ANNUAL NOTIFICATION of OFFICIAL INFORMATION TO PARENTS/GUARDIANS/STUDENTS

Dedicated to Students ~ Committed to Excellence

2016-2017

Atascadero Unified School District
5601 West Mall, Atascadero, CA 93422
805.462.4200
www.atasusd.org

Thomas Butler, DISTRICT SUPERINTENDENT
ATASCADERO UNIFIED SCHOOL DISTRICT
SITE ADDRESSES

ATASCADERO FINE ARTS ACADEMY (Grades 4-8)
6100 Olmeda Avenue
Atascadero, CA 93422
(805) 460-2500 FAX 460-2522
Principal – Mrs. Kibbe Rubin

ATASCADERO HIGH SCHOOL
One High School Hill
Atascadero, CA 93422
(805) 462-4300 FAX 462-4283
Principal - Mr. Bill Neely

ATASCADERO MIDDLE SCHOOL
6501 Lewis Avenue
Atascadero, CA 93422
(805) 462-4360 FAX 462-4373
Principal - Mrs. Jessica Lloyd

CARRISA PLAINS SCHOOL (Grades K-8)
9640 Carrisa Highway / Star Rt. Box 88-A
Santa Margarita, CA 93453
(805) 475-2244 FAX 475-2046
Principal – Dr. Daniel Mosunich

CRESTON ELEMENTARY
5105 O’Donovan Rd. / P.O. Box 238
Creston, CA 93432
(805) 238-4771 FAX 238-4185
Principal – Mrs. Kibbe Rubin

MONTEREY ROAD ELEMENTARY
3355 Monterey Road
Atascadero, CA 93422
(805) 462-4270 FAX 462-4288
Principal – Mrs. Julie Ann Davis

STUDENT INTERVENTION SERVICES
4507 Del Rio Road
Atascadero, CA 93422
(805) 462-4230
FAX 462-4233
Director – Mrs. Lori Thomas Hicks

SAN BENITO ROAD ELEMENTARY
4300 San Benito Road
Atascadero, CA 93422
(805) 462-4330 FAX 462-4278
Principal – Mrs. Kathryn Holmes

SAN GABRIEL ROAD ELEMENTARY
8500 San Gabriel Road
Atascadero, CA 93422
(805) 462-4340 FAX 462-4268
Principal – Mrs. Shauna Ames

SANTA MARGARITA ELEMENTARY
22070 “H” Street / P.O. Box 380
Santa Margarita, CA 93453
(805) 438-5633 FAX 438-3323
Principal – Mrs. Marshall Porter

SANTA ROSA ACADEMIC ACADEMY
8655 Santa Rosa Road
Atascadero, CA 93422
(805) 462-4290 FAX 462-4358
Principal - Mr. Tim Sobraske

DEL RIO CONTINUATION HIGH SCHOOL
4507 Del Rio Road
Mail: 5601 West Mall
Atascadero, CA 93422
(805) 462-4350 FAX 462-0837
Principal – Mr. Chris Balogh
(Independent Studies/Home Studies / Grades 7-12)

WEST MALL ALTERNATIVE PROGRAMS
(Home Studies / Grades K-6)
4507 Del Rio Road
Atascadero, CA 93422
(805) 462-4393 FAX 462-0837
Principal – Mr. Chris Balogh

DISTRICT OFFICE
Thomas Butler, Superintendent
EJ Rossi, Assistant Superintendent Educational Services
Curt Eichperger, Assistant Superintendent Human Resources
Jackie Martin, Assistant Superintendent Business Services
5601 West Mall
Atascadero, CA 93422
(805) 462-4200 FAX 462-4421

DISTRICT TITLE IX OFFICER/UNIFORM COMPLAINT OFFICER
Mr. Curt Eichperger, Asst. Supt. Human Resources
5601 West Mall, Atascadero, CA 93422
(805) 462-4215 FAX 460-2507

The Atascadero Unified School District does not discriminate on the basis of race, ethnicity, nationality, religion, sexual orientation, gender, gender identity, gender expression, disability, age, or any other characteristic that is contained in the definition of hate crimes, in its programs and activities.
ATASCADERO UNIFIED SCHOOL DISTRICT
BOARD OF TRUSTEES
2016

Mrs. Terri Switzer
Term Expires: 2016
P.O. Box 995
Santa Margarita, CA 93453
438-3401

Mrs. Tami Gunther
Board President
Term Expires: 2018
P.O. Box 812
Santa Margarita, CA 93453
438-3303

Mr. Ray Buban
Board Clerk
Term Expires: 2018
8425 Morro Road
Atascadero, CA 93422
466-7249

Mr. Donn Clickard
Term Expires: 2018
8525 Atascadero Ave.
Atascadero, CA 93422
466-0507

Mr. George Dodge
Term Expires: 2018
5670 Los Lobos
Atascadero, CA 93422
466-2466

Mrs. Corinne Kuhnle
Term Expires: 2016
10540 Bitterwater Road
Santa Margarita, CA 93453
475-2351

Mrs. Mary Kay Mills
Term Expires: 2016
5465 Olmeda Ave.
Atascadero, CA 93422
423-7606
~ 2016-2017 ~

STUDENT CALENDAR
ATASCADERO UNIFIED SCHOOL DISTRICT

JULY 2016
04  Independence Day (observed)

AUGUST
24  First Day of School for Students

SEPTEMBER
05  Labor Day
12-16  Conference Week

OCTOBER
10  Professional Learning Day

NOVEMBER
04  End of 1st Trimester - Elementary
11  Veteran's Day
14-18  Parent Conference Week - Elementary
21-25  Thanksgiving Holiday*

DECEMBER
22  End of Semester - AHS
22  Minimum Day for all Students
23 - January 10  Winter Break

JANUARY 2017
09  Teacher Work Day - no students
10  School Resumes
16  Martin Luther King, Jr. Day
27  End of Semester - AMS

FEBRUARY
13  Lincoln's Day
20  Washington's Day

MARCH
10  End of 2nd Trimester - Elementary
13  Professional Learning Day - no students
17 & 24  Elementary Parent Conference Opportunity

APRIL
10 - 17  Spring Recess

MAY
26-29  Memorial Day

JUNE
15  Last Day of School

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~EARLY RELEASE DATES~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

EVERY FRIDAY:
ELEMENTARY 1:40 P.M.
FAA  1:50 P.M.
AMS  1:50 P.M.
AHS  1:45 P.M.
DRCHS  11:05 A.M.

ELEMENTARY / FAA CONFERENCE WEEKS:
Sept. 12-16, 2016  1:20 P.M. (Release for Elementary, FAA & AMS)
Nov. 14-18, 2016  1:20 P.M. (Release for Elementary, FAA & AMS)

MINIMUM DAY (December 22nd)
11:05 A.M. Release for Del Rio Continuation High School
1:20 P.M. Release for Elementary & FAA Students
1:20 P.M. Release for AHS Students
1:25 P.M. Release for AMS Students
1:30 P.M. Release for Teachers

LAST DAY OF SCHOOL (June 15th)
11:05 A.M. Release for Del Rio Continuation High School
1:20 P.M. Release for Elementary & FAA Students
1:25 P.M. Release for AMS Students
1:45 P.M. Release for AHS Students
# 2016-2017 Parent/Guardian/Student Acknowledgment Form

**RETURN by Friday, August 26, 2016**

## Table of Contents

**Superintendent's Message - Your Legal Rights & Responsibilities**
- Page 07

### 1. School Rules
- Page 07

#### 2. Attendance
- General Absences
- Attendance Options
- Intra District Open Enrollment
- Transportation
- Inter-District Attendance
- Attendance Where Care-Giver Resides
- Attendance in District in Which Parent/Guardian is Employed
- Pupils in Hospitals Outside of School District
- Individualized Instruction
- Minimum Days/Pupil-Free Staff Development Days
- Pages 07-09

#### 3. Discipline
- Release of Student to a Peace Officer
- Parent Responsibility
- Student Search
- Cell Phones, Pagers, Electronic Signaling Devices
- Grounds for Suspension &/or Expulsion
- Mandatory Suspension / Expulsion
- Pages 09-11

#### 4. Student Services
- Advanced Placement Examination Fees
- Services to Disabled Pupils
- Student Lunch Program
- Leaving School at Lunch Time
- Career Counseling
- Student Use of Technology
- On-Line Services/Internet Access
- School Accountability Report Card
- Page 12

