

CALAVERAS UNIFIED  
SCHOOL DISTRICT

BACK-TO-SCHOOL  
PACKET

2013/2014



**CALAVERAS UNIFIED SCHOOL DISTRICT**  
**2013/2014 Student & Parent Information Packet**  
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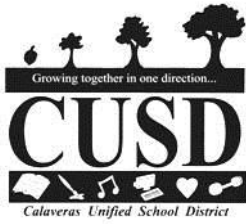
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**Key Code:** **+** = Mandatory Form to complete and return to school

**#** = Optional Form, depending on student’s needs

**^** = Mandatory Form if your child is using CUSD school bus transportation

**\*** = Submit this form only if one is not on file from previous years or new enrollee



## Calaveras Unified School District

3304-C Highway 12  
P.O. Box 788  
San Andreas, CA 95249  
(209) 754-2300  
[www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us)

## OFFICE OF THE SUPERINTENDENT

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July 2013

To Parents and Guardians of the Calaveras Unified School District:

Welcome to CUSD and welcome back to what looks to be an exciting and challenging year for our district!

Our daily mission of providing the strongest educational program and creating consistent opportunities for our students to learn and grow remains our top priority. By reading and reviewing the contents of this Back to School Packet, you will have greater insight and awareness regarding many aspects of our school district's operations. It is important that you get as much information as you need so you can be a stronger part of our team and a meaningful participant in our daily mission.

Thank you for taking the time to become more knowledgeable about our school district. I trust that, if you still have questions and/or seek more information on any topic, you will contact me so I can help you obtain the answers and information you need.

I look forward to working with you and your students on accomplishing our daily mission and helping your students to reach their goals.

Sincerely,

Mark Campbell  
Superintendent  
Calaveras Unified School District

***CUSD – Make Every Moment and Every Day Matter for Every Student***



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3304-B Highway 12  
P.O. Box 788  
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### Office of the Superintendent

July 2013

Dear Parents/Guardians:

Each school district is required by Education Code 48980 to annually notify parents and guardians of their rights, responsibilities and obligations regarding the education of their children. Over the years California Legislature has passed many laws requiring parent notification about various aspects of public schools. Those legal mandates are included in this packet as follows:

1. The 2013/2014 Calaveras Unified School District calendar
2. Please take a few minutes to read the Notice to Parents – Rights and Responsibilities then **please sign and return the enclosed Parent Acknowledgement and Consent Form to your student's school** indicating you have received and reviewed the Notice to Parents – Rights and Responsibilities and all other notices in this back to school packet. If you have specific questions concerning any of the code sections or district policies, please contact your school principal. You may access CUSD's Board Policies on our website at [www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us).
3. Information is provided about the district's commitment to nondiscrimination and equal opportunity for all students, as well as a letter regarding student dress and grooming (Board Policy 5132, Student Dress and Grooming, and Board Policy/Administrative Regulation 5136, Gangs, are included in the Policies Section of this packet).
4. Various medical forms regarding your student are included in the packet:
  - **\*Medication Required During School Hours (Form) – new form needed each year if your child is on medication**
  - **\*Asthma Action Plan for Schools and Families (Form) – new form needed each year if you child has Asthma**
  - **\*Parental Rights and Objection Form – return only if you object**
  - **"To Go or Not to Go to School" – when you child is ill (informational only)**
5. Please read **CUSD's Internet Acceptable Use Policy**, as is age appropriate, have your child read it, and review it with your child. **Both parent and student must sign and return the agreement to your school if there is not one on file.**
6. Information concerning school attendance alternatives is provided.
7. 2012/2013 Voluntary Student and Athletic Accident Insurance information is included. Insurance coverage is available to purchase through the Student Insurance Company. The brochure is available at the school office and will be sent home.
8. Information from Calaveras Schools Food Service explaining the food service program offered to students as well as an **\*application for free and reduced price meals is included.**
9. Information about bus transportation including a bus transportation application with fee information (Note: If you qualify for free or reduced meals, you qualify for free or reduced bus transportation.) **If your student rides the school bus, you need to read, sign and return the Transportation Rules and Agreement Form.**
10. High School Exit Exam information and testing dates
11. Why every day counts for a child's attendance and information on State school accounting practices.
12. Emergency Early Dismissal information is provided and explains procedures the district will follow on severe weather days or in the event of an emergency
13. Information about the district's Preschool and School-Age After School Programs
14. Notification of the name and active ingredients of all pesticide products expected to be used at our schools
15. Notification of our AHERA (Asbestos Hazard Emergency Response Act) compliance/program.

If you have any questions concerning any of the district policies or procedures, please discuss them with your school principal or call the District Office at 754-2300.

Sincerely,

Mark Campbell  
Superintendent

**CUSD – Make Every Moment and Every Day Matter for Every Student**

**Items in underlined and in red require signature of parent/guardian and/or student and must be returned to the school**

**Items with an \* and in blue must be returned to your school only if appropriate to your student**

CALAVERAS UNIFIED SCHOOL DISTRICT  
P. O. Box 788  
San Andreas, CA 95249  
(209) 754-2300  
Fax: (209) 754-2215

PARENTAL ACKNOWLEDGEMENT  
2013/14 Parent Information Packet

By signing below, I acknowledge I have received the 2013/14 Back-to-School packet.

Date: \_\_\_\_\_

\_\_\_\_\_  
Required Signature Parent/Guardian

\_\_\_\_\_  
Print Name of Parent/Guardian

Only one form is necessary if you have more than one student in CUSD.

Name(s) of Student(s):

Address:

1. \_\_\_\_\_

Physical Address: \_\_\_\_\_

2. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

3. \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

4. \_\_\_\_\_

Home Phone: \_\_\_\_\_

5. \_\_\_\_\_

Cell Phone: \_\_\_\_\_

6. \_\_\_\_\_

School of Attendance: \_\_\_\_\_

# **CALAVERAS UNIFIED SCHOOL DISTRICT 2013-2014 Back to School Information**

**All CUSD Schools-Classes Begin Monday, July 29, 2013**

**Calaveras High School  
Calaveras Transition-Community Day  
Gold Strike High School  
Jenny Lind Elementary  
Mokelumne Hill Elementary  
Rail Road Flat Elementary  
San Andreas Elementary  
Sierra Hills Education Center  
Toyon Middle School  
Valley Springs Elementary  
West Point Elementary**

**Please visit Calaveras Unified School District's web page  
where you will have access to:**

**District Calendars  
Announcements  
Board Meeting Agendas and Minutes  
Board Policies  
School Accountability Report Cards  
School Site Web Pages  
Links to Legislation and the California Department of Education  
CUSD Departments  
Job Postings  
Links to Web Sites for Kids and Parents**

**OUR INTERNET ADDRESS IS: <http://www.calaveras.k12.ca.us>**

# Calaveras Unified School District 2013 - 2014

July [3]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August [21]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9*	10
11	12	13	14	15	16	17
18	19	20	21	22	23*	24
25	26	27	28	29	30	31

September [19]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6*	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October [13]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23 <sub>T</sub>	24 <sub>T</sub>	25 <sub>T</sub>	26
27	28	29	30	31		

November [17]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8*	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December [15]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20*	21
22	23	24	25	26	27	28
29	30	31				

January [14]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24*	25
26	27	28	29	30	31	

February [18]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21*	22
23	24	25	26	27	28	

March [14]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7*	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April [18]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11*	12
13	14	15	16	17	18	19
20	21	22	23	24	25*	26
27	28	29	30			

May [19]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9*	10
11	12	13	14	15	16	17
18	19	20	21 <sub>T</sub>	22 <sub>T</sub>	23	24
25	26	27	28	29	30	31

June [8]						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11*	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Jan. 20 - Martin Luther King  
 July 25 (New Teacher) , July 26 - Teacher Prep Day  
**July 29 - School starts**

Fridays are early release co-planning days  
for Elementary ONLY

Aug. 2 - Staff CORE Development Day  
 Feb. 10 - Lincoln's Birthday  
 Feb. 17 - Presidents' Day  
 Feb 27 - Elementary 2<sup>nd</sup> trimester ends

Sept. 2 - Labor Day  
 March 14 - Staff Core Development Day  
 March 24 - April 4: Spring Break

Sept. 30 - Oct. 11: Fall Break  
 Oct. 23 - 25 : TMS Parent/Teacher Conferences  
 (Early release for Toyon ONLY)  
 April 20 - Easter

April 14 - May 14: STAR testing window  
 Oct. 31- Staff Core Dev Day for cert and classified  
 Nov. 1 - Staff Core Development Day  
 Nov. 4 - 8: Elem. Parent/Teacher Conferences  
 (Early release for Elementary ONLY)  
 Nov 6 - Elementary 1<sup>st</sup> trimester ends  
 Nov. 11 - Veterans' Day  
 May 15, 16 - Frog Jump  
 May 21, 22 - TMS early release  
 Nov. 28, 29 - Thanksgiving  
 May 26 - Memorial Day

Dec 23 - Jan. 10: Winter Break  
**June 11 - Last day of school**  
 June 12 - Teacher Prep Day

<p>☐ No School</p> <p>○ Holiday</p> <p>⎓ Early release K - 6</p> <p>T Early release TMS</p>	<p>△ Teacher Prep Day (No school)</p> <p>◇ CORE Development Day (No school)</p> <p>* Early release 7 - 12</p>
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## CALAVERAS UNIFIED SCHOOL DISTRICT

Mark Campbell, Superintendent  
JULY 2013

The California Education Code (Section 48980) requires school districts annually to notify parents and guardians of their rights and responsibilities with regard to the following areas:

### NOTE:

To look up CUSD Board Policy go to [www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us), click on Board of Education, then Board Policy. Copies of Board Policy may be requested at any CUSD school site or the District Office.

### Ed Code 221.5: Sex Equity in Education Act

Elementary and high schools shall offer classes and courses to pupils without regard to the sex of the student and shall provide counseling in career, vocational or higher education opportunities without regard for the sex of the student counseled, if such counseling or school program guidance is provided. Notification of parents or guardians of the pupil shall be given in advance to encourage their participation in such counseling sessions and decisions.

### Ed. Code 231.5: Educational Institutions; Written Policy on Sexual Harassment

The district's policy prohibiting sexual harassment is attached to this notice as if set forth fully herein. (See Board Policy 5145.7)

### Ed. Code 262.3 Appeals;

Information re: Availability of Civil Remedies (see Board Policy 5145.7)

### Ed. Code Sec 310: Parental Exceptions

Parents or legal guardians of students who are placed in a structured English immersion program may waive the requirements of Ed Code Section 305 with written informed consent.

### Ed. Code Sec 32255: Pupils' Rights to Refrain from the Harmful or Destructive Use of Animals

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

### Ed. Code Sec. 32390: Fingerprinting Program

The governing board of any school district may offer a Fingerprint Program for all children enrolled in Kindergarten or newly enrolled in that District. Each parent or guardian shall be informed of the school fingerprinting program when he or she first enrolls the child in the public schools. At that time, the parent or guardian shall declare, in writing, whether or not he/she consents to the program. If the parent or guardian does consent, he/she shall pay the applicable fee.

### Ed. Code Sec 35256: School Accountability Report Card

The governing board shall annually issue a School Accountability Report Card for each school in the district, publicize such reports, post them on the District's website, and provide parents or guardians with a copy upon request.

### Ed. Code Sec 35291: District Rules Regarding Student Discipline

The governing board of each school district maintaining grades one through twelve shall notify the parents or guardians of the availability of rules regarding student discipline. Discipline rules are available at each school site or online on each school's website.

### Ed. Code 39831.5: School Bus Rider Rules & Information

All pupils who are transported in a school bus or school pupil activity bus shall receive instruction in school bus emergency procedures and passenger safety. Upon registration, parents or guardians of all pupils not previously transported in a school bus or school pupil activity bus and who are in grades prekindergarten, kindergarten, and grades 1 to 6 inclusive, shall be provided with written information on school bus safety.

**Ed. Code Sec. 46010.1/AB 1541: Absence for Confidential Medical Purposes** Requires school districts to notify the parents and/or guardians of all pupils in grades 7 to 12 that these pupils may be excused from school for the purpose of obtaining confidential medical services without the consent of pupil's parent/guardian.

### Ed. Code Sec 46014: Absence for Religious Purposes

Pupils, with written consent of their parents or guardians, may be excused from school in order to participate in religious exercises or receive moral or religious instruction for four or fewer days per month, provided the pupil attends school at least the minimum day for his grade.

### Ed. Code Sec. 48204 (f): Compliance with Residency Requirements; Parent or Guardian Employment

An elementary school pupil has complied with school attendance residency requirements if the pupil attends school in a district in which one or both of the pupil's parents, or guardians, is employed. The number of such interdistrict transfer requests can be limited based on the District's average daily attendance.

