD Special Education Office for information regarding the process. (EC 56301) Under state law, each public school system is responsible to find children with disabilities in its area.

FREE APPROPRIATE PUBLIC EDUCATION (FAPE)

Each public school system is responsible for ensuring that each child with disabilities is served appropriately, at no expense to the parent in the least restrictive environment. (E.C. 56301; 20USC1401(3); 1412(a)(3); 34CFR300.111(c)(d))

LEAST RESTRICTIVE ENVIRONMENT

The Adelanto Elementary School District provides a range of program options designed to meet educational needs of students with disabilities in the least restrictive environment (LRE). The District endorses the California Department of Education, "Policy Statement of Least Restrictive Environment." The State policy is based on the principle that students with disabilities should receive their education and chronologically age-appropriate environments with non-disabled peers.

The principal maintains that both non-disabled and disabled children are most successfully educated in a shared environment where qualities of understanding, cooperation, and mutual respect are nurtured. Children with disabilities are removed from the regular education environment only when the nature or severity of the disability is such that education in the regular education environment with supplementary aids or services cannot be achieved satisfactorily. The determination of LRE for students with disabilities is based on the Individualized Education Program (IEP) team's consideration of where the goals/objectives can be implemented most successfully.

It is the philosophy of the Adelanto Elementary School District, that all individuals with exceptional needs shall be provided a Free Appropriate Public Education (FAPE) in the least restrictive environment. This philosophy is in accordance with state and federal mandates and specifically includes changes that were made in the provisions of the Individuals with Disabilities Education Act (IDEA); which addresses the issues of education of students with disabilities in the least restrictive environment. The IEP team remains the primary decision-making body in determining the individual needs of students and the appropriate placement for them. If the IEP team determines support staff is necessary; then those services must be delineated in the student's IEP. If the IEP team determines that the student requires supplemental aides or services, then those services must be delineated in the student's IEP and provided to the student.

SECTION 504

In our schools, we believe every child deserves the chance to thrive. Section 504 is a federal law that protects students with disabilities from discrimination and ensures they have equal access to their education. Our district is fully committed to providing a free and appropriate education to every student, regardless of the nature or severity of their needs. It is our responsibility to identify, evaluate, and support students who may need extra help due to a physical or mental impairment that substantially limits one or more major life activities (such as learning, concentrating, walking, or breathing). When a student qualifies, we work with families to provide specific accommodations—like extra time on tests or tailored breaks—to ensure they have the exact same opportunities to learn and participate in school activities as their peers. If you have questions about your parental rights, or if you think your child might benefit from a 504 plan, please reach out to our Section 504 Coordinator, the Director of Educational Services, at (760) 246-8391 ext. 10268. *(AESD BP & AR 6164.6)*

504 Coordinator
Carol Coburn, Director of Educational Services
18824 Air Expressway, Adelanto, CA 92301
(760)246-8691 | carol_coburn@aesd.net

Student Records

STUDENT RECORDS - NOTIFICATION OF RIGHTS

In the course of your child's education, the school district will keep records as deemed necessary to provide programs to meet his/her needs and interests. A cumulative record, whether by handwriting, print, or other means, must be maintained on the history of a student's development and educational progress. Such records include health information, test information, summaries of parent conferences, records of academic progress, etc. The District will protect the privacy of such records. Parents/guardians or representatives have the right to inspect and review educational records relating to their child, request that a school correct records that they believe are inaccurate or misleading, and

have some control over the disclosure of information from the educational records. Upon request from officials of another school district in which a student seeks or intends to enroll, the District shall disclose educational records without parent/guardian consent. School officials with a legitimate educational interest may also access the records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. (E.C. 49069)

If the student is currently enrolled, a parent/guardian request to access their student's educational records must be submitted in writing to the site principal and the school has up to five (5) days of the initial request to provide access, and copies if desired are available to parents for a fee of $0.05 per page. If the student is not enrolled, the request for records should be made through the last school of attendance. Parents may also request and receive within five (5) days, a list of the types and location of educational records collected, maintained or used by the district pertaining to their child (E.C. 49063, Title 5, CAC §431(e)).

COURT ORDER FOR RECORDS

In accordance with Education Code 49077, school officials are required to provide information concerning a student in compliance with a court order or lawfully issued subpoena. Unless otherwise instructed by the court, the Superintendent or designee shall, prior to disclosing a record pursuant to a court order or subpoena, make reasonable effort to notify the parent or legal guardian, and the student when appropriate, in advance of compliance with a lawfully issued subpoena and, in case of compliance with a court order, if lawfully possible within the requirements of the order. (E.C. 49077, Title 5 CCR 435)

PICTURES, PRESS RELEASES, AND PUBLICITY

The Adelanto Elementary School District works cooperatively with the local media and has an active social media presence to keep the community informed about school activities and student achievement. Directory-type information may be used to identify students in such news stories. Photographs of groups of students, such as at a school event, may also be published provided the students' names are not included and whose parents/guardians have requested no publication.

Directory information includes student's name, address, telephone number, email address, birthdate, major course of study, participation in school activities and sports, attendance and awards, and the most recent school attended. No information may be released to private profit making entities other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. Directory information about a student identified as a homeless child or youth shall not be released without prior written consent stating that the directory information may be released about the student. Please review, digitally approve or deny through Aeries Student Information System under Authorizations. This is required annually. (E.C. 49073)

PUPIL RECORDS OBTAINED FROM SOCIAL MEDIA

Other than the school newspaper and yearbook, the school may gather information in the forms of video, photograph, blog, texts, and emails, to maintain school and student safety. All social media information gathered will be destroyed within one year after the student turns 18 years old or one year after the student is no longer enrolled, whichever comes first. (E.C. 49073.6)

REGULATIONS REGARDING STUDENT ACHIEVEMENT

The Board of Trustees believes good communication between parents and teachers is important in the educational process. All appropriate forms of communication should be used including but not limited to parent calls, ParentSquare notifications, PeachJar (email notification), letters home, conferences, and report cards. The progress report should reflect student progress in

classwork and proficiency levels and indicate educational growth in relation to the student's ability, citizenship and effort. (EC 49067)

RELEASE OF JUVENILE INFORMATION

Juvenile court records should be confidential regardless of the juvenile's immigration status. Only if a court order is provided, will any student information be disseminated, attached or provided to federal officials. The court order must indicate prior approval of the presiding judge of the juvenile court. Otherwise, juvenile information is protected from distribution and remains private without a court order.

Whenever a pupil has been found by a court to have committed any felony or misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense, assault or battery, larceny, vandalism, or graffiti, the court will provide a written notice to the superintendent of the school district of attendance. The superintendent will then provide the information to the principal at the school of attendance, who will disseminate the information to any administrator, teacher, or counselor directly supervising or reporting on the behavior or progress of the pupil, allowing them to work with the pupil in an appropriate manner. (W.I.C. 827, 831)

SCHOOL ACCOUNTABILITY REPORT CARD

School Accountability Report Card (SARC) State law requires all public schools receiving state funding to prepare and distribute a SARC. The purpose of the SARC is to provide parents/guardians and the community with important information in areas about each public school. The SARC includes the school's progress in achieving academic goals and the performance of its students on the state tests. SARCs are available on the district website at www.aesd.net. Copies are available upon request at every school site and the District Office. (E.C. 35256). (California Department of Education SARC website)

SOCIAL SECURITY NUMBERS

Student data privacy is a priority because students and parents are at risk for identity theft when providing their security numbers. A school district, county office of education, or charter school is prohibited from collecting or soliciting social security numbers or the last four digits of social security numbers from students or their parents, unless otherwise required to do so by state or federal law.

STUDENT RECORDS CHALLENGE

A parent/guardian may challenge a student record but the challenge must be submitted in writing to the principal of the school maintaining the record. The parent challenging the record must show that the records are inaccurate; unsubstantiated personal conclusion or inference; a conclusion outside the observer's area of competence; not based on personal observation of a named person with time and place of observation noted; misleading; or in violation of the privacy or other rights of the student. Parents have the right to file a complaint with the United States Department of Education concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (FERPA) by writing to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., SW, Washington, D.C. 20202-4605.

WITHHOLDING OF GRADES FOR PROPERTY DAMAGE

Parents/guardians may be held financially liable if their child willfully damages school property or fails to return school property loaned to the child. If students lose or damage District instructional materials such as textbooks or Chromebooks, payment is required. The school may further withhold the grades, diploma, and transcript of the student until restitution is paid. The district shall notify the parent or guardian, in writing, of any damages before withholding grades, diplomas, or transcripts. When the student and parent/guardian pay for the damages, the grades, diploma, or transcripts will be released to the student. If the parent/guardian or student is unable to pay for the damages, the District shall provide a program of voluntary work for the student in place of payment. When a student

transfers to another school district, that district will also withhold grades, diplomas, or transcript from the student and parent or guardian. (Ed Code 4904, 48904.3 (a))

STUDENT SERVICES

CUSTODY ISSUES

Custody disputes must be handled by the courts. The school has no legal jurisdiction to refuse a biological parent access to his/her child and/or school records. The only exception is when a signed restraining order or proper custody papers, specifically stating visitation limitations, are on file in the school office. Any student release situation which leaves the student's welfare in question will be handled at the discretion of the site administrator or designee. Should any such situation become a disruption to the school, law enforcement will be contacted and an officer requested to intervene. Parents are asked to make every attempt not to involve school sites in custody matters. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up the child.

FOSTER YOUTH SERVICES

The District is dedicated to ensuring that students in foster care have a stable, supportive environment where they can truly thrive. Under California law (AB 490), foster youth have a right to stable school placements that are in their best interest, the right to learn in the least restrictive environment, and immediate access to all academic resources, extracurricular activities, and enrichment programs available to their peers. We also make sure students receive full credit for all coursework completed, giving them a meaningful opportunity to meet state academic standards. To support this journey, our district provides a dedicated foster liaison and four specialized foster youth counselors who offer counseling services and guide families through school transitions. You can reach this supportive team by contacting the Student Services Office at (760) 246-8691 ext. 10243.

MCKINNEY-VENTO YOUTH EDUCATION

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. Every school district must appoint a liaison to assist these students. The liaison is Rebecca Flory, Coordinator of Student Service and her clerk is Hailey Montenegro in the Educational Services Office (760) 246-8691, extension 10247. The liaison and clerk are available to support the parents of homeless pupils to ensure that they are informed of the educational and related opportunities available to their children and they are provided with meaningful opportunities to participate in the education of their children.

A homeless student is defined as a person between the ages of birth (Early Head Start and Head Start Programs) and twenty-two (special education students) who lacks a fixed, regular, and adequate nighttime residence and may temporarily:

- Live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings;
- Live "doubled-up" with another family, due to loss of housing due to financial problems (e.g., loss of job, eviction or natural disaster);
- Live in a hotel or motel;

- Live in a trailer park or campsite with their family;
- Have been abandoned at a hospital;
- Be awaiting foster placement in limited circumstances;
- Reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or
- Be an abandoned, runaway, pushed out or migrant youth that qualifies as homeless because he/she is living in circumstances described above.

A homeless student has the right to attend either the school of origin (the school that the student was last enrolled in or attended when last housed) or the school currently attending. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the enrollment center's decision by contacting the district's homeless liaison and following the district's dispute resolution policy.

The law requires the immediate enrollment of homeless students, which is defined as "attending class and participating fully in school activities." Schools cannot delay or prevent the enrollment of a student due to the lack of school or immunization records, fees owed to prior school or because the student does not currently reside in the district's boundaries. It is the responsibility of the District homeless liaison to refer parents to all programs and services for which the student is eligible. Referrals may include, but are not limited to: free nutrition, special education services, tutoring, English Language Learners programs, Gifted and Talented Education program, programs for clothing (Operation School Bell and others), preschool, before and after school services or any other program offered by the school or District. The District shall ensure that transportation is provided, at the request of the parent/guardian/ unaccompanied homeless youth, to and from the school of origin, if feasible. Additionally, the students are entitled to participate in all programs available at the school site for which they are eligible such as after school programs, AVID, sports, and many others. If there is a cost involved, the District can help.

Unaccompanied youth; such as teen parents not living with their parents or guardian or students that are currently deemed to be runaway or also have been pushed out of their homes, have access to these same rights. (42 US 11432, EC 51225.1 and 51225.2)

JURISDICTION

At our schools, keeping students safe and maintaining a positive learning environment is our top priority. For this reason, the school's authority and expectation for respectful student behavior extends beyond the classroom walls. Under California law (Education Code 44807), our teaching and administrative staff are responsible for holding students accountable for their conduct not only while they are in class, but also during recess, lunch, and on the school playgrounds. Additionally, this supervision and accountability applies to your child's journey to and from school—whether they are walking, riding a bike, or taking a school bus. We appreciate your partnership in talking with your child about making safe, responsible choices from the moment they leave your doorstep in the morning until they return safely home in the afternoon.

SCHOOL LOCKERS

School lockers remain the property of the Adelanto Elementary School District even when assigned to the students. The lockers are subject to search whenever the district finds the need to do so. The use of the school lockers for other than school related purposes is prohibited. Improper use of the school lockers may result in the loss of the privilege to use the lockers and possible consequences.

MENTAL HEALTH

Your child's emotional and mental well-being is just as important as their academic success. Our district offers a variety of mental health supports and resources to ensure every student and family has access to the care they need.

Our Dedicated Support Team We are proud to have two Family and Student Support Specialists dedicated to working directly with our students and families. They are here to provide vital mental health support and help link you to additional resources in the community.

Available Mental Health Services & How to Connect:

- Desert Mountain Children's Center (DMCC): To begin services with DMCC, you can contact your child's school site to request a referral, or you may reach out to DMCC directly by calling (760) 552-6700.

- **Daybreak Health:** Our district partners with Daybreak to provide personalized mental health services tailored to your student's specific needs.
- **How to Access Daybreak & District Supports:** You can easily request support through any of the following options:
    - Contact your child's school site directly.
    - Call the Student Services Department at **(760) 246-8691 ext. 10274**.
    - Visit our District's Virtual Wellness Center online anytime at **www.aesd.net/wellnesscenter**.

Annual Notifications: To ensure all families are aware of these vital resources, the district will notify parents and guardians about available mental health services at least twice per school year. You will receive this information once here in the Annual Notifications, and a second time later in the school year via ParentSquare.

SUICIDE PREVENTION

The Adelanto Elementary School District is committed to protecting the health and well-being of our students. Because school staff are uniquely positioned to recognize when a student needs help, our district has proactive policies in place to support students, prevent crises, and offer immediate intervention.

How We Support Our Students

- **Staff Training:** Teachers, counselors, and staff receive specialized training to identify warning signs of depression or emotional distress and safely intervene when a student is in crisis.
- **Student Lessons:** Students (TK–6th grade) receive age-appropriate, sensitive lessons focused on building coping skills, promoting social-emotional health, and learning how to ask a trusted adult for help.
- **Targeted Support:** Our strategies specifically address the unique needs of students at higher risk, including youth experiencing homelessness, those in foster care, students with disabilities or mental illness, and LGBTQ+ youth.

Protocol for Student Safety

Every statement or threat of suicidal intent is taken seriously. If a student makes a threat or attempt at school, staff will:

1. Immediately secure medical or mental health services.
2. Keep the student under continuous adult supervision.
3. Coordinate closely with the family to support a safe return to school.

