

Parent Handbook

2023-2024



Superintendent

Eduardo Ochoa

Board of Trustees

President Berenice Alvarez , Vice President Valerie Bega,
Clerk Sandra DeLa Fuente, Member Patty Robertson,
Member Sammy Ramirez

Message from the Superintendent

Dear Parents and Guardians,

Corcoran Joint Unified School District is committed to providing a safe learning environment for all students and staff while developing our students academically, behaviorally and social-emotionally. We continue fostering intellectual curiosity while guiding students to college and career options that align with their personal interests.

We invite families to be active partners with us in this important work of educating, supporting and inspiring each student to successfully transition from grade to grade, graduate, and become ready for life pursuits after high school.

The purpose of the 2023-2024 Parent/Student Handbook is to inform our students and families of the policies, procedures, and operations of our schools. The handbook presents information highlighting policies and guidelines necessary for the academic achievement, safety, and well-being of our students.

The 2023-2024 Parent/Student Handbook can be accessed on the Corcoran Joint Unified School District homepage at <https://www.corcoranunified.com/> and copies are also available at each school. It is important to review the entire handbook with your child as we begin the school year and to use it as a reference throughout the year.

Thank you for your support and partnership in your child's education. We look forward to working together with you to increase learning and achievement for each CJUSD student. Should you have any questions about the contents of this handbook, please contact your school's principal. I wish each of you a wonderful and productive school year!

Sincerely,

Eduardo Ochoa
Superintendent

The Corcoran Joint Unified School District of Trustees is the governing body of the school district. Its purpose is to exercise general supervision over the schools within our district. The Board meets twice each month in the District Board Room located at 1520 Patterson Ave, Corcoran at 6:00pm on the second and fourth Wednesday of each month. The agenda is posted at the District Office the Friday before the scheduled meeting and also on the District's website. All Board Meetings are open to the general public except for that portion of the meeting that may be held in executive session. Executive sessions are held to discuss personnel and/or negotiations.

A person who wishes to address the Board may do so by calling the District office to file a request. A person may also address the Board during a public forum on non-agenda items.

Corcoran Joint Unified School District Board of Trustees

Member Sammy Ramirez, President Berenice Alvarez, Superintendent Eduardo Ochoa, Member Patty Robertson, Clerk Sandra DeLaFuente, Vice President Valerie Bega



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GOT A QUESTION? How to Get an Answer

Who to contact when you have a question concerning.....

Bus Pass or Eligibility

- Contact your child's school office.

My child's bus schedule

- Call (559) 992-8888 ext.1220

My child's attendance

- K-5 Contact School for an appointment with the school principal.
- 6-12 Contact the school attendance office at each school. Ask for the attendance clerk.

My child's school work

- K-12 Contact your child's teacher (Phone school office to arrange an appointment or request teacher to call).

Problems my child is having with other children:

- In the classroom K-5 Contact your child's teacher by phoning the school office to arrange an appointment or request the teacher to call.
- 9-12 Contact High School Learning Directors at (559) 992-8884 ext. 6210
- Before or after school- Phone school for appointment
K-5 Contact School Principal
6-12 Contact Learning Director

Classroom Procedures

- Contact your child's teacher by phoning school for an appointment.

School Procedures

- Contact the school principal, vice principal or learning director by phoning school for an appointment.

My child's eligibility and/or participation in special programs

- K-5 Contact School Principal
- 6-12 Contact School Principal

General Procedures- When you, as a parent, have any questions or concerns about things that occur in your child's classroom, you are encouraged to discuss them with your child's teacher or Principal as soon as possible.

Immunization Requirement

All students enrolling in Corcoran Joint Unified School District must present an immunization record with all required immunizations up-to-date for age according to the California Department of Health Services.

Required Immunizations

Polio, DPT (Diphtheria, Tetanus and Pertussis), Measles, Rubella, Mumps, Hepatitis B, Varicella (chicken pox) – all immunizations must be up to date.

A Tdap (Tetanus, Diphtheria, and Pertussis) booster shot and varicella is required for 7th-12th grades.



**NOTICE TO PARENTS AND GUARDIANS
CONCERNING THEIR LEGAL RIGHT AND OBLIGATIONS
TO SPECIFIED PROGRAMS AND ACTIVITIES**

Pursuant to Education Code section 48980, each school district must notify parents and guardians of their legal rights and obligations relating to specified programs or activities at the beginning of the first semester or quarter of the regular school term. The following outline summarizes those programs and activities.

ACCIDENTS/EMERGENCIES

Each school has someone on duty to render assistance with minor injuries. If the injury appears to be more than a minor injury, the parent/guardian shall be notified and asked to pick up the child for their own observation or examination by the family physician. For injuries requiring emergency care, an ambulance shall be called and the parent/guardian and school nurse shall be notified immediately. If the parent or person on the emergency card cannot be reached, the school will decide what degree of medical care is provided. The parent's insurance will have primary responsibility for charges for medical, hospital, and ambulance costs.

ADULT EDUCATION CLASSES

Adult Ed High School Diploma: Students that are 18 years or older can enroll in courses to complete the graduation requirements to earn their High school Diploma. This is a seat-based class that meets five days a week for four hours a day. Students must complete all core classes plus an additional 60 units of electives to graduate.

ADVANCED PLACEMENT EXAMINATION FEES

Eligible high school students may receive financial assistance to cover the costs of the advanced placement examination fees or the International Baccalaureate examination fees, or both. Please contact Corcoran High School at (559) 992-8884 for information. (EC §52244)

ADVISORY COMMITTEES

Parents have an opportunity to become involved in their child's school through advisory councils and committees. School Site Council parent members participate in the development, review and modification of school plans within their program area (SPSA), assisting in seeing that each school provides for the needs of students. English Language Advisory Committees (ELAC) address programs pertaining to English language learners. There is a District English Learner Advisory Committee (DELAC) and an Educational Partners Advisory Committee (EPAC) at the district level. You are urged to discuss your school's councils with the principal. For district level committees, please contact Elizabeth Mendoza, Director of Categorical Programs at: (559) 992-8888 x 1246.

ASBESTOS MANAGEMENT PLAN

An update management plan for asbestos-containment material in school buildings is available at the District Office. (40 C.F.R. §763.93)

ATTENDANCE OPTIONS/ABSENCES/TRUANCY

Corcoran Joint Unified School District urges parents to make sure their children attend school regularly and to schedule medical, dental, counseling and other appointments after school, on the weekend if

possible or during school holidays. The district also asks that travel or other absences be avoided during the time that school is in session.

The higher the district's daily attendance rate, the more a student will learn and the greater the amount of funding that the district will receive from the state for classroom instruction and academic programs. The school calendar is designed to minimize problems for families which plan vacations around traditional holiday periods, and thereby minimize student absences.

Attendance is taken daily for all students. Parents are to call the attendance office on the day of the absence to verify the reason for the absence. When a student is absent from school, a telephone call from the parents or guardian to the school by 10:00 a.m. that day is required giving the following information:

1. Students full name and grade
2. Date of absence
3. Reason for the absence
4. Parent/guardian signature
5. Home/work phone number.

If a student has been absent and no phone call has been made, then the student MUST bring a WRITTEN NOTE stating the date, reason, days of absence and parent signature to the main office no later than five school days from the absence.

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

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

be excused for only one school day-long absence per school year.

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

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

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

(c) For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

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

(e) "Immediate family," as used in this section, means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.

(EC §46010.1) allows the district to excuse any student from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

ABSENCES EXCUSED FOR JUSTIFIABLE REASONS

A student shall be excused from school for justifiable personal reasons, including, but not limited to, illness, quarantine, medical appointments, an appearance in court or jury duty, attendance at a funeral service (one day for a service conducted in California and three days, if the service is outside California), observance of a holiday or ceremony of his/her religion, attendance at religious retreats (up to four hours per semester), or an employment conference, when the pupil's absences has been requested in writing by the parent or guardian and approved by the principal or designated representative. A pupil shall also be excused from school when he or she is the custodial parent of a child who is ill or has a medical appointment during school hours. No student may have his or her grade reduced or lose academic credit for absences excused under Section 48205, when missed assignments and tests can reasonably be provided and are satisfactorily completed within a reasonable period of time. (Ed.Code §48205) A copy of the Education Code section is attached.

ABSENCE FOR RELIGIOUS PURPOSES

A pupil, with the written consent of a parent or guardian, may be excused from school in order to participate in religious exercises or receive moral or religious instruction for four or fewer days per month, provided the pupil attends school at least the minimum day for his grade. (EC §46014)

CHECKING YOUR CHILD OUT OF SCHOOL

Students must be checked out by a parent/guardian or person listed as an Emergency Contact. Emergency Contacts must have parental permission if checking out students before the end of the school day. Phone calls will not be accepted as a means to check out students. They must be done in person by an authorized designee. In the event of an emergency a parent may call and authorize a designee to check out their child.

CLEARING ABSENCES

Parents/guardians are urged to notify the school office by 8:00 a.m. on the morning of any absence or as soon as possible. If the parent/guardian does not contact the school site to clear an absence within five days of the student's return to school, the absence will be deemed "unexcused." An unexcused absence is not considered an excused absence (EC §48205). Therefore, unexcused absences could lead to a student receiving a Notice of Truancy letter (EC §48260.5). A school may require, at any time, the parent to provide a doctor's note or a visit from our school nurse excusing an absence. Upon the 10th absence for illness, a doctor's note is required. Parents that cannot afford to obtain a medical verification by a physician must obtain verification from the school nurse.