### Ed. Code Sec. 48205: Absence for Justifiable Personal Reasons

A student shall be excused from school for justifiable personal reasons, including, but not limited to, illness, quarantine, medical appointments, an appearance in court or jury duty, attendance at a funeral service (one day for a service conducted in California and three days if the service is outside California), observance of a holiday or religious ceremony of his/her religion, attendance at religious retreats (up to four hours per semester), or an employment conference, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or designated representative. A pupil shall also be excused from school when he or she is the custodial parent of a child who is ill or has a medical appointment during school hours. No student may have his or



her grade reduced or lose academic credit for absences excused under Section 48205, when missed assignments and tests can reasonably be provided and are satisfactorily completed within a reasonable period of time. A copy of Education Code 48205 follows.

**Ed. Code Sec 48205.** (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

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

an election pursuant to Section 12302 of the Elections Code.

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

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

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

(e) "Immediate family," as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to "employee" shall be deemed to be references to "pupil."

**Ed. Code Sec. 48206.3: Pupils with Temporary Disabilities - Individual Instruction**  
 A pupil with a temporary disability which makes attendance in the regular day classes or alternative education program in which the pupil is enrolled impossible or inadvisable shall receive individual instruction provided by the district in which the pupil is deemed to reside.

**Ed. Code Sec. 48207 & 48208: Pupils with Temporary Disabilities - Residency Requirements**  
 A pupil with a temporary disability, who is in a hospital or other health facility, excluding a state hospital, which is outside the school district in which the parent or guardian resides, shall have complied with the residency requirements for school attendance in the school district in which the hospital is located. It is the primary responsibility of the parent or

guardian of the pupil with the temporary disability to notify the school district of the pupil's presence in a qualifying hospital. The pupil shall be provided with instruction no later than 5 working days after a determination is made that he or she qualifies for individual instruction.

**Ed Code 48980(e) and 60850: High School Exit Exam**  
 Commencing with the 2003-04 school year, and each school year thereafter, parents shall be notified that each pupil completing 12<sup>th</sup> grade will be required to successfully pass the high school exit examination administered pursuant to Chapter 8 (commencing with Section 60850) of Par 33. Parents shall be notified of the date of the examination, the requirements for passing the examination, and the consequences of not passing the examination and shall also inform parents and guardians that passing the examination is a condition of graduation.

**Ed. Code Sec 48980(i): Attendance Options**  
 Enclosed with this notice is a list of the District's current statutory attendance options and local attendance options available on both an intradistrict and interdistrict basis, together with a description of each option, a description of the application procedure, an application form, and a description of the appeal procedure available, if any. Enclosed is an explanation of the current statutory attendance options prepared by the State Department of Education.

**Ed. Code Sec 48901: Smoking or Use of Tobacco or Tobacco or Nicotine Products Prohibited**  
 Students shall not be allowed to smoke, chew or possess tobacco or nicotine products on school property or during school hours, at school-sponsored events, or under the supervision of district employees.

**Ed. Code Sec 49063-49070, 49070: Pupil Records; Right to Access** Parents of currently enrolled or former pupils have an absolute right to access to any and

all pupil records related to their children which are maintained by school districts or private schools. (See Board Policy 5125, Student Records, and Administrative Regulation 5125.3 Challenging Student Records)

**Ed. Code Sec 49073: Directory Information**

The Superintendent or designee may authorize the release of student directory information to representatives of the news media, prospective employers or non-profit organizations as provided by law. No directory information shall be released regarding any pupil if a parent has notified the school district that the information shall not be released. (BP 5125.1, Release of Directory Information)

**Ed. Code Sec 49091.14: The Education Empowerment Act of 1998; Parental Review**

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

**Ed. Code Sec. 49403, 48216: Immunizations**

Ed. Code Sec 48216, 49403: Immunizations  
Health and Safety Code Section 120325, etc. Seq. Requires that every child entering a California school be immunized against diphtheria, measles, mumps, pertussis (whooping cough), poliomyelitis, rubella, tetanus, hepatitis B, and varicella (chickenpox). In addition, every child entering a California preschool must be immunized against haemophilus influenza type b. Effective July 1, 2011, all students entering 7th through 12th grades will need proof of a pertussis vaccine booster (Tdap). Effective July 1, 2012 and future school

years, all students entering 7th grade will need proof of a pertussis vaccine booster.

In the event that the school district should participate in an immunization program for the purposes of prevention and control of communicable diseases, your child will not participate unless you have provided specific written consent.

Any pupil who has failed to obtain the required immunizations shall be excluded from school. The parent/guardian shall be notified that they have two weeks to supply evidence that either the pupil has been properly immunized, or that the pupil is exempt from the immunization requirement pursuant to Section 120365 or 120370 of the Health and Safety Code. The parent/guardian of the pupil shall be referred to the pupil's usual source of medical care to obtain the immunization(s), referred to the county health department, or notified that the immunizations will administered at a school of the district.

**Ed. Code Sec. 49423: Administration of Medication at School**

Upon written request from the parent and written instructions from a physician, medication may be administered to a child at school by a designated school employee.

**Ed. Code Sec. 49451: Exemption from Physical Examination**

Upon receipt of a written request, the parent can exempt a child from all physical examinations. However, the child may be sent home if there is a good reason to believe that the child is suffering from a recognized contagious or infectious disease.

**Ed. Code Sec. 49470-49473: Availability or Unavailability of Insurance Plan**

Individual pupil policies for accident insurance are available through the school district for injuries to pupils of the district arising out of

accidents occurring while in or on buildings and other premises of the district during the time such pupils are required to be therein or thereon by reason of their attendance upon a regular day of school or while being transported by the district to and from school or other place of instruction, or while at any other place as an incident to school-sponsored activities and while being transported to, and from and between such places. Cost of such insurance is to be borne by the parent.

**Ed. Code Sec. 49480: Continuing Medication**

Parents or legal guardians of pupils needing daily medication must inform the school nurse or other designated certificated employee of the medication, the current dosage, and the supervising physician. The parent or guardian may consent to the school nurse communicating with the physician and the school employee may counsel with school personnel regarding the effects of the drug.

**Ed. Code Sec 49510-49520: Duffy - Moscone Family Nutrition Education and Services Act**

Eligible students may receive meal supplementation while attending school.

**Ed. Code Sec 51201.5: AIDS Prevention Instruction**

Requires school districts to provide AIDS prevention instruction at least once in junior high or middle school and once in high school unless the parent/guardian requests in writing that the student not receive this instruction. Parents or guardians shall be provided, upon request, with a copy of Education Code sections 51205.5 and 51553. Parents or guardians shall be notified in advance anytime an outside organization or guest speaker is scheduled to deliver AIDS prevention instruction.

**Ed. Code Sec. 51240: Excuse from Instruction on Religious (Moral) Grounds**

Whenever any part of the instruction in health, family life education or sex education conflicts with the beliefs of the parent or guardian of any pupil, the pupil, upon written

request, shall be excused from the part of the training which conflicts with such religious training and beliefs.

**Ed. Code Sec. 51550 & 51820: Sex or Family Life Education**

The school may not require pupils to attend any class in which human reproductive organs and their function and processes are described, illustrated or discussed. Whenever such classes are offered, the District must (a) notify parents in advance in writing, (b) provide opportunity prior to the class for the parents to inspect all written or audio-visual materials to be used, and (c) provide opportunity for each person to request in writing that his/her child be excused from the class. Parental rights for notice, materials inspection and opportunity to request pupil non-participation in units of instruction in venereal disease education are essentially the same as for sex education courses. Parents or guardians shall be notified at least 15 days prior to the beginning of instruction. This section does not apply to descriptions or illustrations of human reproductive organs which may appear in any science, hygiene or health textbook.

**Special Education**

Federal law requires that a free and appropriate education in the least restrictive environment be offered to qualified handicapped pupils. (IDEA)

**Ed. Code Sec 56040: Special Education for Handicapped Pupils**

Any pupil with exceptional needs, who is eligible to receive educational and related services, shall receive such instruction or services, or both, at no cost.

**Ed. Code Sec 56301: Child Find System; Policies and Procedures**

Each district, special education local plan area, or county office shall establish written policies and procedures for a continuous child-find system which addresses the relationships among identification, screening, referral, assessment, planning, implementation, review and the triennial assessment. The

policies and procedures shall include, but need not be limited to, written notification of all parents of their rights under this chapter, and the procedure for initiating a referral for assessment to identify individuals with exceptional needs.

**Ed. Code Sec 58501: Notice of Alternative Schools**

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

- (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
  - (b) Recognize that the best learning takes place when the student learns because of his desire to learn.
  - (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may be conceived by him totally and independently or may result in whole or in part from a presentation by his teachers of choices of learning projects.
  - (d) Maximize the opportunity for the students, teachers and parents 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 pupil'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.

**Ed. Code Sec 60641, 5 CCR 863: Test Results, Purpose and Use**

Within 20 working days of receiving results of standardized achievement tests, the District shall report results of tests, test purpose, individual score and intended use.

**Calaveras Unified School District Drug Free Policy:**

The Calaveras Unified School District Board of Trustees is committed to having drug-free schools and wishes to send a clear message that drug use or trafficking will not be tolerated on or near any school campus.

Calaveras Unified School District will address this problem by:

- 1) Providing and encouraging participation in drug-free activities.
- 2) Providing a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline.
- 3) Supporting intervention programs that include the involvement of students, parents/guardians and community agencies/organizations.
- 4) Training personnel to identify symptoms which may indicate use of alcohol and other drugs.
- 5) Students possessing, selling and/or using alcohol or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion.

It is the desire of our staff to work in cooperation with students, parents, and community in an effort to keep our school drug and alcohol free. (Legal Reference: Board Policy and Administrative Regulation 5131.6, Alcohol and Other Drugs)

**Calaveras Unified School District Policy - Tobacco-Free Schools**

The Calaveras Unified School District Board of Trustees is committed to providing a healthy, safe and productive environment for its employees and students. Therefore, the Governing Board believes it is in the best interests of students, employees and the general public to prohibit smoking

and the use of all tobacco products anywhere, anytime on property that is owned, leased or rented by the district and in district vehicles or private vehicles that are used to transport students. This ban includes all school buildings, school sites, and school vehicles, by all persons, including employees, students, and visitors attending any activities, athletic events or meetings. (Legal Reference: Board Policy 3513.3 - Tobacco Free Schools)

**Ed. Code 49050, 49051, Search and Seizure**

School officials may search any individual student, his/her property, or district property under his/her control when there is reasonable suspicion that the search will uncover evidence that he/she is violating the law, Board Policy, administrative regulation, or other rules of the district or the school. (Board Policy 5145.12)

**Ed. Code 51870.5, Pupil Internet Access**

A school district that provides pupils with access to the Internet and on-line services shall adopt a policy regarding such access and inform parents of "harmful matter" as defined in Penal Code Section 313 subd. (a). Such policy shall be attached to the annual notification required by Ed Code section 48980.

All students shall receive training in the proper use of each school's technological resources and shall receive copies of related district policies and regulations (see Board Policy and Administrative Regulation 6163.4 attached). Before using on-line services, students will be provided with a Use of Electronic Information Resources Agreement. Each student and parent/guardian shall sign the user contract indicating that the student understands and agrees to abide by the specified user obligations and responsibilities. Once established, a student user account will remain active at his/her school site unless revoked by district administration or staff.

**Section 504 of the Rehabilitation Act of 1973: Handicapped Pupils**

No pupil will be discriminated against on the basis of sex, handicap, race, color, national origin, or lack of English skills. Reasonable accommodation is available for handicapped students if necessary. (Board Policy 0410 - Nondiscrimination in District Programs and Activities; Board Policy 6178 - Vocational Education.)

**Code of Regulations, Title 5, 4622: Uniform Complaint Procedures**

Board Policy contains Uniform Complaint Procedures which apply to all state and federal categorical programs requiring formal complaint procedures regarding alleged acts of discrimination on the basis of ethnic group identification, religion, age, sex, color, and physical or mental disability. (Board Policy and Administrative Regulation 1312.3 - Uniform Complaint Procedures)

**Federal Register 40 CFR 763.93: Asbestos Management Plan**

An updated management plan for asbestos-containing material in school buildings is available at the District Office.

**HSC 324.2-324.3: Child Health and Disabilities Prevention Program**

All kindergarten pupils are required to have a physical examination prior to enrollment in first grade. Free health screening is available through the local health department. Failure to comply with this requirement or sign a waiver may result in up to five days exclusion from first grade.

**Ed Code 51550, WIC 18976.5: Child Abuse Prevention Training Program**

Parents have the right to refuse to allow their children to participate in a child abuse primary prevention program.

**Ed. Code 48980(c): Minimum Days and Pupil-Free Staff Development Days**

Parents / guardians will be informed of the District's schedule of minimum days and pupil-free staff development days. A copy of

the District's ensuing school calendar is included. If additional minimum days are scheduled following circulation of this notice, parents/guardians must be notified of those dates no later than one month before the scheduled pupil-free staff development day(s).

