Venture Academy
Family of Schools

Student Handbook
2016-2017

· Synergy
· Independent Study
· Ventureland
· Delta Vista
· Excel Academy
· BrainworX
· VISA
· VITA
· Historic Durham Ferry
· Foundations
· ImagineIT
· Kinect

2829 Transworld Drive
Stockton, CA 95206

www.ventureacademy.org

Welcome

Venture Academy Family of Schools (VAFS) welcomes you! We hope you had a restful and enjoyable summer. We are excited about another successful year for all of our students here at VAFS.

We encourage you to explore the many pathways to learning available at VAFS. Whether your child attends a Modified Daily Attendance (MDA) academy or participates in Home Study you will find that, with the support of a VAFS teacher, each student has the ability to individualize his or her educational plan. Students may choose from a menu of workshops, courses, and activities that spark their interest while fulfilling core academic requirements.

Purpose of Handbook

Please note your signature on the handbook form indicates that you, as a parent/guardian, have read and understood all of the information presented within it. This handbook contains VAFS policies and has been developed for students and their parents/guardians. Every effort has been made to summarize school regulations so that students and parents/guardians will have a basic understanding of the expectations for students. If you have questions that are not addressed in this handbook, please call the school so your questions can be answered.

The school administration, in consultation with the faculty, staff and Advisory School Council (ASC), reserves the right to amend policies and/or procedures if the need presents itself. Families will be notified of any and all amendments.

WASC Accredited School

Venture Academy Family of Schools is accredited through the Western Association of Schools and Colleges (WASC). This professional organization periodically reviews the accreditation of its member schools. The WASC accreditation process is designed to strengthen schools in the delivery of quality educational programs. Accreditation is important to students as it impacts access to future opportunities such as colleges and universities, military, and employment.

Accreditation benefits:

- Certifies to the public that the school is a trustworthy institution of learning
- Validates the integrity of a school's program and student transcripts
- Fosters improvement of the school's programs and operations to support student learning
- Assures a school community that the school's purposes are appropriate and being accomplished through a viable educational program
- Manages change through regular assessment, planning, implementing, monitoring and reassessment
- Assists the school/district in establishing its priority areas for improvement as a result of the perpetual accreditation cycle that includes
- School self-assessment of the current educational program for students
- Insight and perspective from the visiting committee
- Regular school staff assessment of progress

San Joaquin County Office of Education
James A. Mousalimas, County Superintendent of Schools

Venture Academy Family of Schools

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Governing Board

Venture Academy Family of Schools (VAFS) Governing Board Members

- ***Kathy Skeels, VAFS Board Chairperson***
- ***Kirk Brown, VAFS Vice-Chairperson***
- ***Aaron Heintz, VAFS Board Treasurer***
- ***Linda Melson, VAFS Board Member***
- ***Michael Fields, VAFS Board Member***
- ***Pete Ottesen, VAFS County Board of Education Representative***

All board meetings are held at the VAFS main site located at 2829 Transworld Drive Stockton, CA 95206 at 3:00 pm and are open to the public.

Board Meeting Dates*:*

- *September 27, 2016*
- *December 15, 2016*
- *March 14, 2017*
- *May 9, 2017*
- *May 10, 2016*
- *June 23, 2017*
- *June 27, 2017*

Mission Statement

The mission of VAFS Family of Schools is to awaken the imagination, passion, dreams and curiosity of TK through 12 students by providing rich, standards-based educational opportunities for those who seek innovative, non-traditional approaches to learning. Our students will become literate, lifelong learners empowered to embrace challenge, think critically, play passionately, live responsibly and imagine possibilities.

We believe

- Each individual can learn
- Education empowers individuals
- Each individual has unique strengths and intelligences
- Each individual is important and can make a difference in the world
- Individuals joining together for a common purpose produce powerful results
- Individuals learn best in a nurturing, non-threatening environment
- Imagination, passion, dreams, and curiosity are gateways to learning
- Play is an essential part of learning
- Learning involves embracing challenge and being willing to risk
- Students' needs direct their educational paths
- Education is a team effort involving students, families, teachers and community
- Real world connections enhance learning
- Learning is life long

Student Learning Outcomes

Student learning outcomes are what each student should know, understand and be able to do upon exit from the school, or by the time the student completes the planned program. VAFS students will:

Embrace challenge

Students may demonstrate this by (but are not limited to):

- Identifying and reflecting on challenges
- Identifying tools and talents
- Developing and implementing a plan of action

Think critically

Students may demonstrate this by (but are not limited to):

- Evaluating and applying knowledge/skills in a variety of situations and contexts
- Acquiring knowledge necessary to form an educated opinion

Live responsibly

Students may demonstrate this by (but are not limited to):

- Exhibiting and making healthy lifestyle choices
- Identifying community needs
- Serving the community

Play passionately

Students may demonstrate this by (but are not limited to):

- Playing to learn
- Learning to play
- Balancing lives (work and play)
- Exploring the connection between passion and work

Learn infinitely

Students may demonstrate this by (but are not limited to):

- Realizing the world is a classroom
- Demonstrating continuous progress toward mastery of a core body of knowledge
- Initiating and facilitating their own learning

Imagine possibilities . . . .

Staff Directory

ADMINISTRATION

Division Director	
Kathleen Focacci	468-4806
Director	
Mary Vink	468-4972
Director	
Janet Johnson	468-9071
Coordinator II	
Silvia De Alba	953-3558
Charter School Facilitator	
Maria Escobar	468-5937
Project Liaison	
Anna Walden	468-9054
Project Liaison	
Donna Bergmen	468-9266
Athletic Director	
Jim Sells	227-2287

COUNSELORS

Melissa Goodman	986-5035
Kim Scott	229-6986
Jeremy Sinclair	993-0737
Chelsea Weilburg	229-6990

ACADEMIES & FACULTY

BrainworX

Joshua Brigham	639-1537
Jessie Jimenez	639-1556
Molly Johnson	639-1596
Timothy Welsh	639-1663

Delta VISTA 9-12

Josh Bates	405-5883
Tracey Bidwell	649-0219
Troy Bidwell	468-5995
Heather Fogg	468-5994
Christina Fugazi	953-2102
Christine Giannini	993-2513
Kelly Hazen	639-1602
Carlos Meza	479-0561
Matthew Wright	639-1590
Science Lab Classroom	953-2103

Excel Academy

Alma Hernandez-Mora	227-2286
Sheilan Kazzaz	649-0079
Amber Kunnen	227-2291
Mario Ramos	227-2297
Alisa Thurman	227-2293
Jennifer Tereba	993-2070
Matt Vasconcellos	227-2285

Kinect

Debbie Goosens	227-2289
Erica Nestle	227-2295
Matt Vasconcellos	227-2285
Michelle Hopper	227-2286

Foundations 9-12

Dionne McDonald	649-6052
Michael Reeves	953-2101
Ryan Teicheira	993-4124
Christopher Viri	479-6094

Historic Durham Ferry

Shonna Beam	649-0079
Janis Fisk-Crossland-Resource	468-5902
Jillian Goodwin	403-6376
Dave Meade	993-3600
Lia Rodriguez	639-6330
Joann Tavaziva	649-0941

Independent Study 9-12

Linda Bonvillain	468-5901
Angelo Castillo	405-5860
Spencer Wright	468-5985
Marlowe Burgess	468-5977
Forrie Streeter	639-9542

ImagineIT 9-12

Megan Boyd	479-1434
Angelo Castillo	405-5860
Michael Farrens	518-2733
Jessica Gilliland	953-2116
Jared Olivarez	405-5883
Nancy Rieti	993-9326

InterVenture

John Hittle	662-9092

Spanish/Technology

Latricia Donahue	470-2459

Synergy K-8 Homeschool

Taylor Bova	468-5973
Denise Gregory	662-9089
Angela Alvarez	662-5334

Ventureland K-5

K Casey Gualtieri	993-1868
K Jeanette Villa	468-4887
1st Lisa Logan Reedy	639-5275
1st Megan Gallagos	639-1541
2nd Jan Birchard	639-7084
2nd Shannon Phelps-Medeiros	639-6340
3rd Brandi Medeiros	479-2583
3rd Sunelle Simpfenderfer	639-1621
4th Katie Terra	468-4941
4th Deborah Pulskamp	639-1631
5th Kesha Kingston	639-1602
5th Lori Isola	639-1590

Venture On Challenge Course

Facilitator Rob Kroff	601-5695

VISA 6-8

6th Joni Gorton	468-5998
6th Sheryl Marques	953-2198
7th Gigi Pierce	468-5975
8th Adrian McDaniel	468-5996

VITA 7-8

Terri McDaniel	468-5647
Joey Metcalf	662-9091
Colleen Merritt	468-4946
Stephen Raymond	468-5903
Susan Stricker	468-5649

Learning Center Instructors

Alexandria Gass	403-6619
Cynthia Racacho-Perez	662-9088
Jamie Dearman	468-5902

Psychologist

Mike Sexton	468-5972

Resource Clerks

Denise Clark	468-5902
Sarah Sanguinetti	468-5902
Daniel Soza	468-5902

Career Technical Education

Nathan Ahmed	271-4662
Greg Azevedo	227-2290
John Herger	468-9293
Jory Kusy	468-9191
Tammy Lovett	953-2112
Richard Migliori	993-4005

SUPPORT STAFF

Registrar	
Eva Espinoza	468-5974
Clerk Typist	
Clara Dimas	468-5940
Clerk Typist	
Camille Hoffdahl	468-5939
Educational Data/Assessments	
Raquel Perez	468-5968
Student Services Technician	
Lucy Brown	468-5992
Senior Account Clerk	
Renee Rubianes	468-9250
Administrative Assistant	
Sandra Budesa	468-5970
Student Services Technician	
Stacey Jones	953-2112
Staff Secretary	
Lynette Graham	227-2290

Facilities

Kyle Wann	649-6106

IT/Computer Tech

Thomas Whitehouse	715-0263

Campus Monitors

Denise Alberdi	649-0920
Dave Hellstrom	401-8907
Joseph Piombo	986-5110
Mike Roddy	401-3241
Mark Zaremba	992-2085

Contacting Staff

All Venture personnel can be reached through email as listed on the school website (www.ventureacademyca.org). When contacting teaching staff, please respect class times. In case of an emergency contact the main line at 468-5940.

School Website

Please visit our website at www.ventureacademyca.org for the most current school information. Information is updated frequently for the convenience of our school families. Resources include:

- School events
- School calendar
- Parent & student resources
- School news
- Policies
- Staff directory
- Sports
- School maps
- SJRTD Bus schedules
- Enrollment/admission information
- Senior information
- Fundraisers
- Testing information
- Carpooling

Important Dates

Fall Semester

Aug. 10 First Day of School
Sept. 5 Labor Day No School
Oct. 7 Fall Festival
Oct. 5 Senior College Night
Oct. 10-14 Fall Break
Oct. 19 PSAT/ASVAB
Oct. 28 Lunch Theater
Nov. 4 Lunch Theater
Nov. 11 Veterans Day No School
Nov. 16 8th Grade Night
Nov. 28 Reenrollment Begins
Nov. 23-25 Thanksgiving Break
Dec. 12-15 Finals/Minimum Days
Dec. 19-Jan 2 Winter Break

Spring Semester

Jan. 3 2nd Semester Begins
Jan. 13 Lunch Theater
Jan. 16 MLK Day School Closed
Feb. 20-24 Break No School
Apr. 17-21 Spring Break No School
Apr. 27 Award Ceremony
May 5 Prom
May 15-19 Science Camp
May 29 Memorial Day School Closed
May 22-26 Finals/ Minimum Days
May 25 Graduation Practice
May 26 High School Graduation
May 30 Eighth Grade Trip
June 1 Eighth Grade Promotion
June 2 Last Day of School

Daily Schedule and Traffic

Academy instructors will communicate arrival and departure times, as well as traffic procedures, to families during orientations at the start of school. Our students' safety is our top priority. Families must strictly adhere to the established policies.

Important

There is no before or after school supervision available for students not enrolled in scheduled classes or activities; therefore, all students must be picked up in a timely manner.

Arrival and Departure Times

VAFS Main Campus (all high school academies), VITA, VISA and Kinect

There is no supervision for students prior to 7:45 a.m. All students must be picked up no later than 15 minutes following dismissal time unless prior arrangements have been made with a teacher or administrator.

Student safety is our main concern; therefore, it is critical that you follow your child's arrival and departure times. Parent/guardian will be contacted to resolve issues regarding early drop offs or late pick ups. Consequences may include but are not limited to campus beautification projects and detention.

Synergy

All students attending Synergy workshops must be dropped off no earlier than 10 minutes before classes begin and picked up no later than 10 minutes after classes end.

Ventureland

Parent/guardian may bring their student to the classroom no earlier than 8:00 a.m. Students are required to be picked up from Ventureland by a parent/guardian or persons authorized in the student's file no later than 15 minutes after student dismissal time. There is no supervision for students after this time. Many elementary students have high school siblings who are scheduled for afternoon classes; however, it is not an option for elementary students to be left unsupervised on campus until their high school siblings are dismissed.

Historic Durham Ferry

Students may not be dropped off before 8:00 a.m. All students must be picked up promptly following school dismissal.

Students and Regional Transit

If your student is riding city buses to and from school, please be aware that the bus schedule is subject to change throughout the year. While VAFS does keep informed of bus schedules, we may not be aware of all students who are using bus services. A change in the bus schedule could leave a student without a ride at the end of the day or having to miss classes to catch the bus. Please check Regional Transit's schedule on their website below periodically throughout the school year to make sure any changes are compatible with your student's class schedule. **www.sanjoaquinrtd.com**

Programs and Academies

VAFS provides a variety of learning settings for students. A team consisting of school staff, the parent and the student determines placement in the most appropriate setting. Following are the VAFS programs and academies.

Homeschool Overview

Students in all grades may participate in a homeschool environment. Homeschool is enhanced through a variety of classes and workshops offered to students.

When choosing this path, parents become team teachers with VAFS teachers. Teachers provide an individualized academic plan, curriculum, and educational assessment of student work. Parents enrich this education plan with home and community projects and are encouraged to use the world as a classroom. Parents who choose this program for their children must be willing to provide the time to be partners in the education of their children.

All students enrolled in homeschool may choose to attend onsite classes and workshops. To address individual concerns, teachers may require students to attend specific classes. All students are expected to participate in state mandated assessments.

Independent Study

Independent Study students at VAFS work as independent learners. Students in grades 9-12 are assigned a teacher who monitors and assesses their progress and assigns work based on the individual student's goals. Students and their parent or guardian will help in the development of these goals. Students will meet with their teacher of record (TOR) at regular intervals. All students will also have access to enroll in Career Technical Education (CTE) and courses at local community colleges.

Synergy

Synergy is a K-8 full-time homeschool program in which the parent/guardian provides instructional support to the student at home. An assigned teacher partners with the parent to plan an individualized academic plan for the student. Curriculum is provided and families are encouraged to use the world as their classroom. Required education assessments are also administered. A variety of workshops are offered. Parents and children participate in mandatory monthly check-in meetings and additional support meetings are scheduled as determined by the teacher. Numerous field trips are planned to connect families with the community and provide children access to places they may not normally explore.

Modified Daily Attendance (MDA) Overview

In this model, students are assigned to one of the school's academies staffed by credentialed teachers. Students receive regularly scheduled instruction, have opportunities to focus on areas of personal interest and are held responsible for completing off campus educational assignments.

Students attend classes, labs, workshops and meetings at the school site on a modified schedule that requires attendance Monday through Thursday. Fridays are committed to learning activities that take students out of the classroom. Students may be required by their teachers to report to the school on Fridays.

MDA High School Academies:

BrainworX

Students entering grades 9, 10, and 11 who are interested in learning core subjects and critical thinking skills will find this academy both challenging and exciting. BrainworX interweaves 21stcentury skills and critical thinking standards, such as depth, logic, and fairness into core subjects. Students then showcase mastery of these subjects though an integrated project that is presented at the end of each semester. Students are offered college preparatory courses, advanced placement courses, and the opportunity to enroll in Grand Canyon University online courses. BrainworX prepares students to be successful in the post-secondary setting of the professional world as well as at the university level.

Delta VISTA

(Delta Visionary Integrated Science, Technology and Academics)

Students in grades 9 through 12 who are fascinated by science and technology are exposed to real world scientific learning experiences. Students use inquiry, science and technology to solve real world problems through class projects, rigorous instruction, volunteer work, and participation in extra curricular activities – preparing them for success in post-secondary education. The structure of Delta VISTA is one where professionalism is stressed everyday in preparation. Currently, ten Advanced Placement (AP) courses are offered: AP Biology, AP Calculus, AP Chemistry, AP English, AP Environmental Science, AP Human Geography, AP Psychology, and AP Spanish. Delta VISTA also has partnered with Grand Canyon University to offer 16 semester units each year to juniors and seniors with a summer program (4 additional semester units). These university courses are free of charge to our students.

Delta VISTA is also the high school home of **Venture HOSA Chapter (Health Occupations Students of America)**, a professional organization that introduces students to the various fields and areas of the medical world. One Friday a month during a student's freshman/sophomore years, students will participate in seminars that include guest speakers from the medical community, field trips and workshops. During their junior/senior years, students will participate in various internship programs exposing them to the medical fields. As a member of HOSA, students also have the opportunity to participate in Regional, Area, State, and National Leadership Conferences where they can compete in various competitions in the health field.

Students interested in Delta VISTA must complete the interview process. Once accepted, students with the assistance of parents/guardians and Delta VISTA teachers will register for the classes that will fill their four-day-a-week schedule. On Fridays students must commit to learning activities that are off site unless there is a scheduled session for AP courses or students in HOSA.

Excel Academy High School

Excel High School Academy is a 9th -12th grade program dedicated to meeting the academic and athletic needs of individual student athletes as they prepare themselves for athletic competition, college, and, most importantly, life. Excel Academy creates an environment that builds individual character while preparing disciplined scholars, competitive athletes, and responsible individuals for life.

