



EDUCATION CODE PROVISIONS — ANNUAL PARENT NOTIFICATION 2011-12

Dear Parent/Guardian:

California Education Code section 48980 requires that, at the beginning of the first semester or quarter of the regular school term, the governing board of each school district must notify parents/guardians of their rights or responsibilities under certain provisions of the Education Code. Other provisions of California and United States law also require notification of parents/guardians.

Education Code section 48982 requires acknowledgement of being informed which is performed by signing the parent acknowledgement card as an acknowledgement of being informed as required by existing statutes.

PUPIL DISCIPLINE

RULES PERTAINING TO PUPIL DISCIPLINE (EC §§35291, 48980): The District Governing Board has prescribed rules for the government and discipline of the schools under the Board's jurisdiction. Parents may contact their school principal for specific rules related to student discipline.

DUTY CONCERNING CONDUCT OF PUPILS (EC §44807): Every District teacher has a responsibility to hold pupils to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess.

DUTIES OF PUPILS (EC §48908, 5 CCR §300): Every pupil must attend punctually and regularly, conform to the regulations of the school, obey promptly all the directions of his/her teacher and others in authority, observe good order and propriety of deportment, be diligent in study, be respectful to his/her teacher and others in authority, be kind and courteous to schoolmates, and refrain entirely from the use of profane and vulgar language.

DRESS CODE (EC §§35183, 35183.5, 51101): The District Governing Board has approved a dress code policy adopted by your child's school. A copy of the dress code is available at the Principal's office.

ATTENDANCE OF SUSPENDED CHILD'S PARENT/GUARDIAN (EC §48900.1, LC §230.7): The District Governing Board has adopted a policy authorizing teachers to require the parent/guardian of a pupil who has been suspended by a teacher, to attend a portion of a school day in the child's classroom. No employer may dismiss or in any manner discriminate against an employee for taking time off from work to comply with this requirement.

PUPIL RECORDS

RIGHTS OF PARENTS/GUARDIANS (EC §49063 et seq.):

- **Types of Pupil Records:** A pupil record is any item of information directly related to an identifiable pupil, other than directory information, which is maintained by the District or required to be maintained by a District employee in the performance of his/her duties, whether recorded by handwriting, print, tapes, film, microfilm or other means. Pupil records include a pupil's health record.
- **Responsible Officials:** Your child's Principal is responsible for the maintenance of pupil records located at your child's school. For pupil records maintained at the District office, the responsible official is Shawn Wirth, Coordinator of Student Services.
- **Location of Log/Record:** The law requires that a log or record be maintained for each pupil's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate interests therefore. For records maintained at your child's school, the log is located in the Principal's office. For records maintained at the District office, the log is located in the Student Services office.
- **School Officials and Employees/Legitimate Educational Interests:** School officials and employees who are authorized to review pupil records are school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, certificated employee, or support staff member (including, but not limited to, paraeducator, health or medical staff and school law enforcement personnel); a person serving on the school board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, educational consultant or therapist); other public agencies providing services to pupils, as well as employees of other public schools or school systems where educational programs leading to high school graduation are provided or where a District pupil intends to or is directed to enroll. Access to pupil records is permitted only for records that are relevant to the legitimate educational interests of the requester. Upon request, the District discloses educational records without consent to officials of another school district in which the pupil seeks or intends to enroll. Legitimate educational interests are described in California Education Code section 49076 and in District Board Policy 5125.