**Calif. Vehicle Code 21204/21212: Bicycle Helmets**

The Governing Board recognizes that bicycle helmets lessen the seriousness of head injuries. The Board expects students who ride bicycles to and from school will consistently wear bicycle helmets, observe safety laws and rules, and display courtesy toward other riders and pedestrians. (Board Policy 5142.3, Student Use of Bicycles)

**34 Code of Federal Regulations 106.9: Nondiscrimination on Basis of Sex, Disability, Ethnicity or Lack of English Skills**

As required by law, the Superintendent or designee shall notify students and parents/guardians of the district's policy on nondiscrimination on the basis of sex, disability, ethnicity or lack of English skills and related complaint procedures. (Board Policy 0410, Nondiscrimination in District Programs and Activities; BP 1312.3, Uniform Complaint Procedures)

**Megan's Law, Section 290.4 of the Penal Code): Availability of Information Regarding Registered Sex Offenders**

In accordance with Assembly Concurrent Resolution No. 72, parents/guardians are advised that the Department of Justice provides to local law enforcement agencies a CD-ROM or other electronic medium containing information regarding registered sex offenders, as required by Megan's Law, as specified. Local law enforcement agencies are required to make the CD-ROM or other electronic medium available for public viewing.

**Forwarding Education Records, 34 CFR 99.34**

The district forwards education records to other agencies or institutions that have requested the records and in which the student

seeks or intends to enroll.

**Discrimination, 42 USC 6000**

No pupil will be discriminated against on the basis of sex, race, color or national origin.

**Grant Program for Payment of Advanced Placement Examination Fees, Education Code 52244**

The State has established a grant program for the purpose of awarding grants to cover the costs of advanced placement examination fees. This program is administered by the State Department of Education. Any economically disadvantaged pupil who is enrolled in an advanced placement course may apply to the District staff for a grant pursuant to Education Code section 52244.

**Pesticide Notification, Education Code 17612**

Enclosed with this Notice is a notification of the name and active ingredients of all pesticide products expected to be applied at District schools during the upcoming year. Parents may register with the District if they wish to receive notification of individual pesticide applications at the school facility.

**Photographing and Videotaping by the Media**

It is often advantageous to illustrate and publicize school activities in newspapers or on television by use of photographs or videotape of students at work, studying, or pursuing recreational interests.

Requests by the media to photograph or videotape students are well screened in advance by school district administration.

Teachers may take pictures of students for School District use for public affairs or for our web site. If you do not wish your student to be photographed or videotaped by the media, please notify the school office in writing.

**Parents' Right to Know, No Child Left Behind Act**

Parents of *all* children in *all* Title I schools have the right to request and receive timely information on the professional qualifications of their children's classroom teachers. This applies to all children in the school – whether or not they receive identifiable Title I services – and it applies to all Title I schools, both targeted assistance and school wide.

The following information will be given upon parents request:

1. Whether the teacher has met your state's qualification and licensing criteria for the grade levels and subject matter he or she teaches.
2. The teacher's college major, any graduate certification or degrees the teacher has, the field of discipline of those certificates or degrees.
3. Whether your state has waived its qualification and licensing criteria to permit the teacher to teach on an emergency basis.
4. Whether teachers' aides or similar paraprofessionals provide services to the parent's children and, if they do, their qualifications.

If a child is assigned, or taught by, a teacher who is not highly qualified for four or more consecutive weeks, parents must receive timely notice.

Each Title I school must furnish each individual parent with information on the level of achievement of the parent's child in each of the state academic assessments required under the law.

Parents of limited English Proficient (English Learner) students participating in a language instruction program must be notified, not later than 30 days after the beginning of the school year of: Means of identification, placement

and assessment, child's level of proficiency, methods of instruction, how the program will meet the child's strengths and needs, how the program will help their child learn English, and the specific exit requirements for the program.

**5 CCR 11523, Notice of Proficiency Exam:**

Students in grades 11 and 12 shall be notified, early enough to enable registration for the current California High School Proficiency Examination, provided under Education Code 48412.

**5 CCR 11511.5, CELDT Test Results:**

For each pupil assessed using the California English Language Development Test, the District shall notify parents or guardians of the pupil's results of testing from the test publisher. Notification shall be given within 30 calendar days of receipt of CELDT test results.

**CSIS Participation Notification**

This District is participating with the California School Information Services (CSIS) Program in the electronic transfer of student data for state reporting to the California Department of Education and to districts and/or public postsecondary institutions to which the student is transferring or applying for admission. All data maintained by the CSIS Program is in compliance with federal and state privacy and confidentiality requirements. Student information is encoded such that no personally identifiable information is retained by CSIS. The data being transferred is specific to the state reports and records transfer requirements and no additional data is reported.

The benefits of participation to the student and parent are that student records can be transferred much more promptly, and that information about student assessment and academic placement will be

available at the time of transfer. Schools and districts will benefit from the streamlining and reduction of required state reporting.

**Ed. Code (35186): Williams Case Notice**

Parents and Guardians you are hereby notified that:

1. There should be sufficient textbook and instructional materials. That means each pupil, including English Learners, must have a textbook or instructional materials, or both, to use in the classroom and to take home to complete required homework assignments.
2. School facilities must be clean, safe and maintained in good repair.
3. A complaint form may be obtained at the school office, district office or downloaded from the school website at:

[www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us).

You may also download a copy of the California Department of Education complaint form from the following Web site:

<http://www.cde.ca.gov/re/cp/uc/index.asp>

To look up CUSD Board Policy, go to [www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us) and click onto School Board Information then Board Policy.

To look up California Education Code go to <http://www.leginfo.ca.gov> click onto California Law and select Education Code.

## Hate Motivated Behavior or Harassment

Hate -motivated behavior is any act or attempted act against a student or staff member that is motivated all or in part by hostility to the victim's race, ethnicity or religion. Specific behaviors that are not tolerated in Calaveras Unified School District include:

- . Racial/Ethnic Slurs
- . Vandalism to personal property
- . Force or threat of force through outright actions or intimidation
- . Written or verbal communication to include on-line postings, letters, notes, posters, or other writings that are bullying, harassing or offensive to specific races, ethnicities, religions, or gender

### **WHAT TO DO IF IT HAPPENS TO YOUR SON OR DAUGHTER**

Any student who believes he or she has been harassed should immediately inform a teacher or administrator. Complaints are required in writing and must include dates, issues, description of offending action, and names of individuals and witnesses involved.

All complaints are confidential and will be reviewed and investigated through interviews geared to gathering factual information about the circumstances, the context, and the nature of the incident. All complainants will be advised of the District's complaint procedures in Board Policy 1312.3.

### **ENSURING A SAFE AND ORDERLY LEARNING ENVIRONMENT FOR ALL**

Calaveras Unified School District is committed to maintaining a positive and reinforcing learning environment for our students. To meet this goal, we must provide a school climate that is free from harassment in any form. All children have the right to flourish in a safe and orderly environment and should feel welcome and supported on District campuses, regardless of race, national origin, religion, gender or disability.



## "DRESS FOR SUCCESS"

Dear Parent:

As a new school year begins, I would like to draw your attention to an area of increasing concern in our district. This involves the appropriateness of student dress at school. Our concerns center around students wearing excessively baggy pants in a style called "sagging," where the waistline of the pants is worn around the center of the buttocks area. Although this has been glamorized on T.V. and in other media, it is clearly perceived as a gang style, and most often portrays an anti-school, anti-success aura.

Our Board Policy on student dress clearly rejects gang styles and, thus, students who "sag" their pants will be sent home. When buying clothes for the school year, we would appreciate your purchase of styles that fit the student's waist and that must be worn at the waist.

We would also appreciate your attention to the following dress items that are prohibited in CUSD policy:

*Students should not wear clothing that is revealing or suggestive. All clothing should be appropriate for a school setting.*

*Shirts advertising alcohol, tobacco or drugs, or with any sexual or racial connotations.*

*Shirts that reveal a student's midriff.*

*Dirty or excessively tattered and torn clothing.*

*Gang writing on clothing and the display of gang-style handkerchiefs or rags.*

Thank you for working with us to set a positive learning environment at our schools by having students "*Dress for Success.*"

Sincerely,

Mark Campbell  
Superintendent



CALAVERAS UNIFIED SCHOOL DISTRICT  
Health Evaluations/Screening  
Parental Rights & Objection Form

**Health evaluation:** A health evaluation performed at school may consist of a **visual observation of a student, checking the student's temperature, blood pressure, pulse, and respiratory rate**. It may also include evaluation by the school nurse. Parents have the right to file annually a written statement that they will not consent to a health evaluation for their student. This may be done by completing the Parent Rights/Objection Form and returning it to your student's school. However, whenever there is a good reason to believe that the student is suffering from a recognized contagious or infectious disease, the student will be sent home and not permitted to return until school authorities/public health department are satisfied that a risk of infection to other students no longer exists. (Ed Code 49451-49456)

**Health Screenings:** As required by law, the District provides:

1. vision screening for students in grades K, 3, 6, and 9; (August)
2. hearing screening for students in grades K, 2, 5, 8, and 10; (August / September)
3. vision and hearing screening for any student new to Calaveras County and upon teacher or parent request;
4. and scoliosis (curvature of the spine) screening for every 7<sup>th</sup> grade girl and 8<sup>th</sup> grade boy. (February / March)

These are the only physical assessments the schools conduct, and the person doing the actual screening is specifically trained and approved for that purpose. (Ed Code 49451-49456)

A student will be exempt from any of these screenings at the request of parents, in writing, to the school principal by completing the Parent Rights/objection Form and returning it to your student's school.

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2013-2014

PARENTAL RIGHTS/OBJECTION FORM

Education Code 48980 requires that parents be notified annually with regard to the following programs. If you have questions regarding these items, please contact the school site administrator or the district nurse for further explanation.

If you do not wish your student to participate in the following programs, please check the box to the left. **Your student's teacher(s) will be given a copy of this notice as a way of helping to assure that your request is honored. This form is in effect for one school year only.**

Please discuss with your student those areas checked. You should advise your student that they are not allowed to participate in the specified programs.

**I object to my student's participation in the following programs:**

1. Health Evaluation -see definition above (this means staff can**NOT** take your child's temperature, etc)
2. Excuse from Vision, Hearing, and/or Scoliosis Screening

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

School of Attendance \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

RETURN COMPLETED FORM TO SCHOOL OFFICE

(If you have no objections, disregard this notice.)

# Calaveras Unified School District

P.O. Box 788  
San Andreas, CA 95249

## Authorization for Administration of Medication During School Hours

THIS FORM MUST BE COMPLETED WITH M.D./DENTIST AND PARENT/GUARDIAN SIGNATURES BEFORE ANY MEDICATION CAN BE ADMINISTERED AT SCHOOL.

The California Education Code section 49423 permits the school nurse or other designated school personnel to assist students who are required to take medication during the school day. This service is provided to enable the student to be functional at school and participate in the educational program.

- Medication must be in the container in which it was purchased with the pharmacy label attached, and must be prescribed to the student to whom it will be administered. No medication (including over-the-counter medication) will be given at school without a current authorized health care provider prescription.
- Parent/guardian is responsible to ensure that the medication supply is delivered to school by an individual legally authorized to be in possession of the medication.
- Parent/guardian is responsible to provide all necessary supplies and equipment.
- Parent/guardian may terminate this consent for administration of medication at any time.
- The renewal of this medication order is needed whenever the prescription changes and at the beginning of each school year.
- Please refer to Board Policy 5141.21 for additional information.