Excel Academy provides students with the opportunity to learn in a technologically advanced educational environment, using appropriate and effective learning technologies while incorporating kinesthetic activities throughout the day. High school students are enrolled in a rigorous college prep curriculum along with a challenging physical education curriculum.

Kinect

Kinect Academy (formerly Excel Middle) is a full day academy that focuses on kinesthetic learning while balancing student's competitive nature with team building, sportsmanship and collaboration. All students are expected to participate fully in daily physical education class and adhere to an athletic dress code. Core classes and electives are offered to all grades with an AVID course for 7th and 8th grade. Additional academic support is available after school and on Fridays.

Foundations Visual & Performing Arts Academy

Students in grades 9 through 12 who are interested in learning by integrating many aspects of the visual and performing arts with traditional academic learning standards find this academy both challenging and exciting. They learn the same material required of any high school students in the state of California; however, they learn through a visual and performing arts perspective. Students are required to participate in one of the following performing arts classes: choir, piano, dance classes, photography, art history, drama or speech as a part of their daily learning activities.

Teachers and students within the academy work together in annual performances that include Lunch and Dinner Theater experiences. All students within the Foundations program participate in all aspects of the performance ranging from set-up to performance, tech crew, culinary preparation, and clean-up. Participation in all theatre performances is mandatory for Foundations students.

Students, with the assistance of parents/guardians and Foundation's teachers, must choose and register for the classes that will fill their four-day-a-week schedule. Students commit to participating in performances on Fridays and/or off site learning activities.

ImagineIT

ImagineIT is designed for students interested in 21st century education with an emphasis on career pathways. The ImagineIT team believes that a hands-on, project-based curriculum best meets the needs of students, prepares them for their roles in society and the workplace, and helps students achieve the Expected School-wide Learning Results (ESLRs). Career-focused courses include: Construction, Welding, Pre-engineering, Traditional and Digital Art, as well as the essential English, Math, Science and Social Studies. A special focus of ImagineIt is learning about conserving the earth's resources and exploring green technology, including but not limited to, the New Energy Academy, a California Partnership Academy between the California Department of Education and the Pacific Gas and Electric Company. The goal of the New Energy Academy is to prepare students effectively for opportunities in the rapidly growing energy sector and to provide a learning experience that is academically rigorous with a real-world focus.

MDA Elementary Academies:

Historic Durham Ferry School of Agriculture and Outdoor Education

Historic Durham Ferry is available for middle school students in grades 5-8 and high school students in grades 9-12. The site is located approximately 7 miles south of Manteca. Historic Durham Ferry provides hands-on experiences in agriculture, natural resources and ecology, leadership, outdoor education and applied multimedia technology. It is located on a 290-acre park nestled within the riparian habitat of the San Joaquin River.

Historic Durham Ferry is comprised of a ranch with state-of-the-art facilities, nature trails through open areas and riparian forests, a student operated visitor center and modern classrooms. Each instructor brings expertise, a passion for teaching and a desire to provide students with rich learning opportunities within this natural laboratory. Students receive instruction using non-traditional, thematic approaches in core academic subjects. Historic Durham Ferry staff is devoted to excellence in

teaching, learning, research and developing leadership qualities in students who will make a positive difference both locally and globally. Teachers work toward improving students' ability to think critically, use common sense, and demonstrate a strong work ethic.

Students who attend Historic Durham Ferry are those who are prepared to work hard, get dirty, play passionately, and leave Historic Durham Ferry career and college ready.

Ventureland

This academy, for students in grades K through 5, is a fantastic opportunity for families who understand and appreciate the importance of parental involvement in children's learning. Students attend school Monday through Thursday, and Friday is a homeschool day. Parents/guardians are responsible for working with their children at least two hours per day Monday through Thursday after class, and for at least 5 hours on Fridays. In addition, parents are encouraged to volunteer at the school. The curriculum focuses on providing a strong foundation in basic skills and is individualized based on the student's skill level.

VISA (Venture Integrated School of the Arts)

Venture Integrated School of the Arts (VISA) is an academy choice for students in grades 6-8 who are interested in enriching their education through the arts. Students use technology and the arts to explore and expand their understanding of the world in their core curriculum. In addition, each student in VISA participates in at least one visual and performing arts class.

VITA (Venture Integrated Technology Academy)

VITA is an academy choice for students in grades 7 and 8 who rotate through five core classes each day. This academy provides another integrated learning option. Students learn using sophisticated technology equipment and a variety of computer programs to demonstrate and record what they have learned. Each student uses a laptop regularly in class. Along with essential direct instruction in the core subjects, project based assignments challenge students to explore the world through the Internet, to be creative with a variety of projects, and to communicate using technology.

Enrollment and Attendance

Eligibility

VAFS is non-sectarian in its programs and admissions policies, and does not discriminate on the basis of race, ethnicity, national origin, religion, gender or disability. VAFS does not charge tuition. Parents may, however, be responsible for field trips, sports fee, and special project materials as allowed by law. See Parent Notice of Rights included in this handbook for more information regarding student fees and charges.

Attendance accounting at VAFS is recorded under guidelines regulating independent study throughout the state. These regulations permit any resident of San Joaquin and contiguous counties in grades TK through 12 to apply for enrollment.

Students will be enrolled on a "first come, first served" basis until academy or grade level capacities are reached.

Applications for enrollment will be accepted for consideration throughout the year based on availability. Contact our main office at 209-468-5940. In late fall, families of enrolled students will receive re-enrollment packets. It is the parents/guardians' responsibility to meet the deadline for returning all paperwork. Those students whose paperwork is incomplete or not turned in will lose their secured placement and will be put on a list with new students for the upcoming year.

Enrollment Procedures

Prior to enrollment, it is recommended that all parents/guardians and students familiarize themselves with Venture Academy programs. This can be done online at the school's website (www.ventureacademyca.org) or via a DVD which is available at the main office. The presentation provides parents/guardians with detailed information about the school and its philosophy, the educational objectives, program options and the staff. If required, families will be contacted by a representative of their chosen academy for an interview or for a program-specific orientation.

Parents/guardians must submit a complete enrollment packet, return it to the VAFS main office and indicate their academy preference and student's grade level. Parents/guardians must provide the following:

- Immunization records
- Official transcript (for grades 9 through 12) or report card (for grades TK - 8)
- Birth certificate

- Attendance and discipline reports
- Physical exam report for all TK-1 students
- California English Language Development or Test (CELDT) results
- Copy of student's current IEP and psychological report (special education), or 504 Plan if applicable
- Court documents if applicable, i.e. custody/guardianship paperwork, educational rights documentation

Registration cannot be completed without these documents.
It is the expectation that all information provided on the registration forms is accurate and complete. Providing incomplete or falsified information will result in a meeting with administration and possible dismissal from the school. Students are not enrolled until official notification is received. It is important that students remain enrolled in their present schools until the notification is received and enrollment is confirmed. Priority is given to returning students in good standing, siblings and children of employees of SJCOE.

***Effective July 1, 2011, California State law requires 7-12th grade students have the Pertussis (Tdap) vaccination booster. Students cannot be enrolled or promoted without it.**

Lottery Information

When academy or grade level capacities are reached, a lottery will be conducted to fill openings as they occur.

The VAFS Advisory School Council (ASC) is responsible for executing the lottery. A quorum of ASC members is needed to oversee the drawing of the names and the subsequent assignment of students. A lottery becomes necessary when one of the "programs of choice" is full and/or there are more requests for enrollment than space available. All names of students requesting a program that is full will be placed into a container. All names will be pulled and numbered. The placements into the program will be made in numerical order until all openings are filled. The remaining numbered students will be placed, in numerical order, on a waiting list and will be notified of openings as they arise. For the purpose of the lottery the following priorities will be honored:

- Children of employees of VAFS or San Joaquin County Office of Education will be given a 3:1 weighted enrollment in the lottery.
- Siblings of students enrolled in any of VAFS programs will be given a 3:1 weighted enrollment in the lottery.
- Students demonstrating experience, or background, and/or interest in a focus area designated by one of the school's academies such as agriculture at Historic Durham Ferry, performing arts at Foundations, or science at Delta VISTA will be given a 3:1 weighted enrollment in the lottery.

Getting Started

Students in Homeschool based-academies are assigned to a teacher of record (TOR) who will schedule an initial meeting with the parent/guardian and the student. Students enrolled in Modified Daily Attendance (MDA) academies will attend a site orientation, with the dates and times being posted on the website. During these orientations parents will be informed about the daily operation of the site, classroom rules, drop off and pick up information, academic and program expectations and specific schedule details.

All VAFS students are considered independent study students, with each program offering different levels of support.

All VAFS students and their parents or guardians must sign an Independent Study Master Agreement at the beginning of each year. The Master Agreement is a binding contract, and signing it obligates students, parents and all teachers to abide by all pertinent California Education Code regulations as expressed in the document. The Independent Study Master Agreement will be signed on or before the first day of school with the Teacher of Record. Admission and continued enrollment is contingent upon meeting all requirements of the Master Agreement. Violating conditions set forth in the Master Agreement may result in dismissal from the program. Students and parents are encouraged to read the document carefully and to discuss any questions they may have with their Teacher of Record.

To comply with Independent Study regulations, students and parents must meet the following requirements:

- Provide the VAFS teacher with records of all instructional activities.
- Maintain all completed and evaluated work for the teacher to review during scheduled appointments.
- Communicate and collaborate with the assigned teacher of record on a consistent and regular basis.
- Read, understand and sign an Independent Study Master Agreement once each year.
- Meet with Homeschool teacher or attend all classes as scheduled. Homeschool parents and students must meet for the purpose of formally documenting academic progress a <u>minimum</u> of once every school month. Students may be scheduled to meet more frequently.

Failure to meet any one of the above conditions may lead to dismissal from VAFS.

Duration of Instruction

To ensure student progress toward meeting grade level standards, VAFS offers instruction that meets the annual instruction minute requirements of Education Code 47612.5.

Total instructional minutes required

TK/Kindergarten	36,000 minutes
Grades 1-3	50,400 minutes
Grades 4-8	54,000 minutes
Grades 9-12	4,800 minutes

Instructional Minutes Provided by Modified Daily Attendance (MDA)

TK/Kindergarten	21,000 minutes
Grades 1-3	37,440 minutes
Grades 4-8	37,440 minutes
Grades 9-12	47,408 minutes

Homeschool instructional minutes provided by parent/guardian in MDA programs

TK/Kindergarten	15,000 minutes/42%
Grades 1-3	12,960 minutes/26%
Grades 4-8	6,560 minutes/31%
Grades 9-12	17,392 minutes/27%

Important notice

For students with special needs who have an active Individualized Education Program (IEP) or a 504 Plan, please call 209.468.5970.

Attendance

State regulations require that attendance accounting and grade transcripts be supported by instructional activity records and samples of student work that are representative of meeting stated academic objectives/standards. VAFS teachers are responsible for verifying that students are making academic progress by assessing the quality of work and verifying that all assignments are completed. This verification is based on their evaluation of assignments and the instructional activity log.

Homeschool students may be assigned to attend classes and/or workshops on campus as required by their Teacher of Record. Regular attendance is expected. Students who choose to attend additional classes offered on campus are expected to make a commitment to attend regularly for the duration of the course.

Students assigned to a Modified Daily Attendance (MDA) classroom are expected to arrive on time and attend every day that class is in session. Failure to attend class may jeopardize the student's placement in the MDA program and the school.

Tardy Policy

It is essential that students are present and ready to learn at the beginning of each class.

- High school students arriving tardy to school or to classes after lunch will be issued a tardy slip. Continued offenses will result in consequences that may include, but are not limited to, lunch detention, Friday detention, and parent conferences.
- Teachers may assign consequences for tardies to classes within the school day.
- Middle school teachers will assign consequences for tardies, which may include, but are not limited to, afterschool or Friday detention, campus beautification, etc.

Dismissal From VAFS

If a student violates the Master Agreement, he or she may be referred back to his or her district of residence. Parents/guardians will be notified whenever a student's enrollment is in jeopardy. As a matter of policy, the student's district of residence will be notified that the student is no longer enrolled.

Academy Transfers

Voluntary

Parents/guardians may request a transfer to a different VAFS academy by contacting their students' teacher of record. Students must be in good standing and space available to accommodate this request. All parent-requested transfers are subject to approval by administration, current program teachers and the receiving teacher. The receiving teacher/program may require a pre-transfer interview with the student and parent to determine the appropriateness of a transfer. Approved transfers will take effect at the beginning or end of a semester or with administrative approval.

Involuntary

An administrator may determine that a student's current placement is inappropriate on the basis of academic progress and/or social or behavioral issues and may determine that an involuntary transfer of the student to a different program within VAFS

is necessary. This may include independent study with no on-site privileges. Prior to action being taken, parents/guardians will be notified and may request a conference with an administrator, teacher, and/or counselor.

General Information

Advisory School Council (ASC)

VAFS has established the Advisory School Council, which is responsible for holding staff accountable for the performance of enrolled students. This council conducts the lottery if enrollment exceeds capacity, addresses school safety issues, reviews parental concerns, and sets policies that are unique to the school. The council consists of the VAFS Division Director (non-voting member), two teachers, four parents, two community members and one student. For more information or to receive a copy of the bylaws, please call the school office. The 2016-2017 ASC meeting dates and times will be posted on the Venture Academy website at the beginning of the school year.

Athletics

Students in grades 6-12 who are in good standing will be eligible to participate in the VAFS Athletics Program. From the VAFS Athletic Handbook: "The athletic program of VAFS is a dynamic, integral part of the whole educational experience. At all times, the athletic program will be conducted in a way that is complementary and supportive of the academic program. In addition, it will provide meaningful learning opportunities not otherwise offered in the school classroom curriculum. It will assist in developing habits, attitudes, and ideals necessary for the ethical competition and cooperation in our society. A well-conducted athletic program under competent leadership fosters the balance between cooperation and competition. Furthermore, the athletic program will provide our students with lifelong lessons for personal growth such as sportsmanship, teamwork, ethical behavior, perseverance, commitment, loyalty, self-discipline, pride, responsibility, and leadership skills." For further information, please refer to the Athletic Handbook or by calling the Athletic Department at 209.227.2287.

The following sports will be offered at VAFS for the 2016-17 school year:

High School

- Boys & Girls Volleyball
- Boys & Girls Soccer
- Boys & Girls Basketball
- Golf
- Cross Country
- Track & Field
- Softball
- Baseball
- Wrestling

Middle School

- Boys & Girls Volleyball
- Boys & Girls Soccer
- Field Hockey
- Boys & Girls Basketball
- Baseball
- Softball

Closed Campus

VAFS has a closed campus policy for all school sites. Students are not permitted to leave campus during school hours unless prior arrangements have been made by a parent/guardian. The student's parent/guardian must follow the school's "Early Release of Students" policy on page 15 of this handbook and must escort the student off campus. Students are not permitted to leave campus during lunch hours. Students found off campus during school hours will be disciplined.

Driver's Education/Safety

High School students may meet the state requirement for driver's education/safety in one of the following ways:

- Register for a fee-based classroom course through one of the local driving schools. A parent may contact one of these schools directly. Several fee-based online courses are also available. Visit our school website's main page for a list of these online sites. Upon successful completion of the class, the student must present the certificate of completion to the teacher of record who will submit a credit report card for 2.5 driver's education/safety credits.
- Students who are 16 years old may take the DMV test for a California Driver's License. Upon obtaining a valid license, present your license to the registrar at VAFS, who will make a copy of it for your file and credit your transcript with 2.5 credits.

VAFS Phone Message System

VAFS has a phone calling system for delivering important messages to parents and students. VAFS makes every attempt to tailor the calls to specific groups. ***Please be sure to notify the school of any changes in contact information.***

Emergency Procedures

Emergency drills are held periodically throughout the year and a record is kept of dates held and the time it takes to evacuate the buildings. The following drill procedures will be outlined with students at the beginning of the school year.

Fire Drill Procedures

- School staff will ensure that each student has evacuated the building(s).
- Teachers will take students to a pre-designated area.
- Teachers will take roll at the designated area.
- Students will walk quietly back to their classrooms after the "all clear" is announced.

Safety Procedures

In the event of occurrences on campus that are considered to be seriously threatening to student safety, the school will go on emergency alert and the Lockdown Procedure will be immediately initiated. When a lockdown occurs, it may involve releasing students from school or relocating them from one site to a secondary site. All possible attempts to notify parents/guardians of the situation will be made as soon as possible, pending evaluation of the extent and nature of the emergency/cause for evacuation. Notification will be made via the school's phone calling system. Parents/guardians are asked to keep their emergency contact information updated with accurate information at all times.

Insurance

VAFS does not provide student insurance. The parent/guardian is responsible for such coverage. Please see page 52 for information on obtaining insurance.

Lunch

There are limited food choices available on campus. Students are strongly encouraged to bring a healthy lunch. Students are to eat only in areas authorized by school staff.

VAFS is a closed campus and students are not allowed to leave campus during lunch. Students who leave campus without permission will be subject to disciplinary measures.

Messages For Students

In case of emergency, parents/guardians may contact the main office at 209.468.5940 to deliver a message to their students.

Parent/Teacher Contact

Parents/guardians may contact their students' teachers through email or by telephone. Parents/guardians will be given access codes for their students' online grading platform at their back to school orientations. Teachers' emails can be found on the school's website. Meetings with your student's teacher must be scheduled in advance. To arrange an appointment, parents/guardians are encouraged to contact their teachers directly. Teachers should not be called during class time. Allow sufficient time for the teacher to return your call or email. If you have an emergency, please call the main office number at 209.468.5940.

Early Release of Students

- If a student must leave school prior to the end of the school day, it is required that a parent/guardian come in to the school to sign the student out or give verbal permission over the phone to an authorized school official.
- If a student leaves for an appointment during school hours and will return prior to the end of the school day, a note is also required.
- If student must leave school during class time, a campus monitor, staff member or student messenger will go to the classroom and escort the student to the lobby. Please allow extra time for student to be located and brought to the front.