If your child has a cold or flu-like symptoms, such as fever, headache, extreme tiredness, dry cough, sore throat, runny or stuffy nose, muscle aches, nausea, vomiting or diarrhea, your child will need to stay home for at least 24 hours after they no longer have a fever without the use of fever reducing medications, such as acetaminophen or ibuprofen. The Center for Disease Control defines a fever as anything over 100.4 degrees Fahrenheit (37.8 degrees Celsius) when measured by mouth.

EXCUSE FROM INSTRUCTION ON RELIGIOUS (MORAL) GROUNDS

Whenever any part of the instruction in health, family life education or sex education conflicts with the beliefs of the parent or guardian of any pupil, the pupil, upon written request, shall be excused from the part of the training which conflicts with such religious training and beliefs and can include personal moral convictions. (EC §51240)

VERIFIED UNEXCUSED ABSENCE

Personal business, vacations, family emergency, car trouble, missed bus, overslept or other reasons not listed will be documented as verified unexcused absence.

TARDY/EARLY DISMISSAL/TRUANCIES

Students who are tardy in excess of thirty (30) minutes without a valid excuse or absent for three days in one school year without a valid excuse are considered truant per (EC §48260). Students that are tardy must report to the office. Multiple unexcused absences and/or tardies on three occasions violate state law and shall be categorized as truancies. Habitual tardiness/truancy will result in a referral to the School Attendance Review Board (SARB).

CHRONIC ABSENTEE (EC §60901(c) (1))

A pupil who is absent on 10 percent or more of the school days in the school year when the total number of days the pupil is absent is divided by the total number of days the pupil is enrolled. Chronic absenteeism includes all absences – excused and unexcused – and is an important measure because excessive absences negatively impact academic achievement and student engagement. Any pupil who is deemed a habitual truant or chronically absent or is irregular in attendance in school may be referred to a School Attendance Review Board (SARB).

PERFECT ATTENDANCE

Students must be in school on time, every day, and all day. Pupils taking or who have taken an independent study contract do **not** qualify for perfect attendance.

HOME AND HOSPITAL

Corcoran Joint Unified offers "Home and Hospital" for students with medical challenges authorized by a physician. Home Instruction is provided to students with a temporary disability which makes attendance in the regular day classes or alternative education program inadvisable, by the district in which the pupil is deemed to reside.

Temporary disability means a physical, mental, or emotional disability incurred while a pupil is enrolled in school, and after which the pupil can reasonably be expected to return to regular classes or an alternative education program. A temporary disability shall not include a disability for which a pupil is identified as an individual with exceptional needs pursuant to (EC §56026).

It is the primary responsibility of the parent or guardian of the pupil with the temporary disability to notify the school district of the pupil's presence in a qualifying hospital. The pupil shall be provided with instruction no later than 5 working days after a determination is made that he or she qualifies for individual instruction at home (EC §48206, 48207, 48208). Home Instruction is provided for not less than a two (2) week period. Corcoran Joint Unified Special Services Office will acquire an instructor and provide them with pertinent information so he/she can make arrangements to provide the instruction. The Home Instructor will contact the school site for any questions regarding instruction, grades, etc.

Instructional materials are provided by the school site to the home instructor no later than two (2) days from which the home instruction was to begin. A physician's or psychologist's note is required, which must provide the following information:

1. Student's Name
2. The diagnosed condition
2. Projected calendar date for return to school
4. Statement prescribing Home Instruction

(EC §48206.3) specifies that for attendance accounting each clock hour of individualized instruction counts as one day of attendance. No student shall be credited with more than five days of attendance per calendar week or credited with more than the total number of calendar days that regular classes are offered by the district in any fiscal year.

For those individuals with exceptional needs with a medical condition, the IEP team shall review, and revise, if appropriate, the IEP whenever there is a significant change in the pupil's current medical condition. When recommending home instruction, the IEP team must have in the assessment information a medical report from the physician or psychologist, as appropriate.

Home instruction is considered a change in current placement; therefore, an IEP team must convene to discuss the services to be provided.

SCHOOL ATTENDANCE REVIEW BOARD (SARB)

The SARB is a state-mandated process created by the California Legislation to assist students with attendance and behavior problems. SARB is a community-based effort to bring together multiple resources to assist families with attendance, truancy and behavior issues so that students will stay in school, attend school regularly and graduate.

The SARB process begins at the school site. When the school has exhausted all resources and a student's attendance has not improved, then a family may be referred to a SARB hearing.

Corcoran Joint Unified School District currently partners with the Kings County Office of Education SARB board.

The purpose of this board is to intervene and meet the special needs of the pupils with school attendance problems and/or school behavior problems. They may also make decisions about students who are habitually truant and/or have attendance issues. If a pattern of absences is established, you will receive SARB (Student Attendance Review Board) notification, by mail and or in person and may be referred to the SARB board.

Any pupil subject to compulsory full-time education who is absent and/or tardy in excess of thirty(30) minutes on three (3) occasions in one school year without valid excuse or any combination thereof, is considered to be a truant under the law. (EC §48260 (a)). Upon a pupil's initial classification as a truant, the school district shall utilize the Notification of Truancy letter to notify the pupil's parent/guardian of the truancy and its consequences.

Consequences for truancy:

1. If a student has 3 unexcused absences or tardies, a letter is sent to the parents.
2. If a student has an additional 3 unexcused absences or tardy, a second letter is sent to the parents.
3. If a student is absent or tardy unexcused 3 more times, a third letter is sent to the parents.
4. Upon receiving the 10th unexcused absence or tardy, the student and the parent will be required to attend the Corcoran SARB hearing.

What will happen at the Hearing?

1. The student and the parent will be asked to sign a contract stating the student will be in school and on time every day unless they are ill. The student may be asked to have a note from their doctor for all illnesses.
2. If the student and their parent do not attend the hearing, the case will be referred to the Kings County SARB and:
 - The parent can be prosecuted by the Kings County District Attorney which may result in:
 1. The parent appearing in court and/or
 2. The parent is paying a fine.
 3. The parent is going to jail.

AVAILABILITY OF PROSPECTUS

The curriculum, including titles, descriptions, and instructional aims of every course offered by a public school, shall be compiled at least once annually in a prospectus. Each school site shall make its prospectus available for review upon request. When school officials may charge for prospectus an amount not to exceed the cost of duplication. (EC §49091.14)



BUS TRANSPORTATION

Parents are legally responsible for their child's transportation to and from school. Bus transportation is a privilege, which is provided by the district to assist parents in meeting their responsibilities.

Home-School Transportation: The following students are entitled to district transportation to and from school using designated pickup points.

- K-3 grade students living beyond ¼ of a mile from the nearest school.
- 4-12 grade students who live beyond 2 miles from the nearest school.
- Students may only have one drop-off point a year unless they move. The office must receive a signed statement from the parent regarding a request for change. Alternate weekly/daily drop-offs will not be allowed.

School to School Shuttle: The following students are entitled to shuttle bus service between schools:

- Any student who lives inside the specified limits of his/her school will be eligible for shuttle services.
- Shuttle service will be provided for the students between the schools nearest his/her home to the school he/she will attend. The shuttle will begin at 7:15 am.

CAFETERIA

All food served to students must meet the nutritional requirements of the National School Lunch Program. The items must be from a reputable food source i.e. bakery, grocery store, not homemade. The food item must contain no more than 35% fat, be whole grain, 175 calories or less, less than 230 grams of sodium and be a fruit, vegetable, protein and/or whole grain food, and must not be fried. Beverages have no added sweeteners, non-fat milk, 100% fruit or vegetable juice and only 8oz Food items served may not be the same as what was served in food services that day. For more information contact the Food Service Director or school official.

Duffy-Moscone Family Nutrition Education and Services Act

Eligible students may receive meal supplementation while attending school (EC §49510 et seq.)

CAL GRANT PROGRAM: 9-12

A Cal Grant is money for college that does not have to be paid back. To qualify, a student must meet the eligibility and financial requirements as well as any minimum grade point average (GPA) requirements.

Cal Grants can be used at any University of California, California State University or California Community College. Some independent and career colleges or technical schools in California also take Cal Grants.

In order to assist students apply for financial aid, all students in grade 12 are automatically considered a Cal Grant applicant and each grade 12 student's GPA will be submitted by the October 1 deadline to the California Student Aid Commission (CASC) electronically by a school or school district official. A student, or the parent or guardian of a student under 18 years of age, may complete a form to indicate that he or she does not wish for the school to electronically send CASC the student's GPA. Until a student turns 18 years of age, only the parent or guardian may opt out the student. Once a student turns 18 years of age, only the student may opt himself or herself out, and can opt in if the parent or guardian had previously decided to opt out the student. Notification regarding CASC and the opportunity to opt out of being automatically deemed a Cal Grant applicant will be provided to all students and their parents or guardians by January 1 of the students' 11th grade year.

CALIFORNIA HEALTHY YOUTH ACT

The California Healthy Youth Act requires school districts to provide pupils with integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention education at least once in middle school and once in high school. It is intended to ensure that pupils in grades 7-12 are provided with the knowledge and skills necessary to: 1) protect their sexual and reproductive health from HIV, other sexually transmitted infections, and unintended pregnancy; 2) develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family; and 3) have healthy, positive, and safe relationships and behaviors. It also promotes understanding of sexuality as a normal part of human development.

Parents or legal guardians have the right to:

1. Inspect the written and audiovisual educational materials used in the comprehensive sexual health and HIV prevention education.
2. Request in writing that their child not receive comprehensive sexual health or HIV prevention education.
3. Request a copy of Education Codes 51930 through 51939, the California Healthy Youth Act.
4. Be informed whether the comprehensive sexual health or HIV prevention education will be taught by district personnel or outside consultants.
5. 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.
6. When the district chooses to use outside consultants or to hold an assembly with guest speakers to teach comprehensive sexual health or HIV prevention education, be informed of: a) The date of the instruction, and b) The name of the organization or affiliation of each guest speaker.