STUDENT: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_ GRADE: \_\_\_\_\_

**PHYSICIAN AUTHORIZATION (all blanks must be completed by a physician):**

<b>Name of Medication:</b>		<b>Method of administration:</b>	
<b>Dosage (mg.):</b>		<b>Time(s) to be taken:</b>	
<b>Start Date:</b>		<b>End Date:</b>	
<b>Diagnosis / Justification:</b>			
<b>Precaution – Possible reactions:</b>			
<p>California Code of Regulations §605 states that a student with an existing medical condition that requires frequent monitoring, testing or treatment may be allowed to self administer this service (example may be for diabetes, asthma, anaphylactic reaction). Please check box below if applicable:</p> <p><input type="checkbox"/> <b>Please check this box if in the authorized health care provider’s opinion, the student is competent to safely carry and self-administer the medication according to the conditions in the provider’s written statement.</b></p> <p>My signature below provides authorization for the above written order. I understand that the medication will be given in accordance with state laws and regulations by unlicensed designated school personnel under the training and supervision provided by the school nurse. This authorization is for a maximum of one year. If changes are indicated, I will provide new written authorization. Authorizations may be faxed.</p>			
<b>Authorized Healthcare Provider Name (please print):</b>		<b>Address:</b>	
<b>Authorized Healthcare Provider’s Signature:</b>		<b>Date:</b>	<b>Telephone Number:</b>

I the undersigned, the parent/guardian of the above named pupil, request that the school nurse or other designated school personnel assist my student with the above named medication in accordance with state laws and regulations. I will: 1. Provide the necessary medication, supplies, and equipment; 2) notify the school nurse if there are any changes to this order. I give consent for the school nurse to communicate with the authorized healthcare provider when necessary.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Date of Birth (mm/dd/yyyy): \_\_\_\_\_ Medical Record #: \_\_\_\_\_  
 School Name: \_\_\_\_\_ School Contact Phone #: \_\_\_\_\_  
 Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian Phone #: \_\_\_\_\_  
**Emergency Contact:** \_\_\_\_\_ **Emergency Phone #:** \_\_\_\_\_  
 Health Care Provider Name: \_\_\_\_\_ Health Care Provider Phone #: \_\_\_\_\_

To be completed by health care provider: **Asthma Severity:**  Intermittent  Mild Persistent  Moderate Persistent  Severe Persistent

**Attention Parent/Guardian/School Personnel: ANY student with asthma (of any severity) can have a severe asthma attack.**

Asthma symptoms are triggered by:  Exercise  Dust  Animal dander  Strong Odors or Fumes  Mold  \_\_\_\_\_

**Green Zone** **Personal Best Peak Flow (PF)** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Peak flow is between \_\_\_\_\_ (80% of personal best) and \_\_\_\_\_ (100% of personal best)

**1. Take CONTROLLER medication(s) (at home) EVERY DAY:**

Take \_\_\_\_\_ inhaler \_\_\_\_\_ puffs \_\_\_\_\_ times/day.  
Name of Medicine How much How often

Take \_\_\_\_\_ inhaler \_\_\_\_\_ puffs \_\_\_\_\_ times/day.  
Name of Medicine How much How often

If asthma is triggered by exercise (at school or home), take  Albuterol or \_\_\_\_\_ inhaler \_\_\_\_\_ puffs at least \_\_\_\_\_ minutes before exercise. Restrictions or activity limitations: \_\_\_\_\_  
Name of Medicine How much

**Yellow Zone-Caution! DO NOT LEAVE STUDENT ALONE!**  
 Peak flow is between \_\_\_\_\_ (50% of personal best) and \_\_\_\_\_ (80% of personal best).

**1. Begin QUICK RELIEF medication (at school or home) right NOW:**

Take  Albuterol or \_\_\_\_\_ inhaler \_\_\_\_\_ puffs OR \_\_\_\_\_ solution \_\_\_\_\_ ml by nebulizer.  
Name of Medicine How much Name of Medicine How much

• If symptoms are better or if the peak flow is improved within  15 minutes/ \_\_\_\_\_ minutes, THEN repeat QUICK RELIEF MEDICATION (as listed above in 1) every \_\_\_\_\_ hours for \_\_\_\_\_ days.  
Number Number

• If symptoms are NOT better or if the peak flow is NOT improved, go to Red Zone.

**Attention School: Call Parent/Guardian when quick relief medication has been administered by student and/or staff.**

**2. Attention Parent/Guardian (Home Instructions):**

Call your child's Health Care Provider

Continue to take CONTROLLER medication (at home) everyday as written above in *Green Zone* instructions.

Increase CONTROLLER medication:

Take \_\_\_\_\_ inhaler \_\_\_\_\_ puffs \_\_\_\_\_ times/day for \_\_\_\_\_ days.  
Name of Medicine How much How often Number

**Red Zone-Medical Alert! Get Help! DO NOT LEAVE STUDENT ALONE!** Peak flow is below \_\_\_\_\_ (50% of personal best).

**1. Take QUICK RELIEF medication (at school or home) right NOW:**

Take  Albuterol or \_\_\_\_\_ inhaler \_\_\_\_\_ puffs OR \_\_\_\_\_ solution \_\_\_\_\_ ml  
Name of Medicine How much Name of Medicine How much

by nebulizer and **REPEAT EVERY 20 MINUTES UNTIL PARAMEDICS ARRIVE!**

• **Call 9-1-1 immediately and call Parent/Guardian**

**2. Attention Parent/Guardian (Home Instructions):**

Call your child's Health Care Provider.  Continue CONTROLLER medication (at home):

Take \_\_\_\_\_ inhaler \_\_\_\_\_ puffs \_\_\_\_\_ times/day for \_\_\_\_\_ days.  
Name of Medicine How much How often Number

And ADD \_\_\_\_\_ mg orally once daily for \_\_\_\_\_ days.  
Name of Medicine How much Number

**Authorization and Disclaimer from Parent/Guardian:** I request that the school assist my child with the above asthma medications and the Asthma Action Plan in accordance with state laws and regulations. Yes  No   
 My child may carry and self-administer asthma medications and I agree to release the school district and school personnel from all claims of liability if my child suffers any adverse reactions from self-administration of asthma medications: Yes  No

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

**Health Care Provider:** My signature provides authorization for the above written orders. I understand that all procedures will be implemented in accordance with state laws and regulations. Student may carry and self-administer asthma medications: Yes  No  (This authorization is for a maximum of one year from signature date.)

Healthcare Provider Signature \_\_\_\_\_

Date 17 \_\_\_\_\_

## TO GO OR NOT TO GO TO SCHOOL, THAT IS THE QUESTION

Sometimes it is difficult to know when to keep your student home from school due to illness. Here are some guidelines to help you decide.

### **STAY HOME IF:**

Fever 101°F or higher (should be fever free for 24 hours before returning to school).

Nausea and/or vomiting.

Rashes – any body rash not related to allergic contact especially if accompanied by fever.

Thick, yellowish discharge from eye(s).

Infectious Conjunctivitis (pink eye) – may return 24 hours after starting antibiotic.

Cold sores or fever blisters – lesions must be dry to attend school unless student has age and maturity to use good hygiene.

Severe diarrhea

Head lice – may return after being treated.

Ringworm – may return when treatment is started.

Impetigo – may return 24 hours after treatment is started and lesions are dry.

Scabies – may return 24 hours after being treated.

Chickenpox – may return when ALL blisters are dry and crusted, usually 7-10 days.

Strep Throat – May return 24 hours after treatment is started and no fever for 24 hours.

Asthma – if needing a nebulizer (breathing) treatment more frequently than every 2 hours.

Upper respiratory infections such as cold or bronchitis – keep home if have excessive cough, large amounts of yellow/green nasal discharge, or too ill to function adequately in the classroom. Much depends on individual circumstances depending on the student's age, hygiene habits, and developmental level.

### **REASONS NOT TO STAY HOME:**

Allergies

Constipation with or without abdominal pain

Cold without a fever (see explanation above)

Asthma (unless needing a breathing treatment more frequently than every 2 hours)

Cold/Cough unless accompanied by fever

Temperature less than 100°F (see above)

Stomachache

Poison Oak (if there is drainage, it should be covered by clothing or a dressing)

Minor Anxiety

Homework is not done

**There are only four reasons an absence is excused:** (Education Code 48205):

1. Pupil's personal illness (not parent or sibling)
2. Quarantine directed by county or city health officer
3. Having medical, dental, optometrical, or chiropractic services rendered
4. Attending funeral services of a member of the pupil's immediate family

When a student has had **14 absences** in the school year for illness, a physician must verify any further absences for illness. (Board Policy Administrative Regulations 5113)

**\*\*Please remember that if your student needs to take medication at school both the parent and the physician must complete a "Medication Required During School Hours" form. This form is necessary for all medication both prescriptions and over-the-counter.**

If you have any questions regarding these guidelines contact the school or the district nurse at 754-2322.

### Resources:

Amador County Unified School District: "To Go Or Not To Go To School That Is The Question"

American Academy of Pediatrics: [Red Book](#)

CUSD Board Policy 5113

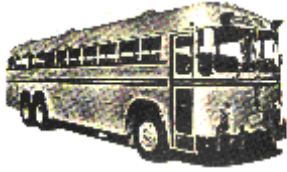
Calaveras County Public Health Department

California Department of Health Services

California Education Code: 46010-46014, 46100-46119, 46140-46147, 48205

Code of Regulations, Title 5: 306, 420-421

National Association of School Nurses: "Pediculosis in the School Community" [www.nasn.org](http://www.nasn.org)



**CALAVERAS UNIFIED  
SCHOOL DISTRICT  
TRANSPORTATION DEPARTMENT  
P.O. Box 788  
San Andreas, CA. 95249**



**Transportation Phone Numbers  
(209) 754-2315  
FAX (209) 754-2166**

**Transportation Rules and Agreement Form – 2013-2014**

**Responsibilities While Riding on School Bus**

In order that all students in the Calaveras Unified School District who use school buses for home to school transportation, as well as other trips understand the rules and regulations governing their conduct on school buses, it is requested that the student, his or her parent/guardian, and the District enter an agreement as a condition to bus riding privileges.

**5 CCR, Section 14103**

(a) "Pupils transported in a school bus or in a school pupil activity bus shall be under the authority of, and responsible directly to, the driver of the bus, and driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for the student to be denied transportation."

Violations of the following rules will be grounds for a citation if other corrective action is unsuccessful.

**Rules for Riding the Bus:**

1. No bullying allowed on the bus.
2. There is to be no smoking on the school bus.
3. There is to be no unnecessary conversation with the bus driver.
4. There is to be no profanity, offensive, or abusive language or gestures.
5. There is to be no excessively loud talking, singing or whistling.
6. There is to be no eating, drinking, or gum chewing on the bus.
7. No glass containers are to be brought on the bus.
8. There is to be no spitting or throwing of objects.
9. All parts of the body must be kept inside the bus.
10. Students are to remain seated while on the bus unless directed to move by the driver.
11. There is to be no spiked or cleated footwear worn in the bus.
12. Feet must be kept off the seats.
13. No live animals are to be brought on the bus except for service dogs.
14. There is to be no abusive body contact (slapping, hitting, poking, shoving, pulling hair, fighting, etc.) in the bus or when loading or unloading the bus.
15. There are to be no unauthorized exits from the bus. Emergency doors and windows are not to be used to exit the bus except in the event of an emergency.
16. Students are not to engage in any activity on the bus that might be hazardous to the safety and welfare of themselves or other students and the driver or which might be distracting to the driver.
17. All riders will need to show their bus pass upon boarding and upon request by school staff member.
18. Students must arrive at their stop five minutes prior to the scheduled time.
19. No skate boards (dismantled or complete) or large radios (boom boxes) will be allowed on the bus.
20. On buses equipped with seat belts, seat belts must be worn at all times.

**Special Note:** Students are subject to being recorded on video cameras at any time they are riding a school bus.

**Rules for Loading the Bus:**

1. Students must be at the designated bus stop 5 minutes before the bus is scheduled to arrive. The bus stop is designated by the Transportation Department.
2. Students who have an assigned Red Light pick-up shall wait for the bus to arrive, display proper warnings and be escorted by the driver across the road.
3. Students must cross the road in front of the bus, never behind the bus.
4. Students shall always stand a safe distance off the road and never in the road while waiting for the bus.
5. While at the bus stop, students should:
  - A. Conduct themselves in an orderly manner.
  - B. Avoid littering.
  - C. Respect nearby private property rights.

**Rules for Unloading the Bus:**

1. Students must use the service entrance door while unloading and not the emergency exit door. The emergency exit is to be used only in emergency situations.
2. Students who must cross the road after getting off the bus should cross at least ten (10) feet in front of the bus while being escorted by the driver.
3. Students should walk across the road, never run.
4. Students should not ask to be let off at stops other than their assigned stop unless they have a note signed by their parent.

**Disciplinary Action:**

Following a verbal and a written warning the bus driver may issue a citation for breaking the rules. The driver will indicate the severity of the offense as A, B, or C on the citation form. Certain serious offenses, such as bullying, fighting, climbing out of a window or emergency exit, extreme profanity, etc., will result in an automatic minimum "B" citation with or without the verbal or written warning. Offenses involving a serious violation of safety may result in immediate "C" offense and suspension of bus riding privileges.

**Message to Parents or Guardians of Children That Are Passengers on Buses**

Parents or guardians are ultimately accountable for the behavior of their minor children. The drivers need your cooperation and support in their efforts to enforce the rules that are essential to the safety and security of your children. While the drivers represent you in a parent-like role, the students must obey them regarding the rules for students the same as if you, the parents or guardians, were enforcing them.

\*\*\*\*\*

PARENTS OR GUARDIANS- Please sign and return to the bus driver or school office in order for your child to continue to be eligible for transportation with Calaveras Unified School District.

I have read, understood, and have explained this document to my child in terms of what is expected while riding a Calaveras Unified School Bus. We agree to do our part in creating a safe and secure environment on the bus.

