



Arena Elementary School
Post Office Box 45
Point Arena, CA 95468
(707) 882-2131

**Please sign and return the following documents to the school
office or the classroom teacher.
Thank you!**

Signature Documents

Use the cover page to keep the documents in order, review, sign, and return to the school office or to the classroom teacher.

1. Student Emergency, Health Information
2. Annual Notice to Parents & Safe Firearms Storage Letter
3. Parent Student Acknowledgement Rights
4. Student Photo Release
5. Student Use of Technology Contract
6. Walking Field Trip Permission Slip
7. UBA National School Meals Form

Optional Signature Documents

1. Arena Elementary KUDOS After School Program for Grades K- 8
2. Student Accident and Sickness Insurance

Arena Union Elementary School District

STUDENT EMERGENCY INFORMATION

PLEASE PRINT -- STUDENT'S LEGAL NAME:		Grade:	Birthdate (Month/Day/Year):
Likes to be called (nickname):		Student email address:	
GENDER: ☐ Female ☐ Male ☐ Nonbinary	PRIMARY TELEPHONE#:	ALTERNATE/CELLPHONE#:	
How does your child get to/from school? Please mark all that apply. ☐ Walks ☐ Personal Vehicle ☐ Rides the School Bus			
BUS ROUTES: ☐ Point Arena AM/PM ☐ Manchester AM/PM ☐ Ridge AM/PM ☐ Coast AM/PM		☐ 2:15 ☐ 3:15	
PLEASE LIST YOUR CHILD'S BUS STOP(S):			
MAILING ADDRESS (PO Box or house/apt # & street name)		City	State Zip
RESIDENCE ADDRESS (house/apt # & street name)		City	State Zip
PARENT/GUARDIAN INFORMATION:		★ STAR Best daytime phone number	
Parent/Guardian Name:		Home Phone	
Relationship to Student: ☐ Parent ☐ Step Parent ☐ Foster Parent ☐ *Legal Guardian		Cell Phone:	
Employer:		Work Phone:	
Email Address:		★ STAR Best daytime phone number	
Parent/Guardian Name:		Home Phone:	
Relationship to Student: ☐ Parent ☐ Step Parent ☐ Foster Parent ☐ *Legal Guardian		Cell Phone:	
Employer:		Work Phone:	
Email Address:			
* If you are the student's Legally Appointed Guardian, please provide documentation.			
Does the student have a parent/guardian on Active Duty with the Armed Forces or Full-Time National Guard? ☐ Yes ☐ No			
If yes, please list the parent's name, branch, and rank: _____			
Student resides with (check all that apply): ☐ Mother ☐ Father ☐ Legal Guardian ☐ Joint Household ☐ Alternating household			
RESIDENCE-- Where is your child/family currently living? (McKinney-Vento Assistance Act) --			
Please check appropriate box:		☐ In a motel/hotel ☐ International Exchange Program	
☐ In a single-family permanent residence (house, apartment, condo, mobile home)		☐ Unsheltered (car, campsite, etc.)	
☐ In a shelter or transitional housing program		☐ Other (please specify):	
☐ Doubled-up (sharing housing with other families/individuals due to economic hardship or loss)			
If there is a legal custody agreement regarding this student, please check one: ☐ Joint Custody ☐ Sole Custody ☐ Legally Appointed Guardianship			
DUPLICATE MAILING (if custody agreement allows duplicate mailing/information to be provided to other parent)			
Full Name:		Relationship to Student:	
Emergency contact for student? ☐ Yes ☐ No		To receive ☐ Copy all mail ☐ Copy of grades only	
Lives with student? ☐ Yes ☐ No		Phone Number:	
Mailing Address (P.O. Box or house/apt # & street name, City, State & Zip)			
EMERGENCY CONTACTS (Please include relationship to student-relative, friend, neighbor, etc.):			
Name:		Phone #:	
Name:		Phone #:	
Name:		Phone #:	

Please complete both sides of this form

STUDENT NAME: _____

BIRTHDATE: _____

In which language do you wish to receive written communications from the school? ☐ English ☐ Spanish

HEALTH AND MEDICATION INFORMATION

☐ Check here if student has NO KNOWN HEALTH PROBLEMS

☐ Check here if student has KNOWN HEALTH PROBLEMS and check all that apply below.

☐ ADD/ADHD

☐ Heart Problems

☐ Seizures

☐ Asthma

☐ Diabetes

☐ TYPE 1

☐ TYPE II

☐ SEVERE Allergy to: _____

☐ Epi-Pen

☐ Other: _____

☐ Check here if student wears glasses/contact lenses.

☐ Check here if student has hearing loss or uses hearing aids

☐ Check here if student has physical challenges

Does the student have a condition that limits participation in ☐ Classroom activities ☐ Physical Education. Explain: _____

MEDICATION: List any medication (including dosage) taken by your child for the above condition and indicate whether medication is needed at home, school, or both. Note: California Education Code 49423 requires that if medications are taken at school, there must be a medication form of file at school, signed by both parents and physician. Parent or guardian shall inform the school nurse or designated certificated employee of the medication being taken.

AT HOME _____

AT SCHOOL _____

PHYSICIAN / DENTIST INFORMATION & HEALTH INSURANCE COVERAGE

Family Physician Name: _____

Telephone: _____

Address: _____

Emergency Facility: _____

Telephone: _____

Dentist Name: _____

Telephone: _____

Address: _____

Does this student have health insurance? ☐ Yes ☐ No

Does this student have dental insurance? ☐ Yes ☐ No

Name of Health Insurance and Health Plan Provider ID#: _____

ANAPHYLACTIC (ALLERGIC) CONSENT

*California Education Code 49414: In the event that my child experiences a severe, life threatening anaphylactic (allergic) reaction during school hours or during school related activities,

☐ I/WE GIVE MY/OUR CONSENT or ☐ DO NOT GIVE MY/OUR CONSENT

for trained designated school staff to administer the epinephrine auto-injector (Epi-pen) emergency treatment, under the indirect supervision of the school nurse

EMERGENCY AUTHORIZATION & TREATMENT

In the event of an emergency, when a parent/guardian is unavailable, I authorize school personnel to make such arrangements for my child to receive medical/hospital care, including necessary transportation, in accordance with their best judgment. In addition, I further authorize the physician named above to undertake such care of my child, as he/she considers necessary. In the event said physician is not available, I authorize such care and treatment to be performed by a licensed physician or surgeon. I understand that the parent or guardian is responsible for the cost of such emergency care. Likewise, our signature below is not sufficient for the release of confidential information protected by Federal law.

The information provided is accurate to the best of my/our knowledge, and I/we understand my/our responsibility.

Print parent/legal guardian name: _____

Relationship to student: _____

Signature of Parent/Guardian: _____

Date: _____

Print parent/legal guardian name: _____

Relationship to student: _____

Signature of Parent/Guardian: _____

Date: _____

Point Arena School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. For questions or complaints, contact: Title IX Coordinator: Dannel Daleuski (707) 882-2803 or ddaleuski@pauhs.org, 504 Coordinator: Michelle Egger (707) 882-2131 or megger@pauhsfamily.org, Title II Coordinator: Warren Galletti (707) 882-2803 or wgalletti@mcn.org

(FOR SCHOOL USE ONLY)

STU PERM #

SSID#

Rev07082022

**ANNUAL NOTICE TO PARENTS
2026-2027**

DEAR PARENT/GUARDIAN:

Section 48980 of the Education Code of California requires that notice be given at the beginning of the first semester or quarter of the regular school term to the parent or guardian of the minor pupils in the school district regarding the rights of the parent or guardian under sections 35291, 46014, 46015, 48205, 48207, 48208, 49403, 49423, 49451, 49472, 51938, Chapter 2.3 (commencing with section 32255) of Part 19, and notice of the availability of the program prescribed by Article 9 (commencing with section 49510) of Chapter 9 and of the availability of individualized instruction under section 48206.3. Section 48982 requires that this Notice be signed and returned by the parent or guardian to the school. Signature and return of the attached form is acknowledgement by the parent or guardian that he or she has been informed of his or her rights but does not indicate that consent to participate in any particular program has either been given or withheld. Pursuant to parent request, the annual notification may be provided to the parent or guardian in electronic format by providing access to the notice electronically. If the notice is provided in electronic format, the parent or guardian must submit to the school a signed acknowledgment of receipt of this notice.

Some legislation requires additional notification to the parents or guardians during the school term or at least 15 days prior to a specific activity. (A separate letter will be sent to parents or guardians prior to any of these specified activities or classes, and the student will be excused whenever the parents or guardians file with the principal of the school a statement in writing requesting that their child not participate.) Other legislation grants certain rights that are spelled out in this form. Accordingly, you are hereby notified as follows (when used in this notification "parent" includes a parent or legal guardian):

STUDENT DISCIPLINE

RULES AND PROCEDURES ON SCHOOL DISCIPLINE (EC §35291): Rules pertaining to student discipline, including those that govern suspension or expulsion, are set forth in Education Code Sections 48900 and following, and are available upon request from the school. In addition, the following disciplinary information is provided to parents:

DUTY CONCERNING CONDUCT OF PUPILS (EC §44807): Every teacher shall hold pupils accountable for their conduct on the way to and from school, and on the playground.