#### 5. Dress Code
- Gang-Related Apparel
- Page 13

#### 6. Notice of Alternative Schools/Programs
- Page 14

#### 7. Health Services
- Kindergarten & First Grade Physical Examinations
- Oral Health Assessments
- Immunizations
- Medication(s)
- Physical Examinations
- Pages 14-15
8. **COMPREHENSIVE SEXUAL HEALTH & HIV/AIDS PREVENTION**
   - Family Life Education or Sex Education Courses
   - Excused from Instruction Due to Religious Belief
   - Tests/Surveys on Personal Beliefs

9. **SCHOOL RECORDS AND ACHIEVEMENTS**
   - Student Records
   - Regulations Regarding Pupil Achievement
   - Teacher Qualifications
   - Standards of Proficiency in Basic Skills
   - Curriculum
   - Dissection of Animals
   - High School Exit Exam (CAHSEE)
   - College Requirements
   - Career Technical Education Information / Counseling
   - Release of Directory Information
   - School Safety Plan

10. **DUE PROCESS PROTECTIONS & COMPLAINTS**
    - Discrimination
    - Filing a Complaint - Uniform Complaint Procedures
    - Complaints Regarding Discrimination & the Education of Handicapped Students
    - District's Uniform Complaint Officer & Process

11. **NON-DISCRIMINATION / HARASSMENT**
    - General Information
    - Sexual Harassment
    - Reporting Harassment or Discrimination
    - Williams Complaints Notice
    - Important Information About Bullying / Cyberbullying

12. **SCHOOL BUS RULES & SAFETY**
    - Authority of Driver
    - School Bus Stops
    - Pupils Crossing Highway(s)
    - School Bus Rules
    - Danger Zones

13. **MISCELLANEOUS**
    - Pesticide Use
    - Management Plan for Asbestos-Containing Materials
    - AHERA Re-Inspection Notification

14. **FURTHER INFORMATION**
    - Compulsory Attendance Law

15. **Parent Signature Page**
SUPERINTENDENT'S MESSAGE

As required by California law, I wish to notify you, as parents and/or guardians and students enrolled in our schools, of your rights and responsibilities. Please review the information in this booklet. Please sign and return to your child's school the acknowledgment page indicating that you have received this information.

Your signature does not indicate that consent to participate in any program has either been given or withheld. Staff members are willing to assist you in your student’s education in Atascadero Unified School District. We look forward to working with you. Together, we can provide the highest quality educational experience possible for your student.

Thank you for your cooperation.

Thomas Butler, Superintendent

SCHOOL RULES

You have a right to review school rules regarding student discipline. If you wish to do so, please contact the school office. (Education Code [EC] 48980)

ATTENDANCE

General Absences: Children cannot learn if they are not in school. California schools no longer receive funding for students who are sick or excused. It is essential that your child attend school whenever possible, for part of a day after or before appointments. However, other attendance requirements still rely on excused and unexcused tallies. No pupil whose attendance is excused shall have grades or academic credit lost if assignments and tests can be reasonably completed.

1. Notwithstanding EC48200, a pupil shall be excused from school when the absence is:
   a. Due to his or her illness.
   b. Due to the quarantine under the direction of a county or city health officer.
   c. For the purpose of having medical, dental, optometric, or chiropractic services rendered.
   d. For the purpose of attending the funeral services of a member of his/her 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.
   e. For the purpose of jury duty in the manner provided for by law.
   f. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
   g. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observation of a holiday or ceremony of his/her religion, attendance at a religious retreat, or attendance at an employment conference, when the pupil’s absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
   h. For the purposes of service as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
   i. Participation in religious instruction or exercises in accordance with District policy.

2. 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 thereof. The teacher of any class from which a pupil is absent shall determine the tests and assignments, which shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

3. For purposes of this section, attendance at religious retreats shall not exceed four (4) hours per semester.

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

5. "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". (EC 48205(e))

ATTENDANCE OPTIONS

Many districts accept the transfer of students residing outside the district’s attendance area. It is the intent of the Legislature that the governing board of each district annually review the enrollment options available to pupils within their districts and that districts strive to make available enrollment options that meet the diverse needs, potential, and interests of California pupils.
Intra-District Open Enrollment
The Superintendent will develop procedures for implementing this policy and will annually notify parents of school enrollment options and procedures as required by State law. (BP 5116.1)

Transportation
The Superintendent or designee shall design transportation routes and stops to promote the safety of students and maximum efficiency in the use of buses. Secondary Students (Grades 7-12) who reside beyond the minimum transportation distance of three miles shall be eligible for transportation service to their school. Elementary Students (Grades K-6) who reside beyond the minimum transportation distance of one mile shall be eligible for transportation service to the school of their choice. (AR 3541) The District may utilize the use of the ‘hub’ system. The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4)

Inter-District Attendance
The Board of Trustees recognizes that students who reside in one district may choose to attend school in another district and that such choices are made for a variety of reasons. The Board desires to communicate with parents/guardians and students regarding the educational programs and services that are available in AUSD. The Board also recognizes that the District may be capable of serving additional students. Therefore, the Superintendent or designee may approve interdistrict agreements with other districts. (BP5117)

ATTENDANCE WHERE CARE-GIVER RESIDES
If your child lives in the home of a care-giving adult, as defined by law, your child may attend the school district in which that residence is located. Execution of an affidavit under penalty of perjury pursuant to the Family Code by the care-giving adult is required to determine that your child lives in the care-giver’s home. (EC48204(d))

ATTENDANCE IN DISTRICT IN WHICH PARENT/GUARDIAN IS EMPLOYED
Your child may have the option of attending school in the school district where you or your spouse is employed. If interested, call the school office for information. (EC48204(b))

PUPILS IN HOSPITALS OUTSIDE OF SCHOOL DISTRICT
If, due to a temporary disability, your child is in a hospital or other residential health facility, which is located outside of Atascadero Unified School District, he/she may be eligible to attend the school district in which the hospital is located. (EC48207) If this situation should arise, you should notify both the District where you reside and where the hospital is located so that individualized instruction, if possible, can be provided (EC48208)

INDIVIDUALIZED INSTRUCTION
If your child has a temporary disability preventing him/her from attending regular classes, the District will provide individual instruction when possible. (EC48206.3)

MINIMUM DAYS/PUPIL-FREE STAFF DEVELOPMENT DAYS
The District will notify parents/guardians of its minimum days and staff development days at least one month in advance. The dates known at press time are included in this booklet. See Calendar of Important Dates on the back of this booklet. (EC48980(c))

CALIFORNIA COMPULSORY ATTENDANCE LAW
Pursuant to Section 48200: Each person between the ages of 6 and 18 years old...is subject to compulsory full-time education.

DEFINITION OF A TRUANT
Pursuant to Section 48260(a): Any pupil... who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

SUBSEQUENT REPORT OF TRUANCY
Pursuant to Section 48261: Any pupil who has once been reported as a truant and who is again absent from school without valid excuse one or more days or tardy on one or more days, shall again be reported as a truant to the attendance supervisor or the superintendent of the district.
**DEFINITION OF A HABITUAL TRUANT**

Pursuant to Section 48262: Any pupil is deemed a habitual truant who has been reported as a truant three or more times per school year, provided that no pupil shall be deemed a habitual truant unless an appropriate district officer or employee has made a conscientious effort to hold at least one conference with a parent or guardian of the pupil and the pupil himself...

**HABITUAL TRUANT MANDATES & INTERVENTIONS**

The law requires that after a student has been reported as a truant three or more times in one school year and after an appropriate school employee has made a conscientious effort to hold at least one meeting with the parent and the student, the student is deemed a habitual truant. Pursuant to Education Code § 48263, when a student is a habitual truant, or is irregular in attendance at school, or is habitually insubordinate or disorderly during school, the student may be referred to a School Attendance Review Board (SARB) Hearing.

**PRE-SARB CONFERENCE**

Pre-SARB conferences are informational meetings designed to ensure you and your child are aware of the current laws related to school attendance and the consequences for parents and children when a student fails to attend school regularly. The meeting will be scheduled with a parent or guardian, the student, a district administrator or counselor, and may also include a probation officer assigned as the school district’s truancy officer. The goal of this meeting is to increase positive student attendance thereby preventing a referral to SARB or any serious legal consequences.