STUDENT'S NAME \_\_\_\_\_

\_\_\_\_\_  
PARENT OR GUARDIAN'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Home Phone Number

\_\_\_\_\_  
Work Phone Number

\_\_\_\_\_  
School

# SCHOOL BUS PASS APPLICATION

2013-2014 SCHOOL YEAR

**ALL Payment types need to fill this form out completely** and return to CUSD Transportation Department,

P.O. Box 788 – San Andreas, CA 95249  
 Questions? Call us at 754-2315 or go to our website: www.calaveras.k12.ca.us

<b>Family Information:</b>			<b>FOR OFFICE USE ONLY</b>		
<b>Parent/Guardian Name: (print)</b>			Processed Date	Fee	
Home Phone	Cell Phone	Work Phone	Chk Amt	Chk #	Cash
Address			Accepted By:		
City/Zip			Mail	Walk In	Online
By signing below I confirm I have read and will adhere to the CUSD transportation regulations concerning the transportation of students and the rules that are enforced on District buses for the safety of students. I also verify the information contained in this document is true and correct. I understand falsification of information is cause for the revocation of bus service without refund. I further understand the bus pass must be displayed when boarding the bus and a \$10.00 PROCESSING CHARGE will be assessed for replacement passes for any reason. I further understand that my signature commits me to paying the entire amount due.			<b>REPLACEMENT PASSES</b>		
			Request Date: _____		
			Name(s) of Student _____		
			Amt. Paid: _____		
			Pmt. Made By: _____		
Signature of Parent/Guardian: _____			Check # _____ Cash: _____		
Date _____			Request Date: _____		
			Name(s) of Student _____		
			Amt. Paid: _____		
			Pmt. Made By: _____		
			Check #: _____ Cash: _____		

**Student(s) Information** All student(s) information must be completed. Students will be assigned a stop, relative to your home address, if one is not listed below.

NAME	GRADE	SCHOOL	BUS STOP/ROUTE #

**On Reverse: Free & Reduced Guidelines – Refund Policy – Discipline/Denial Policy**

<b>Type of Service/Fees</b>							
Students:	One	Two	Three	Four	Five	Add'l	<p style="background-color: yellow; text-align: center;"><b>If you qualify for reduced rate meals your price is half off the bus pass rate.</b></p> <p><b>You <u>must</u> attach a copy of the approval letter from Food Service to verify you qualify for free or reduced meal rates in order to qualify for free or reduced bus rates. Or you may attach copies of documents listed on the reverse side. Bus passes will not be printed if documentation is not provided.</b></p> <p><b>Free</b> <input type="checkbox"/></p> <p><b>Reduced</b> <input type="checkbox"/> (price of half off regular price)</p> <hr/> <p style="text-align: center;"><b>OFFICE USE ONLY</b></p> <p>Verified: <input type="checkbox"/> Free <input type="checkbox"/> Reduced (1/2 Off)</p> <p><input type="checkbox"/> Documents Attached</p> <p>Type of Documents: _____</p>
Annual Service	\$180	\$360	\$540	\$630	\$720	\$90 Ea.	
Round Trip	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Punch Cards (20 one-way trips) \$20 X _____ = \$ _____ (Subject to space available) <i>Lost punch cards: \$20 to replace</i>							
PAYMENT TYPE: <input type="checkbox"/> Check <input type="checkbox"/> Cash							
Semester Payment Plan: <input type="checkbox"/> 1st Semester <input type="checkbox"/> 2nd Semester (Due January 11)							
<b>\$25 Charge for Returned Checks</b> (And a \$25 Late Fee Will Be Assessed after 30 Days)							

**FREE or REDUCED RATES: MUST BE ELIGIBLE UNDER FEDERAL INCOME REGULATIONS, APPLICATIONS MUST BE COMPLETE AND INCLUDE REQUIRED DOCUMENTATION AS FOLLOWS:**

- Earnings/Wages/Salary - Current paycheck stub or letter from Employer (on business stationery) stating gross wages paid and how often paid.
- Social Security/Pension/Retirement - Social Security Benefit letter or Pension Award letter.
- Unemployment Compensation/Disability or Workers Compensation - Copy of Award letter or check stub.
- Welfare Payments - Benefit letter from Welfare Department stating current eligibility and amount of award. (Passport of Services)
- Child Support/Alimony - Court decree or agreement.
- All Other Income- If you have any other type of income, provide documents showing amounts of income and how often it is received.
- Self-Employment - Copies of last 12 months of bank statements and the last year's annual Federal Tax Return.
- No Income - If you have no income, provide a brief note explaining how you provide food, clothing, and housing and when you expect an income. Include last year's Federal Tax Return.

**REFUND POLICY**

Requests for refunds must be submitted on the appropriate form, available at the District Office .

1. After a student leaves the District, refunds will be prorated, based on the number of quarters the student was enrolled in the District and able to utilize services.
2. After paying transportation fees a student has been determined to be eligible for Free or Reduced fees.
3. No refund will be issued for students who are ill or who are suspended from the bus or school for disciplinary reasons or due to Board action.
4. A written request for refund along with the bus pass must be sent directly to the Transportation Department and should contain the following information: Name of student, date that the pass would no longer be used, reason for the refund, school of attendance and address where the refund is to be sent. **No refunds will be made for punch cards.**

**Students will be required to show their transportation pass when boarding the bus (both a.m. and p.m.)**

The student must have the pass ready to show the driver before boarding the bus. The passes may be attached to the student's backpack for safety, but the student must show the pass when boarding the bus. Parents must select a bus stop from the District's approved list of bus stops. Possession of a current pass entitles a student to ride to and from the designated school and bus stop on the assigned bus. Reassignment to a different bus or a different stop can be accomplished through written request to the Transportation Department. If the parent does not indicate a bus stop location on the application, transportation staff will assign a bus stop. Per transportation rules and regulations, **students planning to get off the bus anywhere other than their assigned bus stop, must present a note from their parent/guardian to their driver.**

**DENIED SERVICE** - Initially, no child will be left in the morning for non-payment. However, if fees remain unpaid for a period of 10 school/attendance days, or documentation is not provided to verify qualification for the reduced or free rate bus service, the following steps will be taken:

1. The student will receive a written warning and parents will be contacted. This will notify you there will be 3 days to provide payment for your student or to provide the documentation to verify qualification for free or reduced rates.
2. After 3 days the student will receive a citation stating they will be denied transportation until payment is received or documentation is provided to verify free or reduced rate qualification. Parents will be notified.
3. Parents failing to send students to school because of denied bus service will be referred to the Calaveras County Student Attendance Review Board (SARB).





## Calaveras Unified School District

Acceptable Use Policy (AUP) for District Computer Systems  
Information for all Staff and Students

---

**The District's Acceptable Use Policy ("AUP")** is to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of or access to sensitive information, and to comply with the Children's Internet Protection Act ("CIPA"). As used in this policy, "user" includes anyone using the computers, Internet, email, chat rooms and other forms of direct electronic communications or equipment provided by the District (the "network"). Only current students or employees are authorized to use the network.

**The District will use technology** protection measures to block or filter, to the extent practicable, access of visual depictions that are *obscene, pornographic, and harmful to minors* over the network. The District reserves the right to monitor users' online activities and to access, review, copy, and store or delete any electronic communication or files and disclose them to others as it deems necessary. Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including email.

### Acceptable Uses of the District Computer Network or the Internet

**Each year the District must** verify that a student has signed the acknowledgment page of this policy in order for the student to use the computer network and to have Internet Access. Each school site must keep this page on file. A student who is under 18 must have a parent or guardian sign this page and schools must keep it on file. Once signed the permission/acknowledgement page remains in effect until revoked by the parent, or the student loses the privilege of using the District's network due to violation of this policy or is no longer a CUSD student. Employees and other users are required to follow this policy. Even without signature, all users must follow this policy and report any misuse of the network or Internet to a teacher, supervisor or other appropriate District personnel. Access is provided primarily for education and District business. Staff may use the Internet, for incidental personal use during duty-free time. By using the network, users have agreed to this policy. If a user is uncertain about whether a particular use is acceptable or appropriate, the user should consult a teacher, supervisor or other appropriate District personnel.

**In addition**, each year a student must pass a basic Netiquette class verified by the school site at which the student attends. Netiquette, or network etiquette, is the contemporary term for the proper way to communicate and interact with each other using email over the Internet. Netiquette training will include but is not limited to:

- Becoming familiar with CUSD's AUP
- Common courtesies in written communication
- Asking permission to forward attachments or emails

### Unacceptable Uses of the Computer Network or Internet

**These are examples** of inappropriate activity on the District web site, but the District reserves the right to take immediate action regarding activities (1) that create security and/or safety issues for the District, students, employees, schools, network or computer resources, or (2) that expend District resources on content the District in its sole discretion determines lacks legitimate educational content/purpose, or (3) other activities as determined by District as inappropriate.

**Violating any state** or federal law or municipal ordinance, such as: Accessing or transmitting pornography of any kind, obscene depictions, harmful materials, materials that encourage others to violate the law, confidential information or copyrighted materials;

- **Criminal activities** that can be punished under law;
- **Selling or purchasing** illegal items or substances;
- **Obtaining and/or** using anonymous email sites; spamming; spreading viruses;
- **Causing harm** to others or damage to their property, such as:
  1. Using profane, abusive, or impolite language; threatening, harassing, or making damaging or false statements about others or accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
  2. Deleting, copying, modifying, or forging other users' names, emails, files, or data; disguising one's identity, impersonating other users, or sending anonymous email;
  3. Damaging computer equipment, files, data or the network in any way, including intentionally accessing, transmitting or downloading computer viruses or other harmful files or programs, or disrupting any computer system performance;
  4. Using any District computer to pursue "hacking," internal or external to the District, or attempting to access information protected by privacy laws; or
  5. Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes".
- **Engaging in uses that** jeopardize access or lead to unauthorized access into others' accounts or other computer networks, such as:
  1. Using another's account password(s) or identifier(s);
  2. Interfering with other users' ability to access their account(s); or
  3. Disclosing anyone's password to others or allowing them to use another's account(s).



## Calaveras Unified School District

Acceptable Use Policy (AUP) for District Computer Systems  
Information for all Staff and Students

---

- **Using the network** or Internet for Commercial purposes:
  1. Using the Internet for personal advertising, promotion, or financial gain; or
  2. Conducting for-profit business activities and/or engaging in non-government related fundraising or public relations activities such as solicitation for religious purposes, lobbying for personal political purposes.

### Student Internet Safety

1. Students under the age of eighteen should only access District accounts outside of school if a parent or legal guardian supervises their usage at all times. The student's parent or guardian is responsible for monitoring the minor's use;
2. Students shall not reveal on the Internet personal information about themselves or other persons. For example, students should not reveal their name, home address, telephone number, or display photographs of themselves or others;
3. Students shall not meet in person anyone they have met only on the Internet; and
4. Students must abide by all laws, this Acceptable Use Policy and all District security policies.

### What Cyberbullying is and NOT allowed

- **Flaming.** Online fights using electronic messages with angry or vulgar language.
- **Harassment.** Repeatedly sending nasty, mean, an insulting messages.
- **Denigration.** "Dissing" someone online. Sending or posting gossip or rumors about a person to damage his or her reputation or friendships.
- **Impersonation.** Pretending to be someone else and sending or posting material to get that person in trouble or damage their reputation.
- **Outing.** Sharing someone's secrets or embarrassing information or images online.
- **Trickery.** Tricking someone into revealing secrets or embarrassing information and then sharing it online.
- **Exclusion.** Intentionally and cruelly excluding someone.
- **Cyberstalking.** Repeated, intense harassment and denigration that includes threats or creates significant fear.

### Penalties for Improper Use

The use of a District account is a privilege, not a right, and misuse will result in the restriction or cancellation of the account. Misuse may also lead to disciplinary and/or legal action for both students and employees, including suspension, expulsion, dismissal from District employment, or criminal prosecution by government authorities. The District will attempt to tailor any disciplinary action to the specific issues related to each violation.

- **Software:** CUSD laptops are provided with district standard software (e.g., operating system, Microsoft Office Professional, site licensed software) and access to CUSD networks only for work-related projects. All installations of software MUST go through the tech department, with a copy of the license agreement.
- **Privacy:** System users should have no expectation of privacy in the contents of files and records maintained on district equipment. Do not use equipment for personal use.
- **Negligence:** Staff members may be held personally responsible for abuse or negligence. Staff members are to report any instance of theft or vandalism to the immediate supervisor within twenty-four (24) hours.
- **Network Security:** The district uses network management technology to protect equipment and systems from viruses and related security violations. Users may not use *types of knowledge* to bypass the district filter and/or firewall.
- **Technical Assistance:** The District cannot provide technical assistance and maintenance for applications or hardware not identified in the standard CUSD image for laptops.
- **Data Security:** The district provides secured, encrypted access to student records across the Internet. Some of the data stored in our student, fiscal, and employee information systems are sensitive. Personal data that could be used in identity theft such as social security numbers or addresses, whether for students or adults, *may never be stored on computers.*

### Disclaimer



## Calaveras Unified School District

Acceptable Use Policy (AUP) for District Computer Systems  
Information for all Staff and Students

The District makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from use of the network or accounts. Any additional charges a user accrues due to the use of the District's network are to be borne by the user. The District also denies any responsibility for the accuracy or quality of the information obtained through user access. Any statement, accessible on the computer network or the Internet, is understood to be the author's individual point of view and not that of the District, its affiliates, or employees.