DUTIES OF PUPILS (5 CCR §300): Pupils must conform to school regulations, obey all directions, be diligent in study, be respectful of teachers/others in authority, and refrain from profane/vulgar language.

HAZING PROHIBITION (EC §48900(q)): Pupils and other persons in attendance are prohibited from engaging or attempting to engage in hazing.

DRESS CODE/GANG APPAREL (EC §35183): The district is authorized to adopt a reasonable dress code.

ATTENDANCE OF SUSPENDED PUPIL'S PARENT (EC §48900.1; LC §230.7): If a teacher suspends a student, the teacher may require the child's parent to attend a portion of the school day in his or her child's class. Employers may not discriminate against parents who are required to comply with this requirement.

SCHOOL ACCOUNTABILITY REPORT CARD (EC §35256, 35258): Districts are to make a concerted effort to notify parents of the purpose of school accountability report cards, and ensure that all parents have access to a copy.

SAFE PLACE TO LEARN ACT (EC §234.1): The district is committed to maintaining a learning and working environment that is free from bullying, as defined in EC §48900(r). Any student who engages in bullying of anyone in or from the district may be subject to disciplinary action up to and including expulsion. The district's policies and process for filing a complaint should be publicized to pupils, parents, employees and agents of the governing board. The notice shall be in English and in the primary language of the recipient. For a copy of the district's anti-discrimination, anti-harassment, anti-intimidation, and anti-bullying policies or to report incidences of bullying please contact the district office. These policies shall be prominently and conspicuously displayed in schools and offices and on the local educational agency's internet website.

SCHOOL RECORDS AND ACHIEVEMENT

PUPIL RECORDS/NOTICE OF PRIVACY RIGHTS OF PARENTS AND STUDENTS (EC §49063 et seq., §49069.7, §49073, 34 CFR 99.30, 34 CFR 99.34, and the federal Family Educational Rights and Privacy Act): Federal and state laws concerning student records grant certain rights of privacy and right of access to students and to their parents. Full access to all personally identifiable written records maintained by the school district must be granted to: (1) Parents of students 17 and younger; (2) Parents of students age 18 and older if the student is a dependent for tax purposes and the records are needed for a

legitimate educational purpose; (3) Students age 18 and older, or students who are enrolled in an institution of postsecondary instruction (called "eligible students"); (4) Pupils age 14 and over who are identified as both homeless and an unaccompanied youth; (5) Individuals who have completed and signed a Caregiver's Authorization Affidavit.

Parents, or an eligible student, may review individual records by making a request to the principal. Districts must respond to a pupil record request by providing access no later than five business days following the date of the request. The principal will see that explanation and interpretations are provided if requested. Information that is alleged to be inaccurate or inappropriate may be removed upon request. In addition, parents or eligible students may receive a copy of any information in the records at reasonable cost per page. District policies and procedures relating to: location of, and types of records; kinds of information retained; availability of certificated personnel to interpret records if requested; persons responsible for records; directory information; access by other persons; review and challenge of records are available through the principal at each school. When a student moves to a new district, records will be forwarded upon the request of the new school district within ten school days. At the time of transfer, the parent or eligible student may review, receive a copy (at a reasonable fee), and/or challenge the records.

If you believe the district is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Department of Education (20 USC §1232g).

You have the right to inspect all instructional materials which will be used in connection with any survey, analysis, or evaluation as part of any applicable program.

RELEASE OF PUPIL DIRECTORY INFORMATION (EC §49073, 34 CFR 99.37): The district also makes student directory information available in accordance with state and federal laws. This means that each student's name, birth date, address, telephone number, email address, major course of study, participation in officially recognized school activities, dates of attendance, degrees and awards received, and most recent previous public or private school attendance may be released in accordance with board policy. In addition, height and weight of athletes may be made available. Appropriate directory information may be provided to any agency or person except private, profit-making organizations (other than employers, potential employers or the news media). Directory information does not include citizenship status, immigration status, place of birth, or any other information indicating national origin (except where the district receives consent as required under state law). Names and addresses of seniors or terminating students may be given to public or private schools and colleges. Parents and eligible students will be notified prior to the destruction of any special education records. You have the right to inspect a survey or other instrument to be administered or distributed to your child that either collects personal information for marketing or sale or requests information about beliefs and practices and any instructional material to be used as part of your child's educational curriculum. Please contact your child's school if you wish to inspect such a survey or other instrument.

Upon written request from the parent of a student age 17 or younger, the district will withhold directory information about the student. If the student is 18 or older or enrolled in an institution of postsecondary instruction and makes a written request, the student's request to deny access to directory information will be honored. Requests must be submitted within 30 calendar days of the receipt of this notification. (See attached form.) Additionally, directory information related to homeless or unaccompanied youths will not be released without the express written consent for its release by the eligible pupil or guardian. However, in accordance with EC §4907.3, directory information of a pupil identified as a homeless child or youth, as defined in paragraph (2) of Section 725 of the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11434a(2)), may be disclosed, as authorized by school district policy, to facilitate an eye examination by a non-profit eye examination provider authorized by EC § 49455.5, or a free oral health assessment hosted by schools as authorized by EC §49452.8, unless the parent or pupil accorded parental rights, as identified in the federal Family Educational Rights and Privacy Act (20 U.S.C. Sec. 1232g), has provided written notice to the school that they do not consent to the physical examination pursuant to EC §49451, subdivision (b) of, or subparagraph (C) of paragraph (2) of subdivision (d) of, EC §49452.8, or subdivision (f) of EC §49455.

RELEASE OF INFO TO MILITARY SERVICES REPS / RELEASE OF TELEPHONE NUMBERS (EC §49073.5; 20 USC §7908): Parents of secondary students may request in writing that the student's name, address, and telephone listing not be released to armed forces recruiters without prior written parental consent.

PARTICIPATION IN STATE ASSESSMENTS AND OPTION TO REQUEST EXEMPTION (EC § 60615, 5 CCR § 852): Pupils in applicable grade levels will participate in the California Assessment of Student Performance and Progress (CAASPP) except as exempted by law. Each year, a parent may submit a written request to excuse his or her child from any or all parts of the CAASPP assessments for that school year. If the parent submits the exemption request after testing begins, any test(s) completed before the request is submitted will be scored; the results will be included in the pupil's records and reported to the parent. School district employees will not solicit or encourage any exemption request on behalf of a pupil or group of pupils.

HIGH SCHOOL CURRICULUM: NOTIFICATION REGARDING COLLEGE PREPARATORY COURSES (EC §51229): Districts are required to provide parents of each minor pupil enrolled in grades 9 to 12 written notice of college admission requirements and career technical education courses, including direction to the CaliforniaColleges.edu platform in order to access resources that help pupils and their families learn about college admissions requirements. The district may share pupil data with the California College Guidance Initiative to provide pupils and their families with direct access to online tools and resources for college and career planning must also be provided.

ADVANCED PLACEMENT EXAMINATION FEES (EC §48980(g), EC §52242): State funds are available to cover the costs of advanced placement examination fees.

RELEASE OF STUDENT RECORDS/COMPLIANCE WITH SUBPOENA OR COURT ORDER (EC §549076 and 49077): Districts are required to make a reasonable effort to notify parents in advance of disclosing student information pursuant to a subpoena or court order.

RELEASE OF STUDENT RECORDS TO SCHOOL OFFICIALS AND EMPLOYEES OF THE DISTRICT (EC §549076(a)(1) and 49064(d)): Districts may release educational records, without obtaining prior written parental consent, to any school official or employee, which would include accountants, consultants, contractors, or other service providers, who have a legitimate educational interest in the educational record.

HEALTH SERVICES

DANGERS ASSOCIATED WITH SYNTHETIC DRUGS (EC § 48985.5): Districts must inform the parents or guardians of each enrolled pupil about the dangers associated with using synthetic drugs that are not prescribed by a physician, such as fentanyl; the possibility that dangerous synthetic drugs can be found in counterfeit pills; and the risk of social media platforms being used as a way to market and sell synthetic drugs, such as fentanyl. If a district maintains an

internet website, it shall post the information on their internet website and shall ensure that each individual school within the district that maintains an individual internet website also posts the information on that school's internet website.

SAFE STORAGE OF FIREARMS (EC § 49392): A local educational agency serving pupils in kindergarten or any of grades 1 to 12, inclusive, shall, based upon model content from the California Department of Education, inform parents or guardians of California's child access prevention laws and laws relating to the safe storage of firearms. The required notice must include the following information related to the safe storage of firearms: Incidents of children bringing firearms to school can be reduced by storing firearms in a safe and secure manner, including keeping them in a locked container or secured with a locking device that renders the firearm inoperable and storing firearms separately from ammunition.

PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT (EC §49451): A child may be exempt from physical examination whenever the parents file, annually, a written statement with the school principal stating that they will not consent to routine physical exam of their child. Whenever there is good reason to believe the child is suffering from a recognized contagious disease, the child will be excluded from school attendance.