**SARB HEARING**

SARB hearings are formal proceedings intended to provide solutions for students who failed to respond to the normal avenues of school intervention. The directives ordered by SARB are designed to divert students with serious attendance and/or behavioral problems from the juvenile justice system and to reduce the number of students who drop out of school. The hearing will be scheduled with a parent or guardian, the student, and a district administrator or counselor. Members of the Board may include representatives from the Atascadero Unified School District Office, County Probation Department, District Attorney’s Office, Department of Social Services, Department of County Mental Health, Court and Community School, Atascadero Police Department, Community Link, and other community-based youth service organizations that may be appropriate. Results of the hearing may include referrals to the County Truancy Board or the District Attorney’s office, adjustments in school placement or program, sanctions of CalWORKs benefits, or participation in counseling or parenting classes.

**NOTIFICATION OF TRUANCY TO PARENT(S) OR GUARDIAN(S)**

Pursuant to Section 48260.5:

Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian using the most cost-effective method possible, which may include electronic mail or a telephone call:

a) That the pupil is truant.
b) That the parent or guardian is obligated to compel the attendance of the pupil at school.
c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with § 48290) of Chapter 2 of Part 27.
d) That alternative educational programs are available in the district.
e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
f) That the pupil may be subject to suspension under § 48264.
g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to § 13202.7 of the Vehicle Code.
h) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

**DISCIPLINE**

The Board of Trustees desires to prepare youth for responsible citizenship by fostering self-discipline and personal responsibility. The Board perceives that good planning, a good understanding of each child and parent involvement can minimize the need for discipline. Teachers shall use positive conflict resolution techniques and avoid unnecessary confrontations. When misconduct occurs, staff shall make every effort to identify and correct the causes of the student’s behavior. Board policies and regulations shall delineate acceptable student conduct and provide the basis for sound disciplinary practices. Each school shall develop disciplinary rules in accordance with law to meet the school’s individual needs. Staff shall enforce disciplinary rules fairly and consistently, without regard to race, creed, color, or sex. In order to maintain safe and orderly environments, the Board of Trustees shall give employees all reasonable support with respect to student discipline. If a disciplinary strategy is ineffective, another strategy shall be employed. Continually disruptive students may be assigned to alternative program or removed from school.
RELEASE OF STUDENT TO A PEACE OFFICER
If a school official releases your child from school to a peace officer for the purpose of removing him/her from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent/guardian. (EC48906)

PARENT RESPONSIBILITY
Parents/guardians are liable for all the damages caused by the willful misconduct of their minor children which result in death or injury to other students, school personnel, or damage to school property. Parents/guardians are also liable for any school property loaned to the student and willfully not returned. Parents/guardians’ liability may be as much as $19,100 in damages and another maximum of $19,100 for payment of a reward, if any. (EC48904) The school district may withhold the grades, diplomas or transcripts of the student responsible until such damages are paid or the property returned, or until completion of a voluntary work program in lieu of payment of money. (EC48904, Civil Code Sec.1714.1) If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities, or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child’s classroom. (EC48900.1)

STUDENT SEARCH
The school principal or designee may search the person of a student, the student’s locker, backpack or purse if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property, or contraband. (U.S. Supreme Court Case: New Jersey vs. T.L.O. (1985) 469 U.S. 325)

CELL PHONES, PAGEs, ELECTRONIC SIGNALING DEVICES
Districts may regulate the possession or use of any cell phones, pagers, iPods, mp3 players, or electronic signaling devices while pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. (EC48901.5)

GROUNDS FOR SUSPENSION &/OR EXPULSION
A pupil may not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to one or more subdivisions of Ed Code 48900:
(a) 1. Caused, attempted to cause, or threatened to cause physical injury to another person; or
2. Willfully used force or violence upon the person of another, except in self-defense.
(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code, an alcoholic beverage, or an intoxicant of any kind.
(d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
(e) Committed or attempted to commit robbery or extortion.
(f) Caused or attempted to cause damage to school property or private property.
(g) Stolen or attempted to steal school property or private property.
(h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his/her own prescription products.
(i) Committed an obscene act or engaged in habitual profanity or vulgarity.
(j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health & Safety Code.
(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
(l) Knowingly received stolen school or private property.
(m) Possessed an imitation firearm. As used in this section “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
(n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.3 of the Penal Code.
(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness or both.
Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription of Soma.

Engaged in, or attempted to engage in hazing as defined in Section 32050.

Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.

A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to any of the following:

1. While on school grounds
2. While going to or coming from school.
3. During the lunch period, whether on or off the campus.
4. During or while going to or coming from a school-sponsored activity.

A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provisions of this section. Except that a pupil who has been adjudged by a juvenile court to have committed, as an aider or abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

As used in this section, “school property” includes, but is not limited to, electronic files and databases.

A superintendent or principal may use their discretion to provide alternatives to suspension or expulsion including, but not limited to counseling and an anger management program for a pupil subject to discipline under this section.

It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities. (Amended by AB1411, Ch.21, Statutes of 2003)

MANDATORY SUSPENSION / EXPULSION

Education Code Section 48915(a): Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that the expulsion is inappropriate, due to the particular circumstance:

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code, except for the first offense for the sale of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Sections 240 & 242 of the Penal Code, upon any school employee.

Ed Code Section 48915(c): The principal or superintendent of schools shall immediately suspend, pursuant to Sec. 48911, and shall recommend expulsion of a pupil who he/she determines has committed any of the following acts at school or at a school activity off school grounds:

1. Possessing, selling or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior or written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health & Safety Code.
4. Committing or attempting to commit a sexual assault as defined in subdivision (n) of Sec. 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
5. Possession of an explosive.
STUDENT SERVICES

ADVANCED PLACEMENT EXAMINATION FEES
Students may qualify to receive State funding to offset the costs of advanced placement exam fees.

SERVICES TO TEMPORARILY DISABLED PUPILS
If a student is disabled and receiving medical or health care, that student is entitled to special instruction provided by the school district in which the medical or health facility is located. Parents should notify the office of the superintendent of the district in which the facility is located to arrange for the provision of instruction. Individual instruction is also available for temporarily disabled students. (EC48206.3, 48207, 48208)

STUDENT LUNCH PROGRAM
Your child may be eligible to purchase lunch at a reduced rate. An application will be sent to all students’ homes at the beginning of the school year.

LEAVING SCHOOL AT LUNCH TIME
The Board of Trustees has decided to allow pupils in grades 9-12 to leave campus during their lunch break. Neither the District nor any officer or employee shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds. Students are responsible for following the District rules and the law. Students in grades K-8 may not leave campus. (EC44808.5)

CAREER COUNSELING
When all students are provided career counseling and course selection opportunities, all students are provided equal services. Parents may participate in counseling sessions. (EC221.5)

STUDENT USE OF TECHNOLOGY
The Board of Trustees recognizes that technology provides ways to access the most current and extensive sources of information. Technology also enables students to practice skills and to develop reasoning and problem-solving abilities. Every effort shall be made to provide equal access to technology throughout the District’s schools and classes.

On-Line Services/Internet Access
The Board intends that the Internet and other on-line resources provided by the District be used to support the instructional program and further student learning. The Superintendent or designee shall establish regulations governing student access to technology that are age appropriate. These regulations shall prohibit access to harmful matter on the Internet which may be obscene or pornographic and preclude other misuses of the system. In addition, these regulations shall establish the fact that users have no expectation of privacy and that District staff may monitor or examine all system activities to ensure proper use of the system. Students who fail to abide by District rules shall be subject to disciplinary action, revocation of the user account and legal action as appropriate.
Because the Internet contains an unregulated collection of resources, the District cannot guarantee the accuracy of the information or the appropriateness of any material that a student may encounter. Therefore, before using the District’s on-line resources, each student and his/her parent or guardian shall sign and return an “Responsible Use Agreement”. This agreement shall specify user obligations and responsibilities and shall indemnify the District for any damages. The parent/guardian shall agree to not hold the District responsible for materials acquired by the student on the system, for violations of copyright restrictions, user’s mistakes or negligence or any costs incurred by users.
Staff shall supervise students while using on-line services and may ask teacher aides and student aides to assist in this supervision. (BP6163.4)

SCHOOL ACCOUNTABILITY REPORT CARD
The School Accountability Report Card is available on request, and is available on the Internet at www.atanisd.org. It contains information about the District and schools regarding the quality of programs and progress toward achieving stated goals. (EC33126, 35256, 35258)
DRESS CODE

In cooperation with teachers, students, and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with District policy and regulations. These school dress codes shall be regularly reviewed.

The following procedures, together with the basic policy, constitute the dress code for the schools:

1. All school personnel working under the direction of the administration are responsible for providing an atmosphere on school campuses which is conducive to proper behavior, attitudes, and learning.