24/7 Free & Confidential Resources

If you or your child need immediate help, school staff are always here to assist. You can also access these free, confidential resources at any time:

Resource	Contact Information
Suicide & Crisis Lifeline	Call or text **988** or chat at **988lifeline.org** *(Also printed on student ID cards)*
Crisis Text Line	Text **"Hello"** to **741741**
Crisis Hotline	Call **1-800-991-5272**
Anonymous Safety Concerns	Submit a report online at **Sprigeo.com**

SUSPECTED CHILD ABUSE

At Adelanto Elementary School District, we recognize that child abuse has severe, long-lasting consequences. The district has a fundamental responsibility to protect students by ensuring the prompt reporting of all known or suspected incidents of child abuse and neglect.

Under California law and district policy, all district employees who are defined by law and administrative regulation are legally designated as mandated reporters. Because school personnel interact with students on a regular basis, they are in a vital, unique position to recognize the warning signs of distress, abuse, or neglect. Consequently, mandated reporters are legally obligated to report all known or suspected incidents of child abuse to ensure student safety and facilitate prompt intervention. It is important to note that staff members are required by law only to *report* these suspicions; they shall not investigate any suspected incidents themselves. The responsibility for investigating and prosecuting cases rests strictly with designated child protective and law enforcement agencies, and school staff are required to cooperate fully with these authorities throughout the process.

In accordance with California Penal Code Sections 11164-1174.3, when a social worker or government representative conducts an unannounced interview with a student during school hours for a child abuse investigation, the school's responsibility is to facilitate the process without interfering. To protect the student's rights and well-being during an on-campus investigation, specific procedures are strictly followed. Prior to the interview, the social worker must identify themselves to school officials with a photo ID and state that the purpose of the visit is to interview a child. The student will then be retrieved from the classroom and directed to a private, secure setting where interruptions are minimal. To ensure the student feels supported, they must be afforded the option of being interviewed completely in private or selecting a trusted school staff member—including any certificated employee, classified employee, or volunteer aide—to be present during the interview. Finally, to protect the integrity of the process, the social worker will not discuss the specific allegations or details of the referral with school officials.

WALKING OR RIDING A BICYCLE TO SCHOOL

No person under 18 years of age may operate a bicycle, non-motorized scooter, skateboard or wear in-line or roller skates, nor ride as a passenger on a bicycle, non-motorized scooter, or skateboard upon a street, bikeway, or any other public bicycle path or trail unless that person is wearing a properly fitted and fastened bicycle helmet that meets specified standards. (V.C. 21212)

Student Behavior

The Board of Trustees prescribes discipline consistent with California and State Board of Education regulations. Each principal ensures that all rules pertaining to discipline are communicated to students at the beginning of each school year. Transfer students are to receive this information when they enroll. School site discipline rules are established by a district committee with input from school sites. These discipline rules are found in the student handbook and Sequential Discipline Guides.

SAFE PLACE TO LEARN ACT

The Adelanto Elementary School District is committed to maintaining a learning environment that is free from discrimination, harassment, violence, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, immigration status or association with a person or group with one or more of these actual or perceived characteristics. Annual training will be provided to all staff who work with students, to prevent bullying and cyberbullying. You may find a list of education resources provided by the California Department of Education (CDE) at http://www.cde.ca.gov/ls/ss/se/bullyres.asp. If you or your child should experience any bullying on campus, at school events, or on the way to or from school, please contact your school's principal to assist you in identifying and stopping this behavior. For additional assistance, you can contact the Coordinator of Student Services at (760) 246-869 ext. 10214. Additionally, you may report acts of bullying through the district's bullying reporting app available at aesd.net or through the We Tip Hotline. (EC 234 and 234.1)

DRESS CODE/GANG APPAREL

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. The principal, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school safety plan and must be presented to the Board for approval. (E.C. 35183)

DUTIES OF STUDENTS

Students are required to conform to school regulations; obey all directions; be diligent in study and respectful to teachers and others in authority; and refrain from the use of profane and vulgar language. (5 CCR §300). Teaching staff shall hold students strictly accountable for their conduct on the way to and from school, on the playgrounds, or during recess. (EC 44807)

DUTY CONCERNING CONDUCT OF STUDENT

Every teacher in the public schools shall hold students to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. (E.C. 44807) Prohibited student conduct includes, but is not limited to:

1. Behavior that endangers staff and/or students.
2. Behavior that disrupts the orderly classroom or school environment.
3. Harassment of students or staff, including bullying, intimidation, "cyber bullying," hazing or initiation activity, ridicule, extortion, or any other verbal written or physical conduct that causes or threatens to cause bodily harm or emotional suffering. Damage or theft of property belonging to the district, staff, or students.
4. Possession or use of laser pointers, unless used for a valid instructional or other school-related purpose, including employment. (Penal Code 417.27)
5. Profane, vulgar or abusive language.
6. Plagiarism or dishonesty in schoolwork or on tests.
7. Inappropriate dress.

8. Tardiness and unexcused absence from school.
9. Failure to remain on school premises in accordance with school rules.

ELECTRONIC SIGNALING DEVICES (i.e. CELL PHONES)

Mobile Communication Devices Policy (Cell Phones & Smartwatches)

To maintain a focused learning environment and protect student well-being, the Adelanto Elementary School District has established clear rules regarding mobile communication devices. We partner with our families to promote safe and appropriate technology use.

Expectations for Campus & School Buses

- **Turned Off and Put Away:** Students in grades TK–8 are not permitted to use cell phones, smartwatches, pagers, or other mobile communication devices while on campus or district transportation.
- **When Rules Apply:** Devices must remain turned off and kept out of sight during the entire school day—including during class, passing periods, recess, lunch, in restrooms, and on the school bus—until **4:00 p.m.**.
- **Contacting Home:** If a student needs to call a parent or guardian during the school day, they may use the official phones located in the school main office.

Exceptions

A student may carry or use a device during the school day only under specific circumstances:

1. In an **emergency** or in response to a perceived safety threat.
2. When prescribed by a **licensed physician or surgeon** for the student's health and well-being.
3. When required as part of a student's **Individualized Education Program (IEP) or 504 Plan**.

Privacy & Off-Campus Use

- **Privacy:** Devices with cameras, video, or voice recording functions must never be used in a way that violates another person's privacy.
- **Testing:** Unauthorized device use during school or state assessments is strictly prohibited.
- **Off-Campus Misconduct:** Off-campus device use (including online or on the bus) that creates a safety threat, severe cyberbullying, or substantially disrupts school activities will result in disciplinary action.

What Happens If Expectations Aren't Met?

The district uses a progressive discipline and restorative approach for unauthorized device use:

- **First Steps:** School staff will have a restorative conversation with the student to reinforce expectations, and a call will be placed to the parent/guardian.
- **Repeated Violations:** If the behavior continues, a school administrator will confiscate the device and store it safely in the office. A parent/guardian will be required to come to the school office to sign for and pick up the device.
- **Severe Violations:** Serious infractions—such as distribution of illegal content, severe cyberbullying, or terroristic threats—will involve law enforcement.

Property Responsibility

Please note that bringing personal devices to school is done at the student's own risk. The school district is **not responsible** for lost, stolen, or damaged devices brought onto campus, buses, or to school activities.

AESD Board Policy 5131.8 Mobile Communication Devices & AESD Board Regulation 5131.8 Mobile Communication Devices

(c.f. 5145.12 Search and Seizure) (c.f. 4145.2 – Freedom of Speech/Expression)

ELECTRONIC RECORDING OR VIDEO PRIVACY

Telephone and electronic communications. California's eavesdropping law requires the consent of all parties to record a confidential communication, including those conducted by "telephone, or other device, except a radio." Cal. Penal Code § 632(a).

California law requires **everyone** involved in a conversation to consent before it can be recorded. As a student or parent/guardian, here is what that means for you:

What You CANNOT Do

- **No Secret Recording:** You cannot secretly record audio or video of private conversations, meetings, or discussions with teachers, staff, or classmates.
- **No Phone Call Recording:** You cannot record telephone calls or virtual calls (like Zoom or Teams) unless every single person on the call explicitly agrees to it first.
- **No Sharing Unauthorized Media:** You cannot distribute, post online, or share any audio or video recordings that were captured without everyone's permission.

ELECTRONIC NICOTINE DELIVERY SYSTEM (E-CIGARETTE)

The Adelanto Elementary School District maintains a strict, zero-tolerance policy prohibiting any person under the age of 18 from purchasing, possessing, or using Electronic Nicotine Delivery Systems (ENDS)—including e-cigarettes, vape pens, hookah pens, cigarillos, and any other vapor-emitting devices—at any time. In compliance with Section 119405 of the California Health and Safety Code, sales of these devices to minors are illegal, meaning students are strictly forbidden from having them in their possession. This prohibition applies to all district property and vehicles at all times, regardless of whether the devices contain nicotine, especially since ENDS are frequently designed to look like everyday objects like pens, asthma inhalers, or beverage containers to hide their use. Because these devices can be used to vaporize illicit drugs like marijuana, cocaine, and heroin, they are legally classified as drug paraphernalia under Health and Safety Code 11014.5. Consequently, any student under 18 found using, possessing, or attempting to sell, arrange, or negotiate the sale of ENDS will face immediate and severe disciplinary action including suspension with the possibility of expulsion.

TOBACCO-FREE CAMPUS

The use of tobacco and tobacco products, and related paraphernalia such as cigarettes, cigars, chewing tobacco, pipe tobacco, snuff or an electronic device that delivers nicotine (e.g. electronic cigarette, cigar, pipe or hookah) or other vaporized liquid are prohibited on all school sites, all district owned property and in any district vehicles (ex. Busses or district cars) even outside of school hours. All sites have signs posted stating, "Tobacco use prohibited." Additionally, HSC 104495, prohibits smoking cigarettes, cigars and other related products and the disposal of cigarette butts or other tobacco related waste within 25 feet of playgrounds or other areas where children play and within 250 feet of a youth sports event. The Adelanto Elementary School District encourages parents and staff to set positive, healthy examples for our students when it comes to choices about tobacco and related products.

LASER POINTERS: PROHIBITIONS ON SALES, POSSESSION AND USE

State law prohibits possession of a laser pointer by any student on any elementary or secondary school premises, unless possession is for valid instruction. Further prohibits directing the beam of a laser pointer into the eyes of another or into a moving vehicle or into the eyes of a guide dog. (Penal Code (PC) § 417.27)

WEAPONS-FREE AND OTHER DANGEROUS OBJECTS SCHOOL POLICY & SAFETY WARNING

California prohibits individuals from bringing weapons onto school grounds. Individuals who bring weapons to schools can face criminal charges. Penal Code 626.10 does not only apply to firearms, but any kind of dangerous weapon brought to a school. To ensure a safe and secure learning environment for all students and staff, the Adelanto Elementary School District (AESD) maintains a strict **zero-tolerance policy** regarding weapons on school grounds.

Under California law, bringing any dangerous weapon onto a school campus is strictly prohibited and can result in **criminal charges, arrest, and immediate school discipline**.

What Quantifies as a Weapon?

California Penal Code Section 626.10 applies to far more than just firearms. A "weapon" includes the possession, use, control, transfer, or storage of *any* object that can cause bodily harm.

Prohibited items include, but are not limited to:

- Firearms & Replica Weapons: Shotguns, rifles, handguns, pellet guns, BB guns, and airsoft guns.
- Knives & Cutting Tools: Daggers, dirks, folding knives, razors, or any other cutting instruments.
- Defense & Martial Arts Weapons: Stun guns, tasers, and nunchakus.
- Everyday Items Used Inappropriately: Tools, pipes, bottles, locks, sticks, baseball bats and even school supplies like pens and pencils will be legally classified as weapons if they are used (or attempted to be used) to threaten or cause bodily harm.

  Important Note on Imitation Firearm Laws (PC 12550, 12556): California law makes it a criminal offense to openly display or expose any imitation firearm including toy guns, water guns, or airsoft BB guns in a public place, which explicitly includes public school campuses.

Consequences for Violations

If a student is found in possession of a weapon or dangerous object at school, at a school-sponsored activity, or on school transportation, the district will take immediate action:

1. Confiscation: The object will be immediately seized by school staff.
2. Police Notification: School administrators are required by law to notify local law enforcement.
3. School Discipline: Students will face severe disciplinary action, up to and including immediate suspension and/or expulsion from the school district.

Please review these rules with your student to help us keep our campuses safe. If you see something or hear something concerning, report it to a school staff member immediately.

GROUNDS FOR SUSPENSION AND EXPULSION

Students may be suspended or recommended for expulsion when the Superintendent or designee, principal, or principal's designee of the school in which the student is enrolled determines that the student has committed any of the following violations: (EC 48900)

(a) 1. Caused, attempted to cause, or threatened to cause physical injury to another person, or
2. Willfully used force or violence upon the person of another, except in self-defense.
(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence.
(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance as defined in the Health and Safety Code 11053 et seq., alcoholic beverage, or an intoxicant of any kind. (cf. 5131.6)
(d) Unlawfully offered or arranged or negotiated to sell any controlled substance as defined in Health and Safety Code 11053 et seq., alcoholic beverage, or intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as a controlled substance, alcoholic beverage, or intoxicant (placebo).
(e) Committed or attempted to commit robbery or extortion.
(f) Caused or attempted to cause damage to school property or private property.
(g) Stole or attempted to steal school property or private property.
(h) Possessed or used tobacco, or any products containing tobacco or nicotine products including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a student of his or her own prescription products.
(i) Committed an obscene act or engaged in habitual profanity or vulgarity.
(j) Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in 11014.5 of the Health and Safety Code.
(k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties. (2) Except as provided in Section 48910, a student enrolled in kindergarten or any grades 1 to 8, inclusive, shall not be suspended for any of the acts enumerated in this subdivision, and this subdivision shall not constitute grounds for a student enrolled in kindergarten or any of the grades 1 to 12, inclusive, to be recommended for expulsion. Commencing July 1, 2020, the bill would additionally prohibit the suspension of a pupil enrolled in a school district or charter school in grades 4 and 5 for disrupting school activities or otherwise willfully defying the valid authority of those school personnel engaged in the performance of their duties. The bill, from July 1, 2020, until July 1, 2025, would prohibit the suspension of a pupil enrolled in a school district or charter school in any of grades 6 to 8, inclusive, for those acts.
(l) Knowingly received stolen school property or private property.
(m) Possession of 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.
(n) Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288a, or 289, or committed a sexual battery as defined in Section 243.4 of the Penal Code.
(o) 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, or both.
(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a

former, current, or prospective student. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.

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

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

(A) Placing a reasonable student or students in fear of harm to that student's or those students' person or property.

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

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

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

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

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

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

(I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in paragraph.

(1). "Credible impersonation" means to knowingly and without consent impersonate a student for the purpose of bullying the student a such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1).

(1). "False profile" means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.

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

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

Bullying via an electronic act is defined as the creation or transmission of a message, text, sound, image, or post on a social network Internet Web site via an electronic device. This bill adds videos to that definition. Videos are a form of image that can be transmitted via an electronic device. As such, principals and superintendents are already likely able to suspend or recommend expulsion of a pupil who makes or shares a video to harass or bully another student. Nevertheless, a video is consistent with a message, text, sound, or image. Taking a video in and

of itself would not constitute grounds for suspension but using or sharing the video to harass or humiliate another student would.