- **Right of Access and Review/Expungement:** You have an absolute right to access to any and all pupil records related to your child, which are maintained by the District. If you wish to review records located at your child's school, please contact the Principal's office, or submit a written request that identifies the record(s) you wish to inspect. If you wish to review records located at the District office, please contact Shawn Wirth, Coordinator of Student Services. The Principal or District office has five (5) business days from the day of the receipt of a request to provide access to the records. Upon satisfactory completion of the rehabilitation assignment of a pupil whose expulsion has been suspended by the District Governing Board, the Board may order the expungement of any or all records of the expulsion proceedings. If the Orange County Board of Education enters an order reversing the decision of the District Governing Board to expel a pupil, the County Board may direct the District Governing Board to expunge the record of the pupil and records of the District of any references to the expulsion action. When you submit a written revocation of consent after the initial provision of special education and related services for your child, the District is not required to amend the education records of your child to remove any reference to your child's receipt of special education and services.
- **Challenging the Content of Records:** You have the right to challenge the content of any pupil record by filing a written request with the District Superintendent to correct or remove any information recorded in the written records concerning your child which you allege to be any of the following: (1) inaccurate, (2) an unsubstantiated personal conclusion or inference, (3) a conclusion or inference outside the observer's area of competence, (4) not based on the personal observation of a named person with the time and place of the observation noted, (5) misleading, or (6) in violation of the privacy or other rights of the pupil.
- **Copying Costs:** You may receive copies of your child's pupil records, at a cost of 11 cents per page.
- **Complaints:** You have the right to file a complaint with the United States Department of Education, concerning an alleged failure by the District to comply with the provisions of the United States Family Educational Rights and Privacy Act (20 USC §1232g).
- **Prospectus of School Curriculum:** The curriculum for your child's school is compiled at least once annually in a prospectus which is available at the Principal's office.
- **Statement or Response to Disciplinary Actions:** Whenever information is included in a pupil record concerning any disciplinary action taken in connection with your child, you have the right to include a written statement or response concerning the disciplinary action in your child's pupil record.
- **Destruction of Pupil Records:** The Governing Board of the District is required to retain indefinitely the original or an exact copy of mandatory permanent pupil records (Class 1 - Permanent Records) which schools have been directed to compile by California regulations; maintain for stipulated periods of time mandatory interim pupil records (Class 2 - Optional Records) until the information is no longer needed to provide educational services to a child and are retained until reclassified as Class 3 – Disposable Records, and then destroyed as per California regulations (5 CCR 432). Prior to destroying pupil records of a child who has received special education services, the IDEA requires parental notification when the District decides that personally identifiable information is no longer needed to provide educational services to a child. Once parents/guardians have been notified that personally identifiable information is no longer needed, they have the option of requesting access to and/or copies of pupil records prior to destruction, and to request that pupil records be destroyed, unless the District determines that the information could be needed to provide educational services in the future or is needed for auditing purposes (34 CFR 300.624, 5 CCR 16026). Unless classified as permanent records, all other pupil records are destroyed five years after the information is no longer needed to provide educational services (5 CCR 16027).

RELEASE OF DIRECTORY INFORMATION (EC §49073): "Directory Information" means one or more of the following items: pupil's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the pupil. Names, addresses, and telephone numbers of high school juniors and seniors, may be released to federal, state, and local government agencies, and the military forces of the United States. Directory information may also be disclosed to outside organizations without your prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks; a playbill, showing your pupil's role in a drama production; Honor roll or other recognition lists; graduation programs and sports activity sheets. However, no information may be released to a private profit making entity other than employers, prospective employers and representatives of the news media, including, but not limited to, newspapers, magazines, and radio and television stations. The names and addresses of pupils enrolled in grade 12 or who have terminated enrollment prior to graduation may be provided to a private school or college. No directory information regarding your child may be released if you notify the District that the information shall not be released. Please submit a written notice to the Principal of your child's school if you wish to deny access to directory information concerning your child.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ("FERPA", 20 USC §1232g): United States law set forth in FERPA grants parents certain rights with respect to their student's records. For a summary of your rights under FERPA, please refer to Attachment 1.

RELEASE OF INFORMATION TO MILITARY RECRUITERS (20 USC §7908): United States law requires school districts to provide, on a request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses and telephone listings. However, you have the right to request that your child's name, address, and telephone listing shall not be released without your prior written consent. Please submit a written notice to your child's school Principal if you wish to deny access to this information.

HEALTH AND SAFETY

HEALTH SCREENING AND EVALUATION SERVICES (H&SC §124085): Within 90 days after your child's entrance into first grade, you must provide a certificate documenting that within the prior 18 months your child has received appropriate health screening and evaluation services, including a physical examination. These services are available from the Orange County Public Health Department. In lieu of the certificate, you may submit a signed waiver indicating that you do not want or are unable to obtain the health screening and evaluation services for your child. If the waiver indicates that you were unable to obtain the services, then the reasons why should be included in the waiver.

REFUSAL TO CONSENT TO PHYSICAL EXAMINATION (EC §§49451, 48980): You may file an annual written statement with the Principal of your child's school, stating that you will not consent to a physical examination of your child. However, whenever there is good reason to believe that the child is suffering from a recognized contagious or infectious disease, the child shall be sent home and shall not be permitted to return until school authorities are satisfied that any contagious or infectious disease does not exist.

CONTINUED MEDICATION REGIMEN FOR NONEPISODIC CONDITION (EC §49480): If your child is on a continuing medication regimen for a nonepisodic condition, you are required to inform the school nurse or other designated certificated school employee of: (1) the medication being taken, (2) the current dosage, and (3) the name of the supervising physician. With your consent, the school nurse may communicate with your child's physician and may counsel with school personnel regarding the possible effects of the drug on your child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose. If your child is on a continuing medication regimen, please complete the form at the end of this notice.

ADMINISTRATION OF IMMUNIZING AGENTS (EC §§49403, 48980): The District Governing Board may permit any person licensed as a physician and surgeon, any person licensed as a registered nurse, or other licensed healthcare practitioners acting under the direction of a supervising physician and surgeon, to administer an immunizing agent to a pupil. You have the right to consent in writing to the administration of an immunizing agent to your child.