Student Success Team (SST)

SST meetings are held for students and attended by parents, teachers, administrators and other significant representatives, for the purpose of creating the best educational and/or behavioral plan for the student. This process of intervention focuses on a student's academic and behavioral progress through communication among all parties. SST meetings may be requested through the student's teacher of record.

Transportation

Parents are responsible for transportation to VAFS sites and programs. Lack of transportation is not an acceptable reason to miss required meetings and/or classes. Missed meetings and/or classes at the start of each year may jeopardize enrollment. Parents may sign up for carpooling. It is the parents' responsibility to contact one another using the list which is posted in the Parent Resource section on our website at http://www.ventureacademyca.org

Textbooks

VAFS provides all necessary textbooks for every student enrolled in our school. Students are expected to treat all books with care and keep them in good condition. Students are required to return all books to their teacher of record when changing classes, checking out of school, or at the end of the school year. A payment from parent/guardian must be made to replace books that are lost, stolen, defaced or damaged. The school can arrange a payment plan if parent/guardian is unable to pay the entire amount due at once. For further information, please call the school office.

Venture On Challenge Course

Venture On is a challenge/ropes course that provides students adventure and learning experiences, which challenge them to push beyond their perceived limits; to work effectively with others; to think creatively about problems; to trust and to have fun. Community organizations and businesses may also reserve the course for group activities. Information regarding availability can be found on the school's website at http://www.ventureacademyca.org

Work Permits

Students aged 14 to 17 are allowed to have jobs during the school year. By law, students need to obtain a work permit to be legally employed. The steps for obtaining a work permit are as follows:

- Student obtains employment.
- Student informs the school and is given a work permit application.
- Student, employer and parent/guardian complete and sign the application and student returns the completed form to the school office
- Student is issued a work permit.

Students with work permits are required to remain in good standing at school, which is determined by a student's teachers. Students not in good standing may have their work permits revoked.

Campus Management

Respect for School Property

VAFS students, staff and parents are very proud of and grateful for our beautiful facilities. Please make every effort to respect school property by not damaging or littering. Report damaged property to school staff at once. VAFS has limited custodial staff so please make every effort to help keep our campuses clean both inside and out.

Visitor Policy

As a matter of safety, all visitors to VAFS, including parents and guardians, must sign in and obtain an ID badge. Upon leaving, visitors must sign out.

Visitors are to sign in at the following sites:

Main site & VISA

- Front entrance at receptionist's window

Ventureland

- Register and wear a visitor's badge. Ventureland parents must sign on the clipboard in the classroom of the teacher they are assisting. A visitor's badge will be supplied by that teacher and must be worn for the duration of the parent's/guardian's stay.
- Abide by the school's dress code, including the "no hat" policy.
- Make prior arrangements with the teacher.
- Refrain from using electronic devices in a classroom without staff permission

ImagineIT & BrainworX

- Front entrance
- Visitors are to check-in with receptionist immediately upon entering the building.

Excel & Kinect

- Southeast entrance of the high school classroom building

Historic Durham Ferry

- Visitors should not enter the classroom buildings during the hours when school is in session unless prior arrangements with a teacher have been made.
- Pick up and drop off procedures, as well as visitor information, will be explained in detail at the start of school orientation

Moving about the Campus

Safety crosswalks are located at three places along Transworld Drive. All persons crossing the street are expected to use them.

VAFS parents/guardians are allowed to observe and, when appropriate, participate in on-campus educational programs. For the safety of all students and to ensure minimal disruption of instructional activities, all visitors to VAFS campuses must abide by the following policies:

- All visitors must follow the visitor's policy of registering and wearing an ID.
- All visitors must abide by the school's dress code, including the "no hat" policy.
- All visitors planning a classroom visit must first make an appointment with the teacher.
- Visitors may not use any electronic devices in a classroom without staff permission.
- Any actions or behaviors that interrupt instruction or appear to be threatening to any staff or student will result in the individual being asked to leave.
- Any resistance will result in a call to law enforcement and prosecution to the full extent of the law.
- All visitors and students must abide by the parking, traffic, and pick-up/drop-off policies as stated in this handbook.

Student Visitors

All student visitors must have prior permission from a specific teacher and approval of administration in order to visit any school site or classroom. All student visitors must wear a student ID.

Education Code References

The following codes were referenced when determining a number of the policies at VAFS.

- **32210** Willful disturbance of public school or meeting
- **32211** Threatened disruption or interference with classes; misdemeanor
- **32212** Classroom interruptions
- **35160** Authority of governing boards
- **35292** Visits to schools
- **51512** Prohibited use of electronic listening or recording devices

Penal Code References

- **626--626.10** Schools
- **627--627.10** Access to school premises
- **627.1** Definitions
- **627.2** Necessity of registration by outsider
- **627.7** Misdemeanors; punishment

Personal Property

VAFS is **not responsible** for the loss of or damage to any personal property. VAFS maintains a lost and found located in each of their buildings.

No Hat Policy

VAFS staff feels strongly that wearing hats, bandanas or hoods in the school building is a distraction that often leads to disrespectful behavior and unnecessary disruptions to the learning environment. Therefore, a policy was agreed upon that prohibits individuals from wearing any kind of head covering inside VAFS school buildings. This applies to all students, parents, visitors and staff. Individuals will be reminded of this policy when entering the building. Students who violate this policy may have their hats confiscated, and parents may be required to retrieve them.

Electronic Devices

Electronic devices must be turned off and out of sight in the classroom and all educational settings, unless being used as part of the educational program. A violation of this policy may result in the item being confiscated. Repeated violations that result in disrupting the learning environment will result in a suspension. Parents or guardians will be contacted if electronic devices are confiscated by administration. E.C. 48900 (k) **Please note: VAFS is not responsible for the loss of or damage to any personal electronic devices.**

Education Code 51512 states that, "The Legislature finds that the use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited."

Students may NOT record other students, teachers, administrators, or any other staff or visitors on campus without the prior consent of all parties. Any student found in violation is subject to appropriate discipline.

Disruptive/Harmful Behavior

The following behaviors are considered to be harmful and/or disruptive and will result in disciplinary action. Suspension, expulsion and/or notification of the appropriate law enforcement may be recommended for the more serious and/or multiple offenders.

- Tagging on VAFS facilities and/or items
- Vulgar language or profanity
- Any form of gambling or possession of gambling paraphernalia
- Public Displays of Affection (PDA) – This includes kissing, hand holding, hugging, and any other inappropriate physical contact.
- Fighting/ horseplay

Dress Code

To exhibit any dress, grooming, or appearance that disrupts, or tends to disrupt, the education process, or affects the health or safety of individuals shall be prohibited. E.C. 48900 (k)

- The presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, or any other attribute, denotes affiliation with any group considered harmful to the school environment is prohibited.
- Students arriving at school dressed inappropriately will be asked to wear a school issued shirt or have a parent/guardian bring a change of clothes.
- In the case of exceptionally "saggy" pants or revealing clothing, the student will be required to contact a parent for a change of clothes or go home and change. A second offense may result in a suspension.
- Clothing must cover bra straps, stomach, back and underwear and be the appropriate length. No side cutout shirts will be allowed.
- Clothing displaying or promoting any type of drug, alcohol, tobacco product, profanity, violence, vulgar or obscene images, or behavior, are prohibited.
- Dress code requirements for specific academies may vary.

Professional Development Center (PDC)

Students are not allowed at the PDC unless they are in a scheduled classroom and under the direct supervision of a teacher. Failure to comply will result in disciplinary action.

Disruptive/Harmful Items

For safety purposes, items considered disruptive or harmful for students and the school environment are not allowed on the VAFS campuses. Any of these items found in the possession of a student will be confiscated. Recommendations for suspension or expulsion and notification of the appropriate law enforcement may also occur. E.C. 48900 (k) These items include, but are not limited to, the following:

- Lighters/Matches
- Etching Tools
- Alcohol and/or related items
- Drugs of any kind and paraphernalia
- All Tobacco Products
- Skateboards, Skates, Scooters**
- Laser Light Pen/Pointer
- Weapons or Toy/look-alike weapons
- Aerosol paint cans/any aerosol products
- Mace or pepper spray

**Skateboards, skates and scooters may be carried, but their use on campus is not allowed

Academic Guidelines

Rights and Responsibilities

Cooperation among the teacher, the student and the parent has been proven to improve a child's chance of receiving the best possible education. All are required to do their part equally to ensure that the student experiences a successful academic career.

Progress Reporting

Students work towards making educational progress. In the Homeschool model, progress will be discussed at least once a month during check-in meetings. Modified Daily Attendance students and parents may contact their teachers to request updated information regarding credits and progress. Communication about your child's progress toward meeting graduation requirements is crucial. We recommend monitoring your students' progress via the online grading tool (Jupiter) in addition to

scheduled visits and/or emails to your teacher. If you would like a face-to-face meeting with the teacher, please schedule an appointment in advance.

High school credits are recorded and reported to the registrar at the end of each semester. Students may earn a maximum of 75 credits per year. Additional credits may be earned by attending work experience, ROP and community college classes. The number of credits earned is dependent upon the quality of work and depth of understanding.

Note: Progress reports may be sent home any time at the discretion of the teacher or at the request of the parent or guardian.

Academic Honesty

Honesty is a compelling principle, which guides all aspects of student and school life. Academic honesty is highly valued at VAFS. Students should not cheat, plagiarize, nor should they tolerate such behavior among fellow students. Therefore, students do not receive credit for work that is not their own.

Cheating is:

- An attempt to earn credit or receive a grade for coursework in a fraudulent, deceitful, dishonest or misleading way.
- Knowingly submitting the work of others and representing it as one's own.
- Aiding, abetting, helping or assisting anyone else to cheat.

Plagiarism is:

- Taking the language, ideas or thoughts from another person or resource and pass it off as one's own language, ideas or thoughts. Sources must be acknowledged.
- A form of cheating.

Students who plagiarize or cheat will be subject to disciplinary actions, which may include, but is not limited to, loss of credit for the assignment with a recorded failing grade, removal from the course with a failing grade, and/or additional disciplinary action.

Assessment

Initial assessment is completed to determine individual student needs. This may include:

- Review of existing special education records
- Academic pre-tests (math, reading & writing) to determine program/grade level placement
- Evaluation of transcript
- Informal teacher interview
- Program orientation

Ongoing assessment of pupil progress occurs to plan for immediate and future needs and to measure effectiveness of instruction.

This may include the following:

- Portfolios
- Individual and/or group projects
- Tests in subject areas
- Student Study Team (SST) meetings
- Interest assessment
- Individual assessment information gathered through special education assessment
- Report cards/Progress Reports
- Writing rubric
- Student presentations
- Ed Performance assessment
- Defense of Mastery

State Mandated Testing

Venture Academy participates in all state mandated testing. Plan ahead to have your students participate. Detailed information about testing locations, dates and times will be sent to families and will also be available through VAFS's front office and website. Every student's participation in the assessment program is important.

Mathematics Placement Policy and Protocol

In 2015, the California Legislature enacted SB 359, the California Mathematics Placement Act of 2015, which mandates that schools adopt a fair, objective, and transparent mathematics placement policy for 9th grade students. For Venture's Mathematics Placement Policy, please see page 42. In compliance with SB 359, VAFS has developed a Mathematics Placement Protocol, which can be found in Appendix E on page 48.

School-wide Assessments
All students in grades TK-11 will be assessed in the beginning and at the end of the school year to assess ability and measure progress in Language Arts, Reading and Math. Additional assessments may be scheduled by academies.

Use of Electronic Devices During Testing
Students may not access any unauthorized electronic devices (those not specified in an individualized education program (IEP) or Section 504 plan) at any time when test materials are present. Use of any unauthorized electronic device during testing may result in disciplinary action.

8th Grade Promotion
A recognition ceremony for 8th grade students who have met the requirements for promotion to the 9th grade will take place toward the end of the school year. Students must be in good academic and behavioral standing and attend a mandatory dress rehearsal in order to participate.

Requirements For Graduation

High School Credits
Upon registration, VAFS's registrar will evaluate high school transcripts to determine into which grade level the students will be placed. Credits are earned on a monthly or semester basis and are posted to transcripts at the end of each semester or when a student exits the school. Grade level adjustments will be done once a year.

Grade 9 ..... 1 to 49 credits
Grade 10..... 50 to 99 credits
Grade 11..... 100 to 149 credits
Grade 12..... 150 credits

Students are required to successfully complete the following course of study:

Credits

English..... 40
*Math..... 20
Physical Education..... 20
World History/Culture/Geography..... 10
US History/Geography 10
Biological/Life Science..... 10
Physical Science 10
Performing Arts/ Foreign Language 10
American Government..... 5
Economics..... 5
Community Service..... 5
Health..... 2.5
Electives 57.5

*The math requirement includes successful completion of 10 credits of Algebra I.

Community Service
In order to earn the required 5 credits of community service, students must complete community service under the direction of the teacher of record. Approval of the community service project by the teacher of record must be received prior to beginning the project. Community Service Logs are available on the schools website under the Student Resource page. To receive credit the following criteria must be met:

- Working with an organization that provides service that benefits the community OR
- Providing a benefit to an individual who is unable to meet his or her own needs. Unless under special circumstances this should be someone outside of the family and in need of the assistance other than baby sitting. Community service projects should not benefit individuals with for-profit businesses AND
- Students will be responsible for recording time spent on the project and requiring a supervisor's signature validating Community Service Log. Students must submit a log with supervisor's signature to their teacher of record promptly.

California High School Exit Exam
(CAHSEE) *Note: This information is subject to change, pending current legislative action by the State of California.*
Signed into law in October 2015, Senate Bill 172 suspended the California High School Exit Exam (CAHSEE) and removed the exam as a requirement for graduation.

Graduation by Exhibition (GBE)
GBE is the final requirement for graduation from VAFS. VAFS is committed to graduating students who are well prepared to become productive citizens within their communities. GBE is an opportunity to reflect on academic and personal growth; to demonstrate an understanding of the roles and responsibilities of community citizenship; to articulate goals for the future; to identify personal strengths, passions and interests; and to communicate a readiness to "Venture into the World." It is also a time for family and friends to share in the celebration.

The Criteria

- Embrace Challenge
- Think Critically
- Live Responsibly
- Learn Infinitely
- Play Passionately
- Imagine Possibilities

The process culminates in a presentation before a panel. Panel members may include the following: a staff advisor, a chairperson, a student representative, and a community member. This presentation is designed to celebrate the candidate's accomplishments and to demonstrate that he or she is ready for a productive life beyond high school.

Preparation for GBE should begin as soon as a student reaches senior status and may be performed at any time during the school year following completion of all credits. Students in Modified Daily Attendance sites may complete their GBE as early as March upon approval of Teacher of Record. The exhibition is held at the school or in a location convenient to the participants. Students may invite family and friends in addition to the required panel. Students may present their GBE through various modes, including visual displays, oration, audiovisual technology, and multimedia productions. A Senior GBE Handbook outlining the process is available from the student's Teacher of Record or a counselor.

California State University/University of California College Admissions Requirements and Higher Education Requirements

To learn more about college admission requirements, and for a list of District courses that have been certified by the University of California as satisfying the requirements for admission to the UC and CSU, please refer to:

www.ucop.edu/doorways

California State University (www.calstate.edu) - **University of California** (www.universityofcalifornia.edu)
Please visit the website above for more information about attending a CSU or UC.

Class Requirements

a. History and Social Science 2 years
b. English 4 years
c. Math 3 years (4 years recommended for UC)
d. Laboratory Science 2 years
e. Language Other than English 2 years (of the same language UC)
f. Visual and Performing Arts 1 year
g. College Preparatory Elective 1 year

See both CSU and UC websites for grade, GPA and SAT/ACT examination requirements for admission.

California Community Colleges (www.cccco.edu)
"California community colleges are required to admit any California resident possessing a high school diploma or equivalent."
Please visit the website above for more information about attending community colleges.

Students are encouraged to meet with school counselors to help them choose courses at their school that will meet college admission requirements or enroll in career technical education courses, or both. Please contact VAFS counseling staff.

Career Technical Education (CTE)
CTE classes are offered as career and workforce preparation for high school students, preparation for advanced training, and the upgrading of existing skills. CTE provides high school students with valuable career and technical education so students can:

- Enter the workforce with skills and competencies to be successful;
- Pursue advanced training in postsecondary educational institutions; or
- Upgrade existing skills and knowledge

College entrance exams are the SAT and ACT. These exams are offered by VAFS and other testing locations throughout the year. Visit the VAFS and the SAT/ACT websites for registration information and test dates. (School Code 053941)

- SAT – www.collegeboard.com
- ACT – www.actstudent.org

Financial Aid/Scholarships
**Visit the following websites for financial aid and scholarship information:

www.fafsa.ed.gov **www.studentaid.ed.gov** **www.finaid.org**

**The above is provided as an informational resource for students and their parents/guardians. VAFS is not affiliated with these websites.

Student Conduct Code/Disciplinary Procedures

VAFS students are held to standards of behavior that will serve to protect the emotional and physical safety of all students enrolled in the school. Therefore, students should be aware of possible consequences for their behavior.

Parents/guardians are considered an integral part of their students' education at VAFS and should expect contact from a teacher whenever a behavioral issue arises. Often the initial contact and subsequent meeting remedy the situation. In the event that a behavior is very serious and initial interventions have failed to alter the behavior, school officials will take action(s) according to the policies of VAFS and state law, which provide for a safe and secure school environment. Field trip or off-campus extra-curricular activities are considered a part of the education program. Participants/spectators carry responsibilities as representatives of the school. All rules of student conduct apply. Students may be subject to discipline for off-campus misconduct if the misconduct is related to school activity or attendance and causes or is reasonably likely to cause a substantial disruption to school activity.
VAFS's governing board shall prescribe rules consistent with law or with the rules prescribed by the State Board of Education, for the discipline of students under its jurisdiction.