(s) A student may be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the Superintendent or principal or occurring within any other school district. A student may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to any of the following:
    1. While on school grounds.
    2. While going to or coming from school.
    3. During the lunch period, whether on or off the school campus.
    4. During or while going to or coming from a school-sponsored activity.

(t) A student 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 provision of this section, except that a student who has been adjudged by a juvenile court to have committed, as an aider or and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) "School property" includes, but is not limited to, electronic files and databases.

(v) A Superintendent or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a student subject to discipline under this section.

(w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed on any student who is truant, tardy, or otherwise absent from school activities.

48900.2 & 212.5 – Sexual harassment as defined in Education Code 212.5, provided that the conduct is considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the victim's academic performance or to create an intimidating, hostile or offensive educational environment. This ground for suspension/expulsion shall not apply to students enrolled in kindergarten or grades one 1 through 3 three. (*Please note: The conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive as to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment.)*

48900.3 – Students in grades 4-12 that have used force or the threat of force to intimidate or injure a person or person's property because of that person's race/ethnicity, color, ancestry, religion, national origin, disability, gender, or sexual orientation.

48900.4 – Harassment, Threats or Intimidation Students in grades 4-12 who intentionally engage in harassment, threats or intimidation, directed against school district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of either school personnel or students by creating an intimidating or hostile educational environment may be suspended from school or recommended for expulsion.

48900.5 – Limitations on Imposing Suspension
Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a student, including an individual with exceptional needs, as defined in Section 56026, may be suspended for any of the reasons enumerated in Section 48900 upon a first offense, if the principal or Superintendent of schools determines that the student's presence causes a danger to persons or property or threatens to disrupt the instructional process.

48900.7 – Terroristic Threats

(a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, 48900.4, a student may be suspended from school or recommended for expulsion if the Superintendent or principal of the school in which the student is enrolled determines that the student has made terroristic threats against school officials or school property, or both.
(b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of $1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonable cause to be in sustained fear for his/her own safety or for his/her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his/her immediate family. (Added Stats. 1997, Ch. 405, Sec. 1)

While Suspended A Student SHALL:

1. Complete any assignments and tests missed during the suspension if required by teacher(s).
2. Have the right to request to appeal the suspension within 10 days.
3. Have the right to have access to his or her records.

While Suspended A Student MAY NOT:

1. Loiter/be on or around any school grounds during the days in which he/she is suspended without the permission of the principal.
2. Participate in any school activities (after school program, sports, clubs, or other events during or after school hours).

DUE PROCESS

All suspensions should be preceded by an informal conference between the student and a school administrator during which the student shall be informed of the reason for the suspension and the evidence that supported the action. The student will be given the opportunity to present his/her version and evidence in his/her defense. In emergency situations, this opportunity may not be afforded, but a conference shall be held within 72 hours or as soon as possible. It is the policy of the school to telephone parents at the time of suspension, but in all cases, a notice is mailed within 24 hours.

SUSPENSION CONFERENCE WITH PARENTS

A parent conference is requested to take place as soon as is practicable. Parents or guardians are requested to respond to such conferences. Suspended students may be allowed to complete all assignments and tests missed during suspension that can be reasonably provided and, upon satisfactory and timely completion of the work, shall be given full credit. Please allow 24-48 hours for the teacher to prepare work for the student to complete while absent.

APPEAL PROCESS FOR SUSPENSIONS

To appeal a suspension, the parent or guardian of a suspended student must request a meeting with the Principal of the student's school within 10 ten days of the offense. If the parent/guardian is not satisfied with the Principal's decision, the decision may be appealed to the Coordinator of Student Services within ten days of the date the parent/guardian was notified of the Principal's decision. (E.C. 48914)

LIMITS ON SUSPENSION

The total number of days for which a student may be suspended from school shall not exceed 20 schooldays in any school year, unless for purposes of adjustment, a student enrolls in or is transferred to another regular school, an opportunity school or class, or a continuation education school or class, in

which case the total number of school days for which the student may be suspended shall not exceed 30 days in any school year. If a student moves to the Adelanto Elementary District from another school district during the school year, the AESD may count suspensions that occur while the student was enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year.

SEARCH AND SEIZURE

The Board of Education recognizes the need to ensure a safe environment for students. Therefore, school properties including lockers may be inspected by school authorities in the interest of maintenance, health, and safety. Inspections for the location of weapons and dangerous instruments are matters relating to health and safety and may be regarded as reasonable purposes for inspection by school administrators. Students and their property may be searched when there is reasonable suspicion of a student being in possible possession of an item they should not have or if they have engaged in behaviors that would raise suspicion that the student may be in possession of a contraband item. Students should be searched in the presence of an administrator or designee and parents must be contacted, in a timely manner, after a search is conducted. (BP/AR 5145.12 - Search and Seizure)

POLICE COMING ON CAMPUS

California law enforcement officers hold full legal authority to enter school grounds at any time without being summoned, and school officials must not delay, resist, or obstruct them in their duties (Pen. Code, §§ 148, 777, 830.1). When an officer requests a student interview, administrators must verify their credentials, minimize educational disruption, and maintain a detailed written log of the encounter. While a school official may attend a standard interview with the student's consent and officer's discretion, under Penal Code section 11174.3 (child abuse investigations), the student has an absolute right to choose any trusted staff member for silent emotional support. Furthermore, Welfare and Institutions Code section 625.6 mandates that any suspect aged 17 or younger must consult with an attorney—by phone, video, or in person—before undergoing a custodial interrogation on campus; this requirement is strictly non-waivable by the child, parent, or school, except in cases of an imminent threat to life or property. Following a standard interview or campus arrest, schools must immediately notify the parent or guardian (Ed. Code, § 48906); however, a critical exception applies if child abuse or neglect is suspected, in which case the school must withhold parental notification and instead pass the parents' contact information directly to the investigating agency.

RELEASE OF STUDENT TO PEACE OFFICER

Law enforcement officers hold full legal authority to enter campus at any time to conduct investigations, interviews, or arrests (Pen. Code, §§ 148, 777, 830.1). While officers may interview students without a parent present, administrators must verify credentials and log the encounter. School officials may only attend standard interviews with the student's consent and the officer's discretion, but in child abuse investigations, students have an absolute right to a trusted staff member for silent emotional support (Pen. Code, § 11174.3). Furthermore, suspects aged 17 or younger must consult an attorney prior to any custodial interrogation—a right that cannot be waived by the youth, parent, or school unless there is an imminent threat to life or property (Welf. & Inst. Code, § 625.6). Following an interview or arrest, schools must immediately notify the parent or guardian (Ed. Code, § 48906); however, if child abuse or neglect is suspected, school officials must withhold parental notification and instead pass the parents' contact details directly to the investigating agency.

NOTIFICATION OF LAW ENFORCEMENT; ASSAULT; CONTROLLED SUBSTANCE VIOLATIONS; CIVIL OR CRIMINAL IMMUNITY

Under California Education Code Section 48902, school principals or their designees are legally mandated to notify local law enforcement prior to suspending or expelling a student who commits an act that may violate Penal Code Section 245 (assault with a deadly weapon or force likely to produce great bodily injury). This reporting requirement also extends to severe controlled substance violations

and possession of dangerous weapons on campus, with timelines requiring notification either immediately or within one school day of the disciplinary action depending on the offense. To ensure administrators can act decisively to preserve campus safety without fear of legal retaliation, the statute grants school employees absolute civil and criminal immunity for making these reports, provided the claims are not knowingly false or made with reckless disregard for the truth.

ANNUAL ADJUSTMENT TO LIABILITY/ LIMIT OF PARENT OR GUARDIAN FOR WILLFUL STUDENT MISCONDUCT

California Education Code Section 48904(a)(1) provides that the parent or guardian of a minor is liable for all damages caused by the willful misconduct of the minor that results in the injury or death of any student, school district or school volunteer. The parent or guardian is also liable for damages to real or personal property belonging to the school district or personal property belonging to a school employee, resulting from the willful misconduct of the minor.

Education Code Section 48904(a)(1) also specifies that the parent or guardian of a minor is liable for any reward offered by a local agency for information leading to the identification and apprehension of any person who willfully damages or destroys property, or whose willful misconduct results in injury or death to any person.

PROPERTY DAMAGE

The Adelanto Elementary School District may hold the parent or guardian financially liable if their child willfully damages school property or fails to return school property loaned to the child. The school may further withhold the grades, diploma, and transcript of the pupil until restitution is paid. (EC 48904)

GROUNDS FOR EXPULSION

Pursuant to Education Code 48915, the principal of a school may recommend the expulsion of a student if he or she determines that the student has committed an offense that requires suspension as defined in Education Code 48900, and it is determined that the violation is serious enough to warrant the removal of that student from the schools of the district for a period of two semesters or one-calendar year, depending on the level of the violation.

MANDATORY EXPULSION VIOLATIONS [EC 48915 (c)]

The principal or Superintendent shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a student that he or she determines has committed any of the following acts at school or at a school activity off school grounds. The governing board shall order a pupil expelled upon finding that the pupil committed an act listed in subdivision (c):

1. Possessing, selling or otherwise furnishing a firearm only if the possession is verified by an employee of a school district. This subdivision does not apply to an act of possessing a firearm if the student had obtained prior written permission to possess the firearm from a certificated school employee.
2. Brandishing a knife at another person. [EC 48915 (g): as used in this section, “knife” means dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing, a weapon with a blade longer than 3 ½ inches, a folding knife with a blade that locks into place, or a razor with an unguarded blade.
3. Unlawfully selling a controlled substance, listed in Chapter 2, (commencing with 11053) of Division 10 of the Health/Safety Code.
4. Committing or attempting to commit a sexual assault, as defined in subdivision 48900(n), or committing a sexual battery as defined in subdivision 48900(n).
5. Possession of an explosive. [EC 48915 (h): as used in this section, the term “explosive” means “destructive device” as described in section 921 of Title 18 of the United States Code.

MANDATORY EXPULSIONS [EC 48915 (a) (1)]

Except as provided in EC 48915 (c) and (e), the principal or superintendent of schools shall recommend the expulsion of a student that he or she determines has committed any of the following acts at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct. If the principal or the superintendent of schools makes a determination as described in paragraph (1), he or she is encouraged to do so as quickly as possible to ensure that the student does not lose instructional time. [EC 48915 (a) (2)]

- Causing serious physical injury to another person, except in self-defense.
- Possession of any knife or other dangerous object of no reasonable use to the student.
- Unlawful possession of any controlled substance listed in Chapter 2 (commencing with 11053) of Division 10 of the Health and Safety Code, except for either of the following:
- The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis
- The possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician.
- Robbery or extortion.
- Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon a school employee.

Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board may order a pupil expelled upon finding that the pupil committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel shall be based on a finding of one or both of the following:

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

ALLOWABLE EXPULSIONS [EC 48915 (b) and (e)]

48915(b): Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a student expelled upon finding that the student committed an act listed in paragraph (1) of subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of Section 48900. A decision to expel a student for any of those acts shall be based on a finding of one or both of the following:

(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.

48915(e): Upon recommendation by the principal or the superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of Section 48918, the governing board of a school district may order a student expelled upon finding that the student, at school or at a school activity off of school grounds
violated subdivision (f), (g), (h), (i), (j), (k), (l), or (m) of Section 48900, or Section 48900.2, 48900.3, or 48900.4, and either of the following:

(1) That other means of correction are not feasible or have repeatedly failed to bring about proper conduct.

(2) That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others.

BEHAVIOR EMERGENCY PROCEDURES

Interventions by way of "reasonable and necessary" force may be used if staff deem a student's behavior poses a clear and present danger of serious harm to persons or property. The California

Education Code recognizes that reasonable and necessary force may be appropriate, and provides the following: “An amount of force that is reasonable and necessary for a person employed by or engaged in a public school to quell a disturbance threatening physical injury to persons or damage to property, for purposes of self-defense, or to obtain possession of weapons or other dangerous objects within the control of the pupil, is not and shall not be construed to be corporal punishment within the meaning and intent of this section.” Said reasonable and necessary force does not include corporal punishment. California Education Code Section 49001 provides, in relevant part: “For purposes of this section ‘corporal punishment’ means the willful infliction of, or willfully causing the infliction of, physical pain on the pupil.” The District has clearly established guidance as to when reasonable and necessary force, not amounting to corporal punishment, may be used against a student. The appropriate use of this force is reasonable and necessary, and therefore protected when used:

- To protect the health and safety of pupils, including the student.
- To quell a disturbance threatening physical injury to persons.
- To quell a disturbance threatening physical injury to property.
- For purposes of self-defense.
- To maintain order.
- To maintain proper and appropriate conditions conducive to learning.
- To obtain possession of weapons or other dangerous objects within the control of the pupil.

Similarly, the California Code of Regulations (CCR) sets forth the appropriate use of Behavioral Emergency Interventions by schools and school staff. Title 5 of the CCR, Section 3052 discusses “Designated Positive Behavioral Interventions.” Section 3052(i) states: “Emergency interventions may only be used to control unpredictable, spontaneous behavior which poses clear and present danger of serious physical harm to the individual or others and which cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior.”

PERSISTENTLY DANGEROUS SCHOOLS

A persistently dangerous school is defined as one which has more than a certain number of violent offenses on campus over a three-year period. No Adelanto Elementary School district schools are considered “dangerous” schools under this definition. Federal legislation requires that students be allowed to transfer from a persistently dangerous school.

BULLYING PREVENTION AND POLICY GUIDELINES

At our district, we are committed to providing a safe, welcoming, and supportive learning environment for every student. The Board of Education strictly prohibits bullying, harassment, or intimidation of any kind at any school campus, school-sponsored activity, or while students are traveling to and from school.

To keep our campuses safe, all staff members who work with students receive annual training to prevent and address both traditional bullying and cyberbullying. You can review the educational resources used for staff training on the California Department of Education Bullying Prevention Page.

What Bullying Is (and What It Is Not)

To address behavior effectively, it helps to understand how bullying differs from typical conflict.

What Bullying IS

Bullying is aggressive, unwanted behavior that involves an **unbalance of power** (real or perceived) and is usually **repeated over time**—or has a strong potential to be repeated. It can happen in person or online (cyberbullying) and includes:

- **Verbal:** Repeated hurtful name-calling, teasing, gossiping, threatening, spreading rumors, or making inappropriate remarks about a student's ethnicity, religion, or sexual orientation.
- **Nonverbal & Physical:** Hitting, slapping, pinching, fake-hitting, posturing, leering, stalking, damaging property, or using threatening gestures or graffiti.
- **Emotional & Social:** Excluding or isolating someone, blackmailing, terrorizing, rating/ranking personal traits, or manipulating friendships to hurt someone.
- **Cyberbullying:** Sending insulting or threatening text messages, emails, or social media posts, or sharing inappropriate or private photos/videos electronically.
- **Coercion & Threats:** Making implicit or explicit threats, or using coercive behavior to control or impact a student's well-being.

What Bullying IS NOT

While all unkind behavior is addressed by school staff, not every conflict is considered bullying.

- **Peer Conflict:** A single argument, disagreement, or falling out between friends with equal power where both sides express their views.
- **Isolated Unkindness:** A single instance of someone saying or doing something mean, unthoughtful, or insensitive (unless it involves severe threats or physical harm).
- **Accidental Harm:** Inadvertently hurting someone's feelings or physical space without intent to harm or control them.