2. All students are expected to wear clothes that are clean, neat, properly fitted, and in good repair. Likewise, all students are expected to be clean and neat in their grooming. The Board prohibits the presence of any apparel, jewelry, accessory, notebook or manner of grooming which, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in gangs which advocate drug use, violence, or disruptive behavior.

3. Any manner of dress or grooming which presents a potentially disruptive influence in the school is to be corrected.

4. Each school administration is to enforce suitable rules and regulations which affect the health and safety of students in all activities, both instructional and co-curricular. Each school administration shall interpret what is appropriate according to the rules set forth below.

5. Each school administration may establish more stringent rules for students participating in performing groups, sports, and other situations where students represent the school in the community. Students attending special events may be required to meet standards announced for the event.

6. Variations from the basic dress code may be established for special events.

7. The following is a list of items to be used as guidelines in the determination of acceptable dress and grooming for students. Presently a bodily appearance or wearing clothing which is disruptive, revealing, profane, vulgar, offensive, or obscene, or which endangers the health and safety of other students is prohibited. Examples of prohibited dress or appearance include, but are not limited to:

- Exposed undergarments
- Excessively sagging pants
- Excessively short or tight garments
- Strapless Shirts
- Any adornment such as chains or spikes that could reasonably be perceived as a weapon
- Any symbol, styles or attire frequently associated with intimidation, violence or violent groups

- See-through clothing
- Attire that exposes cleavage
- Bare midriff shirts

The following procedures are guidelines for implementing the policy and the code:

1. Teachers, counselors, or administrators are to make a reasonable attempt to counsel students whose grooming and/or dress deviates from the dress code.

2. A student who is found to be in violation of the dress code may be sent home or may otherwise be required to properly prepare himself/herself for school.

3. If the violations continue, contact is to be made with the parents/guardians by the school representative and the parents/guardians are to be made aware of the failure of the student to conform to the rules and regulations of the school.

4. Continued violation of the dress code constitutes willful disobedience and is good cause for suspension or expulsion from school.

GANG-RELATED APPAREL

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define “gang-related apparel” and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received. (EC35183)
NOTICE OF ALTERNATIVE SCHOOLS/PROGRAMS

California state law authorizes all school districts to provide for alternative schools. Education Code Section 58500 defines alternative school as a school or separate class group within a school which is operated in a manner designed to: (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy. (B) Recognize that the best learning takes place when the student learns because of his/her desire to learn. (C) Maintain a learning situation maximizing student self-motivation and encouraging the student in his/her own time to follow his/her own interests. These interests may be conceived by him/her totally and independently or may result in whole or in part from a presentation by his/her teachers of choices in learning projects. (D) Maximize the opportunity for teachers, parents and students to cooperatively develop the learning process and its subject matter. This opportunity shall be a continuous, permanent process. (E) Maximize the opportunity for the students, teachers and parents to continuously react to the changing world, including but not limited to the community in which the school is located. In the event any parent, pupil or teacher is interested in further information concerning alternative schools, the county superintendent of schools, the administrative office of this district, and the principal’s office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the Board of Trustees to establish alternative school programs in each district.

HEALTH SERVICES

KINDERGARTEN & FIRST GRADE PHYSICAL EXAMINATIONS

State law requires that for each child enrolling in the First Grade, the parent/guardian must present a certificate, signed by a physician, verifying that the child has received a physical examination within the last 18 months. If your child does not receive this exam, you must file with the school district a waiver stating the reasons you are unable to obtain such services. You must understand that your child may be sent home if you fail to provide the certificate or waiver, or if your child is suspected to be suffering from a contagious disease. You may find it convenient to have your child immunized at the same time that the physical examination is conducted. These services may be available to you at no cost through the Child Health & Disability Prevention Program (CHDP). For information, you may contact SLO County Health Department, 5575 Hospital Drive, Atascadero, CA - 805.461.6050.

ORAL HEALTH ASSESSMENT

California Law, Education Code Section 49452.8, now requires that your child have an oral health assessment (dental check-up) by May 31 in either kindergarten or first grade, whichever is his/her first year in public school. Assessments that have happened within the 12 months before your child enters school also meet this requirement. The law specifies that the assessment must be done by a licensed dentist or other licensed or registered dental health professional.

IMMUNIZATIONS

A pupil may not be admitted to school unless he/she has been fully immunized against diphtheria, pertussis (whooping cough), tetanus, poliomyelitis, measles, mumps, and rubella. Students entering kindergarten and the seventh grade are required to have three doses of Hepatitis B vaccine and a second dose of measles containing vaccine. Students must be immunized for varicella or provide proof from a doctor stating that the child has had the disease. Tdap booster vaccine is required for all incoming 7th graders. The required immunizations are available from the San Luis Obispo County Health Department or a physician. Documented proof of immunization must be up-to-date before admission to school is granted. This requirement does not apply if a District-provided waiver is signed stating that the immunization is contrary to the beliefs of the parent/guardian, or a licensed physician writes a letter indicating the immunizations are contraindicated. If an outbreak of a communicable disease occurs at a school, the non-immunized student will be excluded for his/her own safety until such a time as directed by health officials or district administration. (Health & Safety Code Section 120335)

MEDICATION(s)

Children may take medication, which is prescribed by a physician, and get help from school personnel during the school day if:

1. The District designee has received a written statement from the physician detailing the method, amount, and time schedules by which the medication is to be taken; and
2. Parent/guardian submits a written statement indicating his/her desire that the school district assist his/her child in taking the medication; and
3. Parent/guardian signs a release statement on a special form available from the District. (EC49423)

If your child is on a continuing medication regimen for a non-episodic condition, you are required to notify the District designee of the medication being taken, the current dosage, and the name of the supervising physician. (EC49480)

With the parent/guardian’s consent, the school nurse may communicate with the student’s physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the drug on the student’s physical, intellectual and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.
ANAPHYLAXIS TREATMENT
California Education Code 49414 authorizes school districts to provide epinephrine auto-injectors to trained personnel to use to provide emergency medical aid to persons suffering from an anaphylactic reaction.

Anaphylaxis is a rapid, severe allergic response triggered by insect stings, foods, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition, requiring immediate treatment. Administering epinephrine to students during a medical emergency may help to insure the student’s health and safety at school. Therefore, the Atascadero Unified School District has adopted a policy for giving life-saving epinephrine to students in need of such treatment.

This policy states that a credentialed, licensed school nurse or trained, unlicensed school staff, under the direct or indirect supervision of the credentialed school nurse (or supervisor of health), may administer epinephrine in the form of an epinephrine auto-injector during a severe, life-threatening allergic reaction. The epinephrine auto-injector rapidly delivers a pre-measured, sterile, single dose of epinephrine by direct injection through the skin. This is not a vaccine, nor does it contain blood products.

PHYSICAL EXAMINATIONS
If you want your child to be exempt from physical examinations at school, file a written statement with the school refusing such an exam. However, when there is a good reason to believe that your child is suffering from a recognized contagious or infectious disease, he/she may be sent home and shall not be permitted to return to school until the contagious or infectious disease does not exist.

SCOLIOSIS SCREENING
Between grades 6 and 8, your child may be screened for scoliosis (curvature of the spine), unless you submit a written denial of consent. (EC49452.5)

VISION & HEARING APPRAISAL
Your student’s vision and hearing may be checked by an authorized person unless you present the school a certificate from a physician or optometrist verifying prior testing, or a letter stating it violates your faith in a recognized religious belief. (EC49455, 49452)

SUN PROTECTION
Students, when outdoors, can wear sun protective clothing, including, but not limited to, hats. Students may also apply sun screen during the day, without a doctor’s note or prescription. (EC35183.5)

CONFIDENTIAL MEDICAL SERVICES
According to the Education Code, school authorities may excuse any student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the pupil’s parent/guardian. School districts are permitted to grant such excuses, but are not required to do so. Atascadero Unified School District does grant such excuses. (EC46010.1)

MEDICAL & HOSPITAL INSURANCE FOR STUDENTS
The Atascadero Unified School District provides Student Accident Insurance Coverage for accidental injury at no cost to you for accidents that occur during the school day and during school sponsored activities (except tackle football). This insurance is secondary to your insurance and covers up to $2,500.00. This year Supplemental Student Accident Insurance Coverage is available for purchase and covers costs in excess of the District provided $2,500.00 coverage, up to $25,000.00. The coverage is effective the day the application and payment of $50.00 are received by the insurance company and will continue until June 30th of that school year. If you are interested in purchasing this additional insurance coverage for your student(s), a pamphlet can be obtained from your school office.