ADMINISTRATION OF PRESCRIBED MEDICATION (EC §§49423, 48980): If your child is required to take prescription medication during the regular school day, you may request assistance for your child by the school nurse or other designated school personnel. If you wish such assistance, you must provide both a written statement from the physician and surgeon or physician assistant detailing the name of the medication, method, amount, and time schedules by which the medication is to be taken, and your own written statement indicating your desire that the District assist your child in the matters set forth in the physician's statement. Your child may also carry and self-administer prescription auto-injectable epinephrine if the District receives written statements from you and the child's physician, in the form required by law.

PLEDGE NOT TO USE ANABOLIC STEROIDS OR PROHIBITED DIETARY SUPPLEMENTS (EC §49030 et seq.): A pupil is prohibited from participating in interscholastic high school sports, unless the pupil signs a pledge not to use anabolic steroids without a prescription from a licensed health care practitioner, or a dietary supplement listed in the United States Guide to Prohibited Substances and Prohibited Methods of Doping. As a condition of participation, both the pupil-athlete and his/her parent/guardian must sign a notification form regarding these restrictions.

TOBACCO-FREE CAMPUS POLICY (H&SC §104420): The District Governing Board has adopted and enforces a tobacco-free campus policy. The policy prohibits the use of tobacco products, at any time, in District-owned or leased buildings, on District property and in District vehicles.

MEDICAL AND HOSPITAL SERVICES NOT PROVIDED (EC §§49471, 48980): The District Governing Board does not provide or make available medical and hospital services for District pupils who are injured while participating in athletic activities.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS (EC §§49472, 48980): The District Governing Board may provide or make available medical or hospital service through nonprofit membership corporations, defraying the cost of medical service or hospital service, or through group, blanket or individual policies of accident insurance or through policies of liability insurance, for injuries to District pupils arising out of accidents occurring on District property or while being transported to and from school-sponsored activities. No pupil is required to accept such service, without the consent of his/her parent/guardian.

INSTRUCTION FOR PUPILS WITH TEMPORARY DISABILITIES (EC §§48206.3, 48980): If your child should suffer a temporary disability which makes attendance in regular day classes or an alternative education program in which the child is enrolled impossible or inadvisable, your child shall receive individual instruction provided by the district in which he/she is deemed to reside. Individual instruction includes instruction provided in your home, in a hospital or other residential health facility, excluding state hospitals, or under other circumstances prescribed by state law.

PUPILS WITH TEMPORARY DISABILITIES (EC §§48207, 48980): In the event that your child has a temporary disability and is confined in a hospital or other residential health facility located outside this District, you shall be deemed to have complied with the residency requirements for school attendance in the school district in which the hospital is located. In such circumstances, it is your responsibility to notify the school district in which you are deemed to reside of your child's presence in a qualifying hospital.

TYPE 2 DIABETES (EC §49452.7): Please refer to Attachment 5 for information required to be provided to parents of 7th grade pupils regarding type 2 diabetes.

PROOF OF ORAL HEALTH ASSESSMENT (EC §49452.8): Your child must have an oral health assessment (dental check-up) by no later than May 31 of the first year entering kindergarten or first grade. Dental check-ups in the 12 months before starting school meet this requirement. Ask your dentist to fill out

the Oral Health Assessment Form provided by the school. You may be excused from complying with the dental-check up requirement by marking the box next to the appropriate reason on Section 3 of the Oral Health Assessment Form.

FREE AND REDUCED PRICE MEALS (EC §§49510, et seq., 48980): Depending on annual household income, your child may be eligible for free or reduced price meals. The IUSD Food Services Department may be contacted for further information..

NOTIFICATION OF PESTICIDE USE (EC §§17612, 48980.3): Please refer to Pesticide Use Attachment for a list of all pesticide products expected to be applied at your child's school during the upcoming year.

ASBESTOS MANAGEMENT PLAN (40 CFR §763.93): The District's updated asbestos management plan for each school is available for inspection at the Irvine Unified School District Business Office.

ATTENDANCE

STATUTORY ATTENDANCE OPTIONS (EC §48980): The District is required to advise each parent/guardian of all existing statutory attendance options and local attendance options available in the District. These are options for attending schools other than the school designated for the local attendance area in which the parent/guardian resides. The options include intradistrict transfer, interdistrict transfer, transfer based on parental employment, "district of choice" if established by Governing Board resolution, and district of enrollment pursuant to the Open Enrollment Act, as specified.

EXCUSED ABSENCES (EC §§48205, 48980): Your child may be excused from school when the absence is for medical or justifiable personal reasons. Your child will be allowed to complete all assignments and tests missed during such an excused absence.