Important
It is noted by your signature on the handbook form that you, as a parent/guardian, have read and understand the Student Conduct Code. Your child is responsible for all sections of the Student Conduct Code as stated. If you have questions or concerns about any of the information, or if you disagree with any student conduct code section, please telephone VAFS at 209.468.5940.

Suspension/Expulsion
A pupil may not be suspended from school or recommended for expulsion unless the administration of the school in which the pupil is enrolled determines that the pupil has committed an act which is enumerated in this section and related to school activity or attendance which occurred at any time, including, but not limited to, any of the following:

- While on the school grounds.
- While going to or coming from school.
- During, or while going to or coming from, a school sponsored activity.

During Suspension…
- The student is expected to be under the supervision of a parent/guardian during school hours when serving suspension days at home. The student shall not appear on or about any school during the period of suspension, except in the case of in-school suspensions, unless coming to the office on official business with the parent/guardian and by prior arrangement with a school administrator.
- The student is not to attend any school-sponsored event on or off any school campus during suspension. This is extended to include weekend and holiday activities, and would include, but not be limited to, field trips, athletic events, theater events, proms, dances, and other school events.
- If a student's suspension enters into an off session period, the consequences and restitution will be determined by an administrator.
- The teacher may require the suspended student to complete any assignments and tests missed during the suspension. Instead of disciplinary action prescribed by this article, the director or designee may require a pupil to perform community service on school grounds during non-school hours. For the purposes of this section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus improvement and teacher or peer assistance programs. E.C. 48900

Violation of suspension rules may result in a minimum consequence of a warning and a maximum consequence of a referral to the appropriate law enforcement agency.

The administration shall recommend the expulsion of a pupil for an act which is enumerated in this section and related to school activity or attendance which occur at any time, including, but not limited to, any of the following:

- While on the school grounds.
- While going to or coming from school.
- During, or while going to or coming from, a school sponsored activity.
- A teacher may suspend any student from the teacher's class for any of the acts listed in the following pages for the day of the suspension and the day following. The director, or designee, may suspend a student from a school site for any of the acts listed in the following pages for not more than five consecutive school days.
- Students accumulating 20 days of in-school and/or home suspension may be subject to an involuntary transfer to another school. E.C. 48915a

Disciplinary action will be taken if a student's behavior is disruptive to the instructional process or causes a danger to persons or property even though the offense is not defined in the Student Conduct Code. Students and parents have a right to

appeal disciplinary action taken against a student. A meeting must be requested with the administrator/designee prior to any further appeal. A student may be suspended on the first offense if it is determined that the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process. E.C. 48914

Behavior/Consequence

Bullying

VAFS recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. VAFS employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyber bully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyber bullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyber bullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, SJCOE policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

Bullying Prevention

To the extent possible, SJCOE and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of VAFS's school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

VAFS may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self---esteem development, assertiveness skills, and appropriate online behavior.

VAFS staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Director designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff witnessing bullying shall immediately intervene to stop the incident when it is safe to do so.

As appropriate, the Director or designee shall notify the parents/guardians of victims and perpetrators. Action may also involve school counselors, mental health counselors, and/or law enforcement.

Complaints and Investigation

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with SJCOE policy. (SP 5131.2 (23))

When a student is reported to be engaging in bullying off campus and it directly impacts or potentially impacts school activity, school attendance, or the targeted student's educational performance, the Director or designee shall investigate and document the activity and shall identify the specific facts or circumstances involved.

When the circumstances involve cyber bullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they feel constitute cyber bullying and to notify a teacher, the principal, the Director, or other employee so that the matter may be investigated.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Director or designee also may file a complaint with the Internet site or service to have the material removed.

Discipline
Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with VAFS' policies and regulations.

cf:0420 School Plan/Site Council
1220 Citizen Advisory Committees
4131 Staff Development
5131 Conduct
5136 Gangs
5138 Conflict Resolution/Peer Mediation
5144.2 Suspension and Expulsion/Due Process (Students with Disabilities)
5145.2 Freedom of Speech/Expression
5145.3 Nondiscrimination/Harassment
5145.7 Sexual Harassment
6020 Parent Involvement
6163.4 Student Use of Technology
6142.8 Comprehensive Health Education

Legal Reference: EDUCATION CODE

200-262.4 Prohibition of discrimination
32282 Comprehensive safety plan
35181 Governing board policy on responsibilities of students
35291-35291.5 Rules
48900-48925 Suspension or expulsion
48985 Translation of notice

PENAL CODE
647 Use of camera or other instrument to invade person's privacy; misdemeanor
647.7 Use of camera or other instrument to invade person's privacy; punishment
653.2 Electronic communication devices, threats to safety

UNITED STATES CODE, TITLE 47
254 Universal service discounts (e-rate) (3/12)

Physical Injury
Cause, attempt to cause or threaten to cause physical injury to another person, or willfully use force or violence upon the person of another, except in self--- defense. Consequences range from warning and/or parent contact to a recommendation to expel and/or notification of appropriate law enforcement agency. Note: Battery is any willful and unlawful use of force or violence upon the person of another. Assault is an unlawful attempt, coupled with present liability, to commit a violent injury on the person of another. E.C.48900 (a) (1), E.C. 48900 (a) (2), E.C. 48915(a) (1)

Assault Against Employee
Whenever any employee of a school district or office of a county superintendent of schools is attacked, assaulted, or physically threatened by any pupil, it shall be the duty of the employee, and the duty of any person under whose direction or supervision the employee is employed in the public school system who has knowledge of the incident, to promptly report the incident to the appropriate law enforcement authorities of the county or city in which the incident occurred. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (a) (1), E.C. 48900 (a) (2), E.C. 48915 (a) (5), E.C. 44014 (a):

Weapons
Possess, sell, or otherwise furnish any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any such 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. Consequences for this action will be a parent conference and suspension for one day with a maximum consequence ranging from a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (b), E.C. 48915 (a) (2), E.C. 48915 (C) (1), E.C. 48915 (c) (2)

Controlled substances
To unlawfully possess, use, sell or otherwise furnish, or be under the influence of, any 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. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (c), E.C. 48915 (a) (3), E.C. 48915 (c) (3)

Selling Controlled Substances
Unlawfully offer, arrange, or negotiate to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) or Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance.

Note: A student may be subject to arrest according to Penal Code 653G if he/she loiters at or near any school or public place at or near where students attend or normally congregate, or reenters or comes upon such school or place after being asked to

leave by a school official. According to P.C. 653G, punishment for loitering includes a fine not to exceed $1,000 and/or imprisonment in the county jail not to exceed 6 months. Consequences range from a parent conference and suspension for one day to a recommendation to expel, notification of appropriate law enforcement agency. E.C. 48900 (d)

Disruptive items
To possess any disruptive items (i.e. radios, tape players, skateboards, or other items a school administrator identifies as disruptive), unless in the case of possession of any such object, 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. Consequences will be confiscation of the object to a recommendation to expel and/or notification of appropriate law enforcement agency. Confiscated materials will be returned to the parents upon request. Confiscated materials will not be returned to the students. E.C. 48900 (k)

Stolen property
Knowingly receive stolen school property or private property. Minimum action for this offense is parent contact while the maximum action is a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (1)

Imitation Firearm
Possess 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. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (m) Note: Toy guns are considered objects of a dangerous nature. (Penal Code 12020, AB4546 P.C. 417.2)

Sexual Assault
Commit or attempt to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in section 243.4 of the Penal Code. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900 (n), E.C. 48915 (c) (4)

Note: A student may be subject to arrest according to Penal Code 653G if he/she loiters at or near any school or public place at or near where students attend or normally congregate, or reenters or comes upon such school or place after being asked to leave by a school official. According to P.C. 653G, punishment for loitering includes a fine not to exceed $1,000 and/or imprisonment in the county jail not to exceed 6 months.

Harassment of Witness
Harass, threaten, or intimidate a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both. The minimum action for this offense will a warning and/or parent contact while a maximum action will be a recommendation for severance and/or notification of the appropriate law enforcement agency. E.C. 48900 (o)

Sexual Harassment
Commit sexual harassment as defined in California Education Code 48900.2 Section 212.5. This section does not apply to pupils in grades K---3. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900.2

Violence
To cause, attempt to cause, threaten to cause, or participate in an act of hate or violence, as defined in subdivision (e) of Section 33032.5. Minimum action ranges from a warning and/or parent contact to maximum action of recommendation for severance and/or notification of appropriate law enforcement agency. E.C. 48900.3

Harassment of Pupils
Intentionally engaging in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment. Consequences range from a parent conference and suspension for one day to a recommendation to expel and/or notification of appropriate law enforcement agency. E.C. 48900.4

Terrorist Threats
A pupil may be suspended from school if the superintendent or school administrator of the school in which the pupil is enrolled determines that the pupil has made terrorist threats against school officials or school property, or both. This offense may result in a warning and/or parent contact to a recommendation for severance, notification of appropriate law enforcement agency. E.C. 48900.7 The full text from the San Joaquin County Office of Education Administrative Regulations referring to student suspension and expulsion is available upon request at the VAFS office at 209.468.5970.

Parent Notice of Rights and Responsibilities

The State of California requires that parents be notified of their rights and responsibilities in certain matters pertaining to their children's education. This Notice informs you of your rights and responsibilities under the applicable sections of the Education Code.

Student Fees and Charges

The San Joaquin County Office of Education (SJCOE) shall not require any student to pay any fees, deposits, or charges except as specifically authorized by law.

According to the California Constitution, the following fees and charges are permissible:

1. Insurance for athletic team members, with an exemption for financial hardship.
2. Insurance for medical or hospital service for students participating in field trips and excursions.
3. Expenses of students' participation in a field trip or excursion in connection with courses of instruction or program related social, educational, cultural, athletic, or school band activities, as long as no student is prohibited from making the field trip due to lack of funds.
4. School camp programs operated pursuant to Education Code 8760-8773 provided that the fee is not mandatory.
5. Personal property of the SJCOE fabricated by students, as long as the cost of the property does not exceed the cost of the materials provided by the SJCOE.
6. Home-to-school transportation and transportation between school and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average non-subsidized cost per student and so long as exemptions are made for indigent and disabled students.
7. Transportation to and from summer employment programs for youth.
8. Rental or lease of personal property needed for SJCOE purposes, such as caps and gowns used by seniors in graduation ceremonies.
9. Fees for Advanced Placement and International Baccalaureate Diploma examinations for college credit, so long as (1) taking the exam is not a course requirement; (2) the exam results have no impact on a pupil's grade or credit in a course; and (3) economically disadvantaged high school pupils who receive SJCOE funding towards the exam fee shall pay $5.00 of the fee.
10. Fees for After School Education and Safety Programs, so long as no eligible student is denied the ability to participate because of an inability to pay the fee.
11. Fees for sale or lease of Internet appliances or personal computers to parents for the purpose of providing access to the SJCOE's educational computer network, at no more than cost, so long as the SJCOE provides network access for families who cannot afford it.
12. Deposit for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries.
13. Fees for community service classes.
14. Eye safety devices, at a price not to exceed the SJCOE's actual costs.
15. Actual costs of duplication for copies of public records.
16. Actual costs of duplication for reproduction of the prospectus of school curriculum.
17. Actual cost of furnishing copies of any student's records except, if he/she is a former student, up to two transcripts or two verifications of his/her various records
18. Food sold at school subject to free and reduced price meal program eligibility and other restrictions specified in law.
19. Fines or reimbursements for lost or damaged SJCOE property or damage to library property.
20. Tuition for out-of-state and out-of-country residents.
21. Adult education books, materials, and classes as specified in law.
22. Fees for all or part of the cost of transportation for adult students.
23. Preschool and Childcare and development services.
24. Parking on school grounds.
25. Charges for standardized physical education attire of a particular color and design, but there can be no mandate the attire be purchased from the school or SJCOE, and no physical education grade of a student may be impacted based on the failure to wear standardized apparel "arising from circumstances beyond the control" of the student.
26. Charges for optional attendance as a spectator at school or SJCOE sponsored activities, or for "purely recreational" activities. (35 Cal.3d 899, 911, fn. 14.)

Fees Not Allowed

The Opinions of the Attorney General indicate that charges may not be levied for the following:

- A deposit in the nature of a guarantee that the SJCOE would be reimbursed for loss to the SJCOE on account of breakage, damage to, or loss of school property.

- An admission charge to an exhibit, fair, theater or similar activity for instruction or extracurricular purposes when a visit to such places is part of the SJCOE's educational program.
- A tuition fee or charge as a condition of enrollment in any class or course of instruction, including a fee for attendance in a summer or vacation school, a registration fee, a fee for a catalog of courses, a fee for an examination in a subject, a late registration or program change fee, a fee for the issuance of a diploma or certificate, or charge for lodging.
- Membership fees in a student body or any student organization as a condition for enrollment or participation in athletic or other curricular or extracurricular activities sponsored by the school.
- Charges to an apprentice, or his or her parents or guardian, for admission or attendance in any class pursuant to Section 3074 of the Labor Code.
- Charges for textbooks and workbooks (except for adult classes).
- Fees to process an inter-district transfer request by a pupil residing in another district.
- Reimbursement for lost Average Daily Attendance revenue for absences from school.
- Necessary supplies to include: art material for art classes and mechanical drawing sets; cloth for dressmaking classes; wood for carpentry classes; gym suits for physical education classes; bluebooks for a final examination; and paper on which to write a theme or report for a required assignment.

cf: 1340 Access to District Records
3550 Food Service/Child Nutrition Program
3551 Food Service Operations/Cafeteria Funds
3553 Free and Reduced Price Meals
3554 Other Food Sales
3515.4 Recovery for Property Loss or Damage
5142 Safety
5143 Insurance
6153 School-Sponsored Trips
6200 Adult Education
(6/93) 11/12

Absence for Religious Exercises and Instruction: Pupils may be excused, with written permission from a parent or guardian, in order to participate in religious exercises or receive moral and religious instruction away from school property. Every pupil so excused must attend at least the minimum school day. No pupil shall be excused from school for such purpose on more than four days per school month. (Ed. Code, § 46014)

Comprehensive Sexual Health Education and HIV/AIDS Prevention Education: A parent or guardian has the right to excuse their child from comprehensive sexual health education and HIV prevention education. A parent or guardian who wishes to exercise this right must state their request in writing. (Ed. Code, § 51938) A parent or guardian may inspect the written and audio/visual educational materials used in comprehensive sexual health education and HIV/AIDS prevention education. Parents have a right to request that the District provide them with a copy of the California Healthy Youth Act (Education Code section 5193et. seq).

Parents or guardians shall be notified in writing if the District plans to administer an anonymous, voluntary and confidential test, questionnaire or survey containing age-appropriate questions about the pupils' attitudes concerning or practices related to sex in grades 7 to 12 and given the opportunity to review the test, questionnaire or survey. A Parent or guardian has the right to excuse their child from the test, questionnaire, or survey by stating their request in writing. (Ed. Code, § 51938)
Every child's parent will be notified prior to the commencement of any comprehensive sexual health education and HIV/AIDS prevention education instruction as to the date of such instruction and whether the instruction will be taught by District personnel or by outside consultants. If outside consultants are used, the name of the organization of each guest speaker will be identified.

Excuse From Instruction in Health: Upon written request of a parent, a pupil may be excused from any part of instruction in health which conflicts with the parent(s)' religious training or beliefs (including personal moral convictions). (Ed. Code, § 51240)

Administration of Medication: Medication prescribed by a physician for a child may be administered during the school day by a registered nurse or other designated school personnel, or self-administered by the child if the medication is prescription auto-injectable epinephrine or prescription inhaled asthma medication, but only if the parent consents in writing and provides detailed written instructions from a physician. Forms for administering medication may be obtained from the school secretary. (Ed. Code, §§ 49423, 49423.1, 49423.5, 49480)

Students on Medication: Parents are to notify the principal if their child is on a continuing medication regimen. This notification shall include the name of the medication being taken, the dosage, and the name of the supervising physician. With parental consent, the principal or school nurse may confer with the physician regarding possible effects of the drug, including symptoms of adverse side effects, omission or overdose and counsel with school personnel as deemed appropriate. (Ed. Code, § 49480)

Immunizations: The District shall exclude from school any pupil who has not been immunized properly, unless the pupil is exempted from the immunization requirement pursuant to Health and Safety Code section 120370. The immunization exemption based on personal beliefs has been eliminated. (Health & Safety Code, § 120325). A student who, prior to January 1, 2016, submitted a letter or affidavit on file at the District, stating beliefs opposed to immunization, is permitted to enroll in that institution until the student enrolls in the next grade span. Grade span means: 1) birth to preschool; 2) kindergarten and grades 1 through 6,

inclusive, including transitional kindergarten; and 3) grades 7 through 12, inclusive. On or after July 1, 2016, the District shall exclude from school for the first time or deny admittance or deny advancement to any student to the 7th grade unless the student has been immunized for his or her age as required by law. (Health & Safety Code, § 120335). A student may still be exempted from the immunization requirement based on medical condition or circumstances. A parent or guardian must file with the District a statement from a licensed physician saying that the immunization is not considered safe and is not recommended based upon the nature or duration of the medical condition or circumstances, including, but not limited to, the family medical history. (Health & Safety Code, § 120370)

A parent or guardian may consent in writing for a physician, surgeon, or health care practitioner acting under the direction of a supervising physician and surgeon to administer an immunizing agent to a pupil at school. (Ed. Code, §§ 48216, 48853.5(d), 48980(a), 49403, Health & Safety Code, §§ 120325, 120335, 120341)

Physical Exams and Testing: The District is required to conduct certain physical examinations and vision, hearing and scoliosis testing of students unless the parent has a current written objection on file. However, the child may be sent home if he or she is believed to be suffering from a recognized contagious or infectious disease. (Ed. Code, §§ 49451, 49452, 49452.5 and 49455, Health & Safety Code, § 124085)

Confidential Medical Services: For students in grades 7 through 12, the District may release a student for the purpose of obtaining confidential medical services without obtaining the consent of the student's parent or guardian. (Ed. Code, § 46010.1)
Medical Coverage for Injuries: Medical and hospital services for pupils injured at school or school-sponsored events, or while being transported, may be insured at parent's expense. No pupil shall be compelled to accept such services without his or her consent or, if the pupil is a minor, without the consent of a parent or guardian. (Ed. Code, § 49472)

Medical and Hospital Services Not Provided: The District does not provide medical and hospital services for students injured while participating in athletic activities. However, all members of school athletic teams must have accidental injury insurance that covers medical and hospital expenses. (Ed. Code, §§ 32221.5, 49471)

Services for Students with Exceptional Needs or a Disability: State and federal law requires that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. Students classified as individuals with exceptional needs for whom a special education placement is unavailable or inappropriate may receive services in a private nonsectarian school. Please contact the local director of special education for specific information. (Ed. Code, § 56040 et seq.)

