

Placentia-Yorba Linda Unified School District

Doug Domene, Ed.D.
Superintendent

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Board of Education
Carrie Buck
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Carol Downey
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Dear Families,

On behalf of the Placentia-Yorba Linda Unified School District Board of Education, I would like to welcome you to the 2013-2014 school year.

I believe strongly that effective communication between schools, parents and students is essential. In order to ensure that this takes place, the Placentia-Yorba Linda Unified School District has created a District Parent Handbook. This information has been designed to advise you of your rights and responsibilities under Education Code Section 48980 and to provide additional information regarding your child's school. We hope you find it useful.

In an effort to "go green" and save on printing costs, this year's District Parent Handbook is now available online at www.pylusd.org. We will no longer be sending home a paper copy of the entire handbook with each student.

Please take a few moments to review the District Parent Handbook online and **complete the attached pages. Completed forms should be returned to your child's school.** If you prefer, you may still obtain a hard copy of the entire book at your child's school.

I look forward to working together with our staff, students, and parent community in the year ahead!

Sincerely,



Doug Domene, Ed.D.
Superintendent



PARENT ACKNOWLEDGEMENT FORM

Please complete and return the following pages to your child's school site.

- I acknowledge receipt of this notice and have reviewed the District Parent Handbook online. I am also attaching the required forms that need to be returned to the school site. The forms are:
 - Parent Acknowledgement Form
 - Photo/Publicity Permission Form
 - Student Network/Internet Acceptable Use Agreement
 - Student Accident Declaration Form
 - Transportation and Medical Permission Form
 - Optional Form – McKinney Vento Assistance
 - Optional Form – R.E.A.C.H. Foundation

- I would like a paper copy of the District Parent Handbook in the following language: English Spanish. I will stop by the school to pick up the book.

Parent/Guardian Signature Student Name _____

School Site Date _____ _____

Photo/Publicity Permission Form

The Placentia-Yorba Linda Unified School District is known for its outstanding and talented students, and from time-to-time the district would like to publicize their achievements for the purpose of positive public relations. Because these events and interviews are almost always needed on a spur-of-the-moment basis, we are requesting parental permission for the 2013-2014 school year rather than on a case-by-case basis.

Please note that when the media is on campus, we cannot prohibit them from interviewing students or including them in photographs or news stories. This permission form is for the district to issue publicity.

Please complete and sign the form below and return it to your child's school.

PLEASE RETURN THIS FORM TO YOUR CHILD'S SCHOOL

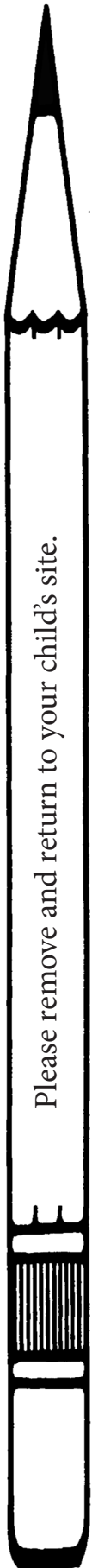
**Placentia-Yorba Linda Unified School District
2013-2014 School Year**

I **give** my permission for _____ to be featured in district-issued publicity, including district publications, district website, and announcements to the media.
My child attends _____ School.

* I **do not give** my permission for _____ to be featured in district-issued publicity, including district publications, district website, and announcements to the media. However, I **do give** permission for my child to be included in yearbook, honor roll and other school-issued publicity.

***If you choose not to let your child be photographed, please be sure to make your child aware of your decision.**

Parent/Guardian Signature _____ Date _____



Student Network/Internet Acceptable Use Agreement

A fully executed Student Network/Internet Acceptable Use Agreement must be on file at the school/district site prior to accessing the Internet.

The Placentia-Yorba Linda Unified School District supports and respects each family's right to decide to apply for Network/Internet access. To be given access, students and their parents and/or guardians must sign this agreement.

STUDENT INTERNET/NETWORK

I understand and agree to abide by the provisions and conditions of this contract as well as with any and all district rules and regulations which may relate to usage of district computers and equipment, including use of the Internet. I also understand that my use of the Internet and electronic communications through district computers and equipment is strictly limited to educational purposes, that I am not guaranteed any rights to privacy with respect to electronic communications or Internet records, and that from time-to-time district administration may review such electronic communications or Internet records for general security purposes and in order to ensure my compliance with this agreement.