VISION APPRAISAL (EC §49455): The district is required to appraise each student's vision during kindergarten, upon initial enrollment, and in grades 2, 5, and 8. Appraisal in the year immediately following a student's first enrollment in grades 4 or 7 shall not be required. The vision appraisal shall include tests for near vision, far vision, and color vision; however, color vision shall be appraised once and only on male students. The evaluation may be waived upon presentation of a certificate from a physician, surgeon, physician's assistant, or optometrist setting out the results of a determination of the student's vision, including visual acuity and color vision. This appraisal is not required if a parent files a written objection based on a religious belief with the principal.

SCOLIOSIS SCREENING NOTICE (EC §549451 and 49452.5): In addition to the physical examinations required pursuant to Section 100275 of the Health and Safety Code, the district may provide for the screening of every female student in grade 7 and every male student in grade 8 for the condition known as scoliosis.

DENTAL FLUORIDE TREATMENT (H&SC §104830 et seq.): Pupils will be provided the opportunity to receive the topical application of fluoride or other decay-inhibiting agent to each pupil's teeth if the parent, or eligible pupil submits a letter stating that the treatment is desired.

PUPIL NUTRITION/NOTICE OF FREE AND REDUCED PRICE MEALS (EC §548980(b), 49510, 49520 and 49558): Needy children may be eligible for free or reduced price meals. Details, eligibility criteria, and applications to participate in a free or reduced price meal program if it is available are available at any child's school. Individual records pertaining to student participation in any free or reduced-price meal program may, under appropriate circumstances, be used by school district employees to identify students eligible for public school choice and services pursuant to the federal Every Student Succeeds Act. When a household is selected for verification of eligibility for free and reduced meals, the District must notify the parent that their child(ren)'s eligibility is being verified.

For information about California's Universal Meals Program, visit the district's website or the website of the California Department of Education.

COMMUNICABLE DISEASES (EC §48216 and 49403): The district is authorized to administer immunizing agents to pupils whose parents have consented in writing to the administration of such immunizing agent. The district is required to exclude pupils who have not been properly immunized pursuant to Health and Safety Code 120325 and 120335. The district must notify parents that they have two weeks to supply evidence either that the pupil has been properly immunized or is exempted from the requirement. All students entering kindergarten, advancing from sixth to seventh grade in the district, or prior to his or her first admission to the district, will be required to comply with the immunization requirements of Health and Safety Code section 120335, unless the student provides the district with a valid exemption from a licensed physician. No new personal belief exemptions will be accepted. Students with personal-belief exemptions on file with the district as of January 1, 2016, shall be allowed to continue enrollment until entering the next grade span in the district. Grade

spans are defined as birth through preschool, K-6, including transitional kindergarten, and 7-12. Students qualified for an individualized education program may access special education and related services as required by his or her individualized educational program.

MEDICATION (EC §49423, §49423.1): Any student who must take prescribed medication at school and who desires assistance of school personnel must submit a written statement of instructions from the physician and a parental request for assistance in administering the medication. Students may also carry and self-administer prescription epinephrine delivery systems and prescription inhaled asthma medication upon the school's receipt of specified written confirmation with instructions for self-administration and authorization from the student's parent and physician or surgeon. The parent must release the school district and personnel from liability for any harm resulting from the self-administered medication, and provide a release for authorized school personnel to consult with the physician or surgeon.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS (EC §549471 and 49472): The district is required to notify parents in writing if it does not provide or make available medical and hospital services for students injured while participating in athletic activities. The district is also authorized to provide medical or hospital services through non-profit membership corporations or insurance policies for student injuries arising out of school-related activities.

AVAILABILITY OF INDIVIDUALIZED INSTRUCTION/PRESENCE OF PUPIL WITH TEMPORARY DISABILITY IN HOSPITAL (EC §548206.3, 48207-48208): Individualized instruction is available to students with temporary disabilities whose disability makes attendance in the regular day classes or alternative education program in which the student is enrolled impossible or inadvisable. Parents of students hospitalized or with a temporary disability shall notify the school district(s) where the student attends, resides and/or where the student receives care if an individualized instruction program is desired.

CONTINUING MEDICATION REGIMEN (EC §49480): Parents of any student on a continuing medication regimen for a non-episodic condition shall inform the school nurse or other designated certificated school employee of the medication(s) being taken, the current dosage, and the name of the supervising physician. (See attached form.) With the consent of the parent, the school nurse may communicate with the physician and may counsel with school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

SUN PROTECTIVE CLOTHING/USE OF SUNSCREEN (EC §35183.9): School sites must allow for outdoor use of sun-protective clothing and must allow students to use sunscreen, without a prescription or physician's note, during the school day.

ASBESTOS (40 CFR 763.84, 40 CFR 763.93): The district has a plan for eliminating health risks that are created by the presence of asbestos in school buildings. It may be reviewed at the district office. At least once each year, the district will notify parents of inspections, response actions, and post-response action activities that are planned or in progress.

USE OF PESTICIDES (EC §517611.5, 17612 and 48980.3): School districts are required to inform parents about the use of pesticides on school grounds and provide access to the integrated pest management plan when certain pesticides are used. (See attached.)

COMPREHENSIVE SCHOOL SAFETY PLAN (EC §532280 et seq.): Each school is required to report on the status of its school safety plan, including a description of its key elements, in the annual school accountability report card (SARC). The planning committee is required to hold a public meeting to allow members of the public the opportunity to express an opinion about the school plan. The planning committee shall notify specified persons and entities in writing.

NOTICE OF COMPLIANCE (EC §32289): A complaint of noncompliance with the school safety planning requirements may be filed with the State Department of Education under the Uniform Complaint Procedures (5 CCR 4600 et seq.).

TOBACCO FREE SCHOOLS (HS §104420): Use of tobacco products at any time by students, staff, parents, or visitors, is strictly prohibited in district-owned or leased buildings, on district property, and in district vehicles. This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Prohibited products include any product containing tobacco or nicotine, including, but not limited to, smokeless tobacco, snuff, chew, clove cigarettes, and electronic cigarettes that can deliver nicotine and nonnicotine vaporized solutions. Exceptions may be made for the use or possession of prescription nicotine products. Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

STUDENT SERVICES

MINIMUM AGE OF ADMISSION TO KINDERGARTEN (EC §48000): A child shall be eligible for enrollment in kindergarten at the beginning of the school year or at a later time in the same year, if the child has their fifth birthday, respectively, on or before September 1. For the 2025-26 school year, and in each school year thereafter, any child who will have their fourth birthday by September 1 shall be admitted to a transitional kindergarten program in accordance with law and district policy. On a case-by-case basis, a child who has reached age five after September 1, but before the elect of the applicable school year, may be admitted to transitional kindergarten with the approval of the child's parent and subject to board approval in accordance with EC §48000. A school district may place a child who will have their fourth birthday on or before December 1 and is enrolled in a California state preschool program into a transitional kindergarten program classroom in accordance with EC §48000.

PREGNANT AND PARENTING PUPILS (EC §§ 221.51, 222, 222.5, 46015): Districts may not exclude nor deny any pupil from any educational program or activity on the basis of the pupil's pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery therefrom, and shall treat these conditions in the same manner and under the same policies as any other temporary disabling condition. A pregnant or parenting pupil is entitled to 8 weeks of parental leave, or additional leave if deemed medically necessary by the pupil's physician. During parental leave, absences shall be excused and the pupil shall not be required to complete academic work or other school requirements. After return from parental leave, a pupil may resume the course of study in which he/she was previously enrolled, is entitled to make up work missed, and to take a fifth year of high school instruction if necessary to complete graduation requirements. A pupil may elect to attend an alternative education option instead of returning to the school in which he or she was enrolled prior to parental leave. Schools shall provide reasonable accommodations to a lactating pupil on a school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. A pupil shall not incur an academic penalty as a result of his or her use of these accommodations.

PROSPECTUS OF SCHOOL CURRICULUM (EC §49091.14): The curriculum of every course offered by the schools of the district is compiled annually by each school in a prospectus. Each school prospectus is available for review upon request at each school site. Copies are available upon request for a fee not to exceed the actual copying cost.

NOTIFICATION OF APPRENTICESHIP AND PREAPPRENTICESHIP PROGRAMS (EC §48980.9): For pupils admitted or advancing to grades 11 and 12, a school district shall provide information on local apprenticeship programs and preapprenticeship programs by using the database of registered program sponsors provided on the internet website of the Department of Industrial Relations' Division of Apprenticeship Standards. A district may use contact information contained in the Division of Apprenticeship Standards' database to obtain information or materials, including, but not limited to, pamphlets or brochures. If a school district maintains an internet website, the school district shall make the Division of Apprenticeship Standards' database accessible through a direct link on its internet website.

NOTIFICATION OF INTERNATIONAL BACCALAUREATE COURSES (EC §48980.6): At the beginning of the first semester or quarter of the regular school term, a local educational agency shall notify the parents or guardians of pupils admitted to, or advancing to, grades 7 to 12, inclusive, of any dual enrollment or international Baccalaureate courses offered by the local educational agency.

MULTILINGUAL EDUCATION (EC §310): If the district implements a language acquisition program pursuant to EC §310, information on the types of language programs available and a description of each program will be made available with this notice or upon enrollment.