GRADE REDUCTION/LOSS OF ACADEMIC CREDIT (EC §§48205, 48980): Your child may not have his/her grade reduced or lose academic credit for any absence or absences excused under Education Code section 48205, when missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time. Please refer to Attachment 3 for the full text of section 48205.

ABSENCES FOR RELIGIOUS PURPOSES (EC §§46014, 48980): With your written consent, your child may be excused from school in order to participate in religious exercises or to receive moral and religious instruction at your child's place of worship or at other suitable place or places away from school property designated by the religious group. Your child may not be excused from school for this purpose on more than four days per school month.

EXCUSE TO OBTAIN CONFIDENTIAL MEDICAL SERVICES (EC §46010.1): Pupils in grades 7 to 12 may be excused from school for the purpose of obtaining confidential medical services, without the consent of the pupil's parent/guardian.

SCHEDULE OF MINIMUM DAYS AND PUPIL-FREE STAFF DEVELOPMENT DAYS (EC § 48980): The District is required to advise all parents/guardians of the schedule of minimum days and pupil-free staff development days. Please refer to the specific school's website to access the individual school's calendar and minimum day schedule. If any minimum or pupil-free staff development days are scheduled following the distribution of this notice, the District will notify you as early as possible, but not later than one month before the scheduled minimum or pupil-free day.

NON-DISCRIMINATION

STATEMENT OF NON-DISCRIMINATION (Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, § 504 of the Rehabilitation Act of 1973): The District does not discriminate on the basis of race, color, national origin, sex or disability. The District will take steps to assure that the lack of English will not be a barrier to admission and participation in District programs. Complaints alleging noncompliance with the District's policy of nondiscrimination should be directed to Terry Walker, Superintendent, at the Irvine Unified School District Office. A copy of the District's nondiscrimination policy is available from the District office.

SEXUAL HARASSMENT POLICY (EC §§231.5, 48980; 5 CCR §4917): The District's written sexual harassment policies can be found at www.iusd.org at the following website links:

- http://www.iusd.org/board_of_education/board_policy/policies/5145_7.htm
 - http://www.iusd.org/board_of_education/board_policy/policies/4121_1.htm
 - http://www.iusd.org/board_of_education/board_policy/adminregs/ag5145.6.htm
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PUPILS WITH DISABILITIES

SPECIAL EDUCATION (EC §56000 et seq., 20 USC §1401 et seq.): Both California and United States law require that a free appropriate public education (FAPE) in the least restrictive environment (LRE) be offered to qualified pupils with disabilities. Information on pupil eligibility, procedural safeguards, and additional matters is available from the Special Education Department at the Irvine Unified School District Office.

http://www.iusd.org/education_services/documents/ParentsRightsEnglish2-2009.pdf

CHILD FIND (EC §§56300, 56301): The District has a duty to identify, locate and assess children with disabilities who are in need of special education and related services. If you believe that your child is in need of special education and related services, you may initiate a referral for assessment by contacting the school site principal.

MISCELLANEOUS

COMPREHENSIVE SEXUAL HEALTH AND/HIV/AIDS PREVENTION EDUCATION (EC §§51938, 48980): The District will provide instruction in comprehensive sexual health and HIV/AIDS prevention education and research on student health behaviors and risks for the coming school year. Written and audiovisual educational materials used in this education are available for your inspection at the Principal's office. The education will be taught by school district personnel/outside consultants. A copy of the California Comprehensive Sexual Health and HIV/AIDS Prevention Education Act (*Education Code [EC] sections 51930-51939*), is available from the Irvine Unified School District Health Services Office. You have the right to request in writing that your child shall not receive comprehensive sexual health education or HIV/AIDS prevention education.

The District may administer anonymous, voluntary and confidential research and evaluation tools to measure students' health behaviors and risks, including tests, questionnaires, and surveys containing age-appropriate questions about pupils' attitudes concerning or practices relating to sex. You will be notified in writing that any such test, questionnaire or survey is to be administered, and you will be given the opportunity to review the test, questionnaire or survey and request in writing that your child not participate.

Schools may administer assessments relating to students' health behaviors and risks, including tests, questionnaires, and surveys. Parents shall be given prior notice of these assessments, the opportunity to review the assessment instrument, and may withdraw their child from the assessment. In grades seven through twelve, schools may use either a passive consent ("opt-out" policy) for parental consent for assessments or prior written consent. In earlier grades, schools shall use an active consent or ("opt-in" policy) for parental consent for assessments.

DISSECTION OR OTHERWISE HARMING OR DESTROYING ANIMALS (EC §32255 et seq.): If your child has a moral objection to dissecting or otherwise harming or destroying animals, he/she has a right to notify the teacher regarding this objection and to refrain from participation in an education project involving the harmful or destructive use of animals which must be substantiated with a note from a parent/guardian.