Student Name (please print)

Student Signature

Date

PARENT/GUARDIAN OF STUDENT USER

The district makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the district Internet connection will be error-free or without defect. The district will not be responsible for any damage users may suffer, including but not limited to, loss of data, interruptions of service, or exposure to inappropriate material or people. The district is not responsible for the accuracy or quality of the information obtained through the system. The district will not be responsible for financial obligations arising through the unauthorized use of the system. Users or parents of users will indemnify and hold the district harmless from any losses sustained as the result of misuse of the system by user.

I hereby give my child permission to use the Placentia-Yorba Linda Unified School District local area networks and Internet gateway, and I agree on my own behalf and on behalf of my child to all terms and conditions set forth in this document.

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

PYLUSD recognizes that local and wide area network services offer a wide variety of opportunities to further educational goals and objectives and therefore provides network access to its staff and students. Access to this vast resource of information is an educational opportunity requiring responsible use by each individual. As such, every Placentia-Yorba Linda Unified School District (PYLUSD) user should act in an ethical and legal manner consistent with district goals and objectives and should conform to educationally appropriate use and network etiquette that includes being polite, using appropriate language, and respecting the privacy of others.

Users of PYLUSD network services should remember that the level of confidentiality on district-owned computers may not be the same as that expected when using their own equipment or Internet services. Electronic communications*, files, and other Internet records may be examined for educational and administrative purposes and to verify that acceptable-use guidelines are being followed. (*For purposes of this document, electronic communications include, but are not limited to, e-mail, chat rooms, and instant messaging.)



Please remove and return to your child's site.

The PYLUSD has taken reasonable steps to ensure that the network is primarily for activities that support district goals and objectives. The district is compliant with the Children's Internet Protection Act and maintains and updates firewalls and software to filter Internet access; however, it is possible for resolute users of the Internet to access information that is intended for adults. Computer security cannot be made perfect, and it is likely that a determined user can make use of computer resources for inappropriate purposes. The PYLUSD believes that the benefits of Internet access in the form of information resources and opportunities for collaboration far exceed any disadvantages. Ultimately, parent(s) and guardian(s) of minor(s) is/are responsible for setting and conveying the standards that their child or ward should follow. Use of the district network and access to the Internet is a privilege that may be revoked at any time for inappropriate conduct. Assigned Internet and network use is strictly limited to educational purposes.

RESPONSIBILITY

As a user of the Placentia-Yorba Linda Unified School District network and Internet connection, I agree to:

- Use network resources including the Internet only when a staff member is present.
- Report any known misuse of the network to the responsible person.
- Use my network access in an acceptable manner, follow all district rules and regulations regarding network use, including being polite, using appropriate language, and respecting others' privacy.
- Use electronic resources and communications for educational purposes only.
- Use on-line time and other network resources efficiently.
- Assist in keeping the PYLUSD network free from virus attack by refraining from opening attachments from unknown sources and being alert to virus warnings.
- Take full responsibility of any electronic devices brought to school, the district is not responsible for the loss, damage or theft of any student electronic devices. (BP 5131.11)

INAPPROPRIATE ON-LINE CONDUCT includes, but is not limited to:

- Using the network for illegal activities, including unauthorized installation, use, storage, or distribution of copyrighted software or materials in violation of copyright laws.
- Accessing, posting, submitting, publishing, or displaying harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, gender, sexual orientation, age, disability, religion, or political beliefs. California Penal Code Section 313(a)
- Using any technology to harass, bully, or threaten anyone at any time.
- Using the network for private business or commercial enterprise.
- Using the network for political activities.
- Unauthorized use of another individual's name or password.
- Allowing another user access to your account.
- Distribution of chain letters.
- Sharing electronic account passwords, leaving passwords available in obvious locations, or leaving "signed on" computers unattended.
- Disclosing, using, or disseminating personal identification information about oneself or others when using electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians. Personal information includes the student's name, address, telephone number, social security number, or other individually identifiable information.
- Reading other users' electronic mail or files.
- Attempting to interfere with other users' ability to send or receive electronic mail, or deleting, copying, modifying, or forging other users' mail.
- Sending or exchanging messages that are inconsistent with school or district policies.
- Distributing electronic media in a manner that is likely to cause network congestion or significantly hamper the ability of other people to access and use the system (e.g., downloading huge files during prime time; sending mass electronic messages; downloading of video and audio files not directly related to district goals, excessive chat or instant message use for non-educational purposes).
- Intentionally uploading, downloading, or creating computer viruses.
- Attempting to vandalize, harm, tamper with, or destroy district equipment, data, or materials.
- Manipulating the data of any other user.
- Unauthorized access to servers, computer systems, or network equipment.
- Using electronic resources and communication in a manner inconsistent with the district's academic integrity policies.