How We Handle Bullying

- **Education in the Classroom:** Teachers regularly discuss this policy with students to ensure they understand the criteria for bullying and know they never have to tolerate it.
- **Proactive School Rules:** Every school site establishes clear behavior codes and anti-bullying procedures that are reviewed and updated annually.
- **Disciplinary Action:** Any student who engages in bullying behavior will face appropriate consequences in accordance with district discipline codes.
- **Strict Protection Against Retaliation:** Retaliation against anyone who reports bullying or participates in an investigation is strictly prohibited and will result in additional disciplinary measures.

What to Do If Your Child Experiences Bullying

If your child experiences or witnesses bullying at school, during a school event, or on their way to/from campus, **please take action immediately**:

1. **Report It Promptly:** Contact your school's site principal directly, or report the incident electronically using our online app at **Report Bullying Here**.
2. **Investigation Process:** Every reported complaint will be investigated promptly by school administration.
3. **Support Services:** We offer district counseling services to help students learn effective skills to identify, cope with, and stop bullying behaviors. You can access these liaisons by calling the **Student Services Department at (760) 246-8691 ext. 10214** or contacting your school principal.

If you or your student feel that an investigation or complaint has not reached an appropriate resolution, please reach out directly to your Principal or the Student Services Department so we can work together to support your child.

AESD Board Policy 5131.2 Bullying and AESD Administrative Regulation 5131.2 Bullying

CYBER SEXUAL BULLYING

"Cyber sexual bullying" is defined as the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a student to another student or to school personnel by means of an electronic act with the purpose or effect of humiliating or harassing a pupil. The law 1) specifies that a photograph or other visual recording shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act; 2) specifies that "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; 3) Requires California Department of Education (CDE) annually inform school districts of the information on the California Healthy Kids Resource Center Internet Web site and other CDE Internet Web sites where information about cyber sexual bullying is posted; 4) Encourages school districts to inform pupils regarding the information and resources on the CDE's Internet Web sites and 5) Incorporates the provisions from AB 2212 (Harper) of the current legislative session to avoid chaptering out problems. For more information about bullying, harassment, intimidation and harassment, please visit the California Healthy Kids Resource Center Web site at https://www.ccrcca.org

Health Services

CONFIDENTIAL MEDICAL SERVICE

The District is required to notify all students in grades 7 through 12, and the parents/guardians of all students enrolled in the district, that the law permits school officials to excuse the student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the parent/guardian. (EC 46010.1)

CONSENT BY CAREGIVER

Persons 18 years of age and older who file with the district a completed caregiver's authorization affidavit shall have the right to consent to or refuse school-related medical care for a district student. The caregiver's authorization shall be valid for one year after the date on which it is executed. The caregiver's decision shall be superseded by any contravening decision of the parent or other person having legal custody of the student, provided that this contravening decision does not jeopardize the student's life, health or safety. (Family Code 6550)

School-related medical care is medical care that is required by state or local governmental authority as a condition for school enrollment, including immunizations, physical examinations, and medical examinations conducted in schools for students. (Family Code 6550) (cf. 5111.11 - Residency of Students with Caregiver)

EMERGENCY TREATMENT FOR ANAPHYLAXIS

School districts are required to provide epinephrine auto-injectors to school nurses and trained personnel and authorize them to use epinephrine auto-injectors for any student who may be experiencing anaphylaxis, regardless of known history. Anaphylaxis is a severe and potentially life-threatening allergic reaction that can occur after encountering an allergic trigger, such as food, medicine, an insect bite, latex or exercise. Symptoms include narrowing of the airways, rashes or hives, nausea or vomiting, a weak pulse and dizziness. It is estimated that approximately 25% of the anaphylactic reactions occur during school hours to students who had not previously been diagnosed with a food or other allergy. Without immediate administration of epinephrine followed by calling emergency medical services, death can occur. Being able to recognize and treat it quickly can save lives. (EC 49414)

ENTRANCE HEALTH SCREENING

State law requires that the parents/guardians of a student provide the school, within 90 days after entrance to first grade, proof that the student has received a health screening exam by a doctor within

the prior 18 months. Students may be excluded up to 5 days from school for failing to comply or not providing a waiver. Free health screening is available for eligible students through the Child Health Disabilities Prevention Program (HSC §124100 & 124105)

EVALUATION OF VISION AND HEARING

The evaluation of the vision and hearing of a child, including tests for visual acuity and color vision by the school nurse, or by a district hired private hearing testing agency will be performed upon grades: kindergarten, second, fifth and eighth and will include first-time enrollment students. The evaluation may be waived upon presentation of an appropriate certificate from a physician or optometrist. (E. C. 49455)

HEALTHCARE COVERAGE

Your child and family may be eligible for free or low-cost health coverage. For information about health care coverage options and enrollment assistance, contact Teresa Espinoza, MAA/LEA Billing at (760) 246-8691 ext. 10665 or go to www.CoveredCA.com. Additionally, California law allows all low-income children under 19 years old, regardless of immigration status, to enroll in Medi-Cal at any time in the year. Families can apply in person at their local county human services office, over the phone, online, with a mail-in application, or at a local health center. For more information about Medi-Cal enrollment, visit www.health4allkids.org. (EC 49452.9)

IMMUNIZATION REQUIREMENTS

To protect the health and safety of all students and staff, California law requires children attending school to be fully immunized against specific preventable diseases. Students must meet all age- and grade-level vaccination requirements before attending in-person classes.

Adelanto Elementary School District works closely with local health officials to monitor and prevent the spread of communicable diseases.

1. Required Vaccines for School Entry (TK–12th Grade)

Before entering school (Transitional Kindergarten through 12th grade), parents must provide official documentation showing proof of immunization against:

- Polio
- Diphtheria, Tetanus, and Pertussis (DTaP / Tdap)
- Measles, Mumps, and Rubella (MMR)
- Varicella (Chickenpox)
- Hepatitis B

2. Special Requirements for 7th Grade

All students entering or advancing to the **7th grade** must show proof of the following before the first day of school:

- **Tdap booster** (Tetanus, Diphtheria, Pertussis/Whooping Cough)
- **2 doses of Varicella** (Chickenpox)
- **2 doses of MMR** (Measles, Mumps, Rubella)

Students who do not have proof of these required 7th-grade immunizations before school begins will not be allowed to attend classes until the vaccines are received.

3. Vaccine Exemptions

- Personal Belief Exemptions: California law (SB 277) does not allow personal, religious, or philosophical belief exemptions for school-required vaccines.
- Medical Exemptions: If your child cannot receive a required vaccine for medical reasons, your child's doctor must submit a medical exemption electronically through the California Immunization Registry Medical Exemption (CAIR-ME) website. Paper notes or letters from a doctor are no longer legally accepted.

4. Independent Study, Special Education & Disease Control

- Home-Based Programs: Students attending home-based private schools or independent study programs *without* classroom-based instruction are not required to meet vaccination mandates. However, immunization records must still be submitted to the district.
- Special Education (IEP): Immunization requirements do not prevent students from receiving special education and related services required by their Individualized Education Program (IEP).
- Disease Outbreaks: If an outbreak of a preventable disease occurs at school, unimmunized or partially immunized students may be temporarily excluded from attending school for their own protection and the safety of others.

Have Questions or Need Help?

If you have questions about required shots, need assistance finding vaccine resources, or need help submitting records, please contact our District Nurse, Lindsey Marlborough or Elizabeth Vargas at (760) 246-8691.

LOCAL EDUCATION AGENCY MEDI-CAL PROGRAM

The District, in cooperation with the California Department of Health Services and Education, has a program to allow the District to be reimbursed with federal Medicaid dollars for selected health services such as hearing and vision screenings, health assessments and IEP related medical services that are provided to eligible students at school. In accordance with program policy, to receive the federal dollars, the district must receive authorization to share student's health services documentation. Parents/Guardians will never be billed for these services. Requested information shall be limited to health services documentation.

MEDICATION REGIMEN

The parent/legal guardian of any student taking medication on a regular basis must inform the school health office of the medication being taken, the current dosage, and the name of the supervising doctor or medical professional. With consent of the parent or legal guardian, the school nurse may communicate with the student's doctor or medical professional regarding the possible effects of the medication on the pupil so that she may counsel school site staff regarding the student's needs, how the medication affects the student, and determine how best to meet the student's health and medical needs.

Notwithstanding the provisions of Section 49422, any student who is required to take, during the regular school day, medication prescribed by a physician, may be assisted by the school nurse or other designated school personnel if the school district receives both a written statement of instructions from the physician detailing the method, amount and time schedules by which such medication is to be taken requesting the school nurse to assist the pupil with prescribed medication as set forth in the physician's statement. Student may carry and self-administer auto-injectable epinephrine or inhaled asthma medication if the school district receives both a written statement of instructions from the physician detailing the method, amount and time schedules by which such medication is to be taken and a written statement from the parent or guardian requesting that the student self-administer. All

requests must be completed annually and are to be approved by the school nurse, LVN or health tech prior to use. (E.C. 49423, 49480)

California Administrative Code Title 5, 18170 Agency shall; follow these provisions pertaining of medication:

1. An assigned staff member shall assist with medications prescribed by a physician for a child provided written parental consent has been given.
2. Record medication dosages to the child and date and time medication is administered shall be maintained by the facility.
3. Centrally stored medicines shall be kept in a safe and locked location that is not accessible to persons other than employees responsible for health supervision. Each container shall carry the name of the medication, the name of the person for whom prescribed, the name of the prescribing physician and the physician's instructions. All centrally stored medications shall be labeled and maintained in compliance with State and Federal laws. Each person's medication shall be stored in its originally received container. **No medication shall be transferred between containers.** The agency shall be responsible for assuming that a record of centrally stored prescription medications for each person in care includes: the name of the person for whom medication was prescribed, the drug name, strength and quantity, the date filled, the prescription number and name of the issuing pharmacy. All medications shall be centrally stored in an area which is totally inaccessible to children.

The California Department of Education provides the following helpful information for parents and guardians when your child needs to take medication before school or at school.

1. Talk to your child's doctor about making a medicine schedule so your child does not have to take medicine at school.
2. If your child is regularly taking medicine for an ongoing health problem, even if he or she only takes the medicine at home, give a written note to the school nurse or other designated school employee at the beginning of each school year. You must list the medicine being taken, the current amount taken, and the name of the doctor who prescribed it (EC 49480).
3. If your child must take medicine while at school, give the school a written note from you and a written note from your child's doctor or other health care provider, who is licensed to practice in California. Provide new, updated notes at the beginning of each school year and whenever there is any change in the medicine, instructions, or doctor (EC 49423).
4. As a parent or guardian, you must supply the school with all medicine your child must take during the school day. You or another adult must deliver the medicine to school, except medicine your child is authorized to carry and take by him or herself.
    - Medications such as *Aspirin, Tylenol, Motrin,* cough drops, herbal products and other over-the-counter medications will ONLY be given with physician permission and the requirements mentioned above.
5. All controlled medicine, like Ritalin, must be counted and recorded on a medicine log when delivered to the school. You or another adult who delivered the medicine should verify the count by signing the log.
    - Insist that you sign the medication into the health office and that they are counted in front of you, especially the controlled substances.
6. Each medicine your child must be given at school must be in a separate container labeled by a pharmacist licensed in the United States. This is easier for the pharmacist if the doctor writes an order for a **home supply and a school supply.** The container must list your child's name, doctor's name, name of the medicine, and instructions for when to take the medicine and how much to take.
    - School personnel will only assist with prescribed doses at prescribed intervals. They do not cut or break medications if the pill comes in a larger dose. Please inform your pharmacist and doctor of this.

7. Pick up all discontinued, outdated, and/or unused medicine before the end of the school year. All medications still left in the health office after school is out will be removed and destroyed the first Wednesday following the last day of school.
8. Medicinal cannabis may be administered at school by parents according to the district's adopted policy, which must include: no disruption of the educational environment or exposure of cannabis to other students. Only parents are allowed to administer medicinal cannabis to their students, no staff members can administer cannabis. Parents/guardians shall remove any remaining cannabis and packaging from the school site. The policy must have a method for the parent/guardian to sign in and out for administration and medical recommendation shall be kept on file according to confidential health records. The use of smoke or vape forms of cannabis is expressly forbidden on school campuses.
9. Know and follow the medicinal policy of your child's school. The school board may amend or rescind any of their policies for any reason in a public board meeting.
10. *Chapstick* or any other lip balm will ONLY be allowed without physician permission if it doesn't state on its packaging that it is "medicated."

Policy: BP5141.21 Administering Medication and Health Monitoring & AR 5141.21 Administering Medication and Health Monitoring

ADMINISTRATION OF EPILEPSY MEDICATION

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

SELF-ADMINISTRATION OF ASTHMA MEDICATION OR EPI-PEN

According to Assembly Bill 2132 students are able to self-carry and administer their own asthma medication or Auto-Injectable Medication (EPI-Pen) to school.
There are requirements to this law and *District Health Guidelines* that must be met before a student will be allowed to self-carry their asthma/auto-injectable medication. These requirements (A.B. 2132) are listed below:

1. **A written statement from such physician detailing the method, amount, and time schedules by which such medication is to be taken.**
2. A written statement from the parent or guardian of the student indicating the desire that the school district assist the student in the matters set forth in the physician's statement.
3. Parent must sign *AUTHORIZATION AND RELEASE* regarding Student Self-Administered medication Form absolving the school district from civil liability if the self-administering student suffers an adverse reaction due to improper medication administration.
4. A student may be subject to disciplinary action pursuant to Education Code Section 48900 if the student uses inhaled asthma medication in a manner other than prescribed.
5. ***First time self-carry*** student and parent must ***make an appointment*** and meet with District Nurse to discuss school responsibilities with self-carry and asthma medication administrations (*District Health Guidelines)*. Please contact the District Nurses at (760) 246-8691 to make an appointment.

MEDICINAL CANNABIS ADMINISTRATION

In accordance with California Education Code Section 49414.1, the Adelanto Elementary School District does not currently have a policy that permits the administration of medicinal cannabis on school campuses. Consequently, district medical and health office personnel are not authorized to store, handle, or administer medicinal cannabis, nor are parents, legal guardians, or designated primary caregivers permitted to administer it to students on district property, at school-sponsored activities, or on school buses at this time. While medicinal

cannabis is not permitted, the District remains deeply committed to student health and wellness and continues to provide accommodations for other legally prescribed medications through its standard authorization protocols.

SUNSCREEN AND SUN-PROTECTIVE CLOTHING

A doctor's note is not required to use sunscreen during the school day, however the student may not share sunscreen with other students. Your student may wear a hat, approved by the site administration, to protect from the sun outdoors, as well as other sun-protective clothing which is in compliance with the school's dress code. (E.C. 35183.5)

MEDICAL RECORDS SHARING

The Adelanto Elementary School District may provide information from a student's medical records to the State's Immunization Registry, CAIR, a confidential and secure database used to maintain immunization records. Students or parents or guardians may refuse to permit record sharing. Notification may be provided by ordinary mail and must include reasonable means for refusal, such as return form or contact telephone number. For more information about CAIR, you can contact them at 800-578-7889 or access their web-site at http://cairweb.org (H.S.C. 120440)

ORAL HEALTH ASSESSMENT

California law (Education Code Section 49452.8) requires all children enrolling in a public school for the first time in Transitional Kindergarten (TK), Kindergarten, or First Grade to submit a record of a dental assessment. This exam must be completed by a licensed dental professional within the 12 months prior to school entry or turned into the school by May 31st of the student's first year. If your child already completed this assessment for TK, they do not need to repeat it for Kindergarten. We understand that finding care can sometimes be difficult; if you are unable to secure an appointment due to financial hardship, lack of dental insurance, or transportation issues, you may request a standard waiver form from the school office to be excused from this requirement.