HIGH SCHOOL EXIT EXAMINATION (EC §§60850, 48980): Commencing with the 2005-2006 school year, and each school year thereafter, each pupil completing 12th grade will be required to successfully pass the high school exit examination administered pursuant to Chapter 9 (commencing with Section 60850) of Part 33 of the Education Code.

July 26 – July 27 (only for seniors and adult education that have not passed)

Nov 1 – Nov 2 (only for 11th – 12th grade and adult education)

Feb 7 – Feb 8 (only for 11th – 12th grade and adult education)

March 13 – March 14 (census administration – all 10th graders and any 11 – 12th grade, and adult education students)

May 8 – May 9 (makeup for any 10th graders, and 11th – 12th grade, and adult education students)

Passing the examination requires satisfactory performance in English language arts and mathematics. A pupil who fails the examination may continue to take the examination until the last scheduled date during the 12th grade. Passing the examination is a condition of high school graduation.

HIGH SCHOOL OPEN CAMPUS (EC §§44808.5, 48980): The Governing Board of the District, pursuant to Education Code section 44808.5, has decided to permit the pupils enrolled at all Irvine Unified School District High Schools to leave the school grounds during the lunch **period**.

PAYMENT OF ADVANCE PLACEMENT EXAMINATION FEES (EC §§52244, 48980): Any economically disadvantaged pupil who is enrolled in an advanced placement course may apply to the school principal for a grant to cover the cost of the advanced placement administration fee. A pupil who receives a grant shall pay only five dollars (\$5.00) of the examination fee.

COLLEGE ADMISSION REQUIREMENTS; CAREER TECHNICAL EDUCATION (EC §§51229, 48980):

- **College Admission Requirements:** The University of California (UC) and the California State University (CSU) have established common high school course requirements for undergraduate admission. Pupils who take these courses and meet other specified criteria are eligible to apply and be considered for admission. The following list is commonly referred to as the "A-G" requirements:
 - (1) two years of history/social science;
 - (2) four years of college preparatory English or language instruction;
 - (3) three years of college preparatory mathematics;
 - (4) two years of laboratory science;
 - (5) two years of the same language other than English;
 - (6) one year of visual and performing arts; and
 - (7) one year of college preparatory electives.
- **Websites:** The following UC and CSU web sites help pupils and their families learn about college admission requirements, and also list high school courses that have been certified for undergraduate admission:
UC: www.universityofcalifornia.edu/admissions/undergrad_adm/paths_to_adm/
CSU: www.csumentor.edu/planning/high_school/subjects.asp
- **Career Technical Education:** The California Department of Education defines "career technical education" as a program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide pupils with a pathway to postsecondary education and careers. Career technical education includes agriculture education, home economics, industrial and technology education, and regional occupational centers and programs, among other educational programs.
- **Website for Career Technical Education:** Pupils can learn more about career technical education at the following California Department of Education website: www.cde.ca.gov/ci/ct/

- **Counseling:** Your child has the right to meet with a school counselor for help in choosing courses that will meet college admission requirements, or enrolling in career technical education courses, or both. If you wish to schedule a meeting with a school counselor, please contact your school's counseling office.

SCHOOL ACCOUNTABILITY REPORT CARD (EC §§35256, 32286): The District Governing Board annually issues a School Accountability Report Card (SARC) for each school in the District. You may obtain a copy of the SARC from the Principal's office. The SARC includes, but is not limited to, assessment of school conditions specified in California Education Code section 33126. The SARC also includes an annual report on the status of the safety plan for your child's school, including a description of its key elements.

WAIVER OF ENGLISH LANGUAGE INSTRUCTION (EC §310, 5 CCR §11309): California law generally requires that all public school children shall be taught English by being taught in English. However, this English language requirement may be waived with the prior written informed consent, to be provided annually, of the child's parent/guardian. Such informed consent requires that the parent/guardian personally visit the school to apply for the waiver. Under such parental waiver conditions, children may be transferred to classes where they are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Please see the school principal for additional information.

HEALTH INSTRUCTION/CONFLICTS WITH RELIGIOUS TRAINING AND BELIEFS (EC §51240): If any part of the school's instruction in health conflicts with your religious training and beliefs, you may submit a written request that your child be excused from the part of the instruction that conflicts with your religious training and beliefs.

NOTICE OF ALTERNATIVE SCHOOLS (EC §58501): The law requires the District to provide parent/guardians with a notice of alternative schools.

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:

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

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

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

PARTICIPATION IN CAREER COUNSELING AND COURSE SELECTION (EC §221.5): You have the right to participate in counseling sessions and decisions concerning career counseling and course selection, commencing with course selection for grade 7.