Students who violate the Network/Internet Acceptable Use Agreement, misuse electronic resources, or violate state or federal laws may be subject to disciplinary action, loss of access privileges, and/or legal action in accordance with law and Board policy. (cf. 5144 - Discipline) (cf. 5144.1 - Suspension and Expulsion/Due Process) (cf. 5144.2 - Suspension and Expulsion/Due Process [Students with Disabilities]). We support the parent's or guardian's right to authorize or decline Internet access for their student.

Transportation and Medical Permission Form

Emergency Medical and Waiver of Claims for Transportation of Students

Education Code Section 35350 prohibits the school district from transporting any student without the written permission of the parent or guardian unless it is an emergency arising from illness or accident to the student. During the school year your child may wish, or be asked, to participate in certain field trips and extracurricular activities necessitating him/her to be transported. Such transportation may be provided by school district-owned vehicles, chartered vehicles, or by privately-owned vehicles.

PARENT OR GUARDIAN, PLEASE COMPLETE THE FOLLOWING AND RETURN:

TO: _____ (Name of School)

RE: Emergency Medical and Waiver of Claims for Transportation of Students

I request that (full name of student) _____ be permitted to participate in school activities requiring him/her to be transported during the current school year.

(Full name of student) _____ is in good physical condition, but should he/she become ill or injured during any trip or activity, he/she may receive necessary first aid.

He/She MAY - MAY NOT (circle one) receive medical attention by a duly licensed physician.

He/She MAY - MAY NOT (circle one) be admitted to a hospital in case of emergency.

As stated in California Education Code Section 35330, I understand that I hold the Placentia-Yorba Linda Unified School District, its officers, agents, and employees harmless from any and all liability or claims which may arise out of, or in connection with, my child's participation in this activity.

Signature of Parent/Guardian Date

Street Address City Zip

Telephone Number _____ Other Emergency Telephone Number _____

EMERGENCY MEDICAL INFORMATION

Note: The information below in no way limits or modifies the authorization given.

Doctor Address

Telephone Number _____

Christian Science Practitioner _____ Telephone Number _____

Date of last Tetanus shot _____ Allergic to _____

Should you wish to purchase student accident, medical, and hospitalization insurance, please contact your school office.



Please remove and return to your child's site.

INSURANCE PROTECTION FOR YOUR CHILD 2013-2014 SCHOOL YEAR

The Placentia-Yorba Linda Unified School District takes appropriate steps to protect your child from injuries. Even so, accidents can and do happen while participating in activities that take place on campus, on school trips and during extracurricular activities and sports. Please complete the form below and return it to your child's school prior to the beginning of the year.

The Placentia-Yorba Linda Unified School District **does not provide accident/medical insurance or reimbursements** for school related injuries. A variety of affordable insurance plans are available to help you in the event of an accident, and the district urges you to purchase the plan that best fits your needs. Even if you have medical insurance, these plans can help with the out-of-pocket expenses such as deductibles and/or co-payments.

STUDENTS PARTICIPATING IN INTERSCHOLASTIC SPORTS ARE REQUIRED BY STATE LAW TO HAVE MEDICAL INSURANCE.

A Myers-Stevens & Toohey & Co., Inc. Student Accident Insurance 2013-2014 brochure will be included in your child's school registration packet or at your school site. Carefully read your brochure. There are three levels of benefits available. The "High Option" level of benefits is recommended if your child has no family coverage or if your private coverage has a high deductible. All plans are available on a "School-Time", "Tackle Football Only" or "24 Hour" (all day, every day) basis.

Important: You are urged to consider the Student Health Care Plan which provides the broadest scope of coverage. It covers illnesses and accidents, 24 hours a day, including all sports except interscholastic tackle football.

Be safe! Complete the application included in your child's school registration packet, enclose payment and follow the instructions on the brochure. Keep this brochure in a safe place in case your child gets hurt. If you have any questions, please call the plan administrator, Myers-Stevens & Toohey & Co., Inc., at (949) 348-0656 or (800) 827-4695.

Sincerely,

Elaine Marshall, Supervisor, Risk Management

THIS FORM MUST BE SIGNED AND RETURNED TO THE SCHOOL

2013-2014 STUDENT ACCIDENT DECLARATION OF PARENT OR GUARDIAN

I, the undersigned, understand I am responsible for my child's medical and hospital bills and declare as follows:

I am a parent/guardian of _____, a student attending _____
(Print name of student) (Print name of school)

School within the Placentia-Yorba Linda Unified School District of Orange County, California.