DRUG, ALCOHOL & TOBACCO PREVENTION PROGRAMS
This notice is provided in compliance with the requirements of state and federal law as a part of the District’s drug, alcohol and tobacco prevention programs. The unlawful manufacture, distribution, dispensation, possession, or use of illicit drugs, alcohol, or any form of tobacco product on District premises or as a part of any its activities is wrong, harmful and is strictly prohibited. All pupils will abide by this prohibition as a condition of attendance. Any violations of District or school standards of conduct, rules and regulations or state or federal laws regarding illicit drugs, alcohol and tobacco will be investigated. Violators will be subject to prosecution in accordance with local, state and federal law and District disciplinary action up to and including expulsion, and/or requirements to satisfactorily complete drug abuse assistance, tobacco cessation program, or rehabilitation programs selected by the District in conformance with law. The District’s drug, alcohol and tobacco education and prevention programs are designed to address the legal, social and health consequences of drug, alcohol and tobacco use and to provide pupils with effective techniques for resisting peer pressure to use illicit drugs, alcohol or
tobacco. Information about any drug, alcohol and tobacco counseling, rehabilitation, and re-entry programs available to pupils may be obtained by contacting the school. This information may include programs sponsored or maintained by various community groups or agencies. The District neither supports nor endorses any specific program, agency or firm. The information is provided only to assist parents and pupils who may desire information regarding the resources available to assist them.

**COMPREHENSIVE SEXUAL HEALTH & HIV/AIDS PREVENTION**

**FAMILY LIFE EDUCATION OR SEX EDUCATION COURSES**
In the California Comprehensive Sexual Health and HIV/AIDS Prevention classes, written and audio visual educational material will be used and are available for inspection prior to the start of classes. You have a right to request, in writing, that your child not attend these classes. You may withdraw this request at any time. School districts must ensure that all pupils receive sexual health instruction from adequately trained personnel in appropriate courses. In this District, staff (teachers) and outside contractors may be used. This instruction will emphasize that sexual abstinence and abstinence from intravenous drug use as the most effective means of AIDS prevention and sexually transmitted diseases. The instruction will also include development of refusal skills to assist pupils to overcome peer pressure and use effective decision-making skills to avoid high-risk activities. During this class, students in grade 9 may be asked to anonymously, voluntarily, and confidentially fill out evaluations and research tools such as surveys, tests, questionnaires measuring student attitudes toward health, sex and risky behaviors. Parents are hereby notified that they have the opportunity to review the material and can request, in writing, that their child not participate. Copies of Education Code 51938 can be requested from your school site or District Office, or can be obtained online at www.lcginfo.ca.gov.

**EXCUSED FROM INSTRUCTION DUE TO RELIGIOUS BELIEF**
Whenever any part of the instruction in health or family life education conflicts with your religious training and beliefs or personal moral conviction, or those of your child, your child shall be excused from such instruction upon your written request. (EC51240)

**TESTS/SURVEYS ON PERSONAL BELIEFS**
Unless you and your children over 18 years of age give written permission, your child will not be given any test, questionnaire, survey, examination, or marketing material containing questions about your child’s or his/her parents'/guardians’ personal beliefs or practices in politics, mental health, anti-social, illegal, self-incriminating, or demeaning behavior, critical appraisals of others close to the family, about legally confidential relationships such as ministers or doctors, income (unless to determine eligibility in a program or for receiving assistance), sex, family life, morality, or religion. Parents/guardians may also opt out of their child supplying information to be used for marketing. Parents/guardians have the right to review any survey or educational materials related to the survey on any of the above items. The District has developed policies relating to the surveys and personal information. (EC51513; PPRA, 20 U.S.C.; No Child Left Behind Act [NCLB])

**SCHOOL RECORDS AND ACHIEVEMENTS**

**STUDENT RECORDS**
You and your children, over 18 years of age, have the right to review and inspect their school records within five (5) days of a written request. Those records are confidential, and privacy will be maintained, except in some instances such as when your child transfers to another school. The records include transcripts, discipline letters, commendations, attendance, health, and possibly other related information. The records are maintained at the school site by school officials/designees. There is a log of who has viewed the records that is kept at the same location as the records. The District forwards education records to other agencies or institutions that request the records and in which the student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to student’s enrollment. District Policy/Regulation 5125 sets forth the criteria by which school officials and employees can look and change or delete the files and why. You may have copies made for five (5) cents per page. You also have the right to file a written request with the Superintendent challenging the records. You can challenge how your request was handled with the District or with the Unites State Department of Health, Education and Welfare if you think there is an inaccuracy, unsubstantiated conclusion or inference, a conclusion outside the observer’s expertise, comment not based on personal observation with time and date noted, misleading information, or violation of privacy rights. You will have the opportunity to meet with the Superintendent or designee within thirty (30 days). If your challenge is sustained, the changes will be made. If not, you can appeal to the Board of Trustees, which has final authority. If you still have a different view, your view can be included in the student’s record. (EC49063, 49060, 49070; Family Educational Rights & Privacy Act [FERPA] 34 CFR - Part 99).

**REGULATIONS REGARDING PUPIL ACHIEVEMENT**
The Board of Trustees believes good communication between parents and teachers is important in the educational process. All appropriate forms of communication should be used. The progress report should reflect student progress in class work and proficiency levels and indicate educational growth in relation to the students’ ability, citizenship, and effort. (EC49067)
TEACHER QUALIFICATIONS
A provision of Federal Title I requires all districts to notify parents of children in Title I schools that they have the right to request and receive timely information on the professional qualifications of classroom teachers and para-professionals including state qualifications, licensing for the grade level or subject taught, any waivers for qualifications, emergency provisions, college major, graduate degrees and subject, and if para-professionals or aides, are in the classroom and what their qualifications are. (No Child Left Behind (NCLB))

STANDARDS OF PROFICIENCY IN BASIC SKILLS
The Board of Trustees has adopted student basic skills standards of proficiency as required by law. Skills shall include, but are not limited to, reading comprehension, writing, and computation skills. All skills should be articulated across the grade levels.

CURRICULUM
Course Guides for Core Academic Courses, K-12, are available at each school site. This information is also available on the District's web site at www.atasusd.org. (EC49063(k))

DISSECTION OF ANIMALS
If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with the student to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the class. The school will need a signed note from you indicating your child's objection to participation. (EC32255.1)

HIGH SCHOOL EXIT EXAM
At this time, the California High School Exit Exam (CAHSEE) test and requirements are being reexamined by the California Department of Education. No CAHSEE tests will be administered during the 2016-17 school year.

California Assessment of Student Performance and Progress (CAASPP)
Students in grades 3-8 and 11 participate in the online Smarter Balanced Summative Assessment (SBAC) for English language arts and mathematics. Also, the California Alternate Assessment (CAA) is available for students with significant cognitive disabilities.

The CAASPP tests provide valuable information about your child(ren) for both you and the school. The results certify student learning by comparing SBAC and short-term results, provide year-to-year comparisons for college and career readiness, and allow us to monitor district progress on the Local Control Accountability Plan. However, parents/guardians may request that their child(ren) not be tested with any CAASPP tests or any specific content area. Please note that, per state guidelines, if your request is received after testing has begun, any test(s) completed before the request is received will be scored and the results reported to you and included in the student’s records. For more information, please visit the Parent/Student tab of the CDE CAASPP Web page at http://www.cde.ca.gov/ta/tg/ca/.

Testing Schedule for 2016-17 School Year
CAASPP (California Assessment of Student Performance & Progress)
SBAC, CAA
March 14 – June 15, 2017 Grades 3 – 8, and 11
PE
Feb 1 - Apr 28, 2017
CELDT
Through October 28, 2016 and then as needed
AP
May 1 - 12, 2017
High School Finals

COLLEGE REQUIREMENTS

University of California:
.GPA
.SAT or ACT
.A-G Requirements ("C" or better)
.SAT II = Eligibility Index

A-G Admission Requirements: ("C" or better)
a. History 2 years
b. English 4 years

California State Universities:
.GPA
.SAT I or ACT = Eligibility Index
Admissions Requirements: ("C" or better)

History 2 years
English 4 years
Math 3 years
e. Math 3 years (4 recom.)
d. Lab Science* 2 years (3 recom.)
e. Foreign Language 2 years (3 recom.)
f. Visual & Perf Arts 1 year
g. College Prep Elect 1 year

* Biology & either Chemistry or Physics

Lab Science* 2 years
Foreign Language 2 years (3 recom.)
College Prep Elect. 1 year
Visual & Perf Arts 1 year

* Biology and Physical Lab Science
* Chemistry or Physics is highly recommended
* Must have a Life and Physical Science

Scholarship Requirements:
.Demanding, advanced course work

Entrance Examinations:
(To be taken no later than November of Sr. Yr)
.SAT I / ACT, plus writing
.SAT Subject Tests (2 tests required)
.Students choosing Math subject test must choose Level 2

CAREER TECHNICAL EDUCATION / COUNSELING INFORMATION
Career technical education (CTE) engages all students in a dynamic and seamless learning experience resulting in their mastery of the career and academic knowledge and skills necessary to become productive, contributing members of society. The Internet address for the portion of the CDE Web Site where pupils can learn more about CTE is http://www.cde.ca.gov/ct/. Questions regarding CTE may be answered by calling the Secondary, Postsecondary, & Adult Leadership Division at 916-327-5055. For more information about college and career opportunities for CA students, please visit http://www.CaliforniaColleges.edu/. Questions regarding school counseling services may be answered by calling the Counseling, Student Support & Service Learning Office at 916-323-2183.
If you have questions regarding UC or CSU college admission requirements, please contact the Intersegmental Relations Office at 916-323-6398.