PHYSICAL EXAMINATION AND HEALTH SCREENINGS

A parent or guardian may file a written statement with the school principal each year, signed and dated, withholding consent to any physical examination or routine health screening of their child. Please note, however, that if a student is reasonably believed to be suffering from a recognized contagious or infectious disease, they may be sent home and will not be permitted to return to school until proper health authorities are satisfied that the risk no longer exists. By law, schools conduct standard vision and hearing testing at regular grade intervals, as well as scoliosis screening for female students in 7th grade and male students in 8th grade. While parents may file a waiver exempting their child from these routine health screenings based on personal beliefs, please note that personal belief waivers do not apply to state-mandated school immunizations. Additionally, pursuant to state guidelines, families will receive information regarding Type 1 and Type 2 diabetes risk factors upon enrollment and at specified grade levels to assist with home health monitoring. (California Education Code Sections 49451, 49452, 49452.5, 49452.6, 49452.7, and 20 USC 1232h).

SUDDEN CARDIAC ARREST

Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. SCA is not a heart attack; it is a malfunction in the heart's electrical system, causing the victim to collapse. The malfunction is caused by a congenital or genetic defect in the heart's structure. SCA is more likely to occur during exercise or sports activity, so athletes are at greater risk. These symptoms can be unclear and confusing in athletes. Often, people confuse these warning signs with physical exhaustion. If not properly treated within minutes, SCA is fatal in 92 percent of cases. In a school district, charter school, or private school that elects to conduct athletic activities, the athletic director, coach, athletic trainer, or authorized person must remove from participation a pupil who passes out or faints, or who is known to have passed out or fainted, while participating in or immediately following an athletic activity. A pupil who exhibits any

of the other symptoms of SCA during an athletic activity may be removed from participation if the athletic trainer or authorized person reasonably believes that the symptoms are cardiac related. A pupil who is removed from play may not return to that activity until he or she is evaluated by, and receives written clearance from, a physician or surgeon. On a yearly basis, an acknowledgement of receipt and review of information regarding SCA must be signed and returned by the pupil and the pupil's parent or guardian before a pupil participates in specific types of athletic activities which generally does not apply to those conducted during the regular school day or as part of a physical education course. (E.C. 33479)

TYPE 2 DIABETES

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

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

Risk Factors: Researchers do not completely understand why some people develop type 2 diabetes and others do not; however, the following risk factors are associated with an increased risk of type 2 diabetes in children: Being overweight. The single greatest risk factor for type 2 diabetes in children is excess weight. In the U.S., almost one out of every five children is overweight. The chances are more than double that an overweight child will develop diabetes. Family history of diabetes. Many affected children and youth have at least one parent with diabetes or have a significant family history of the disease. Inactivity. Being inactive further reduces the body's ability to respond to insulin. Specific racial/ethnic groups. Native Americans, African Americans, Hispanics/Latinos, or Asian/Pacific Islanders are more prone than other ethnic groups to develop type 2 diabetes. Puberty. Young people in puberty are more likely to develop type 2 diabetes than younger children, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

Warning Signs and Symptoms Associated with Type 2 Diabetes: Warning signs and symptoms of type 2 diabetes in children develop slowly, and initially there may be no symptoms. However, not everyone with insulin resistance or type 2 diabetes develops these warning signs, and not everyone who has these symptoms necessarily has type 2 diabetes. Symptoms include: increased hunger, even after eating, unexplained weight loss, increased thirst, dry mouth, and frequent urination, feeling very tired, blurred vision, slow healing of sores or cuts, dark velvety or ridged patches of skin, especially on the back of the neck or under the arms, irregular periods, no periods, and/or excess facial and body hair growth in girls, high blood pressure or abnormal blood fats levels.

It is recommended that students displaying or possibly experiencing the risk factors and warning signs associated with type 2 diabetes be screened (tested) for the disease.

Type 2 Diabetes Prevention Methods and Treatments: Healthy lifestyle choices can help prevent and treat type 2 diabetes. Even with a family history of diabetes, eating healthy foods in the correct amounts and exercising regularly can help children achieve or maintain a normal weight and normal blood glucose levels. Methods and Treatments to follow are: Eat healthy foods. Make wise food choices. Eat foods low in fat and calories. Get more physical activity. Increase physical activity to at least 60 minutes every day. Take medication. If diet and exercise are not enough to control the disease, it may be necessary to treat type 2 diabetes with medication.

The first step in treating type 2 diabetes is to visit a doctor. A doctor can determine if a child is overweight based on the child's age, weight, and height. A doctor can also request tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (a condition which may lead to type 2 diabetes).

Types of Diabetes Screening Tests That Are Available: Glycated hemoglobin (A1C) test. A blood test measures the average blood sugar level over two to three months. An A1C level of 6.5 percent or higher on two separate tests indicates diabetes. Random (non-fasting) blood sugar test. A blood sample is taken at a random time. A random blood sugar level of 200 milligrams per deciliter (mg/dL) or higher suggests diabetes. This test must be confirmed with a fasting blood glucose test. Fasting blood sugar test. A blood sample is taken after an overnight fast. A fasting blood sugar level less than 100 mg/dL is normal. A level of 100 to 125 mg/dL is considered pre-diabetes. A level of 126 mg/dL or higher on two separate tests indicates diabetes. Oral glucose tolerance test. A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid. A reading of more than 200 mg/dL after two hours indicates diabetes.
Type 2 diabetes in children is a preventable/treatable disease and the guidance provided in this information sheet is intended to raise awareness about this disease. Contact your student's school nurse, school administrator, or health care provider if you have questions. (E.C. 49452.7)

CONCUSSION AND HEAD INJURIES

A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. A school district**,** charter school, or private school that elects to offer an athletic program must immediately remove from a school-sponsored athletic activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed healthcare provider. **If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider.** On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent or guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course. (E.C. 49475)

Child Nutrition Services (Food Services)

FREE MEALS at ALL SITES

All schools in the district offer healthy meals every school day because children need healthy meals to learn. Free meals are available to all students at all schools. Applications are not required. The Adelanto Elementary School District participates in the Community Eligibility Provision (CEP) at all sites. This means all students enrolled in the district are offered free meals at all services. National School Lunch and Breakfast are served at all Adelanto Elementary Schools each school day. Please see website www.aesd.net for menus and nutritional information. If you have questions, please check our website or contact Child Nutrition at (760) 246-8691 ext. 10321.

MEAL ACCOMMODATIONS

If your child has a food sensitivity, food allergy, or other medical condition requiring an accommodation(s), such as food substitutions or other meal modifications, for breakfast and/or lunch, you are required to have your child's healthcare professional complete **The Meal Accommodation Form** and include the provider's contact information. This form is mandatory and is located on the District website www.aesd.net.

FAMILY NUTRITION EDUCATION SERVICE ACT

The Adelanto Elementary School District serves nutritious meals daily at each school. Children from families whose income is within the levels on the appropriate scale are eligible to receive meals free or at a reduced price. (E. C. 49520)

Food Sales are prohibited during school hours, and within one hour before or after school hours, unless the organization is legally organized as a nonpartisan, charitable organization, the purpose of the solicitation is nonpartisan and charitable, and the solicitation has been approved in accordance with Board policy. (Education Code 51520)

Homemade foods shall not be sold on school premises or provided for class parties. (Education Code 51520)
Snack foods which may be sold by CNS staff, shall be of good nutritional quality, as are nuts, dried and fresh fruit, yogurt, juices, cheese, seeds, snacks, and milk. Such foods should contain no more than a moderate amount of salt, sugar or fat, according to USDA regulations. (Education Code 51520)

STUDENT SPORTS PROGRAM

We believe that every student deserves the opportunity to participate, grow, and thrive through sports.

In accordance with California law (5 CCR § 4920), our district provides equal access to all interscholastic, intramural, and club athletic programs. No student will be excluded from participation, denied athletic opportunities, or treated unfairly based on their:

- Sex, gender, or sexual orientation
- Race, ethnicity, ancestry, color, or national origin
- Religion
- Physical or mental disability

Equal Access & Facilities

All of our sports programs are open to both male and female athletes. In addition, all student-athletes have equal access to school facilities, equipment, and locker rooms to ensure a safe, supportive, and inclusive environment for everyone.

CONCUSSION AND HEAD INJURIES

A concussion is a brain injury that can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. Even though most concussions are mild, all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly. A school district**,** charter school, or private school that elects to offer an athletic program must immediately remove from a school-sponsored athletic activity for the remainder of the day an athlete who is suspected of sustaining a concussion or head injury during that activity. The athlete may not return to that activity until he or she is evaluated by, and receives written clearance from, a licensed healthcare provider. **If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider.** On a yearly basis, a concussion and head injury information sheet must be signed and returned by the athlete and the athlete's parent or guardian before the athlete initiates practice or competition. This requirement does not apply to an athlete engaging in an athletic activity during the regular school day or as part of a physical education course. (E.C. 49475)

CALIFORNIA YOUTH FOOTBALL ACT

Under state law, students who participate in football games in grades 6-12 must have a licensed medical professional present during the game, whether playing at a home game or away at another school. This does not include Physical Education classes or intramural football games outside of extracurricular athletics offered at the middle or high school. – (H.S.C. 124241 (6-12))

CONTROLLED SUBSTANCES – OPIOIDS

The District will provide facts regarding risks and side effects of opioid use each year to all athletes grades 6-8. Parents and student athletes must sign acknowledgement or receipt of the document annually. (EC 49476)
Center for Disease Control Prescription Opioids What You Need to Know

HEALTH INSURANCE FOR ATHLETES

The Adelanto Elementary School District offers optional accidental injury insurance to all members of school athletic teams that covers medical and hospital expenses. The District offers insurance or other health benefits through …. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. Information about these programs may be obtained by calling our Risk Management Department.
Click here for the Student Accident Insurance- Health Insurance

Bus Rules, Regulations and Safety

BUS TRANSPORTATION POLICY

The Adelanto Elementary school District provides transportation for students who live beyond established distances from the school of assignment. School transportation is not required by law and is a privilege made available to those who are eligible. This privilege may be revoked if the rules of conduct are not followed. For more information on District transportation procedures, review the Transportation Handbook or contact the Transportation Department at (760) 246-3278.

The established distance for students in grades kindergarten through grade 3 is 1 ¼ mile and the distance for students in grades 4 through 8 is 2 miles. The eligibility distance is determined by the shortest distance, as determined by the Transportation Department, not necessarily based on an internet mapping site or the mileage based on driving the route to the school. Information concerning rider eligibility is available at the school sites, the Central Enrollment Center and the Transportation Department. A parent or guardian of a kinder must be present and have in his or her possession a kinder blue card in order for the release of any kinder. Parents must arrive on time to pick up their child from the bus stop, repeated failures will result in the loss of bus privileges. Students must ride their assigned bus and get On/off at assigned bus stops only. General Conduct, students are expected to conduct themselves in such a manner as to conform to classroom standards of behavior. Students must abide by the above regulations while riding as a passenger on a school bus or any district vehicle
The Superintendent or designee shall provide written safety information to the parents/guardians of all students who have not previously been transported in a school bus. This information shall be provided upon registration and shall include: (BP/AR 5131.1)

- A list of all school bus stops near each student's home
- General rules of conduct at school bus loading zones
- Red light costing instructions
- School bus danger zone
- Safety while walking to and from school bus stops

- Video surveillance may occur on any school bus, and these recordings may be used in student disciplinary proceedings

SCHOOL BUS: PASSENGER SAFETY

All students in pre-kindergarten, kindergarten, and grades 1 to 6, shall receive written information on school bus safety (i.e., a list of school bus stops near each student's home, general rules of conduct at school bus loading zones, red light crossing instructions, school bus danger zone, and walking to and from school bus stops). Prior to departure on a school activity trip, all students riding on a school bus or school activity bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction also may include responsibilities of passengers seated next to an emergency exit.

RULES FOR SAFE CONDUCT ON THE BUS:

The state law (**Section 14103 Title 5 C.A.C. "Authority of bus drivers**) reads: Pupils transported in a school bus shall be under the authority of, and responsible to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation in accordance with regulations of the governing board of the District.

Students may receive a "bus ticket" for any of the following infractions:

1. Improper boarding/departing procedures

2. Bringing articles aboard bus of injurious or objectionable nature

3. Failure to remain seated

4. Refusing to obey the driver

5. Fighting/pushing/tripping

6. Hanging out of the window

7. Throwing objects in or out of the bus

8. Lighting matches/smoking on the bus

9. Spitting/littering

10. Unnecessary noise

11. Tampering with bus equipment

12. Rude, discourteous and annoying conduct

13. Destruction of property

14. Other behavior relating to safety, well-being and respect for others

Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the

principal, up to the remainder of the school year. The principal or designee of the school will notify the parent of any written bus citation. The following consequences shall be followed:

- 1st offense—warning and ticket home
- 2nd offense—3 day suspension from bus
- 3rd offense—5 day suspension from bus
- 4th offense—10 day suspension from bus
- 5th offense—bus privileges suspended for rest of school year

The principal may suspend immediately from the bus if the infraction is warranted. The transportation office and the school office will keep copies of the citations on file with each incident. Teachers will endeavor to familiarize pupils with the standards of conduct expected of them as passengers prior to their participation in trips.

It is the parent's responsibility to contact the school office when a student is issued a "School Bus Incident Report".

SCHOOL BUS TRANSPORTATION IS A PRIVILEGE, NOT A RIGHT!
Please Note: Any fighting or other serious offense will result in the student automatically starting at Step 5. Offenses that pose serious harm to your student, other riders, drivers of other vehicles, the bus driver, or result in the need for the driver to stop the bus and notify the site administrators and/or California Highway Patrol (CHP) for assistance may result in immediate removal from the bus for a minimum of 30-days to the remainder of the year plus appropriate school consequences.