SPECIAL EDUCATION (IDEA): State and federal law requires that a free appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years. More information concerning student eligibility, parental rights and procedural safeguards are available upon request.

SPECIAL EDUCATION; CHILD FIND SYSTEM (EC §56301): Any parent suspecting that a child has exceptional needs may request an assessment for eligibility for special education services through the school principal. Policy and procedures shall include written notification to all parents and pupils of their rights pursuant to EC §56300.

SPECIAL EDUCATION COMPLAINTS (5 CCR §3080): State regulations require the district to establish procedures to deal with complaints regarding special education. If you believe that the district is in violation of federal or state law governing the identification or placement of a special education student, or similar issues, you may file a written complaint with the district. State regulations require the district to forward your complaint to the State Superintendent of Public Instruction. Procedures are available from your school principal.

SECTION 504/DISABLED PUPILS (Section 504 of the Rehabilitation Act of 1973): Federal law requires the district to annually notify disabled pupils and their parents of the district's non-discriminatory policy and duty under Section 504 of the Rehabilitation Act.

STATEMENT OF NONDISCRIMINATION (Title VI of the Civil Rights Act of 1964; Title IX of the U.S. Education Amendments of 1972; Americans with Disabilities Act; Section 504 of the Vocational Rehabilitation Act of 1973; EC §200 et seq.): The district does not discriminate on the basis of gender, gender identity, gender expression, sex, race, color, religion, national origin, ethnic group identification, age, genetic information, mental or physical disability, sexual orientation, immigration status, or the perception of one or more of such characteristics. The district's policy of nondiscrimination requires notification in native language if the district's service area contains a community of minority persons with limited English language skills. Notification must state that the district will take steps to assure that the lack of English will not be a barrier to admission and participation in district programs. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports. In accordance with federal law, complaints alleging noncompliance with this policy should be directed to the school principal. Appeals may be made to the district superintendent. A copy of the district's nondiscrimination policy is available upon request.

EDUCATIONAL EQUITY REGARDLESS OF IMMIGRATION STATUS, CITIZENSHIP, OR RELIGION (EC §234.7): Children have a right to a free public education, regardless of immigration status, citizenship status, or religious beliefs. When enrolling a child, schools must accept a variety of documents from the student's parent to demonstrate proof of child's age or residency. No information about citizenship/immigration status or Social Security number is required to enroll in school. Parents have the option to provide a school with emergency contact information, including the information of secondary contacts, to identify a trusted adult guardian who can care for a minor student in the event the parent is detained or deported. Parents have the option to complete a Caregiver's Authorization Affidavit or a Petition for Appointment of Temporary Guardian of the Person, which may enable a trusted adult the authority to make educational and medical decisions for a minor student. Students have the right to report a hate crime or file a complaint to the school district if they are discriminated against, harassed, intimidated, or bullied on the basis of actual or perceived nationality, ethnicity, or immigration status. The district will not release information to third parties for immigration-enforcement purposes, except as required by law or court order. The California Attorney General's website provides "Know Your Educational Rights" resources for immigrant students and family members online.

FINGERPRINTING PROGRAM (EC §32390): Districts are authorized to offer fingerprinting programs for children enrolled in kindergarten or newly enrolled in

the district. If the district has adopted such a program, you will be notified of procedures, applicable fee and your right to decline your child's participation upon your child's initial enrollment.

CHILDREN IN HOMELESS SITUATIONS (42 USC §11431-11435): Each local district shall appoint a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations.

SEX/HIV EDUCATION

INSTRUCTION IN COMPREHENSIVE SEXUAL HEALTH EDUCATION AND HIV PREVENTION (EC §51938): The district shall annually notify parents about instruction in comprehensive sexual health education and HIV prevention education and research on student health behaviors and risks planned for the school year. Written and audiovisual educational materials used in such education are available for inspection. If arrangement for the instruction is made after the beginning of the school year, parents will be notified no fewer than 14 days prior to the commencement of any such instruction. If the district elects to provide the instruction by outside consultants in class or during an assembly. The notice must include the date of instruction, the name of the organization or affiliation of each guest speaker and information stating that the parent has the right to request a copy of the law pertaining to such instruction. Parents have the right to excuse his or her child from all or part of the comprehensive sexual health and HIV prevention education by submitting a written request to the district. Those students whose parents do not submit a written request to excuse them will receive such instruction. The law also authorizes the district, without prior parental consent, to use anonymous, voluntary and confidential research and evaluation tools to measure student's health behaviors and risks, including tests, questionnaires, and surveys containing age appropriate questions in grades 7 to 12 about the student's attitudes concerning or practices relating to sex. The district must notify parents in writing before any such test, questionnaire, or survey is administered and provide them with an opportunity to review the materials. Parents have the right to excuse his or her child from such participation by submitting a written request to the school district.

HEALTH INSTRUCTION/CONFLICTS WITH RELIGIOUS TRAINING AND BELIEFS (EC §51240): Upon written request of a parent, students shall be excused from part of any school instruction in health if it conflicts with the religious training and beliefs of a parent.

SCHOOL ATTENDANCE/ATTENDANCE ALTERNATIVES

California law (EC §48980(g)) requires all school boards to inform each student's parent at the beginning of the school year of the various ways in which they may choose schools for their children to attend other than the ones assigned by school districts. Students who attend schools other than those assigned by the districts are referred to as "transfer students" throughout this notification. There is one process for choosing a school within the district in which the parent lives (intradistrict transfer), and potentially three separate processes for selecting schools in other districts (interdistrict transfer). The general requirements and limitations of each process are described as follows:

Choosing a School Within District in Which Parent Lives:

The law (EC §35160.5(b)) requires the school board of each district to establish a policy that allows parents to choose the schools their children will attend, regardless of where the parent lives in the district. The law limits choice within a school district as follows:

- Students who live in the attendance area of a school must be given priority to attend that school over students who do not live in the school's attendance area.
- In cases in which there are more requests to attend a school than there are openings, the selection process must be "random and unbiased," which generally means students must be selected through a lottery process rather than on a first-come, first-served basis. A district cannot use a student's academic or athletic performance as a reason to accept or reject a transfer.
- Each district must decide the number of openings at each school which can be filled by transfer students. Each district also has the authority to keep appropriate racial and ethnic balances among its schools, meaning that a district can deny a transfer request if it would upset this balance or would

leave the district out of compliance with a court-ordered or voluntary desegregation program.

- Each district may adopt a school selection policy that takes into consideration special circumstances that might be harmful or dangerous to a particular pupil, whether the sibling of the pupil is already in attendance at the school, and/or whether the pupil's parent is employed at the school.
- If a transfer is denied, a parent does not have an automatic right to appeal the decision. A district may, however, voluntarily decide to put in place a process for parents to appeal a decision.

Choosing a School Outside District in Which Parent Lives:

Parents have three different options for choosing a school outside the district in which they live. The three options are:

Option 1: Districts of Choice (EC §§48300 through 48315): The law allows, but does not require, each school district to become a "district of choice" – that is, a district that accepts transfer students from outside the district under the terms of the referenced Education Code sections. If the school board of a district decides to become a "district of choice" it must determine the number of students it is willing to accept in this category each year and accept all pupils who apply to transfer until the school district is at maximum capacity. The school district of choice shall ensure that pupils admitted under this article are selected through an unbiased process that prohibits consideration of factors such as academic or athletic performance, physical conditions, or proficiency in English. If the district chooses not to become a "district of choice," a parent may not request a transfer under these provisions. Other provisions of the "district of choice" option include:

- Either the district a student would transfer to or the district a student would transfer from may deny a transfer if it will negatively affect the racial and ethnic balance of the district, or a court-ordered or voluntary desegregation plan. A district of choice cannot deny a transfer request on the basis that the costs to provide services exceeds the revenue received, but it may reject a request if doing so would require the creation of a new program. However, the district of choice may not deny the transfer of any special needs student, including an individual with exceptional needs, an English Learner student, a foster youth, or a homeless child or youth even if the cost to educate the student exceeds the revenue received or the creation of a new program is required. The district a student would be leaving may also limit the total number of students transferring out of the district each year to a specified percentage of its total enrollment, depending on the size of the district.
- Communications to parents by a school district of choice shall be factually accurate and shall not target individual parents or residential neighborhoods on the basis of a pupil's or pupils' actual or perceived academic ability or athletic performance, proficiency in English, any of the individual characteristics set forth in Education Code 200, or family income.
- The district of choice must post transfer application information on its website, including any applicable forms, the timeline for a transfer, and an explanation of the selection process.
- All communications from a school district of choice regarding transfer opportunities must be available in all languages for which translations are required in the school district of residence under EC §48985.
- No student who currently attends a school or lives within the attendance area of a school can be forced out of that school to make room for a student transferring under these provisions.
- Entrance priority must be given as follows:
 - Siblings of students already attending school in the "district of choice" must be given first priority.
 - Pupils eligible for free or reduced-price meals and pupils who are foster youth or homeless must be given second priority.
 - Children of military personnel must be given third priority.
- A parent may request transportation assistance within the boundaries of the "district of choice." The district is required to provide transportation only to the extent it already does so.
- A school district in which an active military duty parent of a student resides shall not deny the transfer of that student to a school in any district, if the

school district to which the parent of the student applies approves the application for transfer.