In addition, services are available for students who have a disability, which interferes with their equal access to educational opportunities. (Section 504 of the Rehabilitation Act of 1973, 34 C.F.R. §104.32) This District official is responsible for handling requests for services under Section 504 and may be reached at the following address and telephone:

Mary Vink, 209.468.4972, 2829 Transworld Drive, Stockton, CA 95206

No Academic Penalty for Excused Absence: No pupil may have his or her grade reduced or lose academic credit for any absence or absences which are excused for the reasons specified below when missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. (Ed. Code, §§ 48205, 48980(j))
A pupil shall be excused from school when the absence is:

1) Due to his or her illness.
2) Due to quarantine under the direction of a county or city health officer.
3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered.
4) For the purpose of attending the funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
5) For the purpose of jury duty in the manner provided for by law.
6) Due to the illness or medical appointment during the school hours of a child of whom the pupil is the custodial parent.
7) For justifiable personal reasons, including but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
8) For the purpose of serving as a member of a precinct board for an election pursuant to section 12302 of the Elections Code.
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.

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
For purposes of this section, attendance at religious retreats shall not exceed four hours per semester.

"Immediate family," as used in this section refers to mother, father, grandmother, grandfather, or a grandchild of the pupil or of the spouse of the pupil, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, or sister of the pupil, or any relative living in the immediate household of the pupil. (Ed. Code, § 48205)

Equal Opportunity: Equal opportunities for both sexes in all educational programs and activities run by the District is a commitment made by the District to all students. (Title IX of the Education Amendments of 1972.) Inquiries on all matters, including complaints, regarding the implementation of Title IX in the District may be referred to this District official at the following address and telephone:

Kathleen Focacci, 209.468.4806, 2829 Transworld Drive, Stockton, CA 95206

Complaints (Special Education): Parents may file a complaint concerning violations of federal or state law or regulations governing special education related services. Parents may submit a description of the manner in which the parent believes special education programs for handicapped do not comply with state or federal law or regulations to:

Mary Vink, 209.468.4972, 2829 Transworld Drive, Stockton, CA 95206

Release of Student Information: The District does not release information or records concerning a child to non-educational organizations or individuals without parent consent except by court order, receipt of a lawfully issued subpoena, or when otherwise allowed by law. The following categories of directory information may be made available to various persons, agencies or institutions unless the parent or guardian notifies the District in writing not to release such information:

Name, address, telephone, date of birth, e-mail address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, diplomas and awards received, and most recent previous educational institution attended. (Ed. Code, §§ 49060 et seq., 49073, 20 U.S.C. § 1232g, 34 C.F.R. § 99.7)

In accordance with state and federal law, the District may also make available photographs, videos, and class rosters.
Directory information will not be released regarding a pupil identified as a homeless child or youth unless a parent, or pupil accorded parental rights, has provided written consent that directory information may be released. (Ed. Code, § 49073(c), 20 U.S.C. § 1232g, 42 U.S.C. § 11434a(2))

Information Obtained from Social Media: A school district that considers a program to gather or maintain in its records any information obtained through social media of any enrolled student shall notify students and their parents or guardians about the proposed program and provide an opportunity for public comment at a regularly scheduled public meeting of the Governing board of the school district. The notification shall include, but is not limited to, an explanation of the process by which a student or a student's parent or guardian may access the student's records to examine the information gathered or maintained, and an explanation of the process by which a student or student's parent or guardian may request the removal of information or make corrections to information gathered or maintained. (Ed, Code § 49073.6

Inspection of Student Records: State law requires that the District notify parents of the following rights which pertain to student records. (Ed. Code, §§ 49063, 49069, 34 C.F.R. § 99.7)

a. A parent or guardian has the right to inspect and review student records relating directly to his or her child during school hours or obtain a copy of such records within five (5) business days of his/her request.
b. Any parent who wishes to review the types of student records and information contained therein may do so by contacting the principal at his/her child's school. The principal of each school is ultimately responsible for maintenance of student records.
c. A parent with legal custody has a right to challenge information contained in his/her child's records. Any determination to expunge a student's record is made after a review of said record(s) by site administrators and certificated staff. Following an inspection and review of student records, the parent may challenge the content of the student's record. The right to challenge becomes the sole right of the student when the student becomes eighteen (18) years of age.

The parent may file a written request with the Superintendent of the District to remove any information recorded in the written records concerning the child which is alleged to be:

(1) Inaccurate.
(2) An unsubstantiated personal conclusion or inference.
(3) A conclusion or inference outside of 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.

(5) Misleading.
(6) In violation of the privacy or other rights of the pupil.

Within thirty (30) days, the Superintendent shall meet with the parent/guardian and the certificated employee who recorded the information, if any, and if the person is still employed with the District, and sustain or deny the allegations. If the allegations are sustained, the Superintendent shall order the correction, removal or destruction of the information. If the Superintendent denies the allegations, the parent may appeal the decision to the Governing Board within thirty (30) days. The Board shall determine whether or not to sustain or deny the allegations. If the Board sustains the allegations, it shall order the Superintendent to immediately correct, remove or destroy the information from the written records of the student. (Ed. Code, § 49070)

If the final decision of the Board is unfavorable to the parents, or if the parent accepts an unfavorable decision by the District Superintendent, the parent shall have the right to submit a written statement of objections to the information. This statement shall become a part of the student's school record until such time as the information objected to is removed.
Both the Superintendent and the Board have the option of appointing a hearing panel in accordance with Education Code sections 49070-49071 to assist in the decision making. The decision as to whether a hearing panel is to be used shall be made at the discretion of the Superintendent or the Board and not of the challenging party.

d. A Student Records Log is maintained for each student. The Student Records Log lists persons, agencies or organizations requesting and/or receiving information from the records to the extent required by law. Student Record Logs are located at each school and are open to inspection by parents or guardians. (Ed. Code, § 49064)
e. School officials and employees having a legitimate educational interest, as well as persons identified in Education Code sections 49076 and 49076.5 and in the Family Educational Rights and Privacy Act, may access student records without first obtaining parental consent. "School officials and employees" are persons employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and District-employed law enforcement personnel), a Board member, a person or company with whom the District has contracted to perform a special service (such as an attorney, auditor, medical consultant, or therapist), or a parent or student whose access to student records is legally authorized. A "legitimate educational interest" is one held by a school official or employee whose duties and responsibilities create a reasonable need for access. (Ed. Code, §§ 49063(d), 49076, 49076.5, 20 U.S.C. § 1232g)
f. Parents and guardians have the right to authorize the release of student records to themselves. Only parents and guardians with legal custody can authorize the release of student records to others.
g. Parents and guardians will be charged 25 cents per page for the reproduction of student records.
h. Parents have a right to file a complaint with the U.S. Department of Education for alleged violations of parent rights related to student records. (20 U.S.C. § 1232g(g))
i. Parents may obtain a copy of the District's complete student records policy by contacting the Superintendent.

Family Educational Rights and Privacy Act: In addition, parents have certain rights regarding student information and records which are guaranteed under federal law. A handout notifying parents of these rights is attached.

Student Discipline: District and School rules pertaining to student discipline are available to parents or guardians of district students in the school office. (Ed. Code, § 35291) Students may be subject to discipline for off-campus misconduct if the misconduct is related to school activity or attendance and causes or is reasonably likely to cause a substantial disruption to school activity. For example, a student using technology such as a home computer, cellular phone, or other electronic device may be disciplined for bullying, engaging in unlawful harassment, or making threats against students, staff, or district property even if such misconduct occurred off-campus and during non-school hours. (Ed. Code, § 48900(r))

Dissection of Animals: If a student has a moral objection to dissecting (or otherwise harming or destroying) animals, or any part of an animal, the pupil must notify the teacher regarding such objection, and the objection must be substantiated with a note from the pupil's parent or guardian. If the pupil chooses to refrain from participating in such a project or test, and if the teacher believes that an adequate alternative education project or test is possible, then the teacher may work with the pupil to develop and agree upon an alternate education project or test for the purpose of providing the pupil an alternate avenue for obtaining the knowledge, information or experience required by the course of study. (Ed. Code, §§ 32255-32255.6)

Temporary Disability: A temporary disability, which makes it impossible or inadvisable for a student to attend class may entitle the student to receive individualized instruction. It is the responsibility of the pupil's parent or guardian to notify the school district in which the pupil is deemed to reside of the pupil's need for individualized instruction. A student with a temporary disability who is in a hospital or other residential health facility, other than a state hospital, which is located outside the student's school district of residence shall be deemed to comply with the residency requirements of the school district in which the hospital is located. (Ed. Code, §§ 48206.3, 48207, 48208, 48980(b))

Student Residency: A student may be enrolled in the District if (1) the student's parent, legal guardian or other person having control and charge of the student resides in the District (Ed. Code, §48200); (2) the District has approved inter-district attendance (Ed. Code, § 46600; (3) the student is placed in a regularly established children's institution, licensed foster home, or family home;

(4) the student is a foster child who remains in his or her school of origin pursuant to Education Code Section 48853.5(d) and (e); (5) the student is emancipated and lives within the District; (6) the student lives in the home of an adult who has submitted a caregiver affidavit; or (7) the student resides in a state hospital within the District; or (8) the student's parent or legal guardian resides outside of the boundaries of the school district but is employed and lives with the student at the place of his/her employment within the school district boundaries for a minimum of three days during the school week. (Ed. Code, § 48204). The law allows, but does not require, a district to accept a student for enrollment where at least one parent or legal guardian of the student is physically employed within the district's boundaries for a minimum of 10 hours during the school week. (Ed. Code, §48204).

Sexual Harassment Policy: Each student will receive a written copy of the district policy on sexual harassment. The purpose of this policy is to provide notification of the prohibition against sexual harassment as a form of sexual discrimination and to provide notification of available remedies. A copy of the District's policy on sexual harassment can be obtained by contacting the school. (Ed. Code, §§ 231.5, 48980(g))

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

a. Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
b. Recognize that the best learning takes place when the student learns because of the student's desire to learn.
c. Maintain a learning situation maximizing student self-motivation and encouraging the student in his or her own time to follow his or her own interests. These interests may be conceived by the student totally and independently or may result in whole or in part from a presentation by the student's 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 parent information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district. (Ed. Code, § 58501)

U.S. Department of Education Programs:
The following applies only to programs directly funded by the U.S. Department of Education:

All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation shall be available for inspection by the parents or guardians of the children.

No student shall be required, as part of any applicable U.S. Department of Education funded program, to submit to a survey, analysis, or evaluation that reveals information concerning:

a. political affiliations of the student or student's parents;
b. mental and psychological problems potentially embarrassing to the student or his/her family;
c. sex behavior or attitudes;
d. illegal, anti-social, self-incriminating or demeaning behavior;
e. critical appraisals of other individuals with whom respondents have close family relationships;
f. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
g. religious practices, affiliations, or beliefs of the student or student's parent; or
h. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent. (20 U.S.C. § 1232h)

Fingerprint Programs: With the written consent of the parent or guardian, kindergarten or newly enrolled students may be fingerprinted. The fingerprint document may not be retained by the District but must be delivered to the parent or guardian. A fee shall be charged to the parent or guardian to reimburse the District for its actual cost. (Ed. Code, §§ 32390, 48980(f))

Uniform Complaint Procedures

Complaints Alleging Discrimination, Harassment, Intimidation, and Bullying:
State and federal law prohibit discrimination in education programs and activities. The District is primarily responsible for compliance with federal and state laws and regulations. (Cal. Code Regs., tit. 5, § 4620.)

Under state law, all pupils have the right to attend classes on school campuses that are safe, secure, and peaceful. (Ed. Code, § 32261.) State law requires school districts to afford all pupils equal rights and opportunities in education, regardless of their actual or perceived characteristics, such as disability (mental and physical), gender (includes gender identity, gender expression, and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth), nationality (includes citizenship, country of origin and national origin), race or ethnicity (includes ancestry, color, ethnic group identification and ethnic background), religion (includes all aspects of religious belief, observance and practice, including agnosticism and atheism), sexual orientation (heterosexuality, homosexuality or bisexuality), or association with a person or group with one or more of these actual or perceived characteristics. (Ed. Code, §§ 210-214, 220 et seq., 234 et seq., 66260–66264, Cal. Code Regs., tit. 5, § 4900 et seq., 20 U.S.C. § 1681 et seq., 29 U.S.C. § 794, 42 U.S.C. § 2000d et seq., 42 U.S.C. § 12101 et seq., 34 C.F.R. § 106.9)

The District prohibits discrimination, harassment, intimidation, bullying, and retaliation in all acts related to school activity or attendance. In addition to being the subject of a complaint, a pupil engaging in an act of bullying as defined by Education Code section 48900(r) may be suspended from school or recommended for expulsion.

The District's Uniform Complaint Procedure may be used in cases where individuals or a group have suffered discrimination, harassment, intimidation, or bullying. (Cal. Code Regs., tit. 5, §§ 4610, 4630, 4650, Ed. Code, § 234 et seq., 48900(r).)

a. Any individual, public agency or organization has the right to file a written complaint alleging that he/she has personally suffered unlawful discrimination or that an individual or specific class of individuals has been subjected to unlawful discrimination. (Cal. Code Regs., tit. 5, § 4630(b)(1))
b. Copies of the District's complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622)
c. Complaints must usually be filed with the superintendent/designee of the District.
d. Discrimination complaints must be filed within six (6) months of the date the alleged discrimination occurred, or within six (6) months of the date the complainant first obtained knowledge of the facts of the alleged discrimination. Within that six (6) month period, complainant may file a written request with the district superintendent or designee for an extension of up to ninety (90) days following the six (6) month time period. Extensions will not be automatically granted, but may be granted for good cause. (Cal. Code Regs., tit. 5, § 4630(b))

Complaints Other Than Discrimination, Harassment, Intimidation, and Bullying:
The District has a written complaint procedure which may be used in cases where any individual, public agency or organization alleges violations of state or federal law, other than those relating to discrimination, harassment, intimidation, and bullying.
a. Written complaints may be made regarding:

1) Adult Education
2) Consolidated Categorical Aid Programs
3) No Child Left Behind Programs, including improving academic achievement, compensatory education, limited English proficiency and Migrant Education
4) Career Technical Education
5) Child Care and Development
6) Child Nutrition
7) Special Education
8) "Williams Complaints"
9) Pupil Fees
10) Local Control Funding Formula (LCFF) and Local Control and Accountability Plan (LCAP)
11) Student Parent Lactation Accommodations
12) Course Assignments
13) Physical Education Instructional Minutes
14) Foster and Homeless Youth Services
15) Regional Occupational Centers and Programs

(Cal. Code Regs., tit. 5, §§ 4610(b), 4630, Ed. Code, §§ 222, 35186, 47606.5, 47607.3, 48853.5, 49013, 49069.5, 51210, 51223, 51225.1, 51225.2, 51228.1, 51228.2, 51228.3, 52060-52075, and 52334.7.)

Any individual, public agency or organization has the right to file a written complaint alleging that the District has violated a federal or state law or regulation governing any program listed in items 1-15 above. (Cal. Code Regs., tit. 5, § 4630(b)(1))
Copies of the District's complaint procedures are available free of charge. (Cal. Code Regs., tit. 5, § 4622)

Complaints must usually be filed with the superintendent or designee of the District under the timelines established by District policy. (Cal. Code Regs., tit. 5, § 4630(b))

Within 60 days from the date of receipt of the complaint, the District's responsible officer or his/her designee shall conduct and complete an investigation of the complaint in accordance with local procedures adopted pursuant to 5 CCR § 4621 and prepare a written decision. The time period may be extended by mutual written agreement of the parties.
b. Williams Complaints: Complaints, including anonymous complaints, may be made and addressed on a shortened time line for the following areas: (Ed. Code, § 35186)

1) Insufficient textbooks and instructional materials;
2) Emergency or urgent school facilities conditions that pose a threat to the health and safety of pupils; or
3) Teacher vacancy or misassignment.