UNIFORM COMPLAINT PROCEDURES (5 CCR §4622): The District has adopted policies and procedures for the filing, investigation and resolution of complaints regarding alleged violations of federal or state law or regulations governing educational programs, including allegations of unlawful discrimination. The Uniform Complaint Procedures apply to complaints involving categorical programs and those alleging unlawful discrimination. Copies of the Uniform Complaint Procedures must be made available free of charge. The local agency is primarily responsible for compliance with federal and state laws and regulations (T5CCR 4620). The complainant has a right to appeal the local agency decision to the CDE by filing a written appeal within 15 days of receiving the LEA Decision (T5CCR 4632). The complainant has a right to pursue any civil law remedies that may be available under state or federal discrimination laws, if applicable, and of the appeal pursuant to Education Code Section 262.3 (EC § 262.3, T5CCR 4622). All Uniform Complaints are to be directed to Terry Walker, Superintendent at (949)96-5000 – 5050 Barranca Prkwy., Irvine, CA 92604.

NO CHILD LEFT BEHIND ACT ("NCLB", 20 USC §6301 et seq.):

- **Limited English Proficient Children:** The NCLB requires the District to inform the parent or parents of a limited English proficient (LEP) child identified for participation or participating in a language instruction educational program, of the following:
 - (1) the reasons for the identification of the child as LEP and in need of placement in a language instruction educational program;
 - (2) the child's level of English proficiency, how such level was assessed and the status of the child's academic achievement;
 - (3) the methods of instruction used in the program in which the child is or will be participating, and the methods of instruction used in other available programs;
 - (4) how the program in which the child is or will be participating, will meet the educational strengths and needs of the child;
 - (5) how such program will specifically help the child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
 - (6) the specific exit requirements for the program;
 - (7) in the case of a child with a disability, how such program meets the objectives of the individualized education program (IEP) of the child; and

- (8) information pertaining to parental rights that includes written guidance detailing the right that parents have to have their child immediately removed from such program upon their request, and the options that parents have to decline to enroll their child in such program or to choose another program or method of instruction, if available; and assisting parents in selecting among various programs and methods of instruction, if more than one program or method is offered by the District.

If your child is LEP and has been identified for participation or is participating in the language instruction educational program, please contact English Language Coordinator at the Irvine Unified School District Office for the above information that is specific to your child.

- **Program Improvement Schools:** The NCLB requires the District to provide to the parent or parents of each pupil enrolled in a school identified for school improvement, corrective action or restructuring with the following:
 - (9) an explanation of what the identification means, and how the school compares in terms of academic achievement to other schools served by the District and the California Department of Education;
 - (10) the reasons for the identification;
 - (11) an explanation of what the school identified for school improvement is doing to address the problem of low achievement;
 - (12) an explanation of what the District or the California Department of Education is doing to help the school address the achievement problem;
 - (13) an explanation of how the parents can become involved in addressing the academic issues that caused the school to be identified for school improvement; and
 - (14) an explanation of the parents' option to transfer their child to another public school or to obtain supplemental educational services for their child.

If your child's school becomes identified for school improvement, this information will be available at the Irvine Unified District Office or at the individual school site.

- **Right to Information Regarding the Professional Qualifications of Teachers and Paraprofessionals:** The NCLB grants parents the right to request information regarding the professional qualifications of the children's classroom teachers, including the following:
 - (1) whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - (2) whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
 - (3) the baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree; and
 - (4) whether the child is provided services by paraprofessionals and, if so, their qualifications.

This information is available through the school site principal's office. The District will provide timely notice if your child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who is not highly qualified.

- **Information on Child's Level of Achievement:** The District will provide timely information on the level of achievement of your child in each of the state academic assessments.
- **Homeless Liaison:** Homeless pupils have certain rights under California and United States law. For information concerning these rights, please contact the District's liaison for homeless children and youths, Jenna Berumen, Coordinator, who may be contacted at (949) 936-5000.
- **Release of Pupil Information to Military Recruiters:** Please see entry under Pupil Records.

Parent Notification Card - http://iusd.org/parent_resources/documents/ParentNotificationCard.pdf

IRVINE UNIFIED SCHOOL DISTRICT



TECHNOLOGICAL RESOURCES ACCEPTABLE USE POLICY

IUSD supports access by students and staff to rich information and technological resources, and encourages staff and students to develop the information research and technological skills necessary to use such resources effectively. The District's technological resources include the computer network, web sites, Internet access, e-mail, voice mail, video, and telephone systems. Technological resources are provided for students and staff to collaborate, produce, publish, conduct research, and communicate with others on a local, national, and international level. In return, every IUSD user is expected to use these resources primarily for educational or job-related purposes. Personal activities will be limited and will in no way interfere with the educational/professional time and use for which the resources are intended. All users will act in a responsible, ethical, and legal manner and conform to common etiquette that includes being polite, using appropriate language, and respecting privacy.