Option 2: Other Interdistrict Transfers (EC §46600 et seq.): The law allows two or more districts to enter into an agreement for the transfer of one or more students for a period of up to five years. New agreements may be entered into for additional periods of up to five years each. The agreement must specify the terms and conditions under which transfers are permitted. Districts of residence may not deny a transfer of a student whose parent is active duty military where the district of proposed enrollment approves the application, or for students who are the victim of an act of bullying unless the requested school is at maximum capacity. The law on interdistrict transfers also provides for the following:

- If either district denies a transfer request, a parent may appeal that decision to the county board of education. There are specified timelines in the law for filing an appeal and for the county board of education to make a decision.

Option 3: Parental Employment in Lieu of Residency Transfers (EC §48204(b)): If at least one parent of a student is physically employed in the boundaries of a school district other than the one in which they live for a minimum of 10 hours during the school week, the student may be considered a resident of the school district in which their parents work. This code section does not require that a school district accept a student requesting a transfer on this basis, but a student may not be rejected on the basis of race, ethnicity, sex, parental income, academic achievement, or any other "arbitrary" consideration. Other provisions of EC §48204(b) include:

- Either the district in which the parent lives or the district in which the parent works may prohibit the student's transfer if it negatively impacts a desegregation plan.
- The district in which the parent works may reject a transfer if it determines that the cost of educating the student would be more than the amount of government funds the district would receive for educating the student.
- There are set limits (based on total enrollment) on the net numbers of students that may transfer out of a district under this law, unless the district approves a greater number of transfers.
- There is no required appeal process for a transfer that is denied. However, the district that declines to admit a student must provide in writing to the parent the specific reasons for denying the transfer.

Open Enrollment Act (EC §48350 et seq.)

Whenever a student is attending a district school on the Open Enrollment List, as identified by the Superintendent of Public Instruction, the student may apply to transfer to another school within or outside of the district, if the school to which they are transferring has a higher Academic Performance Index. Districts with a school on the List must notify the parents at that school on or before the first day of the school year of their option to transfer to another public school. Information regarding the application process and applicable deadlines can be obtained from the district office.

This summary provides an overview of the laws applicable to school attendance for each alternative. Additional information is available upon request.

NOTICE OF ALTERNATIVE SCHOOLS (EC §58501): State law authorizes all school districts to provide for alternative schools. Education Code section 58500 defines an alternative school as a school or separate class group within a school that is operated in a manner designed to:

- (1) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy.
- (2) Recognize that the best learning takes place when the student learns because of his/her desire to learn.
- (3) 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 result in whole or in part from a presentation by his/her teachers of choices of learning projects.

(4) 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.

(5) 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, student, 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 area shall have copies of the law available for your information. This law particularly authorizes interested persons to request that the governing board of the district to establish alternative school programs.

GRADE REDUCTION/LOSS OF ACADEMIC CREDIT (EC §48980(i)): No student shall have a grade reduced or lose academic credit for any excused absence pursuant to EC §48205 if missed assignments/tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

ABSENCES FOR CONFIDENTIAL MEDICAL SERVICES (EC §46010.1): Students in grades 7-12 and their parents are notified that the law permits schools to excuse students for the purpose of obtaining confidential medical services without parental consent. District policy regarding excusing such absences is available upon request

ABSENCE FOR RELIGIOUS INSTRUCTION (EC §46014): Districts may allow pupils with parent consent to be excused to participate in religious exercises/instruction.

NOTICE OF MINIMUM DAYS AND PUPIL-FREE STAFF DEVELOPMENT DAYS (EC §48990(c)): The district is required to annually notify parents of its schedule(s) of minimum days and student-free staff development days at the beginning of the year or as early as possible, but no later than one month prior to the scheduled minimum or student-free day. (See attached.)

MISCELLANEOUS

NON-MANDATORY PROGRAMS FOR PARENTAL/PUPIL PARTICIPATION (EC §49091.18): Schools may not require a student or student's family to submit to or participate in any assessment, analysis, evaluation, or monitoring of the quality or character of student home life, parental screening or testing, nonacademic home-based counseling program, parent training, or prescribed family educational service plan.

SEX EQUITY IN CAREER PLANNING (EC §221.5(d)): Parents shall be notified in advance of career counseling and course selection commencing with course selection in Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions.

SEXUAL HARASSMENT POLICY (EC §231.5; 5 CCR §4917): Each district is required to have adopted a written policy on sexual harassment, and shall provide a copy of such policy, as it pertains to students, with the annual notification. (See attached.) Districts are also required to display such policies in a prominent location and include it in orientation for employees and students, and provide a copy of such policy to new and continuing students as part of any orientation program held on a quarterly, semester or summer session basis.

DRUG FREE CAMPUS (Alcohol and Other Drug Use Prevention Education): Possession, use or sale of narcotics, alcohol, or other controlled substances is prohibited and strictly enforced at all school activities. Records will be forwarded to local law enforcement, and district sanctions will result from violations.

RIGHT TO REFRAIN FROM HARMFUL USE OF ANIMALS (EC §3225 et seq.): Pupils may choose to refrain from participating in educational projects involving the dissection or otherwise harmful or destructive use of animals in accordance with the procedures set forth in EC § 3225.1.

EVERY STUDENT SUCCEEDS ACT (20 USC §6301 et seq.): Under ESSA, parents have the following rights:

- **Information Regarding Professional Qualifications of Teachers, Paraprofessionals, and Aides:** Upon request, parents have a right to information regarding the professional qualifications of their student's classroom teachers, paraprofessionals, and aides. This includes whether the teacher meets the state qualifications and licensing criteria for the grades and subjects she/he teaches, whether the teacher is teaching under an emergency permit or other provisional status because of special circumstances, the teacher's college major, whether she/he has any advanced degrees and the subject(s) of those degrees, and whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications. The district shall also notify parents if their child has been assigned to or has been taught for 4 or more consecutive weeks by a teacher who does not meet applicable certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

- **Information Regarding Individual Student Reports on Statewide Assessments:** Upon request, parents have a right to information regarding any State or local policy mandating pupil assessments and the level of achievement of their student on every State and districtwide academic assessment administered to the student.

- **Limited English Proficient Students:** The Act requires prior notice be given to parents of English learners regarding limited English proficiency programs, including the reasons for the identification of the student as an English learner, the need of placement in a language instruction educational program, the student's level of English proficiency, how such level was assessed, the methods of instruction used in the programs available, how the recommended program will meet the student's needs, program performance, parent options to remove a student from a program and/or to decline initial enrollment, and expected rate of transition into classrooms not tailored for English learners.

The information provided above is available upon request from your child's school or the district office. Additional notices that may be required under the Every Student Succeeds Act shall be sent separately.

UNIFORM COMPLAINT PROCEDURES (5 CCR §4622): The district is required to annually notify parents, pupils, employees, district and school advisory committees and other interested parties in writing of its required Uniform Complaint Procedures. (See attached.)

SCHOOL BUSES/PASSENGER SAFETY (EC §39831.5): Districts are required to provide safety regulations to all new students and students who have not previously been transported by school bus.

MEGAN'S LAW NOTIFICATION (PENAL CODE §290.4): Parents and members of the public have the right to review information regarding registered sex offenders at the main office of the local law enforcement agency for this school district.

EXCUSED ABSENCES (EC §48205)

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

- (1) Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
- (2) Due to quarantine under the direction of a county/city health officer.
- (3) For purposes of having medical, dental, optometrical, or chiropractic services rendered.
- (4) For purposes of attending the funeral services or grieving the death of either a member of the pupil's immediate family, or of a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, so long as the absence is not more than five days per incident.
- (5) For purposes of jury duty in the manner provided for by law.
- (6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child for which the school shall not require a note from a doctor.
- (7) For justifiable personal reasons, including, but not limited to, an attendance or appearance in court, attendance at a funeral service, observance of a holiday

or ceremony of his or her religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the pupil's absence is requested in writing by the parent and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.

(8) For purposes of serving as a member of a precinct board for an election pursuant to section 12302 of the Elections Code.

(9) For purposes of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.

(10) For purposes of attending the pupil's naturalization ceremony to become a United States citizen.

(11) For purposes of participating in a cultural ceremony or event.

(12)(A) For purposes of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.

(12)(B)(i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one schoolday-long absence per school year.

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

(13)(A) For any of the purposes described in clauses (i) to (iii), inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, has died, so long as the absence is not more than three days per incident.

(i) To access services from a victim services organization or agency.

(ii) To access grief support services.

(iii) To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation.

(B) Any absences beyond three days for the reasons described in subparagraph (A) shall be subject to the discretion of the school administrator, or their designee, pursuant to Section 48260.

(14) Due to the pupil's participation in military entrance processing.

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

(b) A pupil absent from school pursuant to 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 for those assignments and tests. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

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

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

(e) For purposes of this section, the following definitions apply:

(1) A "civic or political event" includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls.