A complaint of noncompliance with Education Code section 35186 may be filed with the school principal or designee under the Uniform Complaint Procedures. A complainant not satisfied with the resolution of a Williams Complaint has the right to bring the complaint to the district governing board at a regularly scheduled hearing. In the case of a complaint regarding emergency or urgent school facilities conditions, a complainant has the right of appeal to the State Superintendent of Public Instruction.

c. Pupil Fees Complaints: A complaint of noncompliance with Education Code section 49010 et seq. may be filed with the school principal under the Uniform Complaint Procedures. A complaint shall be filed not later than one calendar year from the date the alleged violation occurred. A complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance.
Responsible Official: The District official responsible for processing complaints is listed below at the following address:

Kathleen Focacci, 209.468.4806, 2829 Transworld Drive, Stockton, CA 95206

Complaints Made Directly to the State Superintendent:

Complaints may be filed directly with the State Superintendent of Public Instruction in the following cases:

(1) Complaints alleging that the District failed to comply with the complaint procedures described herein, including failure or refusal to cooperate with the investigation.
(2) Complaints regarding Child Development and Child Nutrition programs not administered by the District.
(3) Complaints requesting anonymity, but only where complainant also provides clear and convincing evidence that complainant would be in danger of retaliation if filing complaint at District level.
(4) Complaints alleging that the District failed or refused to implement a final decision regarding a complaint originally filed with the District.
(5) Complaints alleging that the District took no action within sixty (60) days regarding a complaint originally filed with the District.
(6) Complaints alleging immediate and irreparable harm as a result of applying a district-wide policy in conflict with state or federal law and that complaining at the local level would be futile.
(7) Complaints relating to Special Education, but only if:
(a) District unlawfully refuses to provide a free appropriate public education to handicapped students; or
(b) District refuses to comply with due process procedures or fails to implement due process hearing order; or
(c) Children may be in immediate physical danger, or their health, safety or welfare is threatened; or
(d) A handicapped pupil is not receiving the services specified in his/her Individual Educational Program (IEP); or
(e) The complaint involves a violation of federal law.
(8) The District refuses to respond to the State Superintendent's request for information regarding a complaint originally filed with the District. (Cal. Code Regs., tit. 5, §§ 4630, 4650)

Appeals:
a. Except for Williams Complaints, a complainant may appeal the District's decision to the California Department of Education. (Ed. Code, § 262.3(a), Cal. Code Regs., tit. 5, § 4632)
(1) Appeals must be filed within fifteen (15) days of receiving the District decision.
(2) Appeals must be in writing.
(3) Appeals must specify the reason(s) for appealing the District decision, including whether the facts are incorrect and/or the law has been misapplied.
(4) Appeals must include a copy of the original complaint and a copy of the District decision.
(5) Pupil fee complaints appealed to the California Department of Education will receive a written appeal decision within 60 days of the department's receipt of the appeal.

(6) If the school/District finds merit in a complaint, or the California Department of Education finds merit in an appeal, the school/District must provide a remedy to all affected pupils, parents, and guardians. For pupil fee complaints, this includes reasonable efforts by the school to ensure full reimbursement to all affected pupils, parents, and guardians, subject to procedures established through regulations adopted by the state board.

b. If a complaint is denied, in full or in part, by the Department of Education, the complainant may request reconsideration by the State Superintendent of Public Instruction. (Cal. Code Regs., tit. 5, § 4665)

(1) Reconsideration must be requested within thirty-five (35) days of receiving the Department of Education report.

(2) The original decision denying the complaint will remain in effect and enforceable unless and until the State Superintendent of Public Instruction modifies that decision.

Civil Law Remedies:

In addition to the above-described complaint procedure, or upon completion of that procedure, complainants may have civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws. These civil law remedies can include, but are not limited to, injunctions and restraining orders. These civil law remedies are granted by a court of law and may be used, in part, to prevent the District from acting in an unlawful manner. Delay in pursuing civil law remedies before a court of law may result in loss of rights to those remedies. Any questions regarding civil law remedies should be directed to an attorney. (Ed. Code, § 262.3(b), Cal. Code Regs., tit. 5, § 4622)

Pupil-Free Staff Development Day and Minimum Day Schedule: A copy of the District's pupil-free staff development day and minimum day schedules is attached for reference. A pupil's parent or guardian will be notified during the school year of any additional minimum days and pupil-free staff development days no later than one month before the actual date. (Ed. Code, §48980(c))

Review of Curriculum: A prospectus of curriculum, including titles, descriptions, and instructional aims of every course offered by each public school, is available at the school site for parent review upon request. Copies are available upon request for a reasonable fee not to exceed the actual copying cost. (Ed. Code, §§ 49063, 49091.14)

Transitional Kindergarten: A school district or charter school may admit a child, who will have his/her fifth birthday after December 2, to a transitional kindergarten at the beginning of or at any time during the school year with parental/guardian approval if:

(a) the governing board or body determines that the admittance is in the best interests of the child, and

(b) the parent/guardian is given information on the advantages and disadvantages and any other explanatory information on the effects of early admittance. (Ed. Code, § 48000)

High School Exit Examination: Administration of the high school exit exam is suspended through the 2017-2018 school year. The successful passing of the high school exit exam by each student completing grade 12 is no longer a condition of receiving a diploma of graduation or a condition for graduating from high school through the 2017-2018 school year. (Ed. Code, § 60851.5) Until July 21, 2018, the governing board or body of a school district, county office of education, or charter school must grant a high school graduation diploma to any student who completed grade 12 in the 2003-2004 school year or subsequent school year and met all the applicable graduation requirements other than passing the high school exit exam. (Ed. Code, § 60851.6)

Child Find System; Policies and Procedures: Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the Director of Student Services and/or Special Education, or his/her designee. Policy and procedures shall include written notification to all parents of their rights pursuant to Education Code section 56300 et seq. (Ed. Code, § 56301, 34 C.F.R. § 104.32(b))

School Accountability Report: Parents/guardians may request a hard copy of the School Accountability Report Card which is issued annually for each school of the District. (Ed. Code, § 35256)

Asbestos Management Plan: An updated management plan for asbestos-containing material in school buildings is available at the District Office. (40 C.F.R. § 763.93)

Assistance to Cover Costs of Advanced Placement Examination Fees: The District may help pay for all or part of the costs of one or more advanced placement examinations that are charged to economically disadvantaged students. (Ed. Code, §§ 48980(k) and 52242)

No Child Left Behind Act of 2001: The California Department of Education is in the process of transitioning from the requirements of the No Child Left Behind Act to the new Every Student Succeeds Act (ESSA). Both of these laws modify the Elementary and Secondary Education Act of 1965 (ESEA). Most of the new provisions will apply in the 2017-2018 school year. As the District receives updates, parent notice requirements may change.

- Information Regarding Professional Qualifications of Teachers, Paraprofessionals, and Aides: Upon request, parents have a right to information regarding the professional qualifications of their student's classroom teachers, paraprofessionals, and aides. This includes whether the teacher meets the state qualifications and licensing criteria for the grades and subjects

he/she teachers, whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the teacher's college major, whether he/she has any advanced degrees and the subject(s) of those degrees, and whether any instructional aides or paraprofessionals provide services to the parents' child and, if so, their qualifications. (Section 1111(h)(6)(A) of the ESEA, as amended by NCLB)

- Information Regarding Individual Student Reports on Statewide Assessments: Upon request, parents have a right to information on the level of achievement of their student on every State academic assessment administered to the student. (20 U.S.C. § 6311(h)(6))
- Limited English Proficient Students: The Act requires notice be given to parents of limited English proficient students regarding limited English proficiency programs, not later than 30 days after the beginning of the school year (or, for students identified later in the school year, within two weeks). Notice includes: the reasons for the identification of the student as limited English proficient; the need for placement in a language instruction educational program; the student's level of English proficiency and how such level was assessed; the status of the student's academic achievement; the methods of instruction used in the available programs; how the recommended program will meet the student's needs; the exit requirements for the program; how the program meets the objectives of the student's IEP, if applicable, and; parent options for removing a student from a program and/or declining initial enrollment. (Section 3302(a) of the ESEA, as amended by NCLB)
- Program Improvement Schools: Parents shall be notified when their child's school is identified a "program improvement" school. Parents must be notified as to what the identification means, how the school compares to other District schools, the reasons for the identification, how the low achievement is being addressed by the school, District, or State, and how the parents can be involved. The parents must also be notified about the opportunities for school choice and supplemental instruction. (20 U.S.C. § 6316(b)(6))

The information provided above is available upon request from each child's school or the district office. Additional notices that may be required shall be sent separately. (20 U.S.C. §§ 6301 et seq.)

Military Recruiter Information: The No Child Left Behind Act of 2001 and Education Code section 49073.5 require that school districts disclose the names, addresses and telephone numbers of high school students to military recruiters upon request, unless parents request that this information not be released without prior written consent. Parents have the option of making such a request. If parents do not wish this information to be provided to military recruiters, they must notify the District office of this fact in writing. The writing should be directed to the District official listed below at the following address:

Kathleen Focacci, 209.468.4806, 2829 Transworld Drive, Stockton, CA 95206

Children In Homeless/Foster Care Situations: Each local district shall designate a staff person as a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations. (Ed. Code, § 48852.5, 42 U.S.C. § 11432(g)(1)(J)(ii),)

A district serving a homeless child must allow the child to continue his/her education in the school of origin through the duration of homelessness at the point of any change or any subsequent change in residence once a child becomes a homeless child. If the child's status changes before the end of the academic year so that he/she is not homeless, the district must allow a child in high school to continue his/her education in the school of origin through graduation. For a child in grades K through 8, the district must allow the formerly homeless child to continue his/her education in the school of origin until the end of the academic school year. A homeless child transitioning between school grade levels must be allowed to continue in the school district of origin in the same attendance area. If a homeless child is transitioning to a middle or high school where the school designated for matriculation is in another school district, the homeless child must be allowed to continue to the school designated for matriculation in that school district. The new school is required to enroll the child immediately regardless of any outstanding fees, fines, textbooks or other items or moneys due to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including medical records, proof of immunization history, and proof of residency. (Ed. Code,§ 48852.7)

Each local district shall also designate a staff person as the educational liaison for foster children. The educational liaison shall disseminate a standardized notice to foster children that has been developed by the State Department of Education and includes complaint process information. (Ed. Code, § 48853.5)

- The district serving the foster child shall allow the foster child to continue his/her education in the school of origin under specified circumstances. If it is determined that it is in the best interests of the foster child to transfer to a school other than the school of origin, the foster child shall immediately be enrolled in the new school, regardless of any outstanding fees, fines, textbooks, or other items or moneys owed to the school last attended or if the child is unable to produce clothing or records normally required for enrollment, including immunization history. The last school attended must provide all records to the new school within two business days of receiving the request. (Ed. Code, §§ 48853, 48853.5)

- The district receiving a transfer request or notification of a student in foster care shall, within two business days, transfer the student out of school and deliver the educational information and records to the next educational placement. Grades and credits will be calculated as of the day the student left school and no lowering of grades will occur as a result of the student's absence due to the decision to change placement or for a verified court appearance or related court activity. (Ed. Code, § 49069.5)
- The district shall exempt from local graduation requirements a student in foster care or a student who is a homeless child or youth and who transfers between schools under certain circumstances. (Ed. Code, §51225.1)
- A district shall accept coursework done by a student in foster care or who is a homeless child or youth while attending another school. The district is prohibited from requiring those students to retake courses or partial courses they have satisfactorily completed elsewhere. (Ed. Code, § 51225.2)
- A complaint of noncompliance alleging violations of these sections, except for Education Code section 48852.7, may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

Sex Equity In Career Planning: Parents shall be notified in advance of career counseling and course selection commencing with course selection in Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions. (Ed. Code, § 221.5(d))

Pesticide Products: All schools are required to provide parents or guardians with annual written notice of expected pesticide use at schools. The attached list provides the name of each pesticide product, the active ingredient(s) and the Internet address for further information. Parents or guardians may request prior notice of individual pesticide applications at the school. If a parent wishes to be notified every time a pesticide is going to be applied, he or she must complete the attached form and return it to his or her child's school. A copy of the integrated pest management plan for the school site or District may be provided on the school website or viewed at the school office. (Ed. Code, §§ 48980.3, 17611.5, 17612)

Student Parent Lactation Accommodations: The District is required to provide reasonable accommodations to a lactating student on a school campus to address breast-feeding needs. (Ed. Code, §222) A student may not be penalized academically because of the reasonable accommodations provided during the school day. A student must also be given the opportunity to make up missed work. A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

PE Instructional Minutes: The adopted course of study for grades 1 through 6 and instruction in grades 1 through 8 in an elementary school must include physical education for not less than 200 minutes each ten school days, exclusive of recesses and the lunch period. (Ed. Code, §§ 51210, 51223) A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

Course Assignments: A school district is prohibited from assigning a student enrolled in any of grades 9 through 12 to any course period without educational content for more than one week in any semester, except under specified conditions. Under no circumstances can a district assign a student enrolled in any of grades 9 through 12 to a course period without educational content because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (Ed. Code, § 51228.1)

A school district is prohibited from assigning a student enrolled in grades 9 through 12 to a course that the student has previously completed and received a grade determined by the district to be sufficient to satisfy the requirements and prerequisites for admission to the California public post-secondary schools and the minimum high school graduation requirements, except under specified conditions. Under no circumstances can a district assign a student enrolled in any of grades 9 through 12 to a course the student has previously completed and received a sufficient grade, as specified, because there are not sufficient curricular course offerings for the student to take during the relevant period of the designated school day. (Ed. Code, § 51228.2)

These sections do not apply to students in alternative schools, community day schools, continuation high schools or an opportunity school. A district may continue to authorize dual enrollment in community college, to run evening high school programs, to offer independent study, work experience education, and other specified courses.
A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (Ed. Code, § 51228.3)

Regional Occupational Centers and Programs/County Offices of Education Programs/Adult Education Programs: A regional occupational center or program, county office of education program, or adult education program must meet specified requirements for certification by the Superintendent of Public Instruction in order to provide an employment training program for adults or to authorize an education program beyond secondary education that leads to a degree or certificate. (Ed. Code, § 52334.7)
A complaint alleging that a local agency violated federal or state laws or regulations governing adult education programs under Education Code section 52501 or regional occupational centers and programs may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. A complaint alleging that a county office of education violated federal

or state laws or regulations governing the county office's participation in any student financial assistance program authorized by Title IV may also be filed under the Uniform Complaint Procedures and Title 5 of the California Code of Regulations.

Pupil Fees: A pupil enrolled in a public school must not be required to pay a pupil fee for participation in an educational activity. (Ed. Code, § 49011)

(a) The following requirements apply to prohibited pupil fees:

1) All supplies, materials, and equipment needed to participate in educational activities must be provided to pupils free of charge.
2) A fee waiver policy shall not make a pupil fee permissible.
3) School districts and schools shall not establish a two-tier educational system by requiring a minimal educational standard and also offering a second, higher educational standard that pupils may only obtain through payment of a fee or purchase of additional supplies that the school district or school does not provide.
4) A school district or school shall not offer course credit or privileges related to educational activities in exchange for money or donations of goods or services from a pupil or a pupil's parents or guardians, and a school district or school shall not remove course credit or privileges related to educational activities, or otherwise discriminate against a pupil, because the pupil or the pupil's parents or guardians did not or will not provide money or donations of goods or services to the school district or school.

(b) Solicitation of voluntary donations of funds or property and voluntary participation in fundraising activities are not prohibited. School districts, schools, and other entities are not prohibited from providing pupils prizes or other recognition for voluntarily participating in fundraising activities. (Ed. Code, § 49010 et seq.)

A complaint of noncompliance may be filed under the District's Uniform Complaint Procedures and Title 5 of the California Code of Regulations. (Ed. Code, § 49013)

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 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 may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

   If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise the parent or eligible student of the 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 to perform a special task (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 prior consent, to officials of another school district in which a student seeks or intends to enroll.

4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:
Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW Washington, DC 20202-5920

Protection of Pupil Rights (PPRA)

PPRA affords parents and students who are 18 years old or emancipated minors ("eligible students") certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and administration of certain physical exams. These include the right to:

- Consent before students are required to submit 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 (DE)
- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student or student's family;
- Sex behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of
- Any other protected information survey, regardless of funding;
- 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 exam or screening permitted or required under State law; and
- Activities involving collection, disclosure or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use
- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes;
- Instructional material used as part of the education curriculum.

VAFS will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. VAFS will directly notify parents and eligible students of these policies at least annually and after any substantive changes. VAFS will also directly notify parents and eligible students, such as through U.S. Mail or email, at least annually, of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

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

Parents/eligible students who believe their rights have been violated may file a complaint with the following agency:
Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW Washington D.C. 20024

Student Internet Ethics and Acceptable Use Agreement

San Joaquin County Office of Education Data Processing JPA
Student Internet and Network Access Ethics

I. INTRODUCTION

During the past five years access to the Internet has radically changed the way our county and school districts relate to the world. The information super highway has become a reality. From your school, the district office, or from your home, you are able to travel all over the world to gather information. As we continue to travel this electronic highway, rules to keep traveling safe have become even more vital to successfully completing the journey.

The San Joaquin County Office of Education Data Processing JPA Network (IT JPA WAN) and the Internet represent powerful resources, which allow you to find information in this world-wide electronic network. You are able to connect to and correspond with businesses, major universities, national libraries, other schools, and other people around the world.

Just as you learn social codes and behaviors, which are acceptable at your school, you need to learn the correct procedures and rules for using the network of information services. We require all students to adhere to these guidelines. If you break any of these

rules, you will not be allowed to continue to use the system. At the beginning of each school year, you and your parents, or legal guardians, will be required to sign the Consent and Waiver form attached. This means that you and your parents are aware of the school rules and proper procedures for using the Internet and the IT JPA WAN, and the consequences, which would result if these rules are broken. This signed statement becomes your permission slip to take trips on the information highway.

II. THE INTERNET

The Internet is a global technology network made up of many smaller contributing networks to support the open exchange of information among many different kinds of institutions all over the world. This system gives immediate access to information. It's like being able to open any book in any library from your computer. You can look at (and print out) articles, documents, and pictures, and review current facts about news, weather, and sports that you may use in your classes.

III. IT JPA WAN

The IT JPA WAN is one of the hundreds of thousands of networks that make up the Internet. The DP JPA Department of Information Technology has connected most of the district offices and many of schools sites to the Internet through direct high-speed connections within the IT JPA WAN. Access through the Internet will typically occur in the school site libraries and at other locations such as student computer centers and classrooms. The IT JPA WAN provides information sharing and communication with other districts and school sites possible. This network supports activities, which have educational value for administration, teachers, students, and parents.