Please check as applicable:

- I decline to purchase the Myers-Stevens & Toohey Co., Inc. Student Accident policy because said student now has, and will continue to have, insurance protection for medical and hospital expenses resulting from accidental bodily injuries during the forthcoming school year.
Name of Insurance Company _____
- I will purchase the Myers-Stevens & Toohey & Co., Inc. Student Accident policy.
- I do not have insurance for medical and hospital expenses.

Date: _____ Signature of Parent/Guardian: _____

Home Phone: _____ Street Address: _____

Work Phone: _____ City, State, Zip: _____



Please remove and return to your child's site.

Optional Form

Please fill out and return **only** if you are living in one of the transitional situations that are described in the list below. * If your family lives adequately in a single family home, rented home, or apartment, and it is the only family that lives there, you do not need to fill out this form.

Placentia Yorba Linda Unified School District McKinney Vento Assistance Act Confidential Enrollment Form

This form assists school personnel in complying with the legal guidelines for school enrollment for children who meet the eligibility criteria for services provided under the McKinney-Vento Assistance Act (Title X, Part C of the No Child Left Behind Act). Services **may** include access to tutoring and counseling, as well as help with school necessities such as school supplies, uniforms and backpacks. **Please fill out one form per family in the household.**

Please list all PYLUSD students living in your home: Today's Date: _____

Name	Grade	Birthdate	School

Parent/Guardian Name _____ Unaccompanied Youth? Y N
(Last Name) (First Name)

Address _____

Telephone Number () _____ or () _____

***PLEASE CHECK THE FOLLOWING LIVING SITUATION THAT APPLIES TO THE STUDENT:**

- _____ Living with friends or relatives, or renting a room from another family, due to economic circumstances, loss of housing, or similar reason
- _____ Living in a shelter or transitional housing
- _____ Living in a hotel or motel
- _____ Living in a campground, park, garage, or your car
- _____ Awaiting foster care placement

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Parent Signature: _____ Date: _____

For District Office Use Only

- Food and Nutrition Services Fax # 717-528-5101 date: _____
- Transportation Bus Pass issued? ____ yes ____ no date: _____
- Backpack/School Supplies Issued? ____ yes ____ no date: _____
- Christmas Gift Program Included? ____ yes ____ no date: _____
- Tutoring Program Enrolled? ____ yes ____ no date: _____

McKinney Vento Liaison Signature: _____ date: _____

***School sites: Please mark students in AERIES, and then copy this form and place into your McKinney Vento binder for later use. Send original to Jon Matson @ the Assessment Center.**

Optional Form

Introducing the New Education Foundation for our Children



The community supporting the Placentia-Yorba Linda Unified School District has always held the care of our children in the highest regard. The parent volunteers, school administrators, teachers and staff demonstrate this daily. But the growing challenges our students face to be successful in the 21st Century must be addressed. **The R.E.A.C.H. Foundation** is a new educational foundation formed to help meet these challenges and its goal (as indicated by our name) is to provide **Resources for the Enrichment of Academics, Arts and Athletics** for our Children to reach their ultimate **Heights!**

The mission of this foundation is to seek, explore and develop educational experiences and opportunities that help prepare PYLUSD students to become 21st Century Learners. It is our belief that providing greater exposure to the powerful benefits of critical thinking (Academics), creativity (Arts), and healthy well-being (Athletics) will aid our students to reach their highest potential. The extra heights our students reach will be a critical factor for their future success.

But intent alone will not get us there – we need you! Our nonprofit foundation is seeking volunteers and donations to meet the goals of our mission. Any funds raised by R.E.A.C.H. go directly to enrich the learning of PYLUSD students. Your generosity will be rewarded with the growing achievements of our students and recognition for our district as a top ranked destination school district.

I agree our children must be prepared for the 21st Century for College, Career and Citizenship. Please accept my donation of \$ _____ to help our students get ready for this challenge.

I understand that my donation is tax deductible as The R.E.A.C.H. Foundation is a non-profit 501(c)(3) Tax ID # 45-2399389.

R.E.A.C.H. Foundation
21520 Yorba Linda Blvd. Suite G503, Yorba Linda, CA 92887
info@reach4pylUSD.org

Please complete and return the bottom half with a check made payable to the R.E.A.C.H. Foundation to the address provided. Keep this top portion as your receipt.



Name		Phone	
Address			
City, State Zip			
Email			
Donation Amount	\$	Interested in Volunteering?	
		<input type="checkbox"/> Yes - Best day & time to contact me is: _____	
		<input type="checkbox"/> No, not at this time	

More information is available on our web site and for current updates Like Us on Facebook