(2) "Cultural" means relating to the practices, habits, beliefs, and traditions of a certain group of people.

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

(4) "Victim services organization or agency" has the same meaning as defined in subdivision (j) of Section 12945.8 of the Government Code.

INVESTING FOR FUTURE EDUCATION (EC §48980(d)):

Parents are advised of the importance of investing for higher education for their children and of considering appropriate investment options, including, but not limited to, United States savings bonds.

COMPLAINTS CONCERNING DEFICIENCIES RELATED TO INSTRUCTIONAL MATERIALS, ETC. (EC §35186): A Uniform Complaint process is available to help identify and resolve deficiencies related to instructional materials, emergency or urgent facility conditions that pose a threat to the health and safety of pupils or staff, and teacher vacancy or misassignment. Notice of the complaint process and location at which to obtain a complaint form should be posted in the classrooms.

SCHOOL ACCREDITATION (EC §35178.4): Districts are required to notify each parent of a pupil in a school that has lost its accreditation status and the potential consequences of the school's loss of status, in writing or by posting the information on the school district's or school's Internet Website, or by any combination of these methods.

PUPIL FEES (EC §49010 et seq.): The district is required to establish policies concerning the provision of a free education to pupils. The district is also required to establish policies for filing a complaint of noncompliance under this section using the Uniform Complaint Procedures. Notice of the district's fee policies and complaint process shall be provided to pupils, parents, and employees on an annual basis.

LOCAL CONTROL AND ACCOUNTABILITY PLAN (EC §§52059.5-52077): The district is required to adopt a three-year Local Control and Accountability Plan (LCAP) and to update the LCAP on or before July 1 of each subsequent year. The LCAP is required to identify annual goals, specific actions geared toward implementing those goals, and must measure progress for student subgroups across multiple performance indicators based on eight priorities set by the State. The priorities must be aligned to the district's spending plan. The LCAP must be approved before the annual district budget can be adopted. Once the budget and LCAP are adopted at the local level, the plan will be reviewed by the county superintendent to ensure alignment of projected spending toward goals and services. The following are the State priorities:

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

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

Each district is required to consult with its teachers, principals, administrators, other school personnel, local bargaining units, parents, its special education local plan area administrator(s), and pupils in developing the LCAP. As part of this consultation process, districts must present their proposed plans to the PAC and ELPAC. The advisory committees can review and comment on the proposed plan. Districts must respond in writing to the comments of the PAC and ELPAC. Districts are also required to notify members of the public that they may submit written comments regarding the specific actions and expenditures proposed in the LCAP.

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

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

THE AGE DISCRIMINATION ACT (42 USC §6101 et seq.): The Age Discrimination Act prohibits discrimination in programs or activities receiving federal and/or state financial assistance.

THE BOY SCOUTS OF AMERICA EQUAL ACCESS ACT (34 CFR §108.6): The Boy Scouts of America Equal Access Act requires public schools to provide equal access to the use of school property to the Boy Scouts and other designated youth groups.

PROHIBITION REGARDING DISCRIMINATORY EDUCATIONAL MATERIALS, COMPLAINT PROCESS (EC §244): Districts shall not adopt or approve the use of any textbook, instructional material, supplemental instructional material, professional development materials, or curriculum for classroom instruction if the use of the textbook, instructional material, supplemental instructional material, or curriculum would subject a pupil to unlawful discrimination pursuant to EC §220. Districts shall investigate and remediate any occurrence where materials were used in a classroom or an action occurred that violated this provision, which may include, but is not limited to, the implementation of restorative justice practices. Complaints of violation of this section shall be processed pursuant to the District's Uniform Complaint Procedures. A complaint may be filed by any member of the public, including anyone electing to file anonymously, if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance with EC §244(a).

CALIFORNIA KIDS INVESTMENT AND DEVELOPMENT SAVINGS PROGRAM (EC §51225.7): A district shall provide each pupil and the pupil's parent or legal guardian with information about the California Kids Investment and Development Savings Program established pursuant to Article 19.5 (commencing with Section 69996) of Chapter 2 of Part 42 of Division 5 of Title 3 and the pupil's potential eligibility for that benefit. The California Kids Investment and Development Savings Program (CalKIDS) was launched in 2022 by the State of California with a clear mission: to help jumpstart college savings for children statewide by awarding scholarship accounts to youth across the state. Administered by the ScholarShare Investment Board, CalKIDS takes the initiative by automatically offering children born in California and eligible public school students in California a CalKIDS Scholarship Account, along with other potential financial incentives. Further information is available at: <https://calkids.org/about/>.

Firearms Safety Memorandum

To: Parents and Guardians of Students in the **Point Arena School District**

From: Warren Galletti

Subject: California Law Regarding Safe Storage of Firearms

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the **Point Arena School District** of their responsibilities for keeping firearms out of the hands of children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from his or her home. **These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.**

To help everyone understand their legal responsibilities, this memorandum spells out California law regarding the storage of firearms. Please take some time to review this memorandum and evaluate your own personal practices to assure that you and your family are in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; **or** (3) unlawfully brandishes the firearm to others.¹
 - **Note:** The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor **never** actually accesses the firearm.²
- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.³
- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.⁴

Note: Your county or city may have additional restrictions regarding the safe storage of firearms.

Thank you for helping to keep our children and schools safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

Sincerely,

Warren Galletti

Date published: July 3, 2023
California Department of Education

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

² See California Penal Code section 25100(c).

³ See California Civil Code Section 29805.

⁴ See California Civil Code Section 1714.3.

**2026-2027 ARENA ELEMENTARY SCHOOL (AES)
ANNUAL RIGHTS NOTIFICATION & POLICY ACKNOWLEDGEMENT**

Student Name

Grade

☐ **ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION**

"The notice shall be signed by the parent or guardian and returned to the school.

Signature of the notice is an acknowledgement by the parent or guardian that he has been informed of his rights but does not indicate that consent to participate in any particular program has either been given or withheld." (Ed Code 48982)

This annual notification is also available in an electronic format and can be provided to you upon request.

I hereby acknowledge receipt of information regarding my rights, responsibilities, and protections.

Signature of Parent/Guardian

Date

☐ **MEDICATION**

Student is on a continuing medication program as prescribed by a physician: (Please check one) YES ___/NO ___

If YES, you have my permission to contact student's physician:

Physician's Name: _____

Telephone: _____

Medication: _____

Dosage: _____

☐ **DIRECTORY INFORMATION**

If you do not wish directory information released (page 1 of Parent Annual Notification), please sign where indicated below and ensure receipt of this form by the school office with the next 30 days. Note that this will prohibit the district from providing the student's name and other information to the news media, interested schools, parent-teacher associations, interested employers and similar parties.

☐ **DO NOT** release directory information regarding my child: _____

Signature of Parent/Guardian

Date

YEARBOOK STUDENT INFORMATION AND PHOTOGRAPH

☐ Please check if an exception may be made to include student information and photographs in the yearbook.

By signing below, you give the district permission to have photographs of your student in the yearbook.

Signature of Parent/Guardian

Date

Point Arena School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics..) For questions or complaints, contact: Title IX Coordinator: Dunnell Daleuski (707)882-2803 or ddaleuski@pauhs.org, 504 Coordinator: Michelle Egger or meegger@avesfamily.org, Title II Coordinator: Warren Galletti (707)882-2803 or wgalletti@mcn.org



Arena Elementary School
Student Photo Release Form
Formulario de Autorización de Fotos

Student's Name
Nombre del Estudiante

Grade
Grado

During the academic year, Arena Elementary School may wish to use photographs of AES Students on school bulletin boards, in educational publications or in general media releases on a controlled basis. Any such photographs would highlight the student(s) either demonstrating learning techniques or participating in approved school activities.

In accordance with school policy, names of individual students will not be released with any photographs.

Durante el año académico, la Escuela Primaria Arena puede querer utilizar fotografías de AES estudiantes en los tabloneros de anuncios de la escuela, en las publicaciones educativas o en notas de prensa generales de forma controlada. Dichas fotografías se resalte el estudiante (s), ya sea demostrando técnicas de aprendizaje o participar en las actividades escolares aprobadas. De conformidad con la política de la escuela, los nombres individuales de los estudiantes no serán entregados con las fotografías.

_____ I consent to the use of my child's image; such use may include all Arena Elementary School Publications (print, online, video, etc.).

Sí doy consentimiento para el uso de la imagen de mi hijo, tal uso puede incluir todas las publicaciones AES (impresa, en línea, video, etc.).

_____ I DO NOT consent to the use of my child's image ever; this use includes all Arena Elementary School Publications (print, online, video, etc.).

NO doy consentimiento al uso de la imagen nunca de mi hijo, lo que incluye el uso de todas las publicaciones AES (impresa, en línea, video, etc.).

Parent/Guardian Signature
Firma del Padre /tutor

Date
Fecha

ACCEPTABLE USE AGREEMENT AND RELEASE OF DISTRICT FROM LIABILITY (STUDENTS)

The Point Arena Schools District authorizes students to use technology owned or otherwise provided by the district as necessary for instructional purposes. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all students to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that students may access through the system.