IV. GETTING STARTED

Before you begin to use the IT JPA WAN and its connection to the Internet, it is important to your teachers, parents, and school administrators that you understand the many consequences of the new computer connections that you wish to make. It is important that you understand that your use of this powerful educational tool is a privilege. It can provide you with countless hours of exploration and use, but like a driver's license, it is a privilege that can be taken from you for breaking the rules. The Internet does include some material that is not suited for students. All minors using these resources will receive training in appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyber bullying awareness and proper response. The intent of San Joaquin County Office of Education Department of Information Technology JPA (DP JPA) is for students to use connections to the Internet only for purposes consistent with the school district's approved curriculum. Anyone who uses the network illegally or improperly will lose the privilege of using it. Additionally, you cannot use the IT JPA WAN for commercial, political, or for profitable services. This document will detail for you what is the proper way to use this communication tool.

V. WHO IS WATCHING?

The Internet and IT JPA WAN are "public places." You must always remember that you are sharing this space with many others users. Potentially, millions of individuals at the same time may be interacting across the network. Your actions can be monitored by others on the network. If you use a particular service on the network chances are that someone knows the connections that you are making, knows about the computer shareware that you have borrowed, and knows what you looked at while you were in the system. Because these connections are granted to you as part of the larger scope of educational materials, the DP JPA reserves the right to monitor all traffic on the network. We do this to make sure that the network continues to function properly for all of its users.

VI. SCHOOL CONDUCT CODES

Your school or district office has a behavior code and student handbook for all students that detail appropriate school behavior, outline rights, and set expectations for students. Because the IT JPA WAN is used as part of a school activity, the school's code of conduct applies to network activities as well. Therefore, the network use policy is an extension of the school's behavior code. These rules apply to vandalism of computer equipment, unauthorized access to information, computer piracy, and any tampering with hardware or software. These rules also apply to the electronic use of harassing and abusive or obscene language, and the sending or receiving of obscene images (sexting). You may not use the network to annoy, harass, cyber bully, or offend other people.

"Harassing," means to engage in a knowing and willful course of conduct directed at another which seriously alarms, annoys, or harasses another, and which serves no legitimate purpose. In addition, "harassment" shall also mean to subject another to unwelcome sexual advances, request for sexual favors and other verbal, visual or physical conduct of a sexual nature as set forth in California Education Code section 212.5

Other types of damage and information loss to a computer system are viruses and worms. If you are responsible for a computer becoming infected with viruses or worms, you could be held liable.

VII. MORAL AND ETHICAL ISSUES

The moral and ethical issues involving the use of worldwide information systems deal with the appropriate access to information, the type of information accessed, and the behavior of the user. DP JPA wants to provide you with a stimulating educational environment, but at the same time, we want to protect you from information that is not appropriate for students to use.

The DP JPA wants you to use this valuable educational tool, but at the same time we cannot condone the use of inappropriate information on the Internet. We simply acknowledge the fact that these materials exist and then do everything we can to actively avoid them. We cannot weed out all of the materials that are unacceptable for academic purposes, but it should be clearly understood by all students that access to such material in any form is strictly forbidden. The network is designed to achieve and support instructional goals, and any information that does not support classroom learning is to be avoided. Although the actual percentage of unacceptable materials is small, it is a cause for concern for students, parents, and teachers. If a student stumbles onto the information while doing legitimate research, he should contact your teacher or the person responsible for technology at your school.

X. ELECTRONIC FIELD TRIPS

The Internet and IT JPA WAN offer many opportunities for "electronic field trips" to distant locations. The DP JPA considers all connections to remote locations as field trips. Therefore, the rules that apply to student conduct on field trips apply to these electronic field trips as well. It is important that you realize you are acting as an ambassador for your school. Just as parental/guardian permission slips are required before you may take field trips, your parents, or legal guardians, have to give you permission for electronic field trips by signing the attached contract.

XI. EXPECTED BEHAVIOR

You are expected to use the network to pursue intellectual activities, seek resources, access libraries and find international friends. We want you to explore this new "space" and discover what is available there. We want you to learn new things and share that newly found knowledge with your friends, parents, and teachers. When you are using the computer network and communicating with others in remote or even close locations, keep the following in mind:

(1) You cannot see them;
(2) You cannot tell how old they are or even what sex they are;
(3) They can tell you anything, and you cannot always be sure what they are telling you is true; and
(4) Absolute privacy cannot be guaranteed in a network environment. So, you need to think carefully about what you say and how you say it.

For your own safety and for the safety of others, remember to exercise caution when you are communicating with people in the outside world. Do not give out your home phone number or your address to anyone. They do not need to have that information. If you feel there is a problem or if you feel uncomfortable with the information someone is giving you, tell your teacher or school site technology coordinator immediately. By the same token, you may not harass other users. You do not want to run the risk of breaking the law by bothering other people. If a user on the network asks that you no longer send him/her e-mail or in any other way contact him/her; you are obliged to stop all contact immediately. You may feel you have the right of freedom of expression, but others have the right to be free from harassment.

XII. LEGAL ISSUES

A. The Law

The State of California passed a computer crime bill in December 1979. The bill added section 502 to the Penal Codes making it a felony to intentionally and without permission access any data, computer, computer system or network for the purpose of: (1) devising any scheme or artifice to defraud, deceive or extort or (2) wrongfully obtaining money, property, or data.

It is also a felony to knowingly and without permission access, add, alter, delete, damage, or destroy any computer, computer system, computer software, computer program, or data. Penalties includes fines up to $10,000 and/or imprisonment in the state prison for up to 16 months or in the county jail for two or three years, or a fine of $5,000 and/or imprisonment in the county jail for up to one year. Anyone committing acts of this kind will face police charges and disciplinary action by the school. The person will be punished to the full extent of the law.

Some examples of offenses are removing another user's accounts, changing other user's passwords, using an unauthorized account, damaging any files, altering the system, or using the system to make money illegally. You may not cause damage to any school or district property. This includes the network system.

B. Plagiarism

The dictionary defines plagiarism as "taking ideas or writings from another person and offering them as your own." The student who leads readers to believe that what they are reading is the student's original work when it is not is guilty of plagiarism. Credit should always be given to the person who created the article or idea.

Be careful when you are using the Internet. Cutting and pasting ideas into your own document is very easy to do. So, be sure that you give credit to the author. That way your teacher will know which ideas are yours, and you won't be guilty of plagiarism.

C. Copyright

Copyright is another issue altogether. According to the Copyright Act of 1976, "Fair Use" means that you may freely use any information that you legally find on the Internet as long as you do so only for scholarly purposes. You may not plagiarize or sell what you find.

Suppose, for example, that you find a copy of Microsoft Works on the Internet. Could you legally copy it? The answer is NO. This is copyrighted software. You have to purchase software packages before you use them legally. Suppose you find an article about the use of Microsoft Works on the Internet. Can you legally copy it? The answer is yes, as long as you give credit to the author and do not sell the article for profit.

XIII. DP JPA POLICY

The DP JPA declares unethical and unacceptable behavior just cause for taking disciplinary action, revoking networking privileges, and/or initiating legal action for any activity through which an individual:

- Uses the IT JPA WAN for illegal, inappropriate, or obscene purposes, or in support of such activities. Illegal activities shall be defined as a violation of local, state, and/or federal laws. Inappropriate use shall be defined as a violation of the intended use of the network, and/or purpose and goal. Obscene activities shall be defined as a violation of generally accepted social standards for use of a publicly owned and operated communication vehicle.
- Uses the IT JPA WAN for any illegal activity, including violation of copyrights or other contracts violating such matters as institutional or third party copyright, license agreements and other contracts.
- Uses the IT JPA WAN to access harmful matter. Penal Code section 313 defines "harmful matter" as "matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest, and is a matter which, taken as a whole, depicts or describes in a patently offensive way sexual conduct and which, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors."
- Intentionally disrupts network traffic or crashes the network and connected systems.
- Degrades or disrupts equipment or system performance.
- Uses IT JPA WAN or equipment for commercial or financial gain or fraud.
- Steals data, equipment, or intellectual property.
- Gains or seeks to gain unauthorized access to resources or entities.
- Forges electronic mail messages, or uses an account owned by another user.
- Invades the privacy of individuals.
- Posts anonymous messages.
- Creates, distributes, or purposely activates a computer virus or worm.
- Uses IT JPA WAN to send or request racist, inflammatory, or sexist messages.
- Sends or requests messages or documents that are inconsistent with school or district polices, guidelines, or codes of conduct.
- Possesses any data, which might be considered a violation of these rules in paper, magnetic (disk), or any other form.

A. Consequences of Violations

Possible consequences of violations include, but are not limited, to:

- Suspension of Internet access
- Revocation of Internet access Suspension of IT JPA WAN privileges
- Revocation of IT JPA WAN privileges
- Suspension of computer access
- Revocation of computer access
- School suspension
- School expulsion
- Legal action and prosecution by the authorities

B. Remedies and Recourses

If you are accused of any of the violations, you have all of the rights and privileges that you would have if you were accused of school vandalism, fighting, and so forth.

The district, school site, and DP JPA have the right to restrict or terminate network and Internet access at any time for any reason. The district and DP JPA have the right to monitor network activity in any form that it sees fit to maintain the integrity of the network.

Math Placement Policy

Instruction

Placement In Mathematics Courses

The Governing Board believes that a sound educational program must include the study of subjects that prepare students for admission to higher education and/or a fulfilling career. To the extent possible, Venture Academy Family of Schools (VAFS) students shall be provided an opportunity to complete a sequence of mathematics courses recommended for admission into the University of California and California State University systems.

The Administrator or designee shall work with VAFS teachers, counselors, and administrators and the representatives of feeder schools to develop consistent protocols for placing students in mathematics courses offered at VAFS. Such placement protocols shall systematically take into consideration multiple objective academic measures that may include, but are not limited to, interim and summative assessments, placement tests that are aligned to state-adopted content standards in mathematics, classroom assignment and grades, and report cards.

Students shall be enrolled in mathematics courses based on the placement protocols. No student shall repeat a mathematics course, which he/she has successfully completed based on the placement protocols of VAFS.

When a student does not qualify to be enrolled in a higher level mathematics course based on a consideration of the objective measures specified in the placement protocols, he/she may nevertheless be admitted to the course based on the recommendation of a teacher or counselor who has personal knowledge of the student's academic ability.

The placement protocols shall specify a time within the first month of the school year when students shall be reevaluated to ensure that they are appropriately placed in mathematics courses and shall specify the criteria VAFS will use to make this determination. Any student found to be misplaced shall be promptly placed in the appropriate mathematics course.

Within 10 school days of an initial placement decision or a placement decision upon reevaluation, a student and his/her parent/guardian who disagree with the placement of the student may appeal the decision to the Administrator or designee. The Administrator or designee shall decide whether or not to overrule the placement determination within 10 school days of receiving the appeal. The decision of the Administrator or designee shall be final.

VAFS staff shall implement the placement protocols uniformly and without regard to students' race, sex, gender, nationality, ethnicity, socioeconomic background, or other subjective or discriminatory consideration in making placement decisions.

The Administrator or designee shall ensure that all teachers, counselors, and other VAFS staff responsible for determining students' placement in mathematics courses receive training on the placement protocols.

Prior to the beginning of each school year, the Administrator or designee shall communicate the commitment of VAFS to providing students with the opportunity to complete mathematics courses recommended for college admission, including approved placement protocols and the appeal process, to parents/guardians, students, teachers, school counselors, and administrators.

This policy and the mathematics placement protocols of VAFS shall be posted on the VAFS web site.

Annually, the Governing Board and the Administrator or designee shall review student data related to placement and advancement in the mathematics courses offered at VAFS to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not held back in a disproportionate manner on the basis of their race, ethnicity, gender, or socioeconomic background. The Governing Board and Administrator shall also consider appropriate recommendations for removing any identified barriers to students' access to mathematics courses.

cf. SP 0410 Nondiscrimination in Programs and Services

Legal Reference:

EDUCATION CODE, 200-262.4 Prohibition of discrimination, 48070.5 Promotion and retention; required policy, 51220 Areas of study, grades 7-12, 51224.5 Completion of Algebra I or Mathematics I, 51224.7 California Mathematics Placement Act of 2015, 51225.3 High school graduation requirements, 51284 Financial literacy, 60605 State-adopted content and performance standards in core curricular areas 60605.8 Common Core standards

(12/15)

Appendix A – District/School Sexual Harassment Policy

The San Joaquin County Office of Education (SJCOE), the district for VAFS Family of Schools, recognizes that sexual harassment can cause embarrassment, feeling of powerlessness, loss of self-confidence, reduced ability to perform schoolwork, and increased absenteeism or tardiness. To promote an environment free of sexual harassment, site supervisors and managers shall take appropriate actions such as removing vulgar or offending graffiti, establishing site rules, and providing staff in-service or student instruction and counseling. Teachers shall discuss this policy with their students in age-appropriate ways and shall assure them that they need not endure any form of sexual harassment.

The SJCOE will not tolerate sexual harassment of any student by any other student or SJCOE employee, including harassment because of sexual orientation. Any student or employee who is found guilty of sexual harassment shall be subjected to disciplinary action.

The SJCOE encourages students or staff to immediately report incidences of sexual harassment to the program administrator or designee. The program administrator or designee shall promptly investigate each complaint of sexual harassment in a way that ensures the privacy of all parties concerned. In no case shall the student be required to resolve the complaint directly with the offending person.

Upon verifying that sexual harassment occurred, he/she shall ensure that appropriate action is promptly taken to end the harassment, address its effects on the person subjected to the harassment, and prevent any further instances of the harassment. In addition, the student may file a formal complaint with the Superintendent or his designee in accordance with the SJCOE's uniform complaint procedures.

The SJCOE prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the investigation of such a complaint shall not discuss related information outside the investigation process.
Uniform Complaint Procedures cf: 1312 *Legal Reference*: *Education Code* 212.5 Sexual harassment 230 Particular practices prohibited 48900.2 Additional grounds for suspension or expulsion, sexual harassment

TITLE VII OF THE CIVIL RIGHTS ACT OF 1964
TITLE IX OF THE EDUCATION AMENDMENTS OF 1972

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature against another person of the same or opposite gender, in the educational setting. Issues that may constitute sexual harassment include:

- Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress;
- Submission to or rejection of the conduct by individual is used as the basis for academic decisions affecting the individual;
- The conduct has the purpose or effect of unreasonably interfering with the other individual's academic performance; creating an intimidating, hostile or offensive educational environment; or of adversely affecting the other individual's evaluation, advancement, assigned duties, or any other condition of education, or career development;

Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding services, honors, programs, or activities available at or through the San Joaquin County Office of Education (SJCOE).

Types of conduct which are prohibited throughout the SJCOE and SJCOE-sponsored programs, whether committed by a supervisor, a teacher, or another student, and which may constitute sexual harassment include but are not limited to:

- Sexual flirtations or propositions;
- Sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions;
- Graphic verbal comments about an individual's body, or overly personal conversation;
- Sexual jokes, notes, stories, drawings, pictures, or gestures;
- Spreading sexual rumors;
- Teasing or sexual remarks about students enrolled in a predominantly single-sex class;
- Touching an individual's body or clothes in a sexual way;
- Purposefully cornering or blocking normal movements;
- Limiting a student's access to educational tools;
- Displaying sexually suggestive objects in he educational environment;
- Sexual comments, innuendoes, or slurs, oral or in writing, regarding a person's sexual orientation.

Any act of retaliation against an individual who reports a violation of SJCOE's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

All SJCOE personnel have the responsibility of maintaining an educational environment free of sexual harassment. This responsibility includes discussing SJCOE's sexual harassment policy when asked and assuring students that they are not required to endure sexually insulting, degrading, or exploitative treatment or any other form of sexual harassment.

SJCOE will make its best effort to investigate and resolve all complaints within five working days of receipt of the complaint.

Notifications

A copy of the SJCOE sexual harassment policy and regulation shall:

- Be included in the notifications that are sent to parents/guardians at the beginning of each school year;
- Be displayed in a prominent location near each school office;
- Be provided as part of any orientation program conducted for new students at the beginning of each quarter, semester, or summer session;
- Appear in any school or SJCOE publication that sets forth the schools or SJCOE's comprehensive rules, regulations, procedures, and standards of conduct.

Investigation of Complaint at School

The Program Administrator or designee shall promptly investigate all complaints of sexual harassment. In so doing, he/she shall talk individually with: The student who is complaining; the person accused of harassment; anyone who saw the harassment take place; anyone mentioned as having related information.

The student who is complaining shall have an opportunity to describe the incident, present witnesses and other evidence of the harassment, and put his/her complaint in writing.

The Program Administrator or designee shall discuss the complaint only with the people described above. When necessary to carry out his/her investigation or for other good reasons that apply to the particular situation, the Program Administrator or designee also may discuss the complaint with the following persons:

The Superintendent or designee; The parent/guardian of the student who complained; The parent/guardian of the person accused of harassing someone; A teacher or staff member whose knowledge of the students involved may help in determining who is telling the truth; Child protective agencies responsible for investigating child abuse reports; Legal counsel for SJCOE.

When the student who complained and the person accused of harassment so agree, the Program Administrator or designee may arrange for them to resolve the complaint informally with the help of a counselor, teacher, administrator, or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided.

The Program Administrator or designee shall tell the student who complained that he/she has the right to file a formal complaint at any time in accordance with SJCOE's uniform complaint procedures. If the student wishes to file a formal complaint, the Program Administrator or designee shall assist the student in doing this.

In reaching a decision about the complaint, the Program Administrator or designee may take into account.

Statements made by the persons identified above;

- The details and consistency of each person's account;
- Evidence of how the complaining student reacted to the incident;
- Evidence of past instances of harassment by the accused person;
- Evidence of past harassment complaints that were found to be untrue.
- To judge the severity of the harassment, the Program Administrator or designee may take into consideration:
  - How the misconduct affected one or more students' education;
  - The type, frequency, and duration of the misconduct;
  - The number of persons involved;
  - The age and sex of the person accused of harassment;
  - The subject(s) of harassment;
  - The place and situation where the incident occurred;
  - Other incidents at the school, including incidents of harassment that were not related to sex.