RELEASE OF DIRECTORY INFORMATION
The law allows schools to release “directory information” to certain persons or organizations including military recruiters. Directory information may include a student’s name, address, telephone information, date & place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous public or private school attended by the student. You may have the District withhold any of this information, including photos of your child, by submitting a request in writing to the school office.
The Superintendent or designee may limit or deny the release of specific directory information to any public or private nonprofit organization based upon his/her determination of the best interest of the student. (EC49061(c), 49073; NCLB)

SCHOOL SAFETY PLAN
Each school shall adopt its comprehensive school safety plan by March 1, 2000, and shall review and update its plan by March 1 every year thereafter. Each school shall report on the status of its school safety plan to numerous community leaders and include a description of its key elements in the school accountability report card. (EC32286, 32288)
**DUE PROCESS PROTECTIONS & COMPLAINTS**

**DISCRIMINATION**

Discrimination against any protected group as identified under Education Code section 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, gender identity, or gender expression; marital or parental status, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in adult education, consolidated categorical aide programs, vocational education, and special education is prohibited in any program which receives state or federal financial assistance. Complaints may be filed under the District’s Uniform Complaint Procedure process.

**FILING A COMPLAINT - UNIFORM COMPLAINT PROCEDURES**

The District is responsible for compliance with state and federal laws and regulations and has procedures to address allegations of unlawful discrimination and complaints alleging violation of laws governing educational programs. It is unlawful to discriminate against any protected group as identified under Education Code section 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, gender identity, or gender expression; marital or parental status, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance. If you wish further details in this regard, or wish to file a complaint, please contact the District’s Uniform Complaint Officer. Confidentiality and privacy shall be respected in all complaint investigations. Complaints alleging discrimination may be filed by a person on their own behalf or on behalf of another person or group of people within six months of the occurrence or when facts become known. Staff has been trained to deal with these types of complaints.

**COMPLAINTS REGARDING DISCRIMINATION & THE EDUCATION OF HANDICAPPED STUDENTS**

The District is committed to equal opportunity for all individuals in education. The District programs and activities shall be free from discrimination based on age, sex, sexual orientation, gender, gender identity, or gender expression; ethnic group identification, race, ancestry, national origin, religion, color or mental or physical disability, lack of English skills, marital or parental status, or any other unlawful consideration. The District shall promote programs which ensure that these discriminatory practices are eliminated in all District activities. (EC6501)

You have certain rights under the law, including Title VI of the Civil Rights Act of 1974, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act (IDEA). A handicap or limited English language skills will not be a barrier to District programs. The California Department of Education and the Office for Civil Rights of the U.S. Department of Education have authority to enforce these laws and all programs and activities that receive Federal funds. (EC260, et. seq., above cited Federal statutes).

If you wish further details in this regard, or wish to file a complaint, please contact the District’s Uniform Complaint Officer.

**DISTRICT’S UNIFORM COMPLAINT OFFICER & PROCESS**

The Board of Trustees designates the following compliance officer to receive and investigate all complaints and ensure District compliance with the law:

Assistant Superintendent of Human Resources
Atascadero Unified School District
5601 West Mall, Atascadero, CA 93422 – 805. 462.4200

**UNIFORM COMPLAINT PROCEDURES**

Any individual, public agenda, or organization may file a written complaint using the Uniform Complaint Procedure, alleging a matter which, if true, would constitute a violation by the district of federal or state laws or regulations governing the programs identified in *General Information. The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to all complaints shall be confidential.

1. The District is primarily responsible for compliance with federal and state laws and regulations.
2. The complainant has the right to appeal the District’s decision to the California Department of Education by filing a written appeal within fifteen (15) days of receiving the District’s decision.
3. The complainant has the right to seek civil law remedies that may be available under state or federal discrimination laws, if applicable, and of the appeal pursuant to EC 262.3.
4. Copies of the Uniform Complaint Procedures shall be available at each school site and the District Office free of charge.
Complaints may also be forwarded to appropriate state or federal agencies in the following cases:

- American Civil Liberties Act 504 - Office of Civil Rights
- Child Abuse - San Luis Obispo County Department of Social Services, Protective Services Division, or law enforcement
- Discrimination/Nutritional Services - U.S. Secretary of Agriculture
- Employment Discrimination - Department of Fair Employment and Housing, Equal Employment Opportunity Com.
- General Education - Atascadero Unified School District
- Health & Safety/Child Development - San Luis Obispo County Department of Social Services
- Student Records - Family Police Compliance Office (FPCO), U.S. Department of Education

20 USC 11138, 34 CFR 300.510-511, 300.513; EC 232.262.3, 33031, 33032, 33381, 48985, 56000-56885, 59000-59300, 64000(a); 5 CCR 4620-4632
NON-DISCRIMINATION/HARASSMENT

District programs and activities shall be free from discrimination, including, harassment, with respect to actual or perceived sex, sexual orientation, gender, gender identity, or gender expression; marital or parental status, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance. [Education Code section 200 and 220 and Government Code section 11135]

The Board of Trustees shall ensure equal opportunities for all students in admission and access to the educational program, guidance and counseling programs, testing procedures, and other activities. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. In physical education, when objective standards have an adverse effect on students because of their gender, race, ethnic group or disability, other standards shall be used to measure achievement and create comparable educational opportunities.

The Board prohibits intimidation or harassment of any student by any employee, student or other person in the District. Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies and be alert and immediately responsive to student conduct, which may interfere with another student’s ability to participate in or benefit from school services, activities or privileges. Parents/guardians and students also shall be provided with similar information.

Students who harass other students shall be subject to appropriate counseling, and discipline, up to and including expulsion. An employee who permits or engages in harassment may be subject to disciplinary action up to and including dismissal.

Any student who feels that they are being harassed should immediately contact the Principal, if the Principal or designee does not promptly remedy a situation involving harassment, a complaint can be filed in accordance with administrative regulations.

The Governing Board recognizes that the District has primary responsibility for ensuring that it complies with state and federal laws and regulations governing educational programs. The District shall investigate and seek to resolve complaints at the local level. The District shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination or failure to comply with state or federal law for all relevant programs and civil rights protections.

GENERAL INFORMATION

The Board Policy 1350 for Uniform Complaint Procedures was developed by the Atascadero Unified School District under the direction of the California Department of Education (Title 5, California Code of Regulation, Sections 4600-4671) as a system for the filing, investigation, and resolution of complaints against the school district which allege violations of federal or state laws or regulations governing educational programs. These same uniform complaint procedures may be used to file complaints or to appeal district decisions regarding such complaints which allege that the district has violated the laws and regulations that specifically come under Section 504 of the Rehabilitation Act of 1973 (Section 504), Title II of the Americans with Disabilities Act of 1990 (ADA), or Title IX of the Education amendments of 1972 or Title VI of the Civil Rights Act of 1964.