### Student Information

<b>I have read, understand, and agree to abide by the provisions of the Acceptable Use Policy of the Calaveras Unified School District.</b>		
<b>Site Location:</b>		
	<b>Student</b>	<b>Parent</b>
<b>Date:</b>		
<b>Print</b> <i>name clearly</i>		
<b>Signature:</b>		

### Employee Information

<b>I have read, understand, and agree to abide by the provisions of the Acceptable Use Policy of the Calaveras Unified School District.</b>	
<b>Site Location:</b>	
<b>Date:</b>	
<b>Print</b> <i>name clearly</i>	
<b>Signature:</b>	

Please return this form to the school or office where it will be kept on file.  
It is required for all staff and students that will be using a computer network and/or Internet access.

#### For Internal Use ONLY:

<i>User Job Description/Title:</i>	
<i>School Site/room#/Job Share w/who:</i>	
<i>Personnel Signature/Date</i>	
<i>Technology Signature:</i>	
<i>Date:</i>	
<b><i>Please send this form to the tech department.</i></b>	

**CALAVERAS UNIFIED SCHOOL DISTRICT**

**P.O. BOX 788  
SAN ANDREAS, CA 95249  
(209) 754-2300  
Fax: (209) 754-2215**

**SCHOOL ATTENDANCE ALTERNATIVES**

**The Calaveras Unified School District offers the following school attendance alternatives in accordance with California law:**

- **Alternative Attendance Within the District (AB 1114)**

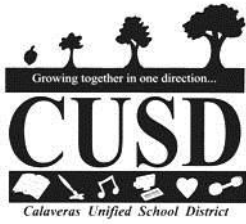
**Information and instructions are enclosed for completing an Intradistrict Attendance Application for a child who wishes to attend a district school “school of choice” other than the school in the attendance area of residence. See Board Policy and Administrative Regulation 5116.1 and Notice to Parents/Guardians Regarding Intradistrict Attendance Options.**

- **Interdistrict Transfers (Ed Code 46600)**

**Interdistrict Transfers under Ed Code 46600-46221 allows two or more districts to enter into an agreement for the transfer of students to another district. See Board Policy and Administrative Regulation 5117.**

- **Parental Employment in Lieu of Residency Transfers (“Allen Bill Transfers”) (Ed Code 48204(f))**

**An elementary school student is considered to be a resident of a district in which one or both of the student’s parents are employed, subject to certain limitations. See Administrative Regulation 5111.12.**



## Calaveras Unified School District

3304 Highway 12, Bldg. B  
P.O. Box 788  
San Andreas, CA 95249  
(209) 754-2300  
[www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us)

## Superintendent's Office

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### ***NOTICE TO PARENTS/GUARDIANS REGARDING INTRADISTRICT ATTENDANCE OPTIONS***

The following information is provided in accordance with Assembly Bill 1114 (Ch. 161, Statutes of 1993), which requires school districts to send parents/guardians annual notification of available attendance options. AB 1114 provides a statutory requirement for open enrollment within a district's schools.

Please read the following carefully, since this information may affect your child(ren).

#### **INFORMATION AND INSTRUCTIONS FOR INTRADISTRICT ATTENDANCE OPTIONS:**

A complete application must be submitted only for a child who wishes to attend a district school ("school of choice") other than the school in the attendance area of residence, and a separate application must be submitted for each child. The district will attempt to honor all requests; however, pupils who currently reside in a school's attendance area have first priority to attend that school. In addition, the district retains the authority to maintain appropriate racial and ethnic balances among district schools as determined by the Board of Trustees.

The district will establish a capacity for each grade at each school. Intradistrict attendance requests will be selected in random order and may be granted until the established capacity is reached. Completion and submission of an application DOES NOT guarantee that the request will be granted.

Pursuant to Board Policy and Administrative Regulation 5116.1, regarding Intradistrict Open Enrollment:

- 1) No student currently residing within a school's attendance area shall be displaced by another student.
- 2) The Governing Board retains the authority to maintain appropriate racial and ethnic balances among district school.
- 3) Once enrolled, a student shall not have to apply for readmission. However, the student may be subject to displacement due to excessive enrollment.
- 4) Transportation to a school of choice will be the responsibility of the parent/guardian and not necessarily provided by the district.

**To be considered, a completed Intradistrict Agreement Application must be received at any district school or the District Office prior to the close of business hours on March 1 of the preceding school year.** Applications submitted after this time may be considered if further openings exist. Enrollment in a school of choice shall be determined by lot from the eligible applicant pool, and a waiting list shall be established to indicate the order in which they apply. The district will notify parents whose requests are approved.

Sincerely,

Mark Campbell  
Superintendent

***CUSD---Make Every Moment and Every Day Matter for Every Student***

**CALAVERAS UNIFIED SCHOOL DISTRICT  
INTRADISTRICT ATTENDANCE APPLICATION  
FOR \_\_\_\_\_ SCHOOL YEAR**

**ALL ITEMS MUST BE COMPLETED** and the application received on or before the last school day in March. Approval will be based on random selection, site capacity, and grade level openings. Please use one form per pupil.

1. Pupil Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(Please Print)
2. Grade next school year: (Circle One) K 1 2 3 4 5 6
3. Complete Address: Physical: \_\_\_\_\_  
Mailing: \_\_\_\_\_

- 
4. ***School of Residence/Attendance:*** (Circle One)
- |                           |                           |
|---------------------------|---------------------------|
| Jenny Lind Elementary     | Mokelumne Hill Elementary |
| Rail Road Flat Elementary | San Andreas Elementary    |
| Valley Springs Elementary | West Point Elementary     |

Approved by Principal: \_\_\_\_\_ Date: \_\_\_\_\_

- 
5. ***School of Choice (wish to attend):*** (Circle One)
- |                           |                           |
|---------------------------|---------------------------|
| Jenny Lind Elementary     | Mokelumne Hill Elementary |
| Rail Road Flat Elementary | San Andreas Elementary    |
| Valley Springs Elementary | West Point Elementary     |

Approved by Principal: \_\_\_\_\_ Date: \_\_\_\_\_

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6. Parent/Legal Guardian Name: \_\_\_\_\_  
(Please Print)

7. Parent/Legal Guardian Signature: \_\_\_\_\_  
Signature Date

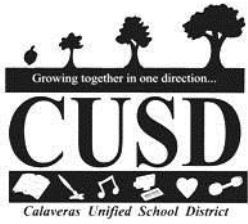
Reason for transfer request: \_\_\_\_\_  
\_\_\_\_\_

8. Date completed application received: \_\_\_\_\_ Received by: \_\_\_\_\_

9. \_\_\_ Approved \_\_\_ Denied/Reason: \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Intradistrict Agreements are approved contingent on:  
1) Space available      2) Regular attendance      3) Positive behavior



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## Superintendent's Office

July 2013

Dear Parents and Guardians:

**Every Day Counts** in a child's education. Every day a student misses school, they get more than two days behind their peers, because they must make up missed learning and catch up with new learning at the same time. Every day a student is in school, he/she raises their chance to score well on tests. Every day a student goes to school, they learn a little more about responsibility. **Every Day Counts** toward funding for school supplies too. A new law has changed the way schools receive state funding. Schools can no longer receive money for excused absences. Schools will now only receive funding for students who are actually in class. Every day a student misses school, even for excused absences, the school loses about \$30.00 in income.

Calaveras Unified School District is working hard toward becoming the best district in Calaveras County. We are proud of the giant steps we are taking toward improving student achievement. We now have some of the highest graduation requirements in the county, as well as rigorous academic criteria that every high school student must meet to advance to the next grade. More than 80% of our seniors move on to a two or four-year college.

But our work is not done and we need your help. We want to ensure that every student can meet our new, rigorous academic criteria and graduation requirements.

Please support our efforts to make Calaveras Unified School District the best in Calaveras County by helping to get our students to school every day. You can do this by:

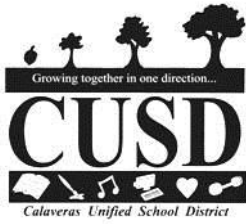
- planning your family vacations during the summer months or when school is on holiday breaks
- teaching your child to be on time for school each day
- making sure your child stays home only when he or she is sick
- asking your child's doctors to schedule appointments before or after school hours
- bringing your child to school before and after his daytime doctor appointment

We know you want the very best education for your child, and we do too. By understanding that **Every Day Counts**, together we can give your child the very best.

Yours truly,

Mark Campbell  
Superintendent

***CUSD---Make Every Moment and Every Day Matter for Every Student***



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## Superintendent's Office

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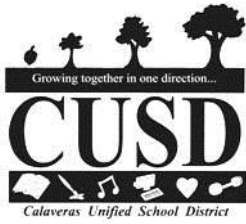
### **STATE SCHOOL ATTENDANCE ACCOUNTING PROCEDURES**

State school attendance accounting procedures have changed in an effort to improve student attendance. Research and tests clearly show that a vast majority of student failure is a result of irregular attendance. We, at CUSD, believe that it is important for our students who will someday be entering the world of work, to learn that punctuality and excellent attendance are keys to job retention and success. The following required attendance laws will be enforced at CUSD.

- Students with justified absences will be offered make-up Saturday School in order to receive teacher help in completing required assignments and activities. A justified absence includes illness, medical appointments that cannot be scheduled after school hours, death in the immediate family and required court appearance.
- Students with unjustified absences (any absence other than those listed above) will be required to attend Saturday School to make up for their violation of the state's mandatory attendance law.
- Absences for purpose of family vacation are not allowed. Independent study contracts will not be issued for this purpose. Such absences will be considered truancy.
- Student absences that exceed 10% of instructional time in a particular grading period may be considered grounds for failure. Saturday School attendance is considered make up for any type of absences.
- It remains the responsibility of the parent to make phone calls or to provide notes to the school in order to justify student absences.

We thank you in advance for your help in increasing student instructional time. This is consistent with the desire of our governor, legislature, and local school board's joint effort to increase student learning time.





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## Superintendent's Office

July 2013

Subject: Voluntary Student and Athletic Accident Insurance

Dear Parent/Guardian:

A brochure offering voluntary Student and Athletic Accident Insurance will be provided to your student to bring home from school. Please take a moment to review the information when you receive it. Your school office will have this information available in English and Spanish.

**Since the school district does not provide student and athletic accident insurance, it does make available several insurance coverage plans through an independent insurance company.** The Calaveras Unified School District recommends you consider purchasing some type of Student and Athletic Accident Insurance to protect your child in the event of an injury. The School district takes appropriate steps to protect your child from injury; however, accidents can and do occur, even in safe environments.

In accordance with Education Code Section 49472, the school district has made available for purchase voluntary student and athletic accident insurance through the Student Insurance Company. This insurance provides broad coverage for 24-Hour, At-School, Tackle Football, and Extended Dental. If you prefer, you may contact an insurance company of your choice to review other available student accident insurance options.

**IMPORTANT: All students participating in interscholastic sports (this includes cheerleaders, mascots, bands, drill teams, etc.) are required by the Education Code to have adequate accident/medical insurance. Tackle football coverage must be purchased separately from 24-Hour and At-School Coverage. District procedures require all interscholastic participants to certify accident/medical insurance coverage.**

**If you have private medical insurance that meets the requirements of the Education Code Section 32221 through 32224 (at least \$1,500 of coverage), you do not have to purchase the student and athletic accident insurance offered through the Student Insurance Company.**

**To purchase student and athletic accident insurance, please complete the application, attach your premium and return in the envelope provided. Coverage will be effective on the day the company receives your premium. All premium checks/money orders should be payable to the Student Insurance Company. PLEASE DO NOT SEND CASH!**

If you have any questions, or wish to discuss details concerning insurance coverage, please contact the local representative for the Student Insurance Company at 1-800-367-5830.

Sincerely,

Mark Campbell  
Superintendent

***CUSD – Make Every moment and Every Day Matter for Every Student***

**SECTION A. CHILDREN INFORMATION** All Households Complete This Section. Enter all children's personal (earned) gross income, by amount, and how often received by placing a circle around the correct Income Codes: W=Weekly, E=Every 2 Weeks, T=Twice a Month, M=Monthly, Y=Yearly.