The Program Administrator or designee shall write a report of his/her findings, decision, and reasons for the decision and shall present this report to the student who complained and the person accused. The Program Administrator or designee shall give the Superintendent or designee a written report of the complaint and investigation. If he/she verifies that sexual harassment occurred, this report shall describe the actions he/she took to end the harassment, address the effects of the harassment on the person harassed, and prevent retaliation or further harassment.

- Within two weeks after receiving the complaint, the Program Administrator or designee shall determine whether or not the student who complained has been further harassed. The Program Administrator or designee shall keep a record of this information and shall continue this follow-up at his/her discretion.

Enforcement

The Superintendent or designee shall take appropriate actions to reinforce SJCOE's sexual harassment policy. As needed, these actions may include any of the following:

- Removing vulgar or offending graffiti;
- Providing staff in-service and student instruction or counseling;
- Notifying parents/guardians;
- Notifying Child Protective Services;
- Taking appropriate disciplinary action. In addition, the Program Administrator or designee may take disciplinary measures against any person who is found to have made a complaint of sexual harassment that he/she knew was not true.

Superintendent's Designee

The Superintendent designates the Deputy Superintendent, Associate Superintendent, Assistant Superintendent of the program area in which the alleged harassment took place as designee for these procedures. cf: 1312 Uniform Complaint Procedure, 5141.41 Child Abuse Prevention, 5145.6 Parent Notifications

SAN JOAQUIN COUNTY OFFICE OF EDUCATION UNIFORM COMPLAINT PROCEDURES ANNUAL NOTIFICATION

To: Students, Employees, Parents or Guardians of its students, School and District Advisory Committees, Appropriate Private School Officials or Representatives, and Other Interested Parties

San Joaquin County Office of Education (SJCOE) has the primary responsibility to insure compliance with applicable state and federal laws and regulations and has established procedures to address allegations of unlawful discrimination and complaints alleging violation of state or federal laws governing educational programs.

SJCOE shall investigate and seek to resolve complaints using policies and procedures known as the Uniform Complaint Procedures (UCP) adopted by the San Joaquin County Board of Education. Unlawful discrimination complaints may be based on actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity that receives or benefits from state financial assistance. The UCP shall also be used when addressing complaints alleging failure to comply with state and/or federal laws in Consolidated Categorical Aid Programs, Migrant Education, Career Technical and Technical Education and Training Programs, Child Care and Developmental Programs, Child Nutrition Programs, Special Education Programs, and Safety Planning Requirements. Complaints must be filed in writing with the following compliance officer:

Director of Operations, P.O. Box 213030, Stockton, CA 95213-9030, 209.468.9102

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

Complaints will be investigated and a written Decision or report will be sent to the complainant within sixty (60) days from the receipt of the complaint. This sixty (60) day time period may be extended by written agreement of the complainant. The Local Education Agency (LEA) person responsible for investigating the complaint shall conduct and complete the investigation in accordance with sections 5 CCR 4680-4687 and in accordance with local procedures adopted under section 5 CCR 4621.

The complainant has a right to appeal the LEA's Decision to the California Department of Education (CDE) by filing a written appeal within fifteen (15) days of receiving the LEA's Decision. The appeal must include a copy of the complaint filed with the LEA and a copy of the LEA's Decision.

Civil law remedies may be available under state or federal discrimination laws, if applicable. In appropriate cases, an appeal may be filed pursuant to Education Code Section 262.3. A complainant may pursue available civil law remedies outside of the LEA's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. A copy of the SJCOE UCP policy and complaint procedures shall be available free of charge. (Los Procedimientos Uniformes de Quejas están disponibles en Español en la sección de los padres de nuestra pagina de internet escolar: www.ventureacademyca.org)

Appendix B - Healthy Schools Act

Notice to all students, parents/guardians and employees of the VAFS Family of Schools and it's school district, San Joaquin County Office of Education (SJCOE):

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

The SJCOE School District expects to use the following pesticides at its campuses during the upcoming year:

Product	Active Ingredient
PT-565	Pyrethrins
Advion Ant Gel	BaitIndoxacarb
Cy-Kick	Cyfluthrins
Wasp Freeze	Allethrin
Contract Bait Blox	Bromadiolone
Termidor SC	Fipronil
Suspend SC	Deltamethrin
Talstar One	Bifenthrin
Maxforce Ant Bait Gel	Fipronil
Maxforce Roach Bait Gel	Fipronil
Delta Dust	Deltamethrin
Microcare	Pyrethrins
Tempo	Cyfluthrin
Premise 75	Imidacloprid
Phantom	Chlorfenapyr

Product	Active Ingredient
EcoEXEMPTIC2	Rosemary & Peppermint Oil
Advion Roach Gel Bait	Indoxacarb
EcoEXEMPTKO	2-Phenethyl Propionate/Eugenol
EcoEXEMPTD	2-Phenethyl Propionate/Eugenol
EcoEXEMPTJet	2-Phenethyl Propionate Rosemary Oil
EcoPCOARX	2-Phenethyl Propionate/Pyrethins
EcoPCOACU	2-Phenethyl Propionate
EcoPCOEC	2-Phenethyl Propionate/Piperonyl Butoxide
EcoPCODX	2-Phenethyl Propionate/Pyrethins
EcoPCOWPX	2-Phenethyl Propionate/Pyrethins/ Thyme Oil
EcoPCOJETX	Phenethyl Propionate/Piperonyl Butoxide
EcoGX	2-Phenethyl/ Propionate/Pyrethins/Thyme Oil
EcoEXEMPTG	Thyme Oil, Eugenol
Cynoff	Cypermenthrin
Sevin	Carbaryl

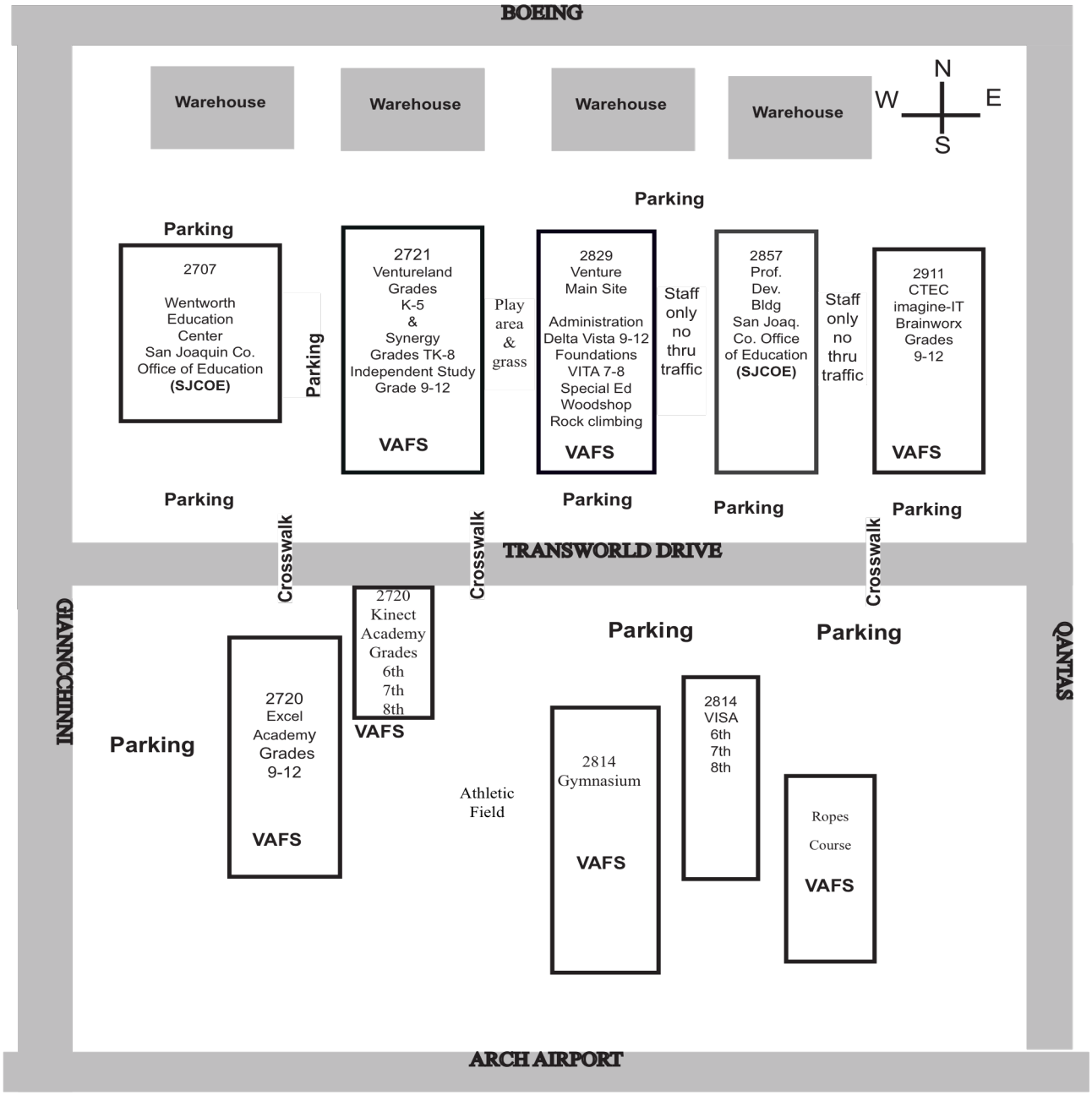
Parents/guardians of VAFS and its school district, SJCOE, can register with the school office to receive notification of individual pesticide applications by calling 209.468.5940.

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

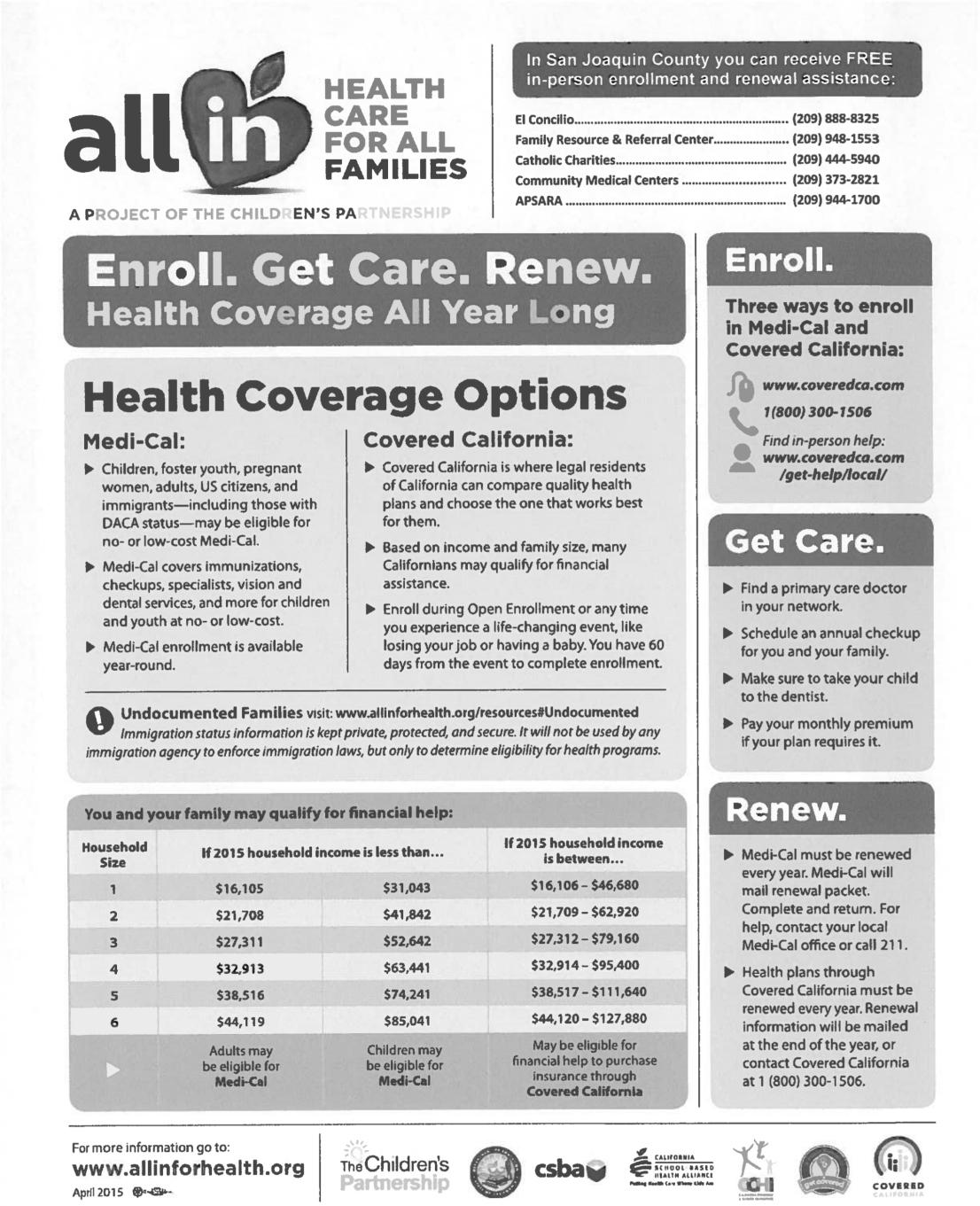
If you wish to access information on pesticides and pesticide use reduction developed by the Department of Pesticide Regulation pursuant to California Food and Agricultural Code section 13184, you can do so by accessing the Department's website at: **www.cdpr.ca.gov.**

Appendix C – Campus Map

VENTURE ACADEMY FAMILY OF SCHOOLS (VAFS)
2016-17 CAMPUS MAP



Appendix D - Health Insurance Options for Families



all in HEALTH CARE FOR ALL FAMILIES

A PROJECT OF THE CHILDREN'S PARTNERSHIP

In San Joaquin County you can receive FREE in-person enrollment and renewal assistance:

El Concilio	(209) 888-8325
Family Resource & Referral Center	(209) 948-1553
Catholic Charities	(209) 444-5940
Community Medical Centers	(209) 373-2821
APSARA	(209) 944-1700

Enroll. Get Care. Renew.
Health Coverage All Year Long

Health Coverage Options

Medi-Cal:

- Children, foster youth, pregnant women, adults, US citizens, and immigrants—including those with DACA status—may be eligible for no- or low-cost Medi-Cal.
- Medi-Cal covers immunizations, checkups, specialists, vision and dental services, and more for children and youth at no- or low-cost.
- Medi-Cal enrollment is available year-round.

Covered California:

- Covered California is where legal residents of California can compare quality health plans and choose the one that works best for them.
- Based on income and family size, many Californians may qualify for financial assistance.
- Enroll during Open Enrollment or any time you experience a life-changing event, like losing your job or having a baby. You have 60 days from the event to complete enrollment.

Undocumented Families visit: **www.allinforhealth.org/resources#Undocumented**
Immigration status information is kept private, protected, and secure. It will not be used by any immigration agency to enforce immigration laws, but only to determine eligibility for health programs.

You and your family may qualify for financial help:

Household Size	If 2015 household income is less than...		If 2015 household income is between...
1	$16,105	$31,043	$16,106 – $46,680
2	$21,708	$41,842	$21,709 – $62,920
3	$27,311	$52,642	$27,312 – $79,160
4	$32,913	$63,441	$32,914 – $95,400
5	$38,516	$74,241	$38,517 – $111,640
6	$44,119	$85,041	$44,120 – $127,880
▶	Adults may be eligible for **Medi-Cal**	Children may be eligible for **Medi-Cal**	May be eligible for financial help to purchase insurance through **Covered California**

Enroll.

Three ways to enroll in Medi-Cal and Covered California:

www.coveredca.com
1(800) 300-1506
Find in-person help: www.coveredca.com /get-help/local/

Get Care.

- Find a primary care doctor in your network.
- Schedule an annual checkup for you and your family.
- Make sure to take your child to the dentist.
- Pay your monthly premium if your plan requires it.

Renew.

- Medi-Cal must be renewed every year. Medi-Cal will mail renewal packet. Complete and return. For help, contact your local Medi-Cal office or call 211.
- Health plans through Covered California must be renewed every year. Renewal information will be mailed at the end of the year, or contact Covered California at 1 (800) 300-1506.

For more information go to:
www.allinforhealth.org
April 2015

The Children's Partnership · csba · California School Based Health Alliance · GCHI · COVERED CALIFORNIA

Appendix E – Math Protocol

VENTURE ACADEMY FAMILY OF SCHOOLS
Ninth Grade Mathematics Placement Protocol

In 2015, the California Legislature enacted SB 359, the California Mathematics Placement Act of 2015, which mandates that schools adopt a fair, objective and transparent mathematics placement policy for 9th grade students. In compliance with SB 359, Venture Academy Family of Schools has developed the following placement protocol. For the full Venture Academy Math Placement policy, please refer to our webpage or student handbook.

INITIAL PLACEMENT

Ninth grade initial placement determination will be made in the spring of the student's 8th grade year and reevaluated within 30 days of the beginning of his/her 9th grade year.

- Introduction to College Preparatory Math course: Student does meet not a minimum of two placement indicators.
- Integrated Math (IMP I), Algebra I, or Geometry: Student meets a minimum of two placement indicators.
- Algebra II: Student has successfully completed Algebra I.

PLACEMENT VERIFICATION

9th Grade Math Placement Indicators *(Including but not limited to:)*

Initial Placement Indicators ***(Spring of 8th Grade Year)***

• Scores indicating readiness for Algebra I from CSU/UC Diagnostic Mathematics Readiness Test
• Grade of a C or better in 8th grade math
• 8th grade CAASPP Scores: Nearly met, Met or Exceeds Standards
• Teacher Recommendation
• Edperformance score of 2657 or better on general Mathematics assessment

Placement Check ***(Within 30 days)***

• Fall Edperfomance score of 2657 or better on general Mathematics assessment
• Initial Teacher Assessment (test, quiz, project)