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.

CAREER COUNSELING & COURSE SELECTION

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

CHILD ABUSE PREVENTION TRAINING PROGRAM

Parents have the right to refuse to allow their children to participate in a child abuse primary prevention program. (Welf. & Inst. Code § 18976.5)

CHILD FIND SYSTEM

Corcoran Joint Unified School District assures an ongoing effort to identify all children who are suspected of having a disability, 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 District works in collaboration with the Kings County Office of Education SELPA 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 Corcoran Joint Unified School District Special Services Department for information regarding the process. You may also complete a child Find form located on our District's website.

COLLEGE & CAREER TECHNICAL EDUCATION: 9-12

Career Technical Education (CTE) courses are offered to count toward graduation. The CTE courses that are offered at our schools satisfy the a-g for CSU/UC requirements for admission. For more information, please contact our learning directors, CTE Coach, or academic counselor at Corcoran High School at (559) 992-8884.

CONFIDENTIAL MEDICAL SERVICES: ABSENCES WITHOUT PARENTAL CONSENT

The governing board of each school district shall notify pupils in grades 7 to 12 inclusive, and the parents or guardians of all pupils that school authorities may excuse any pupil from the school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian. (EC §46010.1)

DIRECTORY INFORMATION

"Directory Information" includes one or more of the following items: student's name, address, telephone number, e-mail address, date of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent public or private school attended by the student. The District has determined that the following individuals, officials, or organizations may receive directory information: colleges and universities, prospective employers, military recruiters, representatives of the news media, and non-profit organizations in accordance with the law, Board Policy 5125.1, and Administrative Regulations 5125.1.

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 may be disclosed without prior consent from the parent or legal guardian unless the parent or legal guardian submits a written notice to the school to deny access to his/her pupil's directory information. Directory information regarding a pupil identified as experiencing homelessness shall not be released unless a parent, or eligible pupil, has provided written consent that directory information may be released. (EC 49073)

EDUCATION OF FOSTER YOUTH

The California Department of Education, in consultation with the California Foster Youth Education Task Force, has developed and posted on its website a standardized notice of the educational rights of foster children that the educational liaisons for foster children can disseminate. The notice includes the following rights as specified in Education Codes 48850, 48911, 48915.5, 51225.1, and 51225.2:

1. Stable school placements in the least restrictive education programs, with access to the academic resources, services, and extracurricular activities that are available to all students. This includes the right to remain in the school of origin and the right to matriculate with his/her peers.
2. Immediate enrollment in the school of origin or school where the foster youth is currently residing, whether in a licensed children's institution, licensed foster home, or a family home following a commitment or placement under the Welfare and Institutions Code.
3. Proper and timely transfer between schools. This includes the coordination between the local educational agency and the county placing agency, and the transfer of educational information and records of the foster youth to the next educational placement.
4. No lowering of grades if the foster youth is absent from school due to a decision by a court or placing agency to change his or her placement, or due to a verified court appearance or related court ordered activity.
5. Issuance and acceptance of partial credits for courses that have been satisfactorily completed by the foster youth. The foster youth shall not be required to retake the portion of the course already completed unless it has been determined that he or she is reasonably able to complete the requirements in time to graduate from high school.
6. Not be required to retake a course the student has satisfactorily completed.
7. Notified of the possibility of graduating within four years with reduced state requirements, if the foster youth transferred after the second year of high school, is credit deficient, and will not be able to graduate on time with local district requirements.

In addition to parental notification requirements for an involuntary transfer to a continuation school, suspension, or expulsion, to the foster child's attorney and social worker, and, for the child's tribal social worker, if applicable, and county social worker. The attorney and social worker have the same rights as parents during these processes, such as requests for meetings and the ability to inspect all documents.

EDUCATION OF HOMELESS YOUTH

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. Corcoran Joint Unified School District has community contacts at each site and a liaison at the district office 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 22 years (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 (the school that the student was last enrolled or attended when last housed) or any school attended in the past 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 liaison and following the school district's dispute resolution policy. The district liaison for homeless/foster students is the Director of Educational Services, who can be reached at (559) 992-8888, extension 1231.

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.

A homeless student has the right to education and other services (e.g., to participate fully in all school activities and programs for which the student is eligible, to qualify automatically for nutrition programs, to receive transportation services, and to contact the liaison to resolve disputes that arise during enrollment).

It is the responsibility of the district homeless liaison to refer parents to programs and services for which the student is eligible which may include, but is not limited to: free nutrition, Special Education services, tutoring, English Language Learners programs, students identified as Gifted and Talented, 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 who 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. Foster and homeless students receive priority enrollment in before-and after-school programs, pursuant to Assembly Bill 1567.

EDUCATION OF HOMELESS YOUTH: RIGHT TO APPLY FOR FINANCIAL AID

Students experiencing homelessness have a right to apply for financial aid to seek education beyond high school. Every district and charter school must appoint a homeless liaison to assist students and families. Please contact the Director of Educational Services, Lora Cartwright, at (559) 992-8888 ext.1231 for more information of services and policies related to homeless education rights.

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, immigration status, marital or parental status, nationality, race or ethnicity, religion, sex, sexual orientation or any other specified characteristics such as hairstyles, have equal rights and opportunities; and adds the 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.

EDUCATION FOR ENGLISH LEARNERS

To meet the instructional needs of students based on their oral language proficiency, CJUSD offers two instructional programs:

1. Structured English Immersion in which nearly all classroom instruction is in English but the curriculum and presentation are designed for students who are learning the language;
2. English Mainstream in which students either are native English language speakers or English language learners who have acquired near native like proficiency in English. English learners are placed in instructional programs based on the English Language Proficiency Assessment for California (ELPAC). Parents will be informed of the placement of their child in a structured English immersion program. The notice shall include a description of the procedures for requesting a

language acquisition program. Parents/Guardians may choose a language acquisition program that best suits their child verbally or in writing to their school site. The request shall include the date, names of the parent/guardian and student making the request, a general description of the request, and the student's grade level at the time of the request. Requests shall be maintained for at least three years from the date of the request. Schools where the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible.

END OF THE YEAR GRADUATION-REQUIREMENTS

8th Grade Promotion Requirement

The policy for the eighth grade promotion requirement can be found in the John Muir Middle School handbook.

12th Grade Graduation Requirement

Students must pass a total of 260 credits and pass a prescribed course of study as required by the District and State of California. Specific details and requirements can be found in the CHS Guidance Handbook.

ENGLISH LEARNERS IDENTIFICATION NOTICE

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. Each school site Resource Teacher (TK-5) or ELD Teacher (6-12) will be sending these notices at the beginning of each school year.

ENTRANCE HEALTH SCREENING

State law requires that the parent or legal guardian of each pupil provide the school within 90 days after entrance to first grade documentary proof that the pupil has received a health screening examination by a doctor within the prior 18 months. Pupils may be excluded up to 5 days from school for failing to comply or not providing a waiver. This examination can be obtained from your family physician or through services provided by the county health department. Information and forms are distributed to pupils enrolled in kindergarten.

FEDERAL STUDENT AID

Under state law, school districts are to ensure that students prior to entering 12th grade are entitled to information on how to properly complete and submit the Free Application for Federal Student Aid (FAFSA) or the California Dream Act Application at least once. This information should be available in a timely manner as financial aid is awarded in order of submission according to deadlines, on a first-come, first served basis. All family and student personal information will be protected according to state and federal privacy laws and regulations. Student lists will be matched to FAFSA applications for the purpose of ensuring that either the FAFSA is completed or an opt out form is completed to maintain the students' ability to graduate.

For information on how FAFSA information is distributed, please contact your child's high school (Corcoran High or Kings Lake Education Center) and speak to your child's Learning Director.

FOOD ALLERGIES

Any student with food allergies must have a note completed by a doctor turned into the school site office. The office will distribute copies as indicated on the form. Please return immediately to the site office.

**FREE & REDUCED MEAL PRICING:
MEALS ARE UNDER THE PRICING CATEGORY**

Rates for 2023-2024 will be:

| Breakfast | | Lunch | |
|-----------|-----------|---------|-----------|
| Free | No Charge | Free | No Charge |
| Reduced | No Charge | Reduced | No Charge |
| Paid | No Charge | Paid | No Charge |

GUESTS OF PUPILS

It is the district's practice not to allow pupils to have guests and/or friends spend the day with them at school. Teachers are not required to care for those who are not enrolled in their classes.

GUN SAFETY

This is a reminder that firearms are to be safely stored away from children and teens. The accidental shooting of children and youth is the third leading cause of death following accidents and suicide. California public schools are mandated to remind families to keep their home safe from such potential dangers. If there is a threat or perceived threat, then the public schools will cooperate with local law enforcement to conduct an immediate threat assessment. Please see the Firearms Safety Memorandum on page ___ for further information.

HARM OR DESTRUCTION OF ANIMALS

A pupil's moral objection to dissection or otherwise harming or destroying animals must be substantiated by a note from the student's parent or guardian. A pupil 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. Each teacher whose instruction utilizes live or dead animals must also notify pupils of their right to refrain from such activity. (EC §32255 et seq.)

HIGH SCHOOL EXTRA-CURRICULAR ACTIVITIES

Corcoran High School students are given the opportunity to participate in a variety of athletics, student government, and clubs.

To participate, students must have satisfactory citizenship and maintain appropriate grade level status in addition to meeting the eligibility requirements of the CIF.