Discriminations, Protections, Complaints and Procedures

NONDISCRIMINATION POLICY

The Board of Trustees is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination including discrimination against an individual or group based on race, color, ancestry, nationality national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital or parental status, pregnancy, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Specifically, state law prohibits discrimination on the basis of gender in enrollment, counseling and the availability of physical education, athletic activities and sports. Transgender students shall be permitted to participate in gender-segregated school programs and activities (ex: athletic teams, sports competitions and field trips) and to use facilities consistent with their gender identity. The District assures that lack of English language skills will not be a barrier to admission to district programs. Complaints of unlawful discrimination, harassment, intimidation, or bullying are investigated through the Uniform Complaint Process. Such Complaints must be filed no later than six months after knowledge of the alleged discrimination was first obtained. For a complaint form, or additional information, contact the Superintendent's Office, 11824 Air Expressway, Adelanto, CA 9230, (760) 246-8691

Equity Compliance
Saida Valdez, Ed.D., Assistant Superintendent of Academic Services
11824 Air Expressway, Adelanto, CA 92301
760-246-8691

saida_valdez@aesd.net

Title IX Coordinator
Craig Shiftlett , Assistant Superintendent of Human Resources
11824 Air Expressway, Adelanto, CA 92301
760-246-8691
craig_shiflett@aesd.net

504 Plan Coordinator
Carol Coburn, Director of Academic Services
11824 Air Expressway, Adelanto, CA 92301
760-246-8691
carol_coburn@aesd.net

EDUCATIONAL EQUITY: IMMIGRATION AND CITIZENSHIP STATUS

The Equity in Higher Education Act, states that all persons, regardless of their disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other specified characteristic such as hairstyles, equal rights and opportunities and adds this opportunity to apply for financial aid for higher education to also be equitable, and an application may not be denied of a student based on their immigration status. This does not guarantee any final eligibility, but simply an ability to apply for financial aid just like any other student, without discrimination. (E.C. 200, 220, and 234.1 adding Article 5.7 to EC 234.7, EC 66251, 66260.6, 66270, and 66270.3)

RIGHT OF ALL STUDENTS TO A PUBLIC EDUCATION

At Adelanto Elementary School District, we believe that every child deserves a safe, welcoming, and high-quality education. We are fully committed to the success of all students, and every school in our district is a safe haven where your child has a right to learn free from bullying, intimidation, and discrimination. All children have a right to a free K-12 public education regardless of their immigration status, citizenship, or religious beliefs. We strictly protect student privacy and do not collect immigration or citizenship records during enrollment.

WILLIAMS COMPLAINT POLICY AND PROCEDURE

The Adelanto Elementary School District (AESD) is dedicated to providing every student, including English learners, with sufficient state-aligned textbooks and instructional materials for use in the classroom and at home. AESD ensures that all school facilities are clean, safe, and maintained in good repair, and that all classrooms are staffed by properly assigned, fully qualified teachers. In accordance with California educational law (including provisions under Assembly Bill 1078), school boards are prohibited from banning or refusing instructional materials based on inclusive or diverse perspectives, and any such shortages constitute a violation of student rights. If you observe deficiencies in these areas, standard classroom notices provide instructions on how to file a complaint. While parents, students, and community members are highly encouraged to resolve concerns directly with the school principal first, official complaint forms can be submitted anonymously and are available at school sites, the District office, or online at www.aesd.net. Furthermore, under current state law, complaints regarding insufficient instructional materials may also be escalated directly to the State Superintendent of Public Instruction for immediate intervention.

Policy: AR 1312.4 Williams Uniform Complaint Procedures

SEXUAL HARASSMENT

Adelanto Elementary School District is committed to maintaining a learning and working environment free from sexual harassment. Any student who engages in sexual harassment of anyone in or from the district, including another student or employee, maybe subject to disciplinary action up

to and including expulsion. Any employee who permits, engages in, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. For a copy of the district's sexual harassment policy or to report incidences of sexual harassment, please contact your student's principal. (E.C. 48980 (g)(1) and E.C. 231.5)

Board Policy 5145.7 states that prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, when made on the basis of sex and under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion

Policy: BP5145.7 Sexual Harassment & AR 5145.7 Sexual Harassment

TITLE IX NOTIFICATIONS

Title IX of the Education Amendments of 1972 is one of several federal and state anti-discrimination laws that ensure equality in educational programs and activities that receive federal funding. Specifically, Title IX protects male and female pupils and employees, as well as transgender pupils and pupils who do not conform to sex stereotypes, against discrimination based on sex, including sexual harassment. California law also prohibits discrimination based on gender, gender expression, gender identity, and sexual orientation. Under Title IX, pupils may not be discriminated against based on their parental, family, or marital status, and pregnant and parenting pupils may not be excluded from participating in any educational program, including extracurricular activities, for which they qualify. For more information about Title IX, or how to file a complaint of noncompliance with Title IX, The Assistant Superintendent of Human Resources at (760) 246-8691, ext. 10667 or by visiting or website at www.aesd.net

Title IX Coordinator
Craig Shiflett, Assistant Superintendent of Human Resources
11824 Air Expressway, Adelanto, CA 92301
760-246-8691

craig_shiflett@aesd.net

Policy: AR5145.71: Title IX Sexual Harassment Complaint Procedures

Uniform Complaint Process (UCP)

The Adelanto Elementary School District annually notifies our students, employees, parents or guardians of its students, the district advisory committee, school advisory committees, appropriate private school officials, and other interested parties of our Uniform Complaint Procedures (UCP) process.

The UCP Annual Notice is available on our website at www.aesd.net.

We are primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group, and all programs and activities that are subject to the UCP.

Policy: BP 1312.3 Uniform Complaint Procedures & AR 1312.3 Uniform Complaint Procedures

The District is primarily responsible for compliance with federal and state laws and regulations. The Uniform Complaint Procedures (UCP) shall be used to investigate and resolve complaints alleging a failure to comply with federal or state laws or regulations governing the following programs, activities, and protections:

- Accommodations for Pregnant and Parenting Students
- After School Education and Safety (ASES)
- Agricultural Career Technical Education
- Career Technical and Technical Education; Career Technical and Technical Training Programs
- Compensatory Education
- Consolidated Categorical Aid Programs
- Discrimination, Harassment, Intimidation, or Bullying against any protected group as identified under California Education Code sections 200 and 220 and Government Code Section 11135, including any actual or perceived characteristic 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 an educational institution that is funded directly by, or that receives or benefits from, any state financial assistance.
- Educational and Graduation Requirements for students in foster care, students experiencing homelessness, students from military families, and students formerly in Juvenile Court now enrolled in a school district.
- Every Student Succeeds Act (ESSA) (Titles I–VII)
- Local Control and Accountability Plans (LCAP)
- Migrant Education
- Physical Education Instructional Minutes (Grades 1–6)
- Pupil / Student Fees (unlawful charging of fees for school activities)
- Reasonable Accommodations for a Lactating Student
- School Plans for Student Achievement (SPSA)
- School Safety Plans
- School Site Councils
- State Preschool Programs

Filing a UCP Complaint

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

For complaints relating to Local Control and Accountability Plans (LCAP), the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by our agency.

A pupil enrolled in any of our public schools shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint may be filed with the principal of a school or our superintendent or their designee.

A pupil fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

Responsibilities of the Adelanto Elementary School District

We shall post a standardized notice, in addition to this notice, with educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a school district.

We advise complainants of the opportunity to appeal an Investigation Report of complaints regarding programs within the scope of the UCP to the Department of Education (CDE).

We advise complainants of civil law remedies, including injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of our UCP procedures shall be available free of charge.

Contact Information

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints: Saida Valdez, Ed.D., Assistant Superintendent of Educational Services.

Equity Compliance- The contact below is knowledgeable about the laws and programs that they are assigned to investigate in Adelanto Elementary School District.

Saida Valdez, Ed.D., Assistant Superintendent of Educational Services
11824 Air Expressway, Adelanto, CA 92301
760-246-8691
saida_valdez@aesd.net

MISCELLANEOUS

AIR QUALITY – INDOOR & OUTDOOR

To ensure a safe environment, staff and students must refrain from bringing potential air quality irritants into classrooms and enclosed spaces—including animals, dust-collecting stuffed toys, scented candles, incense, air fresheners, and fragranced personal care products like perfume, cologne, scented lotions, or nail polish. Additionally, the district monitors local health advisories and outdoor air quality alerts (such as ozone, particle pollution, and UV levels). When a significant risk is identified, school leaders will adjust, limit, or cancel outdoor activities—particularly those involving heavy exertion—to protect all individuals, especially those sensitive to air quality health risks. (AESD AR 3514 Environmental Safety and AESD BP 3514 Environmental Safety)

ASBESTOS MANAGEMENT PLAN

The asbestos management plan is updated annually and a copy is maintained in the Principal's office. The AESD School District maintains and annually updates its management plan for asbestos-containing material in school buildings. For a copy of the asbestos management plan, please contact the Principal's Office.
(Federal Register 40 CFR 763.93)

CAMERAS ON SCHOOL PROPERTY

For the safety of our students, staff and visitors, the Adelanto Elementary School District employs camera surveillance equipment for security purposes. This equipment may or may not be monitored at any time.
Surveillance cameras will generally be utilized only in public areas where there is no "reasonable expectation of privacy." Public areas may include school buses; building entrances; hallways; parking lots; front offices where students, employees, and parents come and go; gymnasiums during public activities; cafeterias; and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of District buildings or all District activities.

District surveillance cameras will not be installed in "private" areas such as restrooms, locker rooms, changing areas, private offices (unless consent by the office owner is given), or classrooms.

CAMERAS DURING STUDENT LESSON

For students participating in virtual instruction, it is requested that students have their cameras on during their synchronous (direct instruction) lesson. They are required to participate in daily live interaction with their teacher(s) and peers for the purposes of instruction, progress monitoring and school connectedness (EC 43503(b)). To minimize disruption to your home environment, it is recommended that you place your child in an area where a wall is at his/her back or use a virtual background. If your child has anxiety about being on camera for extended periods of time, please talk with your child's teacher so arrangements can be made.

CHILD ABUSE AND NEGLECT REPORTING

Our school district is deeply committed to providing a safe, secure, and nurturing environment for every student. We value your partnership in keeping our school community safe and want to ensure you are informed about our policies and your rights regarding child safety.

Protecting Our Students

To help protect our children, our district provides age-appropriate safety education. Students learn about their right to live free from harm, practical self-protection strategies, and how to reach out for help or report an incident whenever they feel unsafe.

Our Staff's Role: Mandated Reporters

Under California law, all school district employees are designated **mandated reporters**. This includes teachers, instructional aides, counselors, administrators, nurses, and support staff.

- **Duty to Report:** If a school staff member has reasonable suspicion that a child may be experiencing abuse or neglect, they are required by law to file a report with an appropriate outside agency (such as Child Protective Services or local law enforcement).
- **No Internal Investigations:** Staff members are legally prohibited from investigating suspicions on their own; their role is strictly to report the concern so trained professionals can ensure the child's safety.
- **Strict Confidentiality:** The name of the person filing the report and the details within it are kept strictly confidential.

What Does (and Does Not) Constitute Abuse

School staff are permitted to use reasonable physical intervention when necessary to maintain a safe learning environment. Under state law and district policy, **child abuse does not include** reasonable force used by school personnel to:

- Stop a physical fight or prevent injury to people or damage to property.
- Defend themselves or others.
- Safely remove dangerous objects or weapons from a student's control.
- Maintain order, safety, and an environment conducive to learning.
- Normal physical discomfort resulting from voluntary participation in sports or recreational activities.

Parent Rights and How to File a Complaint

Parents and guardians have the right to file a complaint if they suspect a school employee or anyone else has engaged in child abuse at a school site.

- Reporting to Outside Agencies: You may file a report directly with local law enforcement or San Bernardino County Children and Family Services at 1-800-827-8724.
- Notifying the District: You may also notify the District directly by reaching out to the Director of Academic Services at (760) 246-8691 ext. 10268.
- Language Support: Written procedures and interpreter services are available upon request for non-English speaking families.

CHILD ABUSE PREVENTION TRAINING PROGRAM

Our school district participates in primary child abuse prevention programs designed to keep students safe, help them understand personal boundaries, and teach them how to seek help from trusted adults. We value your partnership and want you to be fully informed about what your child is learning; therefore, you have the right to review the program materials prior to instruction. Participation in these programs is completely voluntary, and parents or guardians have the right to opt their child out of participation. To inspect course materials or to excuse your child from these lessons, please submit a written request to your school principal. *(Legal Reference: California Welfare & Institutions Code § 18976.5; Education Code §§ 51938, 51240)*

DISASTER PREPAREDNESS

Natural and human-caused disasters affect everyone which is why it is important to be prepared at home, at school, at work, and in the community. Our school sites have emergency supplies and regularly conduct drills so in the event of a disaster both staff and students are prepared. Parents/guardians are encouraged to review the safety educational materials provided on the California Department of Education Web page at http://www.cde.ca.gov/ls/ss/cp/studentsafetyeducmat.asp. The materials are available in multiple languages and can be used to help families prepare for different types of emergencies and crises. If you would like copies of these materials, contact your student's principal or the Director of Risk Management at (760) 246-8691 ext, 10208. (AB 103)

GUN FREE SCHOOL ZONE

California prohibits any person from possessing a firearm on, or within 1,000 feet from, the grounds of a public or private school, unless it is with the written permission of Dr. Kennon Mitchell, Superintendent. This does not apply to law enforcement officers, any active or honorably retired peace officers, members of the military forces of California or the United States, or armored vehicle guards engaged in the performance of, or acting in the scope of, their duties. A person may also be in possession of a firearm on school grounds if the firearm is unloaded and in a

locked container or within the locked trunk of a motor vehicle. A violation of this law is punishable by imprisonment in a county jail for up to six months, a fine of up to $1,000, or both imprisonment and fine. (PC 626.9 and 30310)

MEGAN'S LAW

Megan's Law & Student Safety Megan's Law is a federal and state law named in memory of Megan Kanka, a seven-year-old girl killed by a repeat sex offender in 1994. The law requires law enforcement agencies to make information about registered sex offenders available to the public so families can take proactive steps to keep their children safe.

To help you stay informed, the California Department of Justice maintains an open public database at meganslaw.ca.gov. On this site, parents can search for registered offenders by name, address, or map location. You'll also find practical tips on talking to your children about personal safety, facts about state registration requirements, and answers to common safety questions. Our district encourages all parents to utilize these resources as part of our shared effort to maintain a safe community.

PESTICIDE PRODUCTS

To obtain a copy of all pesticide products used and those the District that are expected to be used by the pest control team at the school sites during the 2020-2021 school year, please contact the Manager of the Maintenance Department (760)246-8691, ext 10231. We will post a "Warning--Pesticide Treated Area" Notice 24 hours prior to a pesticide application, which will remain posted for 72 hours after the application. In case of a pest control emergency, the warning sign shall be posted immediately upon application, and shall remain posted until 72 hours after the application. "Emergency Conditions" are those, which the school defines as the immediate use of pesticides, are necessary to protect the health and safety of students and staff.

SCHOOL SAFETY PLAN

Each school site has a Comprehensive School Safety Plan, which includes a disaster preparedness plan and emergency procedures. These plans are reviewed and updated by the site annually. Copies are available to read at each school office. Plans should, among other things, provide guidance for the response to and/or the prevention of bullying, child abuse, disasters, and criminal activity. Fire and emergency drills are held periodically at each school. For more information, contact the site principal.

SEX HEALTH EDUCATION AND HUMAN IMMUNODEFICIENCY VIRUS (HIV) PREVENTION EDUCATION

The California Healthy Youth Act requires that comprehensive sexual health education and human immunodeficiency virus (HIV) prevention education be taught to students at least once in middle school and once in high school, beginning no later than grade seven. Instruction and materials must be medically accurate, objective, age‑appropriate and inclusive of all students, as defined by law. The law requires that instruction and materials must encourage students to communicate with parents, guardians or other trusted adults about human sexuality.

The purpose of this instruction is to:

- Provide students with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended pregnancy.

- Provide students with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.
- Promote understanding of sexuality as a normal part of human development.
- Ensure students receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end.
- Provide students with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors.

All instructional materials are available for review in the main office of your child's school. You may also request a copy of the California Healthy Youth Act (California *Education Code* sections 51930–51939).