**Racial and Ethnic Identities (optional) 1. Circle one Ethnic Identity: N=Not Hispanic/Latino or H=Hispanic/Latino 2. Circle one or more racial identities: (Regardless of ethnicity) A=Asian, W=White, B=Black or African American, I=American Native or Alaska Native, P=Native Hawaiian or other Pacific Islander**

LAST NAME, FIRST NAME	SCHOOL (Write "NONE" if not in school)	GRADE	Date of Birth (Optional)	Racial and Ethnic Identities: (Optional)		MARK "X" If Foster Child	Mark "X" if No Income	Child's Personal Earned Income	Source of Income (Work)?	Paid How Often? (Circle)	ENTER Benefit Type: CalFresh, CalWORKs, Kin-GAP, FDPIR	ENTER Benefit Case Number
				Circle One Ethnic Identity	Circle one or more							
①				N OR H	A W B I P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$		W E T M Y		
②				N OR H	A W B I P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$		W E T M Y		
③				N OR H	A W B I P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$		W E T M Y		
④				N OR H	A W B I P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$		W E T M Y		
⑤				N OR H	A W B I P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$		W E T M Y		

If the child you are applying for is Homeless, Migrant, or Runaway, contact the school and CIRCLE appropriate letter: **H M R**

Households submitting an application with a Benefit Case Number for CalFresh/CalWORKs for EACH child or an Adult household member, please skip to Section C and complete.

A Foster Child that is under the legal responsibility of a foster care agency or court, is eligible for free meals. This eligibility is not extended to non-foster children in the household.

**SECTION B. ALL OTHER HOUSEHOLD MEMBERS:** Enter Gross Income Under Each Income Type each Household Member Receives and "How Often" the Income is Received by using the following Income Codes: W=Weekly, E=Every 2 Weeks, T=Twice a Month, M=Monthly, Y=Yearly. If No Income, You MUST Mark the "No Income box." DO NOT Leave Blank.

Adult's Full Name (Do not repeat names from Section A)	MARK "X" If No Income	Gross Earnings from Work Before Deductions, Include All jobs	Paid How Often?	Indicate Pay from Pensions, Retirement, Social Security, VA benefits	Income Source?	Paid How Often?	Welfare Benefits, Child Support, Alimony Payments	Income Source?	Paid How Often?	Any Other Income, Including Temporary Income	Income Source?	Paid How Often?	Enter Benefit Type: CalFresh, CalWORKs, Kin-GAP, FDPIR	Enter Benefit
	<input checked="" type="checkbox"/>	\$		\$			\$	Child		\$				
①	<input checked="" type="checkbox"/>	\$		\$			\$			\$				
②	<input checked="" type="checkbox"/>	\$		\$			\$			\$				
③	<input checked="" type="checkbox"/>	\$		\$			\$			\$				
④	<input checked="" type="checkbox"/>	\$		\$			\$			\$				
⑤	<input checked="" type="checkbox"/>	\$		\$			\$			\$				

**SECTION C. CONTACT INFORMATION, CERTIFICATIONS, AND SIGNATURE:** Education Code 49557(a): Applications for Free and reduced-price meals may be submitted at any time during a school day. Children participating in the National School Lunch Program will not be overtly identified by the use of special tokens, special tickets, special serving lines, separate entrances, separate dining areas, or by any other means. I certify (promise) that all of the above information is true and correct and that all income is reported. I understand that this information is given in connection with the receipt of federal funds that school officials may verify the information on the application at any time, and that deliberate misrepresentation of the information may subject me to prosecution under applicable State and federal laws.

Printed name of adult household member completing this form \_\_\_\_\_ Signature of adult household member completing this form \_\_\_\_\_ Date \_\_\_\_\_ Last 4 digits of Social Security Number (SSN) \_\_\_\_\_

I do not have a SSN. Federal Information Statement on letter to households

Street Address, Apt #, etc. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Home Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

**DO NOT Write Below This Line-For School Use Only:**

Application Approved: \_\_\_\_\_ HSLD Size: \_\_\_\_\_ HSLD Annual Income: \$ \_\_\_\_\_ Determining Official's Signature & Date \_\_\_\_\_

Free based on:  Denied based on:  Reduced based on:

CalFRESH  Direct Certified as: H M R  Income Too High  Household Income

CalWORKS  Household Income  Incomplete

KinGap  Zero Income

FDPIR  Foster Child Only

Direct Certification

Annual Income Conversion Factors: Weekly X 52, Every 2 Weeks X 26, Twice A Month X 24, Monthly X 12

Confirming Official's Signature & Date \_\_\_\_\_

Verification Official's Signature & Date \_\_\_\_\_

Dear Parent or Guardian:

The **Calaveras Unified School District** takes part in the National School Lunch and/or school Breakfast Programs. Meals are served every school day at participating schools. Students may buy lunch for **\$2.25/\$2.75** and/or breakfast for **\$1.25/\$1.75**. Eligible students may receive meals free or at a reduced-price of **\$.40** for lunch and/or breakfast at **NO CHARGE** (for free/reduced eligibilities only). You or your children do not have to be a U.S. citizen to qualify for free or reduced-price meals.

**TERMS**—“Household” means a group of related or non-related individuals who are living as one economic unit and sharing living expenses. “Living expenses” include rent, clothes, food, doctor bills, utility bills, etc.

**SOCIAL SECURITY NUMBER (SSN)**—The Application must include the last four digits of the SSN of the adult who signs it. If the adult does not have a SSN, check the “I do not have a SSN box.” If you have listed a CalFresh, CalWORKs, Kin-GAP, or FDIPIR case number for the child, or if the Application is for a foster child, an SSN is not required of the adult signing the Application.

**DIRECT CERTIFICATION**—This school/agency participates Direct Certification. If your household currently receives benefits from one of the following programs: CalFresh (previously Food Stamps), California Work Opportunity and Responsibility to Kids (CalWORKs), Kinship Guardianship Assistance Payments (Kin-GAP), or Food Distribution Program on Indian Reservations (FDPIR). DO NOT complete a meal Application. School officials will notify you of your children’s eligibility for free meals. If you are not contacted by **September 2, 2013** but think your children are eligible for free meals, please contact the school or districts food service office. You may need to complete an Application.

**MIXED HOUSEHOLDS WITH DIRECTLY CERTIFIED, FOSTER, OR/AND NON DIRECTLY CERTIFIED CHILDREN**—To apply complete the Application for Free and Reduced-Price Meals, sign it, and return it to the school. Households must complete an Application when EACH child who does not have a case number or/and is not a foster child.

**FDPIR BENEFITS**—Households participating in the FDIPIR are categorically eligible for free meals/milk. The FDIPIR is authorized by Section 4(b) of the Food Stamp Act of 1977. Under this section, eligible households may elect to participate in either the CalFresh Program or the FDIPIR. Since households are afforded the option to participate in either program, FDIPIR households have been determined to receive the same categorical benefits as CalFresh households.

**FOSTER CARE CHILDREN or CHILDREN PLACED IN OUT-OF-HOME CARE**—Who are the legal responsibility of a welfare agency or court. Foster children are categorically eligible for free meals without further Application, but the eligibility is not extended to other non-foster children in the household. Households with foster/non-foster children are encouraged to complete an Application, since foster children may be counted as a household member, which may help the foster family’s non-foster children qualify for free or reduced-price meals based on the household size and income. If you choose to add both your foster/non-foster children on the Application, you will need to report the foster/non-foster’s income (personal income provided to the child or earned by the child), if any, and the foster parent signs the Application and provides the last four digits of their SSN.

**INCOME HOUSEHOLDS**—To apply, Complete the Application for Free and Reduced-Price Meals. Follow the instructions on the Application and see the Income to report chart on the right, sign it, and return it to the school.

**MILITARY HOUSING INCOME**—If you are in the *Military Housing Privatization Initiative* or get combat pay, DO NOT include these allowances as income. You do report any military benefits received in cash, such as housing allowances (off-base or general commercial/private real estate market), food, clothing, and deployed service member’s income made available by them or on their behalf to the household.

**HOMELESS, RUNAWAY, & MIGRANT**—Contact the school for details.

**MEALS FOR DISABLED**—If you believe your child needs a food substitute or texture modification because of a disability, please contact the school. A child with a disability is entitled to a special meal at no extra charge if the disability prevents the child from eating the regular meal.

**WIC PARTICIPANTS**—If you currently receive benefits under the Special Supplemental Nutrition Program for Women, Infants, and Children (known as WIC), your child may be eligible for free/reduced-price meals. We encourage you to complete an Application and return for processing.

**APPLYING FOR BENEFITS**—You may apply for meal benefits at any time during the school year. If you are not eligible now, but your income decreases during the school year, you lose your job, your family size becomes larger, or you become eligible for CalFresh, CalWORKs, Kin-GAP, or FDIPIR benefits, you may submit an Application at that time.

**A COMPLETE HOUSEHOLD APPLICATION**—The Application cannot be approved unless it contains complete eligibility information. If you do not enter a CalFresh, CalWORKs, Kin-GAP, or FDIPIR case number for each student (or an adult household member) listed on the Application, you must complete the following:

**Note:** You must complete an Application with all household members and their income listed, for a child who is living with relatives or friends, whether or not the child is a ward of the court.

**Section A:** The names of all children in your household, name of school or write “none” if not in school, their earned income with frequency, or mark the “if no income box.” The Children’s Racial and Ethnic Identities, is voluntary to answer.

**Section B:** The names of all adults in the household, the amount of income, the source and frequency of income, or mark the “if no income box” for each person listed.

**Section C:** Enter contact information, mailing address, and the last four digits of the SSN of the adult household member signing the Application, or mark the “I do not have an SSN box” if the adult does not have an SSN.

**VERIFICATION**—School officials may check the information on the Application at any time during the school year. You may be asked to send information to validate your income, or current eligibility for CalFresh, CalWORKs, Kin-GAP, or FDIPIR benefits. For a foster child, you will need to provide written documentation that verifies the foster child is the legal responsibility of an agency/court or provide the name and contact information for a person at the agency/court who can verify that the child is a foster child.

**INFORMATION STATEMENT**—The Richard B. Russell National School Lunch Act requires the information on this Application. You do not have to provide the information, but if you do not, we cannot approve your child for free or reduced-price meals. You must include the last four digits of the SSN of the adult household member who signs the Application. The last four digits of the SSN is not required when you apply on behalf of a foster child or when you list a CalFresh, CalWORKs, KinGAP, or FDIPIR case number or other FDIPIR identifier for your child or when you indicate that the adult household member signing the Application does not have a SSN. Your family size, household income, and the last four digits of your SSN will remain confidential and will not be shared. We will use your information to determine if your child is eligible for free or reduced-price meals, and for administration and enforcement of the lunch and breakfast programs.

**OVERT IDENTIFICATION**—Children who receive free or reduced-price meals must be treated in the same manner as children who pay full price for meals, and not overtly identified.

**FAIR HEARING**—If you do not agree with the school’s decision regarding your Application’s eligibility determination or the result of verification, you may discuss it with the school. You also have the right to a fair hearing. A fair hearing may be requested by calling or writing the following school official: **Mark Campbell (209) 754-2300 P.O. Box 788 San Andreas, CA 95249**

**INCOME FOR THE SELF-EMPLOYED**—Self-employed persons may use last year’s income as a basis to project their current year’s NET income, unless your current net income provides a more accurate measure. The income to be reported is income derived from the business venture less operating costs incurred in the generation of that income. Deductions for personal expenses such as medical expenses and other non-business deductions are not allowed in reducing gross business income.

**CALCULATING INCOME**—List all adult household members, whether or not they receive income. For each household member with income: write the amount of current income, enter the source of current income received, such as from wages, pensions, retirement, welfare, child support, and so on, for each category, and how often received (frequency). Gross Earnings from work is the amount earned before taxes and other deductions. If any current amount received was more or less than usual, write the usual or projected income. Households receiving different income intervals must annualize their income by calculating weekly x 52; every two weeks x 26; twice a month x 24; and monthly by 12.

**INCOME ELIGIBILITY GUIDELINES**

July 1, 2013– June 30, 2014

Household Size	Year		Twice Per Month		Every Two Weeks	
	Year	Month	Month	Month	Weeks	Week
1*	\$ 21,257	\$ 1,772	\$ 886	\$ 818	\$ 409	
2	28,694	2,392	1,196	1,104	552	
3	36,131	3,011	1,506	1,390	695	
4	43,568	3,631	1,816	1,676	838	
5	51,005	4,251	2,126	1,962	981	
6	58,442	4,871	2,436	2,248	1,124	
7	65,879	5,490	2,745	2,534	1,267	
8	73,316	6,110	3,055	2,820	1,410	

For each additional family member, add:

\$ 7,437    \$ 620    \$ 310    \$ 287    \$ 144

INCOME TO REPORT	
Earnings from work before deductions; include all jobs	Gross Wages/salaries/tips, strike benefits, unemployment compensation, workers’ compensation, and net income from self-owned business or farm
Pensions Retirement Social Security	Pensions, supplemental security income, retirement payments, Social Security Income (SSI) (including SSI a child receives)
Welfare, Child Support, Alimony	Public assistance payments, welfare payments, alimony, and child support payments
List Other Income	Disability benefits; cash withdrawn from savings; interest and dividends; income from estates, trusts, and investments; regular contributions from persons not living in the household, net royalties and annuities, net rental income, any temporary income

**NON-DISCRIMINATION STATEMENT**—This explains what to do if you believe you have been treated unfairly. “In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call 866-632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339, or 800-845-6136 (Spanish).”