Eligibility for Extracurricular Activities:

In order to be eligible for participation in extracurricular activities, students in grades 6 through 12 shall have earned a minimum 2.0 or "C" grade point average (on a 4.0 scale) during the preceding quarter or semester and meet CIF requirements, and with no more "F" grades than permitted by the California Interscholastic Federation. Students must also be making minimal progress towards graduation and have no debts or maintain a payment plan.

IMMUNIZATIONS

Students must be immunized against certain communicable diseases. Students are prohibited from attending school unless immunization requirements are met for age and grade. The school district shall cooperate with local health officials in measures necessary for the prevention and control of communicable diseases in school age children. (EC §49403; Health & Safety Code §120335.)

Beginning January 1, 2016, parents of students in any school will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine. A personal beliefs exemption on file at school prior to January 1, 2016 will continue to be valid until the student enters the next grade span at kindergarten (including transitional kindergarten) or 7th grade.

Students are not required to have immunizations if they attend a home-based private school or an independent study program and do not receive classroom-based instruction. However, parents must continue to provide immunizations records for these students to their schools. The immunization requirements do not prohibit students from accessing special education and related services required by their individualized education programs.

A student not fully immunized may be temporarily excluded from a school or other institution when that child has been exposed to a specified disease and whose documentary proof of immunization status does not show proof of immunization against one of the communicable diseases described above.

State law requires the following immunizations before a child may attend school:

- (a) All new students, in transitional kindergarten through grade 12, to the Corcoran Joint Unified School District must provide proof of polio, diphtheria, pertussis, tetanus, measles, and mumps, rubella, and varicella immunizations.
- (b) All transitional kindergarten and kindergarten students must also provide proof of vaccination against hepatitis B.
- (c) All seventh grade students must also provide proof of a second measles-containing vaccine, and a pertussis booster vaccine.

For assistance with immunizations you may contact the Health Department-Corcoran: Open every Sunday, Monday and Wednesdays from 9:30am-3:30pm. Located at 1002 Dairy Ave, Corcoran. You can also call them at 559-992-2601, 559 584-1401

INDEPENDENT STUDY

Corcoran Joint Unified School District offers independent study for a small number of students with specific, special needs due to health, physical and special limitations whose health would be put at risk by in-person instruction, as determined by the parent or guardian.

The District also offers short term independent study at specific schools under special conditions as well that will last no longer than three weeks. Kings Lake Education Center is the custodian for the long-term independent study program.

A request by the parent/guardian due to an emergency, vacation, or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in his/her regular classes.

In the event you wish to request independent study for your student, you have a right to request a student-parent-educator conference meeting at your student's assigned school prior to enrolling in an independent study program. The conference will include reviewing your students' rights regarding procedures for enrolling, dis-enrolling and re-enrolling in independent study; and the synchronous and asynchronous instructional time that a student will have access to as part of independent study.

Independent Study must be for a minimum of 5 days and may not exceed 10 days for all schools. All Independent Study contracts must be completed and signed **PRIOR** to the student's absence from regular school. Contracts must be signed by the teacher, the parent, the student, and approved by the principal. Contracts not signed prior to the first day of the independent study will be considered null and void. Independent studies are not granted in the last two weeks of school, during state/district assessments or to extend the winter break/spring break. Work must be turned in to school on the next scheduled day of attendance per the study contract. This will exclude your child from any attendance award.

Independent Study (IS) is by choice and may not be mandated. Each district and charter school that chooses to offer IS must have policies for independent study courses or curriculum equivalent time to complete work expectations equal to what is offered in person. In addition, the short-term (less than 15 school days) and long-term (15 or more school days) will require the IS engagement defined per the policies adopted by the local governing board. Persons who sign the IS agreement, deadline to sign within 10 days of short-term IS or in advance of long-term IS must be updated including the equitable access to students with disabilities based upon individual student needs. For more information on how your child's school offers IS options, please contact the school principal at your child's school.

INSTRUCTION FOR PUPILS WITH TEMPORARY DISABILITIES

A pupil with a temporary disability which makes attendance in the regular day classes or the alternative educational program in which the pupil is enrolled impossible or inadvisable may receive individualized instruction provided in the pupil's home for one hour a day. (EC §48206.3) Please contact your site Principal for further information.

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. (EC §48207)

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. (EC §48208)

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.

An honorary high school diploma which is clearly distinguishable from the regular diploma of graduation may be awarded to a pupil who is terminally ill, from the resident governing school board, a county office of education or a charter school.

INVESTING IN COLLEGE

The notification may advise parents or guardians of the importance of investing for the future college or university education for their children and of considering appropriate investment options, including, but not limited to United States Savings Bonds.

INVOLUNTARY ENROLLMENTS TO THE CONTINUATION PROGRAM

Pupils in Corcoran High School may be involuntarily transferred to the Continuation Program for habitual truancy or for any acts for which a pupil may be suspended or expelled. Usually an involuntary transfer is an alternative to expulsion and should be considered a strong warning that continued poor conduct will result in a recommendation for expulsion.

KINDERGARTEN REGISTRATION

Parents are required to bring the following materials and information at the time they register their children: legal evidence of birth, proof of residency, immunization certificate for Polio, DPT, Rubella, and Mumps, Hepatitis B, Varicella (chicken pox) (Last doses of DPT and Polio must be after fourth birthday, Proof of Healthy Survey examination and two MMRs after first birthday.)

Record of a dental assessment done by a dental professional is required for all kindergarteners and first graders attending public school for the first time. Dental assessments must be completed in the 12 months prior to entry or by May 31st of the pupil's first school year. (EC §49452.8)

A child must be five (5) years on or before April 1 of the next calendar year to be eligible to enroll in one of Bret Harte's two kindergarten programs. A child whose birthday falls before September 1 of the current school year will be enrolled into a regular (one year) Kindergarten program. A child whose birthday falls between September 2 and April 2 of next calendar year will be enrolled into Transitional Kindergarten, a two-year Kindergarten program.

As of January 1, 2016, parents or guardians of students in any school or child care facility, whether public or private, will no longer be allowed to submit a personal beliefs exemption to a currently-required vaccine. (SB 277)

LUNCHTIME CAMPUS REGULATIONS

Closed Campus Lunch

The campuses of Bret Harte, Fremont, Mark Twain, John Muir and Kings Lake Education Center are closed campuses. Pupils may not leave the school grounds without written permission. Parents who want their child to go home for lunch are to send a note to the principal requesting that their child be allowed to leave school grounds during the noon period. This note must be signed by the parent and give dates for which the request is made.

Off-Campus Lunch (10-12)

The governing board of the Corcoran Joint Unified School District will permit the following students to leave the school campus during the lunch period: all 10th, 11th and 12th grade students. 9th grade students are not permitted to leave the campus at lunch. Parents who schedule medical appointments or who want students to come home must contact the high school office at (559) 992-8884.

Section 44805.5 of the Education Code further states: "Neither the school district nor any officer or employee thereof shall be liable for the conduct nor safety of any pupil during such time as the pupil has left the school grounds pursuant to this section."

Off-Campus Lunch Rules (10-12)

The following rules pertain to students who eat lunch off campus: 1) Students are to be on time to class after lunch; 2) Students who drive cars during lunch are not to cruise the campus, Whitley or Letts avenues; and 3) Students are not to litter private residences or the school with trash of any kind. High School students who violate these rules are subject to losing their off campus for lunch privileges.

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The district is required to adopt a three-year Local Control and Accountability Plan (LCAP) and to update the LCAP on or before July 1 of each subsequent year. The LCAP is required to identify annual goals, specific actions geared toward implementing those goals, and must measure progress for student subgroups across multiple performance indicators based on eight priorities set by the State. The priorities must be aligned to the district's spending plan. The LCAP must be approved before the annual district budget can be adopted.

Once the budget and LCAP are adopted at the local level, the plan will be reviewed by the county superintendent to ensure alignment of projected spending toward goals and services. The following are the State Priorities:

1. Providing all students' access to fully credentialed teachers, instructional materials that align with state standards, and safe facilities;

2. Implementation of and student access to state academic content and performance standards;
3. Parent involvement and participation and family engagement;
4. Improving student achievement and outcome along multiple measures;
5. Supporting student engagement;
6. Highlighting school climate and connectedness;
7. Ensuring all students have access to a broad course of study;
8. Measuring other important student outcomes related to required areas of study;
9. Coordinating instruction for expelled students; and
10. Coordinating services for foster children.

The Board of Education is required to establish a parent advisory committee (PAC) and English learner parent advisory committee (ELPAC) to provide advice to the Board of Education and the superintendent regarding the ELCAP. (ELPACs are required if enrolment in the school district includes at least 15% English learners and the district enrolls at least 50 pupils who are English learners. Districts are not required to establish a new ELPAC if an English learner parent committee has already been established).

Each district is required to consult with its teachers, principals, administrators, other school personnel, local bargaining unit, parents, its special education local plan area administrator(s), and pupils in developing the LCAP. As part of this consultation process, districts must present their proposed plan to the PAC and ELPAC.

The advisory committees can review and comment on the proposal plan. Districts must respond in writing to the comments of the PAC and ELPAC. Districts are also required to notify members of the public that they may submit written comments regarding the specific actions and expenditures proposed in the LCAP.

Districts must hold at least two public hearings to discuss and adopt (or update) their LCAPs. The district must first hold at least one hearing to solicit recommendations and comments from the public regarding expenditures proposed in the plan, and then adopt (or officially update) the LCAP at a subsequent hearing.