Each student who is authorized to use district technology and his/her parent/guardian shall sign this Acceptable Use Agreement as an indication that they have read and understand the agreement.

Definitions

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

Student Obligations and Responsibilities

Students are expected to use district technology safely, responsibly, and for educational purposes only. The student in whose name district technology is issued is responsible for its proper use at all times. Students shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned.

Students are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:

1. Access, post, display, or otherwise use material that is discriminatory, libelous, defamatory, obscene, sexually explicit, or disruptive
2. Bully, harass, intimidate, or threaten other students, staff, or other individuals ("cyberbullying")
3. Disclose, use, or disseminate personal identification information (such as name, address, telephone number, Social Security number, or other personal information) of another student, staff member, or other person with the intent to threaten, intimidate, harass, or ridicule that person
4. Infringe on copyright, license, trademark, patent, or other intellectual property rights
5. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission from a teacher or other district personnel, changing settings on shared computers)
6. Install unauthorized software
7. "Hack" into the system to manipulate data of the district or other users
8. Engage in or promote any practice that is unethical or violates any law or Board policy, administrative regulation, or district practice

Privacy

Since the use of district technology is intended for educational purposes, students shall not have any expectation of privacy in any use of district technology.

The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology, or other uses. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of district technology (such as web searches and emails) cannot be erased or deleted.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

Personally Owned Devices

If a student uses a personally owned device to access district technology, he/she shall abide by

all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Students who wish to access the school network, through a personal laptop or other personal electronic devices must register the devices with the school. Each student is limited to one (1) registered device per year.

Reporting

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the teacher or other district personnel.

Consequences for Violation

Violations of the law, Board policy, or this agreement may result in revocation of a student's access to district technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.

Student Acknowledgment

I have received, read, understand, and agree to abide by this Acceptable Use Agreement and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology. I further understand that any violation may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Student's Name: _____ **Grade:** _____
(Please print)

Signature: _____ **Date:** _____

Parent or Legal Guardian Acknowledgment

If the student is under 18 years of age, a parent/guardian must also read and sign the agreement. As the parent/guardian of the above-named student, I have read, understand, and agree that my child shall comply with the terms of the Acceptable Use Agreement. By signing this Agreement, I give permission for my child to use district technology and/or to access the school's computer network and the Internet. I understand that, despite the district's best efforts, it is impossible for the school to restrict access to all offensive and controversial materials. I agree to release from liability, indemnify, and hold harmless the school, district, and district personnel against all claims, damages, and costs that may result from my child's use of district technology or the failure of any technology protection measures used by the district. Further, I accept full responsibility for supervision of my child's use of his/her access account if and when such access is not in the school setting.

Name: _____ **Date:** _____
(Please print)

Signature: _____

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Arena Elementary School

Walking Field Trip Permission Permiso Para Excusiones a Pie

Student's Name

Nombre del Estudiante

Grade

Grado

The students at Arena will participate in local walking field trips during the school year. The individual teachers are expected to give prior notice of any upcoming walking field trips. Parents always retain the right to option out of any walking field trip by writing a note to your child's teacher.

My child has my permission to participate in walking trips in Point Arena during the 2026-2027 school year. In case my child becomes ill or is injured during a walking field trip, a representative of the school is authorized to obtain medical treatment for my child.

Los estudiantes de la Arena participarán en excursiones a pie locales durante el año escolar. Se espera que los maestros individuales dan dar aviso previo de cualquier viaje a pie. Los padres siempre se conserva el derecho de negar de cualquier excursión a pie por escribiendo una nota al maestro de su hijo.

Mi hijo/a tiene mi permiso para participar en paseos de pie en Point Arena durante el año escolar 2026-2027. En caso de que mi hijo se enferma o se lastima durante una excursión a pie, un representante de la escuela está autorizada para obtener tratamiento médico para mi hijo.

Parent/Guardian Signature

Firma del Padre/Guardián

Date

Fecha

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Point Arena Joint Union High School District
Arena Union Elementary School District
P.O. Box 87, Point Arena CA 95468
(707) 882-2803 * Fax (707) 882-2848

Warren Galletti ☐ Superintendent
Catherine Chin, Fiscal Resources ☐ Dunnell Daleuski, Human Resources

Community Eligibility Provision

Dear Parent or Guardian:

Arena Elementary School will continue to participate in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP).

Schools that participate in the CEP are able to provide healthy breakfasts and lunches each day at no charge for **all** students enrolled in that CEP school during the 2026-2027 School Year.

Although there are no income eligibility guidelines to receive free meals, we are still required to collect your household income information and ask you to complete the Alternative Income Form on page 2 as required by the CEP program.

If we can be of any further assistance, please contact us at 707-882-2131, ext. 3390 or e-mail gvillagomez@aesfamily.org.

Sincerely,

Griselda Villagomez
Administrative Assistant II

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027), found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

Fax: 202-690-7442
E-mail: program.intake@usda.gov

This institution is an equal opportunity provider.

Board of Trustees
Sal Martínez - Sigrid Hillscan - Víctor Aparicio
Darrell Bechtol Jr. - Kirk Mobert - Mike Dinning – Cathy Frey

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Universal Benefits Application 2026-2027 School Year

Arena Elementary School/Arena Union Elementary District/Point Arena Schools District

This application may qualify your child for benefits such as Summer EBT/SUN Bucks, school transportation, and more. Inquire with your child's school district to learn what benefits may be available to them. Completing this application will not impact your student's ability to receive school meals at no cost.

The U.S. Department of Homeland Security and U.S. Citizenship and Immigration Services do not consider health, food, and housing services as part of the public charge determination. Therefore, submitting this application will not hurt an individual's immigration status.

Note: A non-household member may be designated as the authorized representative for application processing purposes if they have difficulty completing the application process.

**Complete, sign, and return this application to: ARENA ELEMENTARY SCHOOL
ATTN: School Office
P.O. Box 45
Point Arena, CA 95468**

1. List all students living with you that are attending school using the exact spelling as listed in their school records. If the student is in foster care, experiencing homelessness, receiving migrant education services, or meets the definition of runaway, indicate this by placing an "x" in the appropriate box. Include any personal income received by the student and make an "x" in the correct box for how often it is received.

Student's Last Name	Student's First Name	MI	Foster	Homeless	Migrant	Runaway	Date of Birth	School	Grade	Student Income	Weekly	Bi-weekly	2 X Month	Monthly
			☐	☐	☐	☐				\$	☐	☐	☐	☐
			☐	☐	☐	☐				\$	☐	☐	☐	☐
			☐	☐	☐	☐				\$	☐	☐	☐	☐
			☐	☐	☐	☐				\$	☐	☐	☐	☐
			☐	☐	☐	☐				\$	☐	☐	☐	☐

2. If any Household Members (including yourself) currently participate in one or more of the following assistance programs, please write in a case number. If NO, go to Step 3.

☐ CalFresh

☐ CalWORKs/ Temporary Assistance for Needy Families (TANF)

☐ Food Distribution Program on Indian Reservations (FDPIR)

Assistance Program Case Number: _____

3. List the names of all other household members - Enter income (in whole dollars) and check how often it is received. If a household member does not receive income, write 0. If you enter 0 or leave the income sections blank, you are promising there is no income to report.

Report Income: Earnings from Work (before any deductions) and Public Assistance/Child Support/Alimony

Names of all other household members (do not include students listed above)	Earnings from work (before any deductions)	Weekly	Bi-weekly	2 X Month	Monthly	Public Assistance/ Child Support/ Alimony	Weekly	Bi-weekly	2 X Month	Monthly
		☐	☐	☐	☐		☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐

Report Income Continued: Pensions/Retirement/Social Security (SSI) and Any Other Income Not Already Listed

Names of all other household members (Continued From Above)	Pensions/Retirement/ Social Security (SSI)	Weekly	Bi-weekly	2 X Month	Monthly	Any Other Income Not Already Listed	Weekly	Bi-weekly	2 X Month	Monthly
		☐	☐	☐	☐		☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐
	\$	☐	☐	☐	☐	\$	☐	☐	☐	☐

4. Total Household Members (include all people living in your household): _____

(Total entered must equal number of household members listed above, a second application may be required if number of household members exceeds empty fields)

Optional: (processing of this form is not dependent upon the inclusion of SSN) - **Last Four Digits of Social Security Number**

(SSN) of Primary Wage Earner or Other Household Member: _____

Check if no Social Security Number: ☐

5. Contact Information & Signature – Complete, sign, and return this application to Arena Elementary School Office:

I certify (promise) that all information on this application is true, that all income is reported, and that my household does not receive Summer EBT benefits through a different State or Indian Tribal Organization (if applicable).

I understand that this information is given in connection with the receipt of federal or state benefits and that school officials may verify (check) the information.

I am aware that if I purposely give false information, my children may lose these benefits, and I may be prosecuted under applicable State and Federal laws.

Printed Name of Adult Household Member

Adult Household Member Signature

Mailing Address

City, State & Zip Code

Email Address

Daytime Phone Number

Date

6. Children's Racial and Ethnic Identities (Optional) – We are required to ask for information about your child(ren)'s race and ethnicity. This information is important and helps make sure we are fully serving our community. Responding to this section is optional and does not affect your child(ren)'s eligibility for free & reduced-price meals or SUN Bucks.