**Do you Need Assistance completing the Application or have questions?** Please contact:

**Melanie Hernandez**  
**P.O. Box 788**  
**501 Gold Strike Road, Bldg. E**  
**San Andreas, CA 95249**  
**(209) 754-2120**

You will be notified by the school when your application has been approved or denied for free or reduced-price meals.  
**Sincerely,**

**Melanie Hernandez**  
 CUSD Food Services Department

**APPLY ONLINE** [www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us)  
**Go to: Departments/Food Service/Apply Online**



# **KIDS PLACE AFTER SCHOOL PROGRAMS**

## **Calaveras Unified School District**

### After School Programs

(During the school year)

**2:00-6:00 p.m.— Monday-Thursday**

**Noon-6:00 p.m. on Friday**

Valley Springs:	754-2287
Jenny Lind	754-2274
San Andreas	754-2286
Rail Road Flat	754-2275 (ext. 3710)
West Point	754-2255 (ext. 3608)

Or call the main office at your school

\*\*\*

### Programs for Summer & School Breaks

Summer 2013: Jenny Lind & San Andreas

Summer 2014: Jenny Lind Only



## CALAVERAS UNIFIED SCHOOL DISTRICT

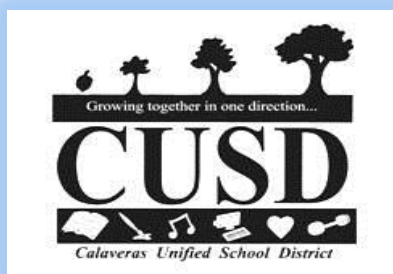
# GROWING TOGETHER PRESCHOOL

**For a motivating and stimulating preschool experience, we offer:**

- Child-centered curriculum
- Highly qualified preschool teachers
- Licensed centers
- Part Day and Full Day rates available for fee based families
- State Preschool available for income qualifying families  
*(Please contact any center below for information regarding financial assistance)*

We currently have five locations with openings for your child!

Jenny Lind.....	Arlene Ferman.....	754-2218
Valley Springs.....	Nicole Davis.....	754-2141 (ext. 3254)
San Andreas.....	Alissa Bain.....	754-2366
Rail Road Flat.....	Sheri Noble.....	754-3704
West Point.....	Roxanne Hiller.....	754-2255 (ext. 3617)



Questions or information contact:  
Monica Lolley.....754-2327

## California High School Exit Exam

State law (Senate Bill 2) authorized the development of the California High School Exit Examination (CAHSEE) that students in California public school will have to pass to receive a high school diploma. In July, 2003, the State Board of Education (SBE) moved the passage of this exam as a diploma requirement to the Class of 2006.

The purpose of the CAHSEE is to improve student achievement in high school. It is also to help ensure that students who graduate from high school can demonstrate competency in the content standards for reading, writing, and mathematics, adopted by the State Board of Education.

### CAHSEE Testing Dates for 2013 - 2014:

#### Grade 10

Language Arts	February 4, 2014	May 13, 2014 (make-ups only)
Mathematics	February 5, 2014	May 14, 2014 (make-ups only)

#### Grade 11

Language Arts	November 5, 2013	May 13, 2014
Mathematics	November 6, 2013	May 14, 2014

#### Grade 12

Lang Arts	November 5, 2013; February 4, 2014; March 18, 2014; May 13, 2014*
Math	November 6, 2013; February 5, 2014; March 19, 2014; May 14, 2014*

\* Results of May administration will not be available in time for graduation

Students in grade 10 will be required to take the examination. Requiring the exam to be taken for the first time in grade 10 provides the opportunity for students who are unsuccessful to receive additional instruction and to retake the exam.

Beginning with the graduating class of 2006, students will have to pass all sections of the CAHSEE to receive a diploma. If a school district determines that a student does not possess sufficient English language skills to be assessed, the district may defer the requirement that the student pass the CAHSEE *for a period of up to 24 calendar months* from enrollment in the California public school system until the student has completed six months of instruction in reading, writing, and comprehension in the English language. English language learners must pass the CAHSEE in English to receive a high school diploma.

Beginning in the 2009-2010 school year, CA Education Code Section 60852.3 provides an exemption from meeting the CAHSEE requirement as a condition of receiving a diploma of graduation for eligible students with disabilities who have an individualized education program (IEP) or Section 504 plan. The IEP or 504 plan must state that the student is scheduled to receive a high school diploma and has satisfied or will satisfy all state and local requirements for high school graduation on or after July 1, 2009.



# Calaveras Unified School District

Maintenance & Operations

P.O. Box 788

3304 A Highway 12

San Andreas CA 95249

(209) 754-2334 Fax (209) 754-5361

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## 2013-2014 Notification of Pesticide Use

Dear Parents, Guardians and Staff;

To meet the requirement of the Healthy School Act of 2000, the Calaveras Unified School District (CUSD), is required to provide annual written notification to staff, parents and guardians regarding the intended applications of pest and weed management products. For the 2012-2013 school year, CUSD may apply the following pest and weed management products as necessity dictates during periods when students are not present:

<b><u>Product</u></b>	<b><u>Active Ingredient</u></b>
Gyphosate	Gyphosate
Round-Up Pro Herbicide	Gyphosate
Remuda	
Spectracide Dursban	Chlorpyrifos

For additional information on pest and weed management products, you may access the California Department of Pesticide Regulation website at [www.cadpr.ca.gov](http://www.cadpr.ca.gov)

If you would like to register with the school district to receive notification of individual pest and weed management product applications, please send a self-address envelope, including appropriate postage, to the address listed above.





**PRICHARD**  
**SAFETY & HEALTH**

**Date:** May 29, 2013

**To:** Mr. Mark Campbell, Superintendent of Calaveras Unified School District  
**To:** Students, Parents and District Employees  
**From:** Doug Carson, District AHERA Designated Person

**Subject:** Asbestos Activities, 2012- 2013

In 1987 Congress enacted the Asbestos Hazard Emergency Response Act (AHERA) to establish requirements for management of asbestos in public and nonprofit elementary and secondary schools. The act set standards for training, maintenance, abatement, inspections, surveillance, notifications and record keeping. A compliance program was initiated by the district in 1989. For all schools containing asbestos, periodic surveillance of known or assumed asbestos containing materials is conducted at six month intervals to determine any change in condition. Deterioration or damage is corrected through the AHERA operations and maintenance program, and preventive maintenance is routinely performed. AHERA requires that this annual notice be promulgated to advise parents, students and staff of the status of the asbestos program.

In the previous 12 months, no areas were noted at any site accessible to students and staff that required any action other than normal maintenance and custodial care. No asbestos abatement activities are planned for the coming year.

Mr. Doug Carson, a California Certified Asbestos Consultant, is the AHERA designated person. Documents kept in school administrative offices include the asbestos management plans, inspection reports and records of surveillance, training, maintenance and abatement. Copies of the plan may be obtained for a nominal charge. If you have any questions about the asbestos program or the AHERA legislation, please contact Mr. Carson at 209-743-8483. This letter is being sent to the President of the PTA at each school, the President of the Teachers Association and the President of the Employees Association for dissemination to parents, teachers and classified employees.

Sincerely,

Doug Carson CSP, CAC, CPSI  
CAC 10-4683



# **CALAVERAS UNIFIED SCHOOL DISTRICT**

P.O. Box 788, 3304 Highway 12  
San Andreas, CA 95249  
Phone: 209-754-2300, Fax: 209-754-2215

## **EMERGENCY INFORMATION**

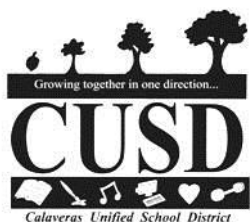
**Tune to 92.7 FM after 5:30a.m  
(KVML Sonora) 736-9350  
Tune to 93.5 FM after 5:30 a.m.  
(KKBN Sonora) 736-9350  
Tune to 1340 AM  
(KVGJ Jackson) 754-3745  
KVGJ Hometown Radio  
KXTV Channel 10  
KCRA-TV Channel 3**

**Please see the following websites where any emergency  
announcements will be posted:**

[www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us)  
[www.htradio.net](http://www.htradio.net)  
[www.calaverasenterprise.com](http://www.calaverasenterprise.com)  
[www.MyMotherLode.com](http://www.MyMotherLode.com)

**You may also dial 754-2321 (choose option 1) for daily  
updated information from the Transportation Department.  
If bus routes are going to be delayed or altered due to  
weather, you will receive an automated phone call to the  
number that you have on file with the school.**

**EARLY DISMISSAL BECAUSE OF SEVERE WEATHER: Because of the  
difficulty in contacting parents, early dismissal will take place only in extreme  
emergency. Every effort will be made to contact parents by telephone. Parents  
may wish to notify the school of an alternate or emergency shelter in case of  
early dismissal and parent absence from home *before* such a situation occurs.  
Please contact school to make special arrangements.**



## Calaveras Unified School District

3304 Highway 12, Bldg. B  
P.O. Box 788  
San Andreas, CA 95249  
(209) 754-2300  
[www.calaveras.k12.ca.us](http://www.calaveras.k12.ca.us)

District Offices

### GOVERNING BOARD MEMBERS

Karan Bowsher  
Evan Garamendi  
Gregory Gustafson  
Zerrall McDaniel  
Sherri Reusche

### DISTRICT ADMINISTRATIVE OFFICES

(209) 754-2300 FAX: (209) 754-2215  
Superintendent, Mark Campbell, 754-2301  
Administrative Assistant to the Superintendent, Shirley Bell, 754-2339  
Director of Fiscal Services, Titia Ashby, 754-2332  
Director of Personnel, Liz Stanko, 754-2336  
Director of Curriculum & Instruction and Preschool, Lisa McInturf, 754-2311  
Director of Special Ed/Child Welfare & Attendance, Special Education Jan Kendall, 754-2324  
Chief Technology Officer, Ric Stitt, 754-2306  
Maintenance/Operations Supervisor, Vacant, 754-2331  
Special Projects Coordinator, Ann Robinson, 754-2333  
Transportation Supervisor, Tessie Reeder, 754-2326  
District Nurse, Belinda Brager, 754-2322  
Office Manager, Food Service, Trish Baugus 754-2120; FAX 754-2142

### CALAVERAS HIGH SCHOOL

350 High School Street, P.O. Box 607  
San Andreas, CA 95249  
(209) 754-1811

#### Michael Merrill, Principal

Rene Malamed, Vice Principal  
Tim Reno, Vice Principal

### GOLD STRIKE HIGH SCHOOL

501 Gold Strike Road P.O. Box 178  
San Andreas, CA 95249  
(209) 754-2123

#### Fred Mier, Principal (Alternative Education)

### JENNY LIND ELEMENTARY

5100 Driver Road  
Valley Springs, CA 95252  
(209) 754-2350

#### Maria Ortner, Principal

Angela Howard, Teaching Vice Principal

### MOKELUMNE HILL ELEMENTARY

850 Hwy 26  
Mokelumne Hill, CA 95245  
(209) 754-2140

#### Michelle Besmer, Teaching Principal

### RAIL ROAD FLAT ELEMENTARY

298 Rail Road Flat Road, P.O. Box 217  
Rail Road Flat, CA 95248  
(209) 754-2275

#### Mark Campbell, Principal

### SAN ANDREAS ELEMENTARY

255 Lewis Avenue P.O. Box 67  
San Andreas, CA 95249  
(209) 754-2365

#### Tierra Crothers, Principal

### SIERRA HILLS EDUCATION CENTER

501 Gold Strike Road P.O. Box 178  
San Andreas, CA 95249  
(209) 754-2123

#### Fred Mier, Principal (Alternative Education)

### TOYON MIDDLE SCHOOL

3412 Double Springs Road & Hwy 12  
Valley Springs, CA 95255  
(209) 754-2137

#### Amy Hasselwander, Principal

Kathy Griggs, Vice Principal

### TRANSITION/COMMUNITY DAY SCHOOL

3304-B Hwy. 12/ P.O. Box 788  
San Andreas, CA 95249  
(209) 754-2316

#### Fred Mier, Principal (Alternative Education)

### VALLEY SPRINGS ELEMENTARY

240 Pine Street  
Valley Springs, CA 95252  
(209) 754-2141

#### Dan Klement, Principal

### WEST POINT ELEMENTARY

54 Bald Mountain Road P.O. Box 96  
West Point, CA 95255  
(209) 754-2255

#### Kristie Starkovich, Teaching Principal