Districts are required to post prominently on the homepage of the school district's website the LCAP approved by the Board of Education and any updates, revisions or addenda to the LCAP as well as post or link to the LCAP submitted by any charter school authorized by the district, and establish policies for filing a complaint of noncompliance under Education Code §52075 using the Uniform Complaint Procedures. Information regarding the requirements for a Local Control and Accountability Plan and the complaint process shall be provided to pupils, parents, and employees on an annual basis.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS

A school district may provide medical or hospital service, or accident or liability insurance policies, for student injuries occurring while in or on the property of the district. No student shall be compelled to accept such service without his/her consent, or a minor without the consent of his/her parent or guardian. (EC § 49472)

MEDICATION AT SCHOOL

If your child has a medical condition, you must inform the school site and the district nurse upon enrollment or immediately upon being made aware of the condition by your child's physician.

All medication, including over-the-counter medications, must be in a properly labeled container which includes the name and phone number of the pharmacy, student's name, name of physician and dosage of medication to be given. Parents and physicians must sign a written statement detailing the method, amount and time medications are to be administered. Written permission and pharmacy label must match. Authorization must be renewed annually or when there is a change. The school nurse, or other persons designated, may assist your child in taking the medication.

Parents and physicians may request a student to carry his/her emergency medication (rescue inhaler, etc.) at school. Students must demonstrate responsibility and appropriate knowledge to the school nurse before authorized to carry emergency medication. Students are prohibited from sharing any kind of medication.

Parents or legal guardians of pupils needing daily medication must inform the school nurse or other designated certificate employee of the medication, the current dosage, and the supervising physician. Upon written request from the parent and written instructions from a physician, students may be assisted to take prescribed medication. The parent or guardian may consent to the school nurse communicating with the physician and the school employee may counsel with school personnel regarding the effects of the drug. (EC § 49480)

MINIMUM DAYS AND PUPIL-FREE STAFF DEVELOPMENT DAYS

Parents/guardians will be informed of the District's schedule of minimum days and pupil-free staff development days. A copy of the District's ensuing school calendar is attached. If any more minimum days or pupil –free staff development days are scheduled following circulation of this notice, parents/guardians will be notified as soon as possible.

NON-DISCRIMINATION STATEMENT

Corcoran Joint Unified School District is committed to providing a safe school environment where all individuals in education are afforded equal access and opportunities. The District's academic and other educational support programs, services and activities shall be free from discrimination, harassment, intimidation, and bullying of any individual based on the person's actual or perceived age, ancestry, color, disability, gender, gender identity, gender expression, immigration status, marital or parental status, nationality, race or ethnicity, religion, sex, sexual orientation; 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. Corcoran Joint Unified School District assures that lack of English language skills will not be a barrier to admission or participation in 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.

The following employees can be reached for questions or to file complaints regarding the following programs:

| | | |
|------------------------|------------------------|------------------------|
| Uniform Complaints | Section 504 | Superintendent |
| Title VI Coordinator | Title IX Coordinator | Eduardo Ochoa |
| Elizabeth Mendoza | Helen Copeland | (559) 992-8888 ext1224 |
| (559) 992-8888 ext1246 | (559) 992-8888 ext1248 | |

NOTICE OF ALTERNATIVE SCHOOLS

The following notice shall be sent along with the notification of parents and guardians required by Section 48980:

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

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

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

Further, a copy shall be posted in at least two places normally visible to pupils, teachers, and visiting parents in each attendance unit for the entire month of March in each year. (EC §58501)

ALTERNATIVE SCHOOLS/PROGRAMS

Continuation Program

The continuation program is an alternative program for pupils to complete their high school education. Its major function is to provide an opportunity for pupils who must work while they continue their education. Other pupils who have difficulty adjusting to the routines of the regular high school program may request to enroll. Pupils who voluntarily enroll are expected to remain in the class for the remainder of the school year. Continuation is located at Kings Lake Education Center.

Corcoran Academy

Corcoran Academy is an alternative independent study school for K-12 students who for a variety of reasons are unable to attend regular class sessions. Corcoran Academy is located at Kings Lake Education Center.

Mission Community Day School

Students who qualify to enroll in this program must have been expelled from the district's regular schools in grades six through 12 and meet specific requirements. This program is for students with low risk behaviors.

GED Classes

Earn your high school equivalency certificate (or GED) through self-paced online study or traditional onsite classes at Corcoran Adult School. These classes cover all four areas of the exam: Reasoning through Language Arts, Social Studies, Mathematical Reasoning, and Science. The GED is aligned with the Common Core State Standards. It is more rigorous and is designed to ensure career and college-readiness. You can enroll in GED preparation classes at the Corcoran Adult School. It is held from 4:30 p.m. to 7:30 p.m. twice a week.

"GED is a registered trademark of the American Council on Education, Used under license"

PARENT AND FAMILY ENGAGEMENT POLICY

Corcoran Joint Unified School District, with Parents and Family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children a written Local Educational Agency (LEA) parent and family engagement policy.

You may find the Parent and Family Engagement Policy at:

<https://bit.ly/CJUSD-ParentEngagementPolicy>.

PARENT ENGAGEMENT- SCHOOL ACCOUNTABILITY

To participate in the district offerings of parent education and to provide parental input to the local training programs for parents, please contact the following district representative for more information on how you may contribute: Elizabeth Mendoza, Director of Categorical Programs, (559) 992-8888 x1246.

PARENT PARTICIPATION IN SCHOOL MEETINGS AND CONFERENCES

No employer shall discharge or in any manner discriminate against an employee who is the parent/guardian of a pupil for taking time off to appear in the school, at the request of a teacher, for a pupil who has been suspended from class if the employee, prior to taking the time off, gives reasonable notice to the employer that he/she is requested to appear in the school. (Labor Code 230.7) No employer who employs 25 or more employees working at the same location shall discharge or discriminate against an employee who is a parent/guardian of one or more children in TK & kindergarten through 12th grade for taking off up to 40 hours each school year, not exceeding 8 hours in any calendar month, to participate in activities of the school of any of his/her children, if employee gives reasonable notice of the planned absence. (Labor Code 230.8)

PARENT RIGHT TO KNOW REGARDING TEACHER QUALIFICATIONS

At the beginning of each school year, the superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to:

1. Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the student is provided services by Para-educators and, if so, their qualifications. In addition to the information that parents may request, a school that receives Title I funds shall provide to each individual parent information on the level of achievement of the parent's child in each of the State academic assessments, and notice whenever their child has been assigned to or has been taught for four or more consecutive weeks by a teacher of a core academic subject who does not meet teacher qualification requirements. The notice and information provided to parents/guardians shall be in an understandable and uniform format and, to the extent practicable, be provided in a language that the parents/guardians can understand.

PARENT-TEACHER CONFERENCES

Scheduled conferences for TK-8:

Parent-teacher conferences are scheduled for all pupils in grades TK-5 at the end of the first and second report card period. The district staff feels that these conferences are very important and have scheduled early out days so that your child's teacher can meet with you. We ask that you be punctual arriving for the conference at the designated time. If you can't come at the time scheduled by the teacher, you should arrange with the teacher for an alternate time. In grades 6-8, John Muir will have regularly scheduled parent conferences at the end of the first and third quarters.

Other Parent-Teacher Conferences:

Teacher Initiated: You may be contacted by your child's teacher and asked to come to school for a conference. These requests are usually prompted by a need to discuss your child's progress in schoolwork, or to seek your assistance.

Parent Initiated: You should arrange to meet with your child's teacher if you have questions about your child's school work and adjustment to school, information about your child's health that the school should know, or general questions about classroom requirements.. The best way to do this is to call the school and arrange a conference with the teacher that is free of other distractions. Remember, teachers cannot conduct conferences with you while they are teaching classes. They cannot give you their individual attention and provide for the instructional needs for their class at the same time.

PERSONAL ITEMS

Personal items should not be brought to school. CJUSD is not responsible for personal property brought to school (i.e., damage or theft). The following items may not be brought to school without permission from the principal: cell phones, MP3 players, toys, skateboards, or animals. If personal items are found at school, the item will be held in the school office (or transportation department for items lost on the bus). Bicycles must be locked in bicycle racks. Skating/skateboarding is prohibited on school property.

PESTICIDE NOTIFICATION

Included in this Parent Handbook is a notification of the names and active ingredients of all pesticide products expected to be applied to District schools during the upcoming year. Parents may register with the District if they wish to receive notification of individual pesticide applications at the school facility. (EC §17612)

PHYSICAL EXAMINATION: EXEMPTION

A parent or guardian may file annually with the school principal a written statement, signed by the parent or legal guardian, withholding consent to a physical examination of the pupil. However, whenever there is good reason to believe that the pupil is suffering from a recognized contagious or infectious disease, the pupil shall be sent home and shall not be permitted to return until school authorities are satisfied that the contagious or infectious disease no longer exists. (EC §49472)

POSSESSION OF MARIJUANA

The law concerning the unauthorized possession of marijuana mandates fines and/or imprisonment for anyone who has marijuana in his/her possession while on the school grounds during the school day and/or at school related functions.

PREGNANT AND PARENTING PUPILS

The governing board of Corcoran Joint Unified School District will treat both the pregnant teen mother and the teen father with the same accommodations, regardless of sex. The teen parents may not be excluded from any class or extracurricular activities, solely on the basis of pregnancy, childbirth, false pregnancy, termination of pregnancy, or postpartum recovery. Physical and emotional ability to continue may only be determined by physician or nurse practitioner. Pregnant or parenting pupils may not be required to participate in pregnant minor programs or alternative programs, with the exception of personal choice.

Parental rights will be an option available in annual notifications or at semester term periods, welcome packets, orientation, online or in print, or in independent study packets as provided to all regular students from school districts or charter schools.