Mark one or more racial identities: ☐ American Indian or Alaska Native. ☐ Asian. ☐ Black, or African American.
☐ Native Hawaiian or Other Pacific Islander ☐ White

Mark one ethnic identity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

School Use Only – Do Not Write Below This Line

Annual Income Conversion: Weekly x 52/Bi-Weekly x 26/Twice per month x 24 (Do not convert to annual income unless household reports multiple pay frequencies).

Local Education Agency Approval: ☐ CalFresh/CalWORKS/FDPIR ☐ Foster/Migrant/Homeless/Runaway ☐ Income Household

Total Household Size: _____ Total Household Income \$ _____

☐ Weekly ☐ Bi-Weekly ☐ Twice Per Month ☐ Monthly ☐ Annual

Application Approved For: ☐ Free Eligible ☐ Reduced-Priced Eligible

Application Denied: ☐ Income Over Allowed Amount ☐ Incomplete/Missing information ☐ Other: _____

Date Notice Sent: _____

Signature of Approving Official: _____

Date: _____

Child Nutrition Eligibility:

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot determine eligibility for benefits through the Richard B. Russell National School Lunch Act.

The Richard B. Russell National School Lunch Act requires that we use information from this application to determine who qualifies for Summer EBT benefits. We can only approve complete forms.

We may share your eligibility information with education, health, and nutrition programs to help them deliver program benefits to your household. Inspectors and law enforcement may also use your information to make sure that program rules are met. Some children qualify for benefits without an application. Please contact your State or ITO to get benefits for a foster child, and children who are homeless, migrant, or runaway.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

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

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint web page at <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint> and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights,
1400 Independence Avenue, SW,
Washington, D.C. 20250-9410;

fax: (202) 690-7442; or

email: program.intake@usda.gov.

This institution is an equal opportunity provider.

**Point Arena Schools District
School District's Non-Discrimination Statement**

Point Arena School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived age, ancestry, color, disability, ethnicity, gender, gender expression, gender identity, genetic information, immigration status, marital status, medical information, national origin, parental status, pregnancy status, race, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.)

For questions or complaints, contact:

Title IX Coordinator [Donna Miller](#) 707-882-2134; [Michelle Egger](#) 707-882-2131

504 Coordinator: [Site Principal](#) 707-882-2131

Title II Coordinator: [Warren Galletti](#) 707-882-2803



AHOY PIRATES

KUDOS ARENA AFTER SCHOOL PROGRAM STARTS THURSDAY, AUGUST 20, 2026

Come join the fun in the Arena After School Program! The program is open Monday through Friday, from the end of the school day until 6:00pm (this includes bus service time). We are an academic and enrichment program designed to give your child extra support with homework, literacy, math, and offer many enriching activities such as nutrition, sports, science, computers, art, dance, and more! We will also have special guests sharing their talents, hobbies, and experiences with us! Children are provided with healthy snacks every day.

The program begins the second day of school, Thursday, August 20th. For your child to begin on the second day of school, please fill out the attached forms and return to the school office by Wednesday, August 19th. There is a one-day wait period before any student begins the program.

Our goals are:

1. Children are supported in achieving their academic goals,
2. Children have the opportunity to attend exciting enrichment classes, and
3. Our children are in a safe, nurturing environment.

Student success is dependent on regular attendance. Students enrolled in the KUDOS 4 KIDS After School Program are expected to attend the program every day. However, we recognize that there may be circumstances that require students to miss days, or be released prior to closing. Alternative enrichment (i.e. Home enrichment, soccer, football, piano, etc.) is OK off site as long as we have a note signed by parents indicating where their child will be attending on days not here in our program. Our funding requires students to attend 5 days a week (6-8 grade-3 days a week). Please help us follow requirements to keep our program running and our kids happy.

Transportation can be an issue here in our rural area. There is a 3:15 bus and transportation to the Point Arena Reservation at 5:00pm and Gualala at 5:25pm from school to Anchor Bay and Gualala Supermarket. Check bus schedules for arrival times.

We look forward to a fun and exciting year and hope your child will be joining us! We encourage family and community participation. Contact me to find out how you can get involved! If you have any questions, please feel free to call (707) 882-2131 extension 3322.

Sincerely,

Leah Kirby
Director, Kudos After School Program



KUDOS FOR KIDS
Point Arena Schools District
After School Enrichment Program
2026-2027



REGISTRATION INTAKE FORM

Student Information

Student Name:

Date :

Date of Birth:

Gender: ☐ Female ☐ Male ☐ Nonbinary

Ethnicity:

Programs:

Eligibility for Free/Reduced Meals: ☐ YES ☐ NO

English Language Learner: ☐ YES ☐ NO

McKinney Vento Homeless: ☐ YES ☐ NO

Foster Youth: ☐ YES ☐ NO

Grade:

Homeroom Teacher:

Home Phone:

Email:

Primary Language(s) spoken at Home:

Does your child have any MEDICAL ALERTS? If YES, please explain:

Parent/Guardian Information

Mother/Guardian Name

Home Phone:

Work Phone:

Cell/Pager:

Email:

Mailing
Address

Street or PO BOX:

City:

State:

Zip Code:

Physical
Address

Street Address:

City:

State:

Zip Code:

Father/Guardian Name

Home Phone:

Work Phone:

Cell/Pager:

Email:

Mailing
Address

Street or PO Box:

City:

State:

Zip Code:

Physical
Address

Street Address:

City:

State:

Zip Code:

Please circle the best way to contact above.

Emergency Contact:

How will your child get home from the program? ☐ 3:15 Bus

If bus, list afternoon bus stop: _____

☐ Walk ☐ Other (describe) _____

☐ Will be picked up by (names of authorized persons) _____

Signature of Parent/Guardian

Date

**ARENA UNION ELEMENTARY SCHOOL DISTRICT
KUDOS AFTER SCHOOL PROGRAM
2026-2027**

Welcome to the after school program, we look forward to working and playing with your child. Please review this contract of important information to ensure your child's safety.

Student must have a note from their parents to leave the After School Program early if they are walking home. They may not leave school grounds and return.

Please send a note if your child is not staying for the after school program on any scheduled day. We will assume you plan for them to be attending our program unless we have a written.

Please send a note indicating a change of pick up plans and who will be picking your child up.

If you need to pick up your child early you need to sign them out of room 22, and let the director or instructor know before leaving with the student.

There will be a \$1.00 a minute charge for parents picking up their children late after 6:00 (Van leaves at 5:25 and arrives in Gualala at 6:00).

Yes, I have read and reviewed these important procedures and rules (next page) with my child.

Parent/Guardian Signature

Date

I give the After School Program permission to use photos of my child for promotional purposes (i.e. ICO newspaper articles, bulletin boards and video classes).

Parent/Guardian Signature

Date

ARENA KUDOS 4 KIDS AFTER SCHOOL PROGRAM EARLY RELEASE POLICY

The law requires that the Kudos program stay open until 6pm and for 15 hours per week. Children may, however, leave the program early under conditions established by the program in advance and in writing.

Legislation

8483.(a)(1) Every after school component of a program established pursuant to this article shall commence immediately upon the conclusion of the regular school day, and operate a minimum of 15 hours per week (Middle School 9 hours per week), and at least until 6:00pm on every regular school day. Every after school component of the program shall establish a policy regarding reasonable early daily release of pupils from the program. (Ed Code 8483)

The KUDOS Arena After School Program encourages daily attendance. We recognize there may be circumstances that require students to be released prior to the end of the After School Program. These circumstances may include:

- Family Needs
- Medical appointments
- Transportation necessity
- Parallel activities as determined by school administration or parent
- Safety or weather conditions.

Additional circumstances will be reviewed on a case by case basis.

The parent, guardian, or a program staff member will sign the child out, as indicated by a signature and document the time of departure.

We look forward to a fun and exciting year with your child.

Sincerely,
Leah Kirby
Director, KUDOS Arena After School Program

Please check one and return form to the After School Program Director:

- ☐ I am interested in enrolling my child. I have read and accept the Early Release Policy.
- ☐ I am not interested in enrolling my child.

Student Name: _____ Grade: _____

Parent/Caregiver Signature

Date

Kudos After School Program

Walking Field Trip Permission

Dear Parent/Guardian:

The After School Program students will participate in walking field trips during after school hours to local areas (i.e. Point Arena High School, Point Arena Park and town businesses).

The Kudos ASP director are expected to give prior notice of any upcoming walking field trips. Parents always retain the right to option out of any walking field trip by writing a note to your child's teacher.

My Child _____, Grade ____
has my permission to participate in walking trips in Point
Arena during the 2026-2027 after school program.

In case my child becomes ill or is injured during a walking field trip, a representative of the school is authorized to obtain medical treatment for my child.

Parent/Guardian Signature

Date



Student Accident & Sickness Insurance

Enroll online at
www.myers-stevens.com

District Zip: 95468

District: POINT ARENA JT UNION SD

School: ARENA UNION ELEMENTARY



Arranged and Administered by

 **myers / stevens / tooney**