This instruction will be provided by certificated teachers identified at each school site. Parents/Guardians will receive a letter from your child's school stating what teacher will be teaching this course and when this course will be taught. **This will only be provided to 8th grade students in our District.** If you **do not** want your student to participate in comprehensive sexual health or HIV prevention education, please provide a signed, written note to **your child's school.** If you have any questions, please contact your student's teacher or principal.

Education Code (EC) 51938

Student Use of Technology

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 USC 6777, 47 USC 254)

Acceptable Use Policy

INTRODUCTION

Adelanto Elementary School District (AESD) recognizes that access to technology at school gives students more significant opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping our students develop 21st-century technology and communication skills. We provide access to various technologies for students and staff to meet this commitment. These technologies range from classroom to take-home devices to empower students to maximize their full potential and prepare them for successful futures.

AESD provides a wide range of technology resources for student use within the classroom and at home. Student devices are to be used solely for educational purposes. This Acceptable Use Policy (AUP) outlines appropriate use and prohibited activities. AESD expects every student to follow the rules and conditions listed in this document and any directions or guidelines given by AESD teachers, substitutes, administrators, and staff.

Mandatory Review

This AUP outlines the guidelines and behaviors that all users must follow when using District technology resources. Students must review this agreement each school year to educate themselves on expectations for responsible use of the AESD computer network. Additionally, employees

supervising students who use the AESD computer network shall provide training on appropriate use. All District students and parents/legal guardians shall acknowledge receipt and understanding of this Agreement and agree in an electronic form to comply with the same.

TECHNOLOGIES COVERED

The District may provide technological resources for student use, including Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, chat, and e-mail. The policies this document outlines are intended to cover all available technologies, not just those specifically listed.

GENERAL POLICIES

- The AESD network is intended solely for educational purposes or district business. The term "educational purpose" includes, but is not limited to, classroom activities, career development, and high-quality self-discovery activities.
- The AESD computer network has been established for educational purposes, not as a public access service or public forum. Adelanto Elementary School District has the right to place reasonable restrictions on material accessed or posted throughout the network.
- A content filtering solution is in place to prevent access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the Children's Internet Protection Act (CIPA). This includes all District devices taken off our computer network.
- This Agreement also pertains to users who connect via non-District network services (e.g., cell phones, mobile hotspots, etc.) while on District property or participating in school-related functions. However, AESD cannot be held responsible for content accessed through such services.
- Students must sign and adhere to this Agreement; parent/guardian permission is required for all students. The District is not responsible for the actions of students who violate this Agreement.
- The District reserves the right to monitor all activity on the AESD computer network and
- District-provided devices off our computer network. Students have no expectation of privacy concerning the usage of the computer network, even if the use is for personal purposes.
- In addition to this Agreement, students are expected to follow all aspects of the Student Use of Technology Policy (BP 6163.4) and Student Use of Technology Administrative Regulation (AR 6163.4). The same rules, good manners, guidelines, and laws used in daily school activities also apply to students using the AESD computer network.

DIGITAL CITIZENSHIP EXPECTATIONS

While utilizing any portion of the AESD computer network and equipment, students are expected to exhibit responsible behavior and avoid engaging in inappropriate use. The AESD computer network is considered a limited forum. Therefore, the District may restrict a student's use of the network for valid reasons, including but not limited to violations of the following:

- Students shall not post information that, if acted upon, could cause damage or danger of

disruption to the educational environment for staff and/or students.

- Students shall not engage in electronic personal attacks that violate District policy or State or Federal law.
- Students shall not harass, bully, or engage in any activities intended to harm (physically or emotionally) another person. Harassment is persistently acting in a manner that distresses or annoys another person and includes, but is not limited to, online impersonation, intimidation, or denigration; sending persistent and unsolicited messages; cyber-stalking; and changing or manipulating the digital property of others.
- Students shall not distribute or post fabricated, harmful, or defamatory information about a person or organization.
- Students shall not use the AESD computer network, equipment, or personal devices to engage in criminal activity.
- Students shall not display, access, or send offensive, explicit, or inappropriate messages or content.
- Students shall not offer, provide, or purchase products or services through the AESD computer network.
- Students shall not use the AESD computer network for political lobbying.

INTERNET AND STUDENT WEBSITES

- Access to Web-based resources is intended for educational purposes. Students are expected to adhere to the responsible use of guidelines as specified in this Agreement and District policy. Immediately report inappropriate sites to District staff.
- The use of any photographs or student work on any web pages must follow District guidelines.
- Material (graphics, text, sound, etc.) placed on any web pages are expected to meet academic standards of proper spelling, grammar, mechanics, the accuracy of the information, and legal copyright standards.
- All student webpages must have a link back to the homepage of the classroom, school, or district, as appropriate.

ELECTRONIC COMMUNICATION

- Students may have access to programs that allow email, messaging, chat, social networking, etc. These accounts are to be used for specific educational purposes or activities by State and Federal law when on campus.
- Students shall not establish or access personal accounts through the District network for non-educational purposes.
- Students shall not repost content, including but not limited to pictures, messages, or videos, that were sent to them privately. Sender's permission as well as any subjects depicted in the content, and, in some cases, the parent/legal guardian is required for the reposting of content.
- Students shall not post private and/or personal information about another person, including, but not limited to, contact or identifier information.
- Under the California Public Records Act ("CPRA"), electronic files are treated like

paper files. Public documents are subject to inspection through CPRA. In responding to a request for information under the CPRA, the District may access and provide such data without the knowledge or consent of the user.

PERSONAL SAFETY

- Students shall not share personal contact and/or identifier information about themselves or others. Personal contact/identifier information includes but is not limited to address, telephone, school address, email address, or Social Security Number.
- Students shall not disclose personal contact information except to educational institutes for educational purposes, companies, or other entities for career development purposes, or without specific authorization.
- Students shall not agree to meet with someone they have met online.
- Students shall promptly disclose to a teacher or other school employee any message received that is inappropriate or makes the student feel uncomfortable.

CARE OF EQUIPMENT

- Students must take care of the technology-focused equipment, which can be considered a privilege.
- Users may not remove network cables, keyboards, or other components.
- Students may not modify the configuration or content of software installed on any District technology.
- Damages to technology may result in a charge being placed on the user's account.
- The District reserves the right to monitor, inspect, copy, and review district-owned devices

SYSTEM SECURITY

- Students are responsible for their accounts and should take all reasonable precautions to prevent others from using them, including, but not limited to, keeping passwords private.
- Students shall immediately notify a teacher or other school employee if they have identified a possible security problem. Students should not look for security problems because this may be considered an illegal attempt to gain access.
- Students shall not attempt to gain unauthorized access to any portion of the AESD computer network. This includes attempting to log in through another person's account or accessing another person's folders, work, or files. These actions are illegal, even if only for "browsing."
- Students shall not attempt to access non-student District systems.
- Students shall not deliberately attempt to disrupt the AESD computer network or destroy data by spreading computer viruses or other means. These actions are illegal.
- Students shall not intentionally attempt to access websites blocked by District policy, including proxy services, VPN, software, or websites.
- Students shall not use sniffing or remote access technology to monitor the network or other user's activity.

SOFTWARE AND FILES

- Software is available to students to be used as an educational resource. Students shall not install, upload or download the software without District permission. Any software that disrupts the AESD computer network will be removed.
- Files stored on the AESD computer network are treated in the same manner as other school records. Routing maintenance and monitoring of the AESD computer network by authorized employees may lead to the discovery that a student has violated this Agreement or the law. Students should not expect that files stored on District servers or accessed through the AESD computer network are private.

TECHNOLOGY HARDWARE

- Hardware and peripherals are provided as tools for student use for educational purposes. Students are not permitted to install or relocate network hardware and/or peripherals (except for portable devices) or to modify settings to equipment without the consent of the District Information Technology Department.
- Students shall not connect unauthorized wired or wireless devices to the AESD computer network.

VANDALISM

- Any malicious attempt to harm or destroy data, the network, or other network components connected to the network backbone, hardware, or software may result in the cancellation of network privileges. Appropriate disciplinary action will be taken.

PLAGIARISM AND COPYRIGHT INFRINGEMENT

- Students may access copyrighted material for educational purposes.
- All students are expected to follow existing copyright laws. Posting any material (graphics, text, sound, etc.) that violates federal or state law is prohibited. This includes but is not limited to, confidential information, copyrighted material, threatening or obscene material, and computer viruses.
- Copyrighted material shall not be placed on any system without the author's permission. Permission may be specified in the document, on the system, or must be obtained directly from the author.
- Students shall not plagiarize works found on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were original works. This includes using Artificial Intelligence language models (e.g., ChatGPT).
- Students shall appropriately cite materials referenced or used in producing original work.

VIDEOCONFERENCING/CLASSROOM VIDEO FEED

- All video conferencing must be for educational purposes.
- Students shall not record or stream classroom or other school-related activities without proper authorization. All such recordings or streaming must comply with student privacy laws.

DUE PROCESS

- The District's authorized representatives will cooperate fully with local, state, or federal officials in any investigation of illegal activities conducted through the AESD computer network.
- Disciplinary actions will be tailored to meet specific concerns related to the violation. Violations of this Agreement may result in a loss of access and other disciplinary and/or legal action.

LIMITATION OF LIABILITY

- The District makes no guarantee that the functions or the services provided by or through the AESD computer network will be error-free or without defects. The District will not be responsible for any damage suffered, including but not limited to loss of data, damage to personal devices, or service interruptions.
- The District is not responsible for the accuracy or quality of the information obtained through or stored on the AESD computer network. The District will not be liable for financial obligations arising through the unauthorized use of the network.
- The District utilizes a content filtering solution to block access to objectionable and inappropriate material on the Internet. However, preventing all such access is impossible, and a risk exists that a student may access material intended only for adults, even with filtering in place. No safeguard is foolproof, and the District is not responsible for material encountered on its computer network which may be deemed objectionable to a user or their parent/legal guardian.

VIOLATIONS OF THIS AGREEMENT

Violations of this Agreement may result in loss of access and other disciplinary and/or legal action. Students' breach of this Agreement shall be subject to the consequences as indicated within this Agreement as well as other appropriate disciplinary action(s), including but not limited to:

- Use of AESD computer network only under direct supervision
- Suspension of network privileges
- Revocation of network privileges
- Suspension of computer privileges
- Suspension from school
- Expulsion from school
- Legal action and prosecution by the authorities

FEDERAL AND STATE LAWS RELATED TO CYBERCRIMES

Below are examples, but not an exhaustive list, of online conduct that may constitute a violation of federal and state laws relating to cybercrimes:

- **Criminal Acts:** These include, but are not limited to, "hacking" or attempting to access computer systems without authorization, threatening/harassing email, cyberstalking, various explicit content, vandalism, unauthorized tampering with computer systems, using misleading domain names, using another person's identity and/or identity fraud.
- **Libel Laws:** Publicly defaming people through publishing material on the Internet, email, etc.
- **Copyright Violations:** Copying, selling, or distributing copyrighted material without the express written permission of the author or publisher (users should assume that all materials available on the Internet are protected by copyright); engaging in plagiarism (using other's words or ideas as your own).

ADELANTO ELEMENTARY SCHOOL DISTRICT

2026-2027

ANNUAL NOTICES

ADELANTO ELEMENTARY SCHOOL DISTRICT

NOTICE REGARDING HOMELESS EDUCATION

(Applicable Only for the Current School Year)

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. Every school district must appoint a liaison to assist these students.

A homeless student is defined as a person between the ages of birth (Early Head Start and Head Start Programs) and twenty-two (special education students) who lacks a *fixed, regular, and adequate* nighttime residence and may temporarily:

- Live in an emergency or transitional shelter; abandoned building, parked car, or other facility not designed as a regular sleeping accommodation for human beings;
- Live "doubled-up" with another family, due to loss of housing stemming from financial problems (e.g., loss of job, eviction, or natural disaster);
- Live in a hotel or motel;
- Live in a trailer park or campsite with their family;
- Have been abandoned at a hospital;
- Be awaiting foster placement in limited circumstances;
- Reside in a home for school-aged, unwed mothers or mothers-to-be if there are no other available living accommodations; or
- Be abandoned, runaway, or pushed out youth or migrant youth that qualifies as homeless because he/she is living in circumstances described above.

A homeless student has the right to attend either the *school of origin*, defined as the school that the student was last enrolled or attended when last housed or any school attended in the past fifteen (15) months; or the current school of residence. If a dispute arises over school selection or enrollment, the parent/guardian has the right to dispute the school's decision by contacting the district's homeless clerk at (760)246-8691 ext. 10656 or the district's McKinney Vento Liaison, the Coordinator of Student Services at (760) 246-8691 ext. 10214 and following the district's dispute resolution policy.

The law requires the immediate enrollment of homeless students, which is defined as "attending class and participating fully in school activities". Schools cannot delay or prevent the enrollment of a student due to the lack of school or immunization records or other documentation usually required for enrollment. It is the responsibility of the district homeless liaison to refer parents to all programs and services for which the student is eligible. Referrals may include, but are not limited to: free nutrition, special education services, tutoring, English Language Learners programs, Gifted and Talented Education program, preschool, before and after school services or any other program offered by the school or district. The district shall ensure that transportation is provided, at the request of the parent/guardian/unaccompanied homeless youth, to and from the school of origin, if feasible.

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

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

If you have questions or would like more information about the programs and services available to homeless students and families within the Adelanto Elementary School District, or if you qualify and need assistance, please contact the McKinney Vento clerk, at (760)246-8691 ext. 10656.

Adelanto Elementary School District

Parent Notice of Instructional Materials

In order to provide a quality education for all students, it is important to ensure that all students have adequate instructional materials. Each school year, students are assigned instructional materials (textbooks, library books, etc.) that they are responsible for keeping in good condition. These materials are expected to be turned in at the end of the school year or before changing schools. In accordance with California Education Code 48904: parents will be billed for any lost or damaged items assigned to their student. Unpaid invoices for lost or damaged items might result in a referral to a collection agency.

Fines are assessed in line with the Adelanto School District fee schedule as follows:

- Lost material: 100% replacement cost
- Extensive damage rendering item useless: 100% replacement cost (ie: liquid soaked, mold, etc.)
- Missing/extensive damage cover: 100% replacement cost
- Vandalism (cutting, graffiti, etc.) that cannot be repaired: 100% replacement cost
- Minor damage to cover but still usable: $5.00
- Missing/damaged barcode label: $1.00
- Torn pages or replacement of pages: $1.00 per page
- Writing, highlights, or other marks inside/outside of item: $1.00 per page

Please bring the exact amount due in the form of cash, money order, or cashier's check to your student's school library. Personal checks will not be accepted. If cash is paid and change is expected, please know that the change will be mailed to you in the form of a check at a later date. If your child's fine will cause a fiscal burden to your family at this time, please contact the principal to discuss the matter.

Upon receiving instructional materials, please remind your student to do the following:

- Look for damage. All damages that are not noted by the school librarian will be billed to the parent/guardian.
- Write your full name in the designated area inside the textbook. Use a book cover to protect the textbook.
- Do not lend materials to other students. Each item has a unique barcode number on it.

Adelanto Elementary School District

Acceptable Use Contract

Student Agreement

I understand and will abide by the provisions and conditions outlined in the Adelanto Elementary School District's Acceptable Use Policy. I understand that any violations of the Acceptable Use Policy or related District policies may result in disciplinary action, account revocation, and possible legal action and/or prosecution. I also agree to report any misuse of District technology immediately. I understand that all rules of conduct described in District and school site policies, procedures, and handbooks apply while I am using District technology resources.