Parental leave for eight weeks for preparation of birth of infant, post-partum for mental and physical health needs of the teen parents and to bond with infants, or any additional medically approved time to protect the infant or parents is allowed. Any additional time due if deemed medically necessary, as prescribed by physician or nurse practitioner. The pregnant and parenting teens are not required to take all or part of the leave to which they are entitled. Leave will be approved by the district or charter school supervisor of attendance, as excused absence, with a unique code similar to independent study. However, no work is required during the leave. Upon return, the parenting teens are entitled to return to the school courses that were in enrolled before taking leave. Make up plans and re-enrollment will be worked out with the school counselor or administrator to achieve an opportunity to fully participate in all activities, as before leave. If needed, a parenting teen may enroll for a fifth year of instruction if on course for graduation requirements. If parenting teens were enrolled in an alternative school setting, a return to that environment is to be available as needed to achieve graduation. A pupil shall not incur any academic penalties due to using these available accommodations.

An illness for a sick child does not require a doctor note for the custodial parenting teens; the mother or father will be excused by the attendance secretary.

PRESCHOOL

The district operates a state preschool program for children who are 3 years old on or before Sep 1. The program is generally limited to children from income eligible families. Interested parents should contact the preschool secretary at (559) 992-8881 x2223. Enrollment in the preschool program is limited to 24 pupils per classroom. When all classes are filled, a waiting list is maintained and pupils are added to the program as vacancies occur. Applications are accepted year round.

Mandated for Preschool Volunteers

1596.7995.9(a) (1) Commencing September 1, 2016 a person shall not be employed or volunteer at a daycare center if he or she has not been immunized against influenza, pertussis, and measles. Each employee and volunteer shall receive an influenza vaccination between August 1 and December 1 of each year.

PROGRAMS FOR CHILDREN WITH DISABILITIES

In accordance with federal and California state guidelines, special education programs and services are provided to students with disabilities which adversely affect their educational performance.

Eligible students are provided a free and appropriate educational program in the least restrictive environment. Services are available to identified individuals from birth through the age of 21, who exhibit one of the following disabling conditions:

- Intellectual Disability
- Hearing Impairment
- Deafness
- Speech or Language Impairment
- Visual Impairment
- Emotional Disturbance
- Orthopedic Impairment
- Other Health Impairment
- Deaf-Blindness
- Multiple Disabilities
- Autism
- Traumatic Brain Injury

If you suspect that your child has any of these handicaps you should discuss your concerns with your child's teacher or principal. If it is agreed that these needs may exist, an assessment of your child can be

conducted by trained school staff members. This assessment can only be conducted with your approval. The result will be explained to you.

Teachers may also observe certain behavior in your child, which would cause them to suspect a possible handicap. When this is the case they will discuss it with you before recommending that an assessment be conducted.

PUPIL FEES

The district is required to establish policies concerning the provision of a free education to pupils. The district is also required to establish policies for filing a complaint of noncompliance under this section using Uniform Complaint Procedures. Notice of the district's fee policies and complaint process shall be provided to pupils, parents, and employees on an annual basis.

PUPIL INTERNET ACCESS POLICY

A school district that provides pupils access to the internet and on-line services shall adopt a policy regarding such access and inform the parents of "harmful matter" as defined in Penal Section 313 subdivision (a). This policy is attached to the annual notification as required by Education Code section 48980. (EC §51870.5)

PUPIL RECORDS

A cumulative record, whether recorded by handwriting, print, tapes, film, microfilm or other means, must be maintained on the history of a pupil's development and educational progress. The District will protect the privacy of such records. Parents/guardians have the right to 1) inspect and review the pupil's educational record maintained by the school, 2) request that a school correct records which they believe to be inaccurate or misleading, and 3) have some control over the disclosure of information from educational records. School officials with legitimate educational interests may access pupil records without parental consent as long as the official needs to review the records in order to fulfill his/her professional responsibility. Upon request from officials of another school district in which a pupil seeks or intends to enroll, the District shall disclose educational records without parental consent. (EC §49069)

Parents' request to access their pupil's educational records must be submitted in a written form to the school site Principal (TK-8) or the Learning Directors (9-12) and the school will have five (5) business days from the day of receipt of the request to provide access to the records.

Any challenge to school records must be submitted in writing to the school site Principal or to the Director of Educational Services at the District Office. A parent challenging school records must show that the records are 1) inaccurate, 2) an unsubstantiated personal conclusion or inference, 3) a conclusion or inference outside the observer's area of competence, 4) not based on the personal observation of a named person with the time and place of the observation noted, 5) misleading, or 6) in violation of the privacy or other rights of the pupil. 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.

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.

REPORT CARDS

Report cards for grades TK-5 are distributed three times during the school year. In Grades TK-5, required parent conferences are held at the end of the first and second marking period and the time the report cards are presented to parents. During the third marking period, report cards are mailed to the mailing address on file.

Report cards for grades 6-12 are sent home four times during the school year, shortly after the close of each marking period. Report cards are mailed to the mailing address on file.

In grades 6-12 progress reports are sent home midway through the marking period. When it is noted that a pupil is not doing satisfactory work or is in danger of failing, parents are expected to contact the school for a conference with the teacher(s).

RETENTION AND PLACEMENT

Retention is the reassignment of a pupil at the same grade level.

Retention for Grades K-5

Teachers recommend retention for pupils who have not mastered the grade level standards, or have been absent from school 20% of the time (35 school days), or are developmentally and/or socially immature.

Retention for Grades 6-8

Retention will be considered when a pupil has failed to meet grade level standards in core subject areas. Additional requirements can be found in the John Muir student handbook.

Retention for Grades 9-12

Pupils who have not earned the minimum number of units for entry into the next grade are ineligible for participation in all extracurricular activities. After the third year in high school, students not on track to graduate will be referred for alternative education placement.

Placement (K-8)

Pupils who have not met promotion requirements after being assigned to the same grade two consecutive years may be placed at the next grade. Promotion will occur when the deficient standards are met. Failure to meet deficient standards by the end of the school year may result in retention. Placement Requirements can be found in each grade school's student handbooks.

**summary of Administrative Regulation (AR) 5123*

SAFE PLACE TO LEARN ACT

Corcoran Joint Unified 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 Education Code 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion. To report an incident and/or to receive a copy of the district's anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies, please contact the District Office at (559) 992-8888. (EC §234.1)

SCHOOL ACCOUNTABILITY REPORT CARD (SARC)

Printed copies of the School Accountability Report Cards (SARC's) are available at your school site upon request. SARC's include information pertinent to each school such as student achievement, expenditures, class size, student attendance, student discipline, student safety, staff training and salary information. SARC's may also be viewed on CJUSD's website at <https://www.corcoranunified.com/Our-Schools>.

SCHOOL SAFETY: BULLYING

The Corcoran Joint Unified School District is committed to the prohibition of discrimination, harassment, intimidation, and bullying including cyberbullying on social media. Annual training will be provided to all staff who work with students, to prevent bullying and cyberbullying. You may find a list of education web pages describing the staff training at: <https://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 site Principal who is available to assist you in identifying and stopping this behavior. If you need assistance contacting your site Principal, please call the District Office at (559) 992-8888 and staff will help connect you with the site administrator or District personnel who can assist you.

SCHOOL SAFETY PLAN

Each school is required to develop a school safety plan, which includes a comprehensive disaster preparedness plan. Copies of the school safety plan are available to read at each school site or at the District Office during normal business hours. (EC §32286, §32288)

SEXUAL HARASSMENT

Students

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or at school-sponsored or school-related activities. The Board also retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in the district complaint process.

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

1. What act and behavior constitutes sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence's.
2. A clear message that the students do not have to endure sexual harassment.
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
5. Information about the rights of students and parents/guardians to file a criminal complaint, as applicable

Corcoran Joint Unified School District is committed to maintaining a learning and working environment that is free from sexual harassment. Any student who engages in sexual harassment of anyone in or from the district may be 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 a school site, district administrator, or the Title IX Coordinator: Helen Copeland at (559) 992-8888 x1248 or by email at helencopeland@corcoranunified.com. Complaint forms are available in each school office and at the District Office. (EC §231.5)

Prohibited sexual harassment includes, but not limited to, unwelcome sexual advances, unwanted request 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 education setting, when made on the basis of sex and under any of the following conditions: (EC 212.5; 5 CCR 4916)

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

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 flirtation, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexual 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. Messaging, 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

Restrictions on freedom of students' dress will be imposed whenever the mode of dress is in question.

SPECIAL EDUCATION

Corcoran Joint Unified School District is dedicated to meeting the educational needs of all eligible students with disabilities who reside within the district. Qualified students in the district receive assistance from a variety of special education programs and services which are specifically designed to meet the individual needs of each student.

STUDENT DISCIPLINE

The governing board of each school district maintaining grades one through twelve shall notify the parents or guardians of the availability of rules regarding student discipline. (EC §35291)

California Administrative Code Title 5 states "Every pupil shall attend school punctually and regularly, conform to the regulations of the school; obey promptly all the directions of his teacher and others in authority; be diligent in study, respectful to his teacher and others in authority; kind and courteous to schoolmates, and refrain from the use of profane and vulgar language." School Discipline policies are governed by Education Code 48900 and 48915. Board Policies and Regulations are available at the District Office upon request.

Student Behavior and Conduct

The Board and staff of our school district believe that all pupils are accountable for their behavior and conduct while attending school and school sponsored activities. This accountability extends to any action of pupils at any time, which are related to school activities or school attendance. Pupils are obligated to follow the directions of their teachers and other members of the school staff. Failure on the part of a pupil to follow school and district rules or the specific directions of a member of the school staff can result in disciplinary action.

Mandatory recommendation for expulsion

A student who commits any of the following offenses while under the school's jurisdiction shall be recommended for expulsion: Possession of knife, gun, explosive devices, weapons, drugs or alcohol, committing sexual assault, causing serious injury, robbery/extortion, or assault or battery upon any school official.