The Irvine Unified School District's computer network provides access to electronic resources and to the Internet. Similar to the Library Bill of Rights, the Irvine Unified School District holds that a person's right to access Internet and other technological resources should not be denied or abridged because of origin, age, background or views.

IUSD has taken reasonable steps to ensure that its technological resources are used only for activities that support the curriculum or one's professional role. Users should not expect privacy through e-mail, Internet usage, or created documents. IUSD will monitor individual use of all technological systems as needed. However, total security on such a far reaching system is imperfect and impossible to achieve. Realistically, school computers and other technological resources can be used inappropriately, if one is persistent. Using any IUSD technological system is a privilege that may be revoked at any time for unacceptable conduct. Unacceptable conduct includes the following:

1. Using technological resources for illegal or unethical activities, including plagiarism, copyright or contract violations;
2. Using technological resources for financial or commercial gain;
3. Using technological resources for advocating for ballot measures or political candidates without Board approval;
4. Accessing or exploring on-line locations, materials or on-line games that do not support the curriculum and/or are inappropriate for school-related work;
5. Downloading, installing, or executing unlicensed or unauthorized software, including viruses;
6. Vandalizing and/or tampering with equipment, programs, files, system performance or other components of the network, including copying, distributing, or modifying copyrighted software;
7. Causing congestion on any technological system or interfering with the work of others -- e.g., engaging in chain letters, unapproved chat rooms, or in peer-to-peer networking applications, such as Napster, Gnutella, etc, broadcasting messages to lists or individuals, modifying or deleting files;
8. Attempting to infiltrate, or "hack" into any technological system, or interfering with another person's ability to use that system, including password sniffing, using a keylogger, and/or port scanning;
9. Sending, or receiving materials/emails that a) are pornographic or obscene in nature, b) purport to offer, arrange for, or negotiate the use or sale of drugs or alcohol, c) harass, intimidate, or threaten others, or d) incite others to acts of violence, bullying, or harassment;
10. Using unauthorized fee-based services on the Internet;
11. Intentionally wasting finite resources -- e.g., on-line games, instant messaging;
12. Gaining unauthorized access to any technological system;
13. Revealing the home address or phone number of another person, or, if a student, revealing one's own home address or phone number;

14. Invading or violating the privacy of other individuals and/or their information;
15. Using another user's account or user name or allowing another user access to one's own account or user name;
16. Sharing one's password either knowingly or carelessly, or failing to conform to IUSD directives for password change and creation;
17. Coaching, helping, observing or joining any unauthorized activity on any technological system;
18. Using e-mail, as a student, for other than school-related purposes;
19. Posting anonymous messages, unapproved web pages, or unlawful or libelous information on the system;
20. Encrypting files or restricting files through unauthorized password protection;
21. Engaging in sexual harassment or other objectionable activities in public or private messages;
-- e.g., activities that are abusive, sexually explicit, threatening, demeaning or using objectionable language;
22. Falsifying permission, authorization or identification documents;
23. Granting remote or local control of a networked system to a third party;
24. Using any computer or wireless device on the IUSD network to gain access to another computer including remotely accessing an offsite or home computer.

Violations of the Technological Resources Acceptable Use Policy, or any willful act designed to disrupt any technological system, will result in disciplinary action up to and including suspension or expulsion, and/or legal action, and may also result in a loss of access to the system or various elements of the system.

Parent(s) and guardian(s) are responsible for setting the standards for members of their family. Therefore, we support the right of each family to select or refuse Internet access for their student.

Technology Resources Acceptable Use Agreement

Board Policy 6163.4 Adopted: October 16, 2001
Revised: August 27, 2002
Reference: California Penal Code, Section 502

**Irvine Unified School District
Technology Resources
Acceptable Use Agreement**



Student Name: _____

School computer systems and technological resources are for use by authorized individuals only. Any unauthorized access to these systems is prohibited and is subject to criminal and civil penalties under Federal Laws. Access to the district's technological resources and the Internet is provided for educational purposes only and is to be used only for activities that support the curriculum, the professional role of staff, and approved school activities. Only students with parent permission will be allowed to access the district's technological resources and the Internet.

Reasonable steps will be taken to ensure that the district's technological resources and Internet access is used for intended purposes, and users may be monitored at any time. Anyone using the school's technological resources expressly consents to monitoring and adherence to school rules and/or codes of conduct. Even one incidence of unacceptable conduct can result in revocation of privileges, for a time period to be determined by the nature of the misconduct.

Total security on such systems is imperfect and impossible to achieve. Persistent users can make use of technological systems and resources for inappropriate reasons. This policy seeks to protect both students and the school.