The Uniform Complaint Procedures may be used for complaints involving the following educational programs, and complaints alleging violations of the following nondiscrimination protections:
1. Adult basic education, Education Code sections 8500 through 8538 and 52500 through 52616.24
2. Consolidated categorical aid programs, Education Code sections 64000(a)
3. Migrant education, Education Code sections 54440 through 54445
4. Vocational education, Education Code sections 52300 through 52480
5. Child care and development programs, Education Code sections 8200 through 8493
6. Child nutrition programs, Education Code sections 49490 through 49560
7. Special education program, Education Code sections 56000 through 56885 and 59000 through 59300
8. Title II, Part B, Teacher Quality
9. Safe and Drug Free Schools Program, Improving America’s Schools Act, Title IV
10. Allegations of unlawful discrimination on the basis of sex, ethnic group identification, race, national origin [Title 5, C.C.R. section 4900(a)] ethnicity, religion, age (40 and above), gender, color, sexual orientation, physical or mental disability (including AIDS), medical condition (cancer related), marital status, ancestry, or political belief or affiliation by a local agency that is funded directly or receives any state financial assistance. Likewise, allegations of unlawful discrimination on the basis of sex (under Title IX, and including sexual harassment) by a local agency which is funded directly or receives any federal financial assistance.

SEXUAL HARASSMENT

The Board of Trustees is committed to maintaining a learning environment that is free of sexual harassment and violence. The Board prohibits the unlawful sexual harassment of any student by any employee, student, or other person at school or at any school-related activity.
The Superintendent or designee shall ensure that students receive age-appropriate information related to sexual harassment. Students shall be assured that they need not endure any form of sexual behavior or communication, including harassment because of sexual orientation. They shall further be assured that they need not endure, for any reason, any harassment which impairs the educational environment or a student’s emotional well-being at school.

Any student who engages in the sexual harassment of anyone at school or at a school-related activity shall be subject to disciplinary action. For students in grades K-3, this disciplinary action shall depend on the maturity of the students and the circumstances involved. For students in grades 4 - 12, the disciplinary action may include suspension and/or expulsion.

Any employee who engages in, permits or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. In addition, criminal or civil charges may be brought against the alleged harasser; sexual harassment also may be considered a violation of laws relating to child abuse.

Students shall be informed that they should immediately contact a staff member if they feel that they are being harassed. Within 24 hours, staff shall report complaints of sexual harassment to the principal or designee or to another District Administrator. Staff shall similarly report any such incidents they may observe, even if the harassed student has not complained.

The principal or designee shall immediately investigate any report of the sexual harassment of a student. Upon verifying that sexual harassment occurred, he/she shall ensure that appropriate action is promptly taken to end the harassment, address its effects on the person subjected to the harassment, and prevent any further instances of the harassment. In addition, the student may file a formal complaint with the Superintendent/designee in accordance with the District’s Uniform Complaint Procedures.

The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the investigation of such a complaint shall not discuss related information outside the investigation process.

REPORTING HARASSMENT OR DISCRIMINATION
The procedure for complaints regarding all issues of harassment, discrimination or abuse should be reported to a counselor or an administrator.

To file a complaint about issues of discrimination and sexual harassment contact:

Mr. Curt Eichberger, Title IX Officer
5601 West Mall, Atascadero, CA 93422 - (805) 462-4200

Anonymous complaints may be reported through the “We Tip” number – 1-800-782-7463

WILLIAMS COMPLAINTS NOTICE
Parents, Guardians, Pupils, and Teachers:
Pursuant to California Education Code Section 35186, you are hereby notified that:

1. There should be sufficient textbooks and instructional materials. That means each pupil, including English learners, must have a textbook or instructional materials, or both, to use and to take home.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or mis-assignments as defined in Ed Code 35186(h)(1) and (2). Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester. Mis-assignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized to hold.
4. Intensive instruction and services are provided to pupils who have not passed one or both parts of the California High School Exit Exam by the end of grade 12.
5. If you believe that these requirements are not being met, a complaint form may be obtained at the school office, district office, or downloaded from the District’s website at www.atasusd.org. You may also download a copy of the CA Department of Education complaint form at http://www.cde.ca.gov/re/cp/ec.

IMPORTANT INFORMATION ABOUT BULLYING / CYBERBULLING
Board policy 5131 prohibits harassment of students or staff, including bullying, intimidation, staling, so-called “cyberbullying”, hazing or initiation activity, ridicule, extortion, or any other verbal or nonverbal, written, or physical conduct that causes or threatens to cause bodily harm or emotional suffering.

Cyberbullying includes the posting of harassing messages, direct threats, social cruelty, or other harmful text or images on the Internet, social networking sites, or other digital technologies, as well as breaking into another person’s account and assuming that person’s identity in order to damage that person’s reputation or friendships.

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator and may also request that their name be kept in confidence. The Superintendent or designee shall establish other processes whereby students may submit
anonymous reports of bullying. Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures.

When a student is suspected of, or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff members, or to threaten district property, the investigation shall include: 1) documentation of the activity; 2) identification of the source, and 3) a determination of the impact or potential impact on school activity or school attendance. Students shall be encouraged to save and print any messages sent to them that they feel constitutes cyberbullying and to notify a teacher, principal or other employee so that the matter may be investigated.

Cyberbullying conducted using district-owned equipment or occurring on school premises, as well as off-campus cyberbullying that impacts school activity or school attendance, may be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use the prohibit posting harmful material, the Superintendent or designee also may file a complaint with the internet site or service to have the material removed.
SCHOOL BUS SAFETY RULES

To ensure that your child’s school bus experience is safe and positive, please read the following guidelines and discuss them with your child. School bus drivers are highly trained professionals who provide the world’s safest form of transportation. Your cooperation and understanding of the rules and procedures will help the transportation team (made up of students, parents, school staff and transportation staff) with this important responsibility.

Listed below are reprints of laws pertaining to school bus safety and procedures:

1. **AUTHORITY OF THE DRIVER:** (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 the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus enroute between home and school or other destinations. (b) Governing boards shall adopt rules to enforce this section. Such rules shall include, but not be limited to, specific administration procedures relating to suspension of riding privileges and shall be made available to parents, pupils, teachers, and other interested parties. (5 CCR 14103) (See Atascadero Unified School District Student Conduct Code)

2. **SCHOOL BUS STOPS:** The following requirements shall apply at school stops made to receive or discharge pupils:

   A. **Designated Stops**. School bus stops made for receiving and discharging pupils shall be designated by the school district superintendent.

   B. **Prohibited Stops**. A school bus stop shall not be designated at the following locations:

      1. Within 200 ft of the nearest rail of any railroad crossing or grade, except at railroad stations or on highways that parallel the railroad tracks
      2. The left-hand side of any highway
      3. On a divided or multiple-lane highway where pupils must cross the highway to board or after exiting the bus, unless traffic is controlled by a traffic officer or official traffic control signal. For the purposes of this subsection, a multiple-lane highway is defined as any highway having two or more lanes of travel in each direction. (13 CCR 1238) **(Please note: Students will not be allowed to cross El Camino Real at any stop where traffic is not controlled by a traffic signal.)**

   C. **Pupils Crossing Highway**:

      1. On approach to a school bus stop where pupils are loading or unloading from a school bus, the school bus driver shall activate an approved amber warning light system, if the school bus is so equipped, beginning 200 feet before the school bus stop. The school bus driver shall deactivate the amber warning light system after reaching the school bus stop. The school bus driver shall operate the flashing red light signal system and stop signal arm, as required on the school bus, at all times when the school bus is stopped for the purpose of loading or unloading pupils.
      2. The school bus driver shall stop to load or unload pupils only at a school bus stop designated for pupils by the school district superintendent or person authorized by the superintendent for school activity trips.
      3. When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer, the driver shall, before opening the door, ensure that the flashing red light signal system and stop signal arm are activated, and that it is safe to enter or exit the school bus.
      4. When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, at a location where traffic is not controlled by a traffic officer or official traffic control signal, the school bus driver shall do all of the following:

         a. Escort all pupils in pre-kindergarten, kindergarten, or any of grades 1 to 8, inclusive, who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" sign while escorting all pupils. (Atascadero Unified School District policy requires all pupils in pre-kindergarten, kindergarten, or any of grades 1 to 12, inclusive, who need to cross the highway or private road upon which the school bus is stopped. The driver shall use an approved hand-held "STOP" sign while escorting all pupils.)

         b. Require all pupils who need to cross the highway or private road upon which the school bus is stopped to walk in front of the bus as they cross. (Please note: Due to safety concerns the District may not allow students to cross over the highway and will make stops on the opposite side of the roadway i.e. crossing El Camino Real, some locations on Hwy 58 or 41. This may add time to the student’s ride, but safety is our primary concern.)
c. Ensure that all pupils who need to cross the highway or private road upon which the school bus is stopped have crossed safely, and that all other pupils and pedestrians are a safe distance from the school bus before setting the school bus in motion. (VC 22112)

In addition to the School Bus Rules printed in the Atascadero Unified School District Student Conduct Code, please discuss with your child the following guidelines:

1. Walk safely to and from the bus stop. Walk on the sidewalk or as close to the edge of the road as possible. Learn the route from the stop to home or sitter’s home.
2. Younger children should be given instruction on what to do if an adult is not at their stop or at their home. The bus driver is not a babysitter and cannot wait for parents to arrive at the stop.
3. Be considerate of homeowner’s property at the bus stop. There should not be excessive noise or any destruction of their property. Complaints by the homeowners may result in moving or eliminating a stop.
4. Students must observe safe, responsible conduct while waiting for the bus.
5. Students brought to the bus stop by a car should be dropped off on the same side as the stop to avoid crossing the street. If you must stop across the street to drop off your child, and the bus is already parked at the stop, the bus driver shall escort the student, if legal to cross. The bus driver will gladly wait while you turn around and park either behind or in front of the bus.
6. The bus driver MUST escort the student even if a parent is present at the stop.
7. Parents dropping off or picking up their children at the bus stop should not create a safety hazard. Please do not park in loading zone, be careful to keep toddlers, strollers and pets away from the loading zone so the bus can park safely.