Suspensions

If it becomes necessary to suspend your child, you have the following rights and obligations:

1. Parents are to respond to the principal's request to attend a conference concerning the suspension without delay.
2. Whenever a student is suspended from class the teacher of that class may require the student's parent/guardian to attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee.
3. Parents and pupils have the right to inspect the school's records concerning the suspension.
4. Parents and pupils have the right to request a meeting with the superintendent or his designee if they question the appropriateness of the suspension. This request may be made after first conferring with the principal.
5. Pupils are to be allowed to complete all assignments and tests missed during the suspension that can be reasonably provided, and that the suspended pupil receive full credit for satisfactory work.

The district's procedures and each school's rules concerning pupil conduct and disciplinary actions are available for your inspection in the office where your child attends.

GROUND FORS SUSPENSION AND EXPULSION

E.C. 48900

General

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

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (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 pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the acts enumerated in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion. This paragraph is inoperative on July 1, 2020.
- (3) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (4) Except as provided in Section 48910, commencing July 1, 2020, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil 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 preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (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 pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with the pupil's 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 website, including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).

- (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
- (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
- (iii) (I) An act of cyber sexual bullying.
- (II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, 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.
- (III) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
- (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.
- (3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil's exceptional needs.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.
- (w) (1) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.
- (2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

STUDENT DRESS CODE

The expression of a student's uniqueness and individuality by means of his/her dress is sanctioned by the governing board as being consistent with stated purposes of the school. Schools have their own dress code specific to their age group. Bret Harte, John C. Fremont, Mark Twain, John Muir and Kings Lake schools have standardized dress codes. Please check the school's handbook for a specific school's dress code.

It should be recognized that any apparel which draws undue attention to the wearer tends to detract from the educational process and is, therefore, inappropriate. Good taste and good grooming are a part of learning for both boys and girls. In addition, it is recognized that the school shares with the parents a responsibility for teaching young people appropriateness of dress. It is a mark of maturity when students can freely choose apparel that demonstrates individuality without deviating from the standard appropriateness. To a high degree, a student's dress will help to determine that student's conduct. Fashion dictates changes, but as with most things new, certain guidelines and limitations have to be set which are in the best interest of all students at the school. Restrictions on freedom of student dress will be imposed whenever the mode of dress in question:

- A. Is unsafe either for himself/herself or those around him/her.
- B. Is disruptive to school operations and the education process in general.
- C. Is contrary to law.

SUBSTANCE ABUSE COUNSELING

At times, the Kings County Drug and Alcohol Education and Counseling Center works with the Corcoran Joint Unified School District in providing substance abuse counseling on our campuses, especially at High School and John Muir campuses. By law, substance abuse counseling may be provided to minors 12 years of age and older without informing the parents that such is being provided. However, if you do not want your child (minor, 12 years of age or older) receiving substance abuse counseling on campus without your knowledge, we will honor your request. Such a request should be put in writing and addressed to the principal of the school who will see that your child is not given any substance abuse counseling on campus without your permission.

*** WEST CARE DRUG COUNSELING PROVIDES SERVICES FOR KINGS LAKE AND CHS STUDENTS***



TESTING

Testing falls into four general categories: classroom, standardized, psychological, and state required minimum competencies. Each type of test has its own purpose and use in school.

Classroom Tests

These are the most widely used. They are usually prepared by the teacher and are to determine what has been learned. They form part of the basis for determining progress and assigning grades on report cards. The kind, length, and method of administering these tests are usually determined by the skill and knowledge being tested. They range from the pupil's written responses on the test to teacher observation of behavior.

Standardized Tests

These are the most misunderstood. Standardized achievement tests were designed to show how groups of pupils at one grade in a given school compare with a representative national sample of pupils. This national sample (norm group) reflects a mix of pupils from various parts of the country, various ethnic backgrounds, various economic levels, and various sizes of communities. Individual results on standardized tests are percentile scores. They are designed to show a relationship of pupils in the school to the norm group.

The CAASPP test is given once each year in grades 3-8 and 11.

Psychological Tests

These tests are administered by the district psychologist to individual pupils who are usually referred because of special learning and/or behavior needs. These tests can only be administered after parents have been consulted and have given their written approval.

State Required Minimum Competencies

Every pupil who earns a high school diploma must pass the California High School Exit Exam in English/Language Arts and Math, along with meeting the district adopted course, credit, and attendance requirements.

TITLE I-COMPENSATORY EDUCATION PROGRAMS

The Corcoran Joint Unified School District receives state and federal funds to be used to assist pupils with identified learning problems. Compensatory Education programs are currently available to students in grades K-12. Each school has developed a school plan for meeting the needs of identified pupils. The plans may provide instructional aides, resource teachers and special materials to assist pupils who are not achieving at the expected level in reading, language, or math. The school staff and parents participate in the development of the school's plan, its evaluation, parent education activities, and staff development.

TITLE IX

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, contact the Title IX Coordinator: Helen Copeland, 1520 Patterson Ave, (559)992-8888x1242 or via email at helencopeland@corcoranunified.com. (EC §221.61)

TOBACCO FREE SCHOOLS

Use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, in district vehicles, and within 250 feet of a youth sports activity. This prohibition applies to all employees, students, and visitors at any school sponsored instructional programs, activity, or athletic event held on or off district property. Tobacco include but is not limited to, smokeless tobacco, snuff, chewing tobacco, clove cigarettes, cigars, little cigars, pipe tobacco, and electronic device (e.g. electronic cigarette, cigar, pipe, hookah) that delivers nicotine or other vaporized liquids. Any employee or student who violates the district's tobacco-free schools' policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

TRANSFERS

Attendance Options

Enclosed with this Notice is a list of the District's current statutory attendance options and local attendance options available on both an interdistrict and interdistrict basis, together with a description of each option, a description of the application procedure, an application form, and a description of the appeal procedure available, if any. (EC §489801) Enclosed is an explanation of the current statutory attendance options prepared by the state Department of Education. The above summary of the attendance alternative available to parents/guardians and their children is intended to provide them with an overview of the laws applying to each alternative. Any parent/guardian who is interested in securing more information about these options, district policies or procedures, and timelines for applying for transfers should contact their own school district, or the district they may be thinking about transferring into.

Inter-district Transfers

The law (Education Code §§ 46600-46611) allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods up to five years each. The agreement must specify the terms and conditions districts are allowed to place on transfers. The law on inter-district transfers also provides for the following:

1. Both the school district and parent/guardian are requesting a transfer, and the one a parent/guardian is transferring from, must consider the child care needs of the student. If the transfer is approved based on childcare needs, the student may be allowed to stay in the new district or the high school district to which it feeds through the 12th grade, subject to certain conditions.
2. If either district denies a transfer request, a parent/guardian may appeal that decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision.
3. No District is required to provide transportation to a student who transfers into the district.
4. If a student has been a victim of an act of bullying by a student of the school district of residence, the student-victim will be given priority for inter-district attendance.

Parental Employment in Lieu of Residency Transfers (“Allen Bill Transfer”)

The law (Education Code 48204 (f)) provides that if one or both parents/guardians of an elementary school student are employed in the boundaries of a school district other than the one in which they live, the student may be considered a resident of the school district in which his/her parents/guardians work. This code section does not require that a school district automatically accept a student requesting a transfer on the basis, but a student may not be rejected on the basis of race/ethnicity, sex, parental income, academic achievement, or any other “arbitrary” consideration. Other provisions of section 48204(f) include:

1. Either the district in which the parent/guardian lives or the district in which the parent/guardian works may prohibit the transfer if the district determines that the transfer would negatively impact the district’s court-ordered or voluntary desegregation plan.
2. The district in which the parent/guardian works may reject a transfer if it determines that the additional cost of educating the pupil would exceed the amount of additional state funds received due to the transfer.
3. There are set limits (based on total enrollment) on the net numbers of students that may transfer out of a district under this law, unless the district approves a greater number of transfers.
4. There is no required appeal process for a transfer that is denied. However, the district that declines to admit a student must provide, in writing to the parent/guardian the specific reasons for denying the transfer.

The above summary of the attendance alternative available to parents/guardians and their children is intended to provide them with an overview of the laws applying to each alternative. Any parent/guardian who is interested in securing more information about these options, district policies or procedures, and timelines for applying for transfers should contact their own school district, or the district they may be thinking about transferring into.

TUBERCULOSIS TEST

Students are no longer required to have TB Skin Testing before entry. Parents who are involved in helping in the classroom are required to have TB skin testing and clearance prior to beginning volunteer work in the schools and every four years while volunteering in the schools.

UNIFORM COMPLAINT POLICY AND PROCEDURES

The Uniform Complaint Procedures (UCP) complaint is a written and signed statement by a complainant alleging a violation of federal or state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, bullying or charging pupil fees for participation in an educational activity or non-compliance. The person who receives the complaint shall respond to the parent in writing within 60 days. The parent may appeal to CDE within 15 days if not in agreement with the final report.