I _____ and _____
Parent Name Student Name

have read the [IUSD Technological Resources Acceptable Use Policy](http://www.iusd.org/board_of_education/board_policy/policies/6163_4a.htm) (http://www.iusd.org/board_of_education/board_policy/policies/6163_4a.htm) and agree to adhere to the conditions and policies detailed therein. I understand and accept the conditions stated in the policy, and agree to hold harmless the district and all district personnel for the failure of any technology protection measures.

I understand that (I am, my student is) expected to act in a reasonable manner and follow all guidelines for use of the school's technological resources and that all privileges on such systems can be canceled for violations of the IUSD Technological Resources Acceptable Use Policy.

Parent Signature Date Student Signature Date



IRVINE UNIFIED SCHOOL DISTRICT

Maintenance and Operations

2011/ 2012 Annual Parent/ Employee Notification

Dear Parent/ Employee;

The Healthy Schools Act of 2000 was signed into law in September 2000 and requires that the District provide all Parents and employees with an annual written notification of expected pesticide use at their school site or workplace. This notification identifies the product that may be used and its active ingredient(s). Please see page 2 of this letter for the list of chemicals that may be used in the District.

If you would like to be notified of the 2011/ 2012 scheduled pesticide applications at your school site or workplace, please complete the **Request for Pesticide Application Notice** form and return form to your school site secretary or workplace supervisor. The form is available on the District web site at, www.iusd.org. To find the form click on **Business Services** located on the left side menu of the IUSD main page, then click **Maintenance and Operations**, click **Enter** then click **Healthy Schools Act** box, click on **Employee Application**. Download and complete and return form to your school site secretary or workplace supervisor. If you have any questions, Please call Bob Barnhart at (949) 936-5350.

Sincerely

Joe Hoffman, Director

Maintenance and Operations

IRVINE UNIFIED SCHOOL DISTRICT

List of Pesticides which MAY be used in the District this year 2011/ 2012

Name of Pesticide	Active Ingredient(s)	Name of Pesticide	Active Ingredient(s)
Vikane	Sulfuryl Fluoride	Speedzone	Carfentrazone
Transport	Acetamiprid	Coolpower	MCPA, Dicamba Triclopyr
Pendulum	Pendimethalin	Wilco Type 2 Gopher Getter	P-Chlorophenyl .005%
Conrac	Bromadiolone	Turflon	Triclopyr
BP100	Pyrethrin		
Barricade	Prodiamine	Trupower	Dimethylamine
XLO565	Ryrethrin	Ecoexempt IC	Rosemary Oil
Roundup Pro MAX Herbicide	Glyphosate	Ecoexempt HC	Phenethyl
Merit 75 WP	Imidacloprid	Vectobac	Bacillus
Eatons Answer Rodentcide	Diphacnone/3-indandione	Wasp Freeze	Phenothrin Bioallethrin
Talstar One	Bifenthrin		
Zoecon Precor	Aliphatic Hydrocarbon	Manage	Methyl 5
Pathfinder	Tryclopyr		
Ant Bait	Ethyl Perfluorooctane Sulfonamide	Revolver	Formasulfuron
Fastrac All Weather Blox	*400 Bromethalin	Sedgehammer	Halosulfuron
Bora-Care	Glycol Borate	Advion	Indoxacarb
Biobarrier II	Trifluralin	Wilco Type 1 Gopher Getter	Strychnine Alkaloid
Ant & Roach Killer	Mint Oil ☐ Poison free	Fumitoxin	Aluminum Phosphide
Sucker-Stopper	Naphthaleneacetate	Demon WP	Cypermethrin Technical
Wasp & Hornet Killer	Mint Oil ☐ poison free	Prescription Treatment PI	Pyrethrins
Flying Insect Killer	Mint Oil ☐ poison free	@Demand CS	Dimethylcyclopropanecarboxylate
Embark	Diethanolamine	Extinguish (Fire Ants)	Methoprene
Pro Spreader (Activator)	Surfactant	Amdro Pro (Fire Ants)	Hydramethylnon
Drive XLR8	Quinoline	WISDOM	Propylene Glycol
Suspend SC	Deltamethrin	Arilon	Indoxacarb
Termidor	Fipronil		
Pyronl	Pyrethrins		
CB-80 Extra	Piperonyl Butoxide		
Compass	Trifloxystrobin		
Dimension Ultra 40WP	Dithiopyr		
Fumitoxin	Aluminum Phosphide		
Fusilade II	Fluazifop		

Trade name substitutions may be made for equivalently labeled products. You can find more information regarding these pesticides and pesticide use reduction at the Department of Pesticide Regulation's Web site at <http://www.cdpr.ca.gov> If you have any questions, please contact Bob Barnhart at (949) 936-5350