The area directly around the school bus is known as the DANGER ZONE. Students need to understand that they must stay out of that area. After leaving the bus, students must walk away from the bus and not return. If they drop or lose belongings, they must make eye contact with the driver and wait for help. Students must never go under the bus or touch the wheels. The driver is trained to watch for any activity around the bus before putting it into motion, however there are blind spots, stay out of the DANGER ZONES.

The Danger Zone is created because of the size of the bus and the obstruction of vision it creates. The three most dangerous areas around the bus are directly in front of the bus and near the rear tires and back of the bus on the passenger loading side. Students should never be in these areas near the bus.

Riding a school bus is a privilege to qualified students of Atascadero Unified School District. Therefore, it is important that all students are aware of the bus riding rules so they may keep their bus riding privilege.

1. Arrive at the designated bus stop at least 5 minutes early. Keep noise down to a classroom level.
2. Line up in an orderly manner, without pushing as the bus approaches.
3. Observe the same high standards of citizenship that are expected at school.
4. Show proper respect for other people's property.
5. Enter and exit the bus promptly and in an orderly manner.
6. When crossing the street at stops in compliance with VC 22112, students absolutely MUST cross in front of the bus, under the direction of the bus driver.
7. Follow all directions given by the driver. The driver is responsible for loading and seating the bus.
8. Once seated, student must remain in the same seat, facing forward, with both feet on the floor.
9. Pupils shall not make loud noises or other disturbances that might distract the driver's attention from driving. All students must be quiet when approaching and crossing railroad tracks.
10. No pushing, hitting, fighting, bullying, or rough behavior of any kind.
11. Students must have a note from a parent to ride another bus, or to use a different bus stop.

12. Keep aisles clear at all times. All sports equipment must be in an enclosed bag. Skateboards are not allowed on the school bus.
13. Throwing objects from the bus, in the bus, or littering the bus is not allowed.
14. No pets, animals, creatures of any kind, glass containers, balloons, weapons, or unsafe objects are allowed on the bus, or at the bus stop, except for guide, signal or service dogs.
15. No Smoking or lighting of flammable materials of any kind on the bus or at the bus stop.
16. No eating, drinking, chewing gum, sunflower seeds or tobacco on the bus.
17. No profanity, obscene gestures, or spitting on the bus or at the bus stop.
18. Do not damage or deface any part of the bus, or property at the bus stop. Students and their parent/guardian will be liable for the cost of repairs.
19. Keep all body parts and other objects inside the bus at all times.

FOLLOWING VIOLATIONS WILL RESULT IN AN IMMEDIATE SUSPENSION AND/OR TERMINATION OF YOUR BUS RIDING PRIVILEGE:
1. FIGHTING OR PROVOKING A FIGHT
2. BULLYING
3. STEALING
4. POSSESSING AND/OR USE OF ALCOHOL OR TOBACCO.
5. POSSESSING AND/OR USE OF ANY WEAPON.
6. DESTROYING OR DEFACING PROPERTY.
7. USE OF VULGAR, OBSCENE LANGUAGE OR GESTURES.
8. SEXUALLY HARASSING OTHER STUDENTS.
9. OPENING AN EMERGENCY EXIT AT AN INAPPROPRIATE TIME.
10. ANY ACTION THAT WOULD JEOPARDIZE THE SAFETY OF ANYONE ON THE BUS.

DO NOT LOSE YOUR PRIVILEGE TO RIDE.

BUS ROUTES CAN BE VIEWED AT THE DISTRICT'S WEBSITE: www.atasusd.org
MISCELLANEOUS

PESTICIDE USE
District is providing parents the name of all pesticide products expected to be applied at school facilities this school year. That identification includes the name and active ingredients.
Staff members and parents/guardians may register with the District if they wish to receive notification of pesticide applications at a particular school or facility. Please request a “Request for Individual Pesticide Application Notification” form from your school/facility personnel. Further information is available from the California Department of Pesticide Regulation, Post Office Box 4015, Sacramento, CA 95812-4015/www.cdpr.ca.gov

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<thead>
<tr>
<th>Product</th>
<th>Active Ingredient</th>
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<tr>
<td>Goal 2 XL</td>
<td>Oxyfluorfen</td>
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<tr>
<td>Stinger-Wasp/Hornet</td>
<td>Totramethrin, Phenoxybenzyl, Cyclopropanecarboxylate</td>
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<tr>
<td>Amdro Gopher Gasser</td>
<td>Potassium Nitrate, Sulphur, Carbon</td>
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<tr>
<td>The Giant Destroyer</td>
<td>Sodium Nitrate, Sulphur, Charcoal</td>
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<td>Moth Balls</td>
<td>Naphthalene</td>
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<tr>
<td>Pendulum</td>
<td>Pendimethalin, Dimethyl, Dinitrobenzamide</td>
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<td>Ronstar G</td>
<td>Oxadiazon</td>
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<td>Round Up Pro Max</td>
<td>Glyphosate</td>
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<td>Surflan A.S.</td>
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<td>Tempo 20 WP</td>
<td>Cyfluthrin Dimethylcyclopropane Carboxylate</td>
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<td>Turflon Ester</td>
<td>Triclopyr Butoxyethyl Ester</td>
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MANAGEMENT PLAN FOR ASBESTOS-CONTAINING MATERIAL
District has available, upon request, a complete and updated management plan for asbestos-containing material. (Code of Federal Regulations: 40CFR 763.93)

AHERA RE-INSPECTION NOTIFICATION
In compliance with the U.S. Environmental Protection Agency (EPA) Asbestos Hazard Emergency Response Act (AHERA), qualified AUSD personnel have performed inspections of its school buildings for asbestos-containing building materials. The inspection findings and asbestos management plans have been on file in each school administrative office since August of 1997.
The EPA requires that the District perform re-inspections of the asbestos materials every three (3) years. A 3-year re-inspection was conducted in May 2008, by an accredited asbestos inspector. An accredited management planner then reviewed the results of the re-inspection and recommended actions that the District should take to safely manage each asbestos material in school district buildings.
No new significant findings were noted during the re-inspection of school district buildings. All asbestos materials identified in the school district are in good condition and the District will continue to manage them in place, as recommended by the accredited management planner. The results of the re-inspection are filed electronically on the Self Insured Schools of California (SISC) website. The public is welcome to view these materials by making an appointment during normal school hours. The Asbestos Program Manager, Mr. Stuart Stoddard, is available by calling 462.4243 to answer any questions you may have about asbestos in AUSD buildings.

FURTHER INFORMATION
Further information regarding AUSD schools, programs, policies, and procedures is available to any interested person upon request to the District Office or by accessing our web site at: www.atasusd.org. (FERPA, 34CFR Section 99.7(b))
ATASCADERO UNIFIED SCHOOL DISTRICT  
2016 -2017 ~ Parent/Guardian/Student Acknowledgment 
of the Annual Notification to Parent/Guardian/Student Booklet

This booklet is located on the District Website, www.atasusd.org. If you would like to request a printed copy please contact your school site secretary or the District Office at 462-4200.

Section 48982 of the Education Code requires that the parent or guardian acknowledge that he/she has received, read, and understands the information contained in this annual publication. Please share the information in this booklet with your student.

Please sign below and return this form with your student to school BY FRIDAY, August 26, 2016 (or at the time of the student’s school registration).

Your signature does not indicate that consent to participate in any particular program has either been given or withheld. Your cooperation is appreciated.

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<tr>
<th>STUDENT NAME</th>
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Parent / Guardian Signature

Date