Programs and Activities Subject to the UCP

- Accommodations for Pregnant and Parenting Pupils
- Adult Education
- After School Education and Safety
- Agricultural Career Technical Education
- Career Technical and Technical Education and Career Technical and Technical Training Programs
- Child Care and Development Programs
- Compensatory Education
- Consolidated Categorical Aid Programs
- Course Periods without Educational Content
- Discrimination, harassment, intimidation, or bullying against any protected group as identified under sections 200 and 220 and Section 11135 of the Government Code, including any actual or perceived characteristic as set forth in Section 422.55 of the Penal Code, 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, as defined in Section 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance.
- 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
- Every Student Succeeds Act
- Local Control and Accountability Plans (LCAP)
- Migrant Education
- Physical Education Instructional Minutes
- Pupil Fees
- Reasonable Accommodations to a Lactating Pupil
- Regional Occupational Centers and Programs
- School Plans for Student Achievement
- School Safety Plans
- School Site Councils
- State Preschool
- State Preschool Health and Safety Issues in LEAs Exempt from Licensing

And any other state or federal educational program the State Superintendent of Public Instruction (SSPI) of the California Department of Education (CDE) or designee deems appropriate

Please contact the Director of Categorical Programs, Elizabeth Mendoza, at (559) 992-8888 x1246 or emendoza@corcoranunified.com if you would like more information on how to file a complaint with the school or district, prior to appealing to the CDE. For more information you may go to the CDE website: <https://www.cde.ca.gov/re/cp/uc/ucpmonitoring.as>

U.S.D.A. NON-DISCRIMINATION STATEMENT

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil

Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: program.intake@usda.gov

This institution is an equal opportunity provider.

VISITING THE SCHOOL

Parents are always welcome to visit the school and observe in the classroom. When coming on the school grounds, you must first report to the main office and state your purpose for being at school. If you wish to visit a class, arrangements will be made. If it is inappropriate for a classroom visit at that time, a more suitable time will be arranged. The best practice is to call the school in advance to arrange for your visit. While you are observing in the classroom, the teacher will continue to carry on the planned instructional activities. It is, therefore, asked that you not bring young children and infants with you. These can be distracting to the teacher and the pupils.

VOLUNTEERS

Before volunteering, all volunteers--whether a parent, guardian or community member--will be required to complete the Child Abuse Mandated Reporter Training, have a clearance from Health Services, with a Clear TB given within the last 60 days, be fingerprinted for the purpose of a background check at the Kings County Office of Education or Corcoran Police Department. If driving a vehicle with students, A copy of their driver's license to be copied and a current DMV driving report from the DMV. All Volunteers for sports please see the Activities Director at site.

WILLIAMS COMPLAINT POLICY & PROCEDURE

Every school must provide sufficient textbooks and instructional materials. Every student, including English learners, must have textbooks or instructional materials, or both, to use at home or after school. School facilities must be clean, safe, and maintained in good repair. There should be no teacher vacancies or misassignments. If a school is found to have deficiencies in these areas, and the school does not take corrective action, then a complaint form may be obtained at each school site or at the District Office. Parents, students, teachers or any member of the public may submit a complaint regarding these issues. However, it is highly encouraged that individuals express their concerns to the school principal before completing the complaint forms to allow the school to respond to these concerns.

MODEL NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The Right to Inspect and Review the Student's Education Records Within 45 Days of the Day the School Receives a Request for Access.
Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The Right to Request the Amendment of the Student's Education Records that the Parent or Eligible Student Believes are Inaccurate, Misleading, or Otherwise in Violation of the Student's Privacy Rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write to the School principal (or appropriate school official), clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The Right to Consent to Disclosures of Personally Identifiable Information Contained in the Student's Education Records, Except to the Extent that FERPA Authorizes Disclosure without Consent.
One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A School official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]
4. The Right to File a Complaint with the U.S. Department of Education Concerning Alleged Failures by the Corcoran Joint Unified School District to Comply with the Requirements of FERPA.

The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520

Model Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

● *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

● *Receive notice and an opportunity to opt a student out of –*

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
4. *Inspect*, upon request and before administration or use –
5. Protected information surveys of students;
6. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
7. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Corcoran Joint Unified School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Corcoran Joint Unified School District will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Corcoran Joint Unified School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. Corcoran Joint Unified School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

PPRA Model Notice and Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires Corcoran Joint Unified School District to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

Following is the activity at this time requiring parental notice and consent or opt-out for the upcoming school year. This list is not exhaustive and, for surveys and activities scheduled after the school year starts, the Corcoran Joint Unified School District will provide parents, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities, and be provided an opportunity to opt their child out, as well as an opportunity to review the surveys. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 years old or an emancipated minor under State law.)

SCHOOL SITE INFORMATION

| School | Grades Served | Regular Instructional Day (Check with schools for minimum day schedules) | Address | Phone |
|--|-------------------------------------|---|----------------------|----------|
| Bret Harte | Pre-school TK-K-1 | Pre-school - 8:15 to 11:15 am & 12:15 to 3:15 pm TK, Kindergarten - 8:03 am to 2:15 pm First Grade - 8:03 am to 2:15 pm | 1300 Letts Avenue | 992-8881 |
| John C Fremont | 2 nd -3 rd | 8:07 am to 2:30 pm | 1900 Bell Avenue | 992-8883 |
| Mark Twain | 4 th - 5 th | 8:03 am to 2:55 pm | 1500 Oregon Avenue | 992-8882 |
| John Muir Middle School | 6 th -8 th | 6 th , 7 th - 8 th grade - 8:03 am to 3:15 pm | 707 Letts Avenue | 992-8886 |
| Corcoran High School | 9 th -12 th | 8:00 am to 3:15 pm | 1100 Letts Avenue | 992-8884 |
| Kings Lake Continuation | 11 th - 12 th | 8:00 am-11:10/12:00 pm-3:10 pm | 1128 S. Dairy Avenue | 992-8885 |
| Corcoran Academy | K-12 | Independent Study – Scheduled appointed times | 1128 S. Dairy Avenue | 992-8885 |
| Mission Community Day School | 6 th -12 th | 8:00am-2:40pm/No Minimum Days | 1128 S. Dairy Avenue | 992-8885 |
| Corcoran Academy (Independent Study) at Kings Lake | K-12 th | 1:00pm-3:15pm By Appointment Time and Days | 1128 S. Dairy Avenue | 992-8885 |
| Corcoran Adult Education at Kings Lake | Adult | 9:00am-12:10pm | 1128 S Dairy Avenue | 992-8885 |
| Corcoran Adult Education | Adult | 4:30pm-7:30pm Monday and Wednesday | 1128 S. Dairy Avenue | 992-8885 |

District Office: 1520 Patterson Avenue, Phone: 992-8888

| | | |
|--|--|-----------------------------------|
| Superintendent 992-8888 ext. 1224 | Payroll Department 992-8888 ext. 1227 | Maintenance 992-8888 ext. 1220 |
| Educational Services (Curriculum & Instruction) 992-8888 ext. 1231 | Human Resources 992-8888 ext. 1225 | Transportation 992-8888 ext. 1220 |
| Categorical Programs (State and Federal Programs) 992-8888 ext. 1246 | Fiscal Services 992-8888 ext. 1232 | Food Services 992-8887 ext. 8014 |

Annex: 1520 Patterson Avenue (Behind District Office)

| | | |
|--|---|---------------------------------------|
| Student Services (Special Education) 992-8888 ext. 1248 | District Parent Liaison 992-8888 ext. 1243 | Health Services 992-8888 ext. 6232 |
| | Safety Security 992-8888 ext. 1240 | |

**CORCORAN JOINT UNIFIED SCHOOL DISTRICT
NOTIFICATION OF PLANNED PESTICIDE USE AND INDIVIDUAL APPLICATION REGISTRY**

Dear Parent or Guardian,

The Healthy Schools Act of 2000 requires all California school districts to notify parents and guardians of pesticides they expect to apply during the year. We intend to use the following pesticides in your school this year:

| Name of Pesticides | Active Ingredient(s) |
|-----------------------------------|----------------------|
| Demand-CS | Lambda-cyhalothrin |
| Cykick | Cyfluthrin |
| Demon Max | Cypermethrin |
| Termidor | Fipronil |
| P.T. 565 | Pyrethrins |
| D-Force H.P.X.> | Deltamethrin |
| Maxforce ant killer bait gel | Fipronil |
| Maxforce roach bait gel | Fipronil |
| Maxforce magnum roach bait gel | Fipronil |
| Suspend CS | Deltamethrin |
| Talstar | Bifenthrin |
| Wisdom TC | Orthoboric acid |
| Niban granular bait | Pyriproxyfen |
| Nyguard plus | |
| Cynoff EC | |
| Non Pesticides | |
| Glue Boards for mice/rats | |
| Lo-line – insect monitor stations | |

You can find more information regarding these pesticides and pesticide use reduction at the Department of Pesticide Regulation's Web site at <http://www.cdpr.ca.gov>. Parents or guardians may request prior notification of individual pesticide applications at the school site. If you would like to be notified every time we apply a pesticide, please complete and return the form at the right to your student's school office. If you have any questions, contact Horacio Cruz at (559) 992-8888 ext 1238.

Request for Individual Pesticide Application Notification
Corcoran Joint Unified School District

I understand that, upon request, the school district is required to supply information about individual pesticide applications at least 72 hours before application. I would like to be notified before each pesticide application at this school.

I would prefer to be contacted by (circle one): US Mail Email Phone

Please print neatly:

Name of Child: _____

Name of Parent/Guardian: _____

Date: _____

Address: _____

Day Phone: _____

Evening Phone: _____

E-mail: _____

School: Bret Harte Fremont Mark Twain John Muir High School Kings Lake
(Circle one)

RETURN TO YOUR CHILD'S OFFICE.



Firearms Safety Memorandum

To: Parents and Guardians of Students in the Corcoran Joint Unified School District

From: Ed Ochoa, Superintendent

Subject: California Law Regarding Safe Storage of Firearms

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the Corcoran Joint Unified 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.¹
 - **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.²

¹ See California Penal Code sections 25100 through 25125 and 25200 through 25220.

² See California Penal Code section 25100(c).

- 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.³
- 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.⁴

Note: Our 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.

Sincerely,

Ed Ochoa, Superintendent

Date published: July 2023
California Department of Education

³ See California Civil Code Section 29805.

⁴ See California Civil Code Section 1714.3.