Student Printed Name: _____ Student ID: _____

Student Signature: _____ Date: _____

Parent/Guardian Agreement

Students under 18 years of age must obtain the signature of a parent or legal guardian who has read this contract. As this student's parent or legal guardian, I have read this Acceptable Use Policy and understand that it is designed for educational purposes. I understand that Adelanto Elementary School District can't restrict access to all controversial materials, and I will not hold the District responsible for materials acquired on the District network. I also agree to report any misuse of District technology to the school or District staff.

I hereby give my permission to allow my child access to the technology resources provided by Adelanto Elementary School District, including the Internet.

Parent Printed Name: _____

Parent Signature: _____ Date: _____

Parents, for further information on educating minors about appropriate online behavior, we recommend visiting http://www.onguardonline.gov. This resource is provided by the federal government free of charge. For copies of this Acceptable Use Contract, please go to http://www.aesd.net/aup.

ADELANTO ELEMENTARY SCHOOL DISTRICT

RELEASE FORM FOR DIRECTORY INFORMATION

(Applicable Only for the Current School Year)
(Can be completed electronically on Aeries)

PARENTS: PLEASE READ AND COMPLETE THE INFORMATION BELOW AND RETURN IT TO YOUR SCHOOL PRINCIPAL. ***If you do not return the form, we will presume that you have given permission for the District to disclose your child's information to outside organizations and release his/her photo and/or interview to members of the media.***

Student Name: _____ Date of Birth: _____

Address: _____

City: _____ Zip Code: _____

Telephone No.: _____ Grade: _____

School: _____

The primary purpose of directory information is to allow the Adelanto Elementary School District to include this type of information from your child's education records in certain school publications. Directory information includes names, addresses and telephone listings, information that is generally not considered harmful or an invasion of privacy if released.

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

Student Directory Information

- ❑ I **consent** to have any directory information released to any individual or organization.
- ❑ 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 named above to the agency or agencies I check below:
  - ❑ PTA (if applicable)
  - ❑ Elected Officials
  - ❑ Health Department
  - ❑ Local Community Agencies (such as United Way)

Media Release (***Please note: This form does not apply to classroom displays or yearbook photos. If you do not want your child in a classroom display, please notify his/her teacher.)***

- ❑ 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 Printed Parent's Name

ADELANTO ELEMENTARY SCHOOL DISTRICT

ANNUAL PESTICIDE NOTIFICATION REQUEST

(Applicable Only for the Current School Year)

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

Parents/guardians can register with the school to receive notification of 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 13184, can do so by accessing the Department's web-site at www.cdpr.ca.gov.

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) Print Student's Name

Grade: _____

Teacher/Homeroom: _____

ADELANTO ELEMENTARY SCHOOL DISTRICT

CONCUSSION INFORMATION SHEET

(Applicable Only for the Current School Year)

A concussion is a type of brain injury and all brain injuries are serious. A concussion can be caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. It 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 complications 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 loss of consciousness.

WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion may show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion listed below, or if you notice the symptoms or signs of concussion yourself, your child should be kept out of play the day of the injury and until a healthcare professional, experienced in evaluating for concussion, determines that your child is symptom-free and able to return to play.

Signs observed by coaching staff…	***Symptoms reported by athletes…***
Appears dazed or stunned	Headache or "pressure" in head
Is confused about assignment or position	Nausea or vomiting
Forgets an instruction	Balance problems or dizziness
Is unsure of game, score, or opponent	Double or blurry vision
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or groggy
Shows mood, behavior, or personality changes	Concentration or memory problems
Can't recall events *prior* to hit or fall	Confusion
Can't recall events *after* hit or fall	Just not "feeling right" or "feeling down"

Concussions affect people differently. While most athletes with concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer. In rare cases, a dangerous blood clot may form on the brain and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body she/he exhibits any of the following danger signs:

One pupil is larger than the other	Convulsions or seizures
Is drowsy or cannot be awakened	Cannot recognize people or places
Weakness, numbness, or decreased coordination	Repeated vomiting or nausea
Slurred speech	Has unusual behavior
A headache that not only does not diminish, but gets worse	Becomes increasingly confused, restless, or agitated
Loses consciousness	

WHY MUST AN ATHLETE BE REMOVED FROM PLAY AFTER A CONCUSSION?

If an athlete has a concussion, his/her brain needs time to heal. Continuing to play while the brain is still healing 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 to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that young athletes will often under report symptoms of injuries. And concussions are no different. As a result, education of administrators, coaches, parents and students is the key for student-athlete's safety.

IF YOU THINK YOUR CHILD HAS SUFFERED A CONCUSSION

If you suspect that your child has a concussion, remove him/her from the game or practice immediately. 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 written medical clearance. Do not try to judge the severity of the injury yourself. Close observation of the athlete should continue for several hours. Rest is key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse.

California Education Code 49475 and the California Interscholastic Federation (CIF) Bylaw 313 require implementation of long and well-established return to play concussion guidelines that help ensure and protect the health of student athletes:

> *Any athlete who is suspected of sustaining a concussion or head injury in an athletic activity shall be immediately removed from the athletic activity for the remainder of the day, and shall not be permitted to return to the athletic activity until he or she is evaluated by a licensed health care provider who is trained in the management of concussions and is acting within the scope of his or her practice. The athlete shall not be permitted to return to the athletic activity until he or she receives written clearance to return to the athletic activity from that licensed health care provider. If the licensed health care provider determines the athlete has a concussion or head injury, the athlete shall also complete a graduated return-to-play protocol of no less than 7 days in duration under the supervision of a licensed health care provider.*

It's better to miss one game than miss the whole season.

For more information, visit: http://www.cdc.gov/headsup/youthsports/index.html (Centers for Disease Control and Prevention) or http://www.cifstate.org/sports-medicine/concussions/student_parents (CIF)

Student-athlete Name Printed	Student-athlete Signature	Date
Parent or Legal Guardian Printed	Parent or Legal Guardian Signature	Date

SUDDEN CARDIAC ARREST INFORMATION SHEET

(Applicable Only for the Current School Year)

SUDDEN CARDIAC ARREST INFORMATION SHEET
STUDENT ATHLETES ONLY– ALL GRADES

Sudden cardiac arrest (SCA) is when the heart stops beating, suddenly and unexpectedly. When this happens, blood stops flowing to the brain and other vital organs. SCA is not a heart attack. A heart attack is caused by a blockage that stops the flow of blood to the heart. SCA is a malfunction in the heart's electrical system, causing the victim to collapse. The malfunction is caused by a congenital or genetic defect in the heart's structure. It is fatal in 92 percent of cases if not properly treated within minutes.

WHAT ARE THE WARNING SIGNS AND RISK FACTORS OF SCA?

SCA often has no warning signs. In fact, the first symptom could be death. Athletes (and often their parents) don't want to jeopardize their playing time, so they may avoid telling parents or coaches in hopes that the symptoms will "just go away" on their own. Or, they may think they're just out of shape and need to train harder. Student athletes need to recognize and seek help if any of the conditions listed below are present.

Potential indicators that SCA is about to happen:

- Racing heart, palpitations or irregular heartbeat
- Dizziness or lightheadedness
- Fainting or seizure, especially during or right after exercise
- Fainting repeatedly or with excitement or startle
- Chest pain or discomfort with exercise
- Excessive, unexpected fatigue during or after exercise
- Excessive shortness of breath during exercise

Factors that increase the risk of SCA:

- Family history of known heart abnormalities or sudden death before age 50
- Specific family history of Long QT Syndrome, Brugada Syndrome, Hypertrophic Cardiomyopathy, or Arrhythmogenic Right Ventricular Dysplasia (ARVD)
- Family members with unexplained fainting, seizures, drowning or near drowning or car accidents
- Known structural heart abnormality, repaired or unrepaired
- Use of drugs, such as cocaine, inhalants, "recreational" drugs or excessive energy drinks

HOW CAN THE CONDITIONS OF SCA BE DETECTED?

Physical Exam and Medical History. Prior to participating in athletics, students are required to get a physical and complete a medical history. This form asks questions about family history and heart conditions. The physical exam should include listening to the heart.

Heart Screening. An electrocardiogram (ECG) is an effective diagnostic tool that detects irregularities. An abnormal ECG exam can lead to other tests like an echocardiogram, stress test, Holter monitor and more.

IF YOU THINK YOUR CHILD HAS EXPERIENCED ANY SCA SYMPTOMS

If your child has experienced any SCA-related symptoms, it is crucial to get follow-up care as soon as possible with a primary care physician. If the athlete has any of the SCA risk factors, these should also be discussed with a doctor to determine if further testing is needed. Wait for the doctor's feedback before returning your child to play, and alert his/her coach, trainer and school nurse about any diagnosed conditions.

California Education Code 33479.5 and the California Interscholastic Federation (CIF) Bylaw 503 require implementation of a sudden cardiac arrest protocol that helps ensure and protect the health of student athletes:

A student who passes out or faints while participating in or immediately following an athletic activity, or who is known to have passed out or fainted while participating in or immediately following an athletic activity, must be removed from participation at that time by the athletic director, coach, athletic trainer, or authorized person. A student who is removed from play after displaying signs and symptoms associated with sudden cardiac arrest may not be permitted to return to participate in an athletic activity until the student is evaluated and cleared to return to participate in writing by a physician and surgeon.

For more information, visit: http://cifstate.org/sports-medicine/sca/index (CIF)

Cut and RETURN bottom portion only. Please keep the upper portion for your information.

I have reviewed and understand the symptoms and warning signs of SCA.

_____	_____	_____
Student-athlete Name	Student-athlete Signature	Date
_____	_____	_____
Parent or Legal Guardian	Parent or Legal Guardian Signature	Date

ADELANTO ELEMENTARY SCHOOL DISTRICT

Firearms Safety Memorandum

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the Adelanto Elementary School District of their responsibilities for keeping firearms out of the hands of children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from his or her home. These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.

To help everyone understand their legal responsibilities, this memorandum spells out California law regarding the storage of firearms. Please take some time to review this memorandum and evaluate your own personal practices to assure that you and your family are in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; or (3) unlawfully brandishes the firearm to others.
    - Note: The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.

- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor never actually accesses the firearm.
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.
- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.

Note: Your county or city may have additional restrictions regarding the safe storage of firearms.

Thank you for helping to keep our children and schools safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

ADELANTO ELEMENTARY SCHOOL DISTRICT

Mental Health Supports

As the start of our new school year begins, we want to provide you with resources we have available for students, families, and the community regarding mental health.

Although our primary goal is to educate our students with rigorous academics, research indicates the importance of the whole child and ensuring social and emotional learning take the forefront in our classrooms. While we are not mental health providers, we do believe that our priority is equipping students with the skills to cope when things become difficult.

In our schools, we are providing the following supports:

- School Counseling- Adelanto Elementary School District counselors are able to provide check-ins with students, mobilize support for classroom teachers and students, and conduct risk-screenings for any students who exhibit signs of harm to self and/or others. School counselors also provide classroom lessons to teach resilience, self-advocacy, and implementing executive functioning skills instruction.
- Social Emotional Learning- Teachers are working with students by providing lessons and strategies on Social Emotional Learning. These strategies include: self-awareness, self-management, responsible decision making, relationship skills, and social awareness.
- Mental Health Specialists- We have a partnership with community-based mental health providers (Daybreak, Care Solace, Desert Mountain Children's Center, and Victor Community Support Services) to support our students/families with targeted counseling services. In addition there is a crisis walk-in center, Valley Star Crisis Walk-in Center that services students/families in crisis 24/7.
    - Located at 12240 Hesperia Rd suite a, Victorville, CA 92395

If you have concerns for you or your child, please feel free to reach out to your child's school principal, counselors, teachers with any concerns. We are here to work together to support our school community.

Mental Health Resources

How to get support and access services:

AESD Virtual Wellness Center (For All) Includes links for community resources and mental health supports	**AESD Counselor Referral (For Students)** Complete a referral to talk with a counselor, district social worker, or nurse
https://bit.ly/3B6yf1t	https://bit.ly/3RwXyPU
Care Solace (For All)	**See Your Healthcare Provider (For All)**
Contact Care Solace- a tool for finding mental health and substance abuse help: www.caresolace.com/aesd	Ask for Behavioral Health Referral from Your Insurance • Kaiser • Aetna • IEHP Find a Provider in Your Area • Medi-Cal (Children and Youth) • Medi-Cal (Adult)

Crisis Support

- If you or someone you know is in crisis, please CALL 9-1-1 IMMEDIATELY
- Suicide Hotline: **9-8-8** or **800-273-8255** (24/7) Text: **9-8-8** or text **"HOME"** TO **741741**
- LGBTQ+ Hotline: **866-488-7386 (24/7)**
- National Domestic Violence Hotline: **800-799-7233**
- Kaiser Behavioral health crisis line: **800-900-3277**
- **California Youth Crisis Line: 800-843-5200 (24/7)**

COMMUNITY CRISIS RESPONSE TEAM (CCRT)

High Desert 760-956-2345
CCRT provides assistance to those who are experiencing a mental health related emergency.

VALLEY STAR CRISIS WALK-IN CENTER

12240 Hesperia Road, Ste A
Victorville, CA 92395
760-245-8837
Center serves High Desert community residents of all ages who are experiencing a crisis. Open 24 hrs and accepts walk- in

APPENDIX A: Notification Changes in Board Policy and Administrative Regulation

- **Mobile Communication Devices BP & AR 5131.8**
    - BP 5131.8 Mobile Communication Devices
    - AR 5131.8 Mobile Communication Devices
- **Absences and Excuses AR 5113 (amended)**
    - BP 5113 Absences And Excuses
    - AR 5113 Absences and Excuses
- **Independent Study BP & AR 6158 (amended)**
    - BP 6158 Independent Study
    - AR 6158 Independent Study
- **Administering Medication and Monitoring Health Conditions BP & AR 5141.21**
    - BP 5141.21 Administering Medication and Monitoring Health Conditions
    - AR 5141.21 Administering Medication and Monitoring Health Conditions
- **Suicide Prevention Policies BP & AR 5141.52(amended)**
    - BP 5141.52 Suicide Prevention
    - AR 5141.52 Suicide Prevention
- **Bullying Policy BP & AR 5131.2 (amended)**
    - BP 5131.2 Bullying
    - AR 5131.2 Bullying
- **Pupil Sexual Harassment BP & AR 5145.7 (amended)**
    - BP 5145.7 Pupil Sexual Harassment
    - AR 5145.7 Pupil Sexual Harassment
- **Title IX Sexual Harassment Complaint Procedure AR 5145.71 (new)**
    - AR 5145.71 Title IX Sexual Harassment Complaint Procedure

- **Uniform Complaint Policy & Procedure BP & AR 1312.3 (amended)**
    - BP 1312.3 Uniform Complaint Procedures
    - AR 1312.3 Uniform Complaint Procedures

- **Nondiscrimination in District Programs and Activities BP 0410 (amended)**
    - BP 0410 Nondiscrimination In District Programs And Activities

- **Nondiscrimination/Harassment BP & AR 5145.3 (amended)**
    - BP 5145.3 NondiscriminationHarassment
    - AR 5145.3 NondiscriminationHarassment

- **Response to Immigration Enforcement BP & AR 1445 (New)**
    - BP 1445 Response to Immigration Enforcement
    - AR 1445 Response to Immigration Enforcement