

# AGENDA

## LOS ANGELES COUNTY BOARD OF EDUCATION

9300 Imperial Highway, Downey, CA 90242

Phone (562) 922-6128 Fax (562) 469-4399

### Board Member Remote Participation:

TO LISTEN BY TELEPHONE: (669) 900-9128

Meeting ID: 822 2518 9839

Passcode: 241814

TO LISTEN TO THE AUDIO STREAM ONLINE: <https://tinyurl.com/LACOEBoardMeeting>

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No. 12: 2023-2024

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## Board Meeting October 17, 2023 3:00 p.m.

### I. PRELIMINARY ACTIVITIES – 3:00 p.m.

- Dr. Chan
  - Mr. Cross
  - Dr. Chan
  - Dr. Chan
- A. Call to Order
  - B. Pledge of Allegiance
  - C. Ordering of the Agenda
  - D. Approval of the Minutes
    - 1. October 10, 2023

### II. COMMUNICATIONS: BOARD OF EDUCATION / SUPERINTENDENT / PUBLIC

### III. PRESENTATIONS (None)

### IV. HEARINGS (None)

### V. REPORTS / STUDY TOPICS

- Ms. Andrade
  - Dr. Ramirez
  - Dr. Ramirez
- A. Report on Board Policy (BP), Administrative Regulation (AR), and Exhibit (E) 1113 (Websites), BP/E 3555 (Nutrition Program Compliance), BP 5131.9 (Academic Honesty), BP 5141.5 (Mental Health), BP 5145.6 (Parental Notifications), BP 6146.1 (High School Graduation Requirements), BP 6146.4 (Differential Graduation and Competency Standards for Students), BP 6154 (Homework/Makeup Work), BP/AR 6159.2 (Nonpublic, Nonsectarian School and Agency Services for Special Education), BP 6162.5 (Student Assessment), BP 6173.4 (Education for American Indian Studies), BP/AR/E 1312.3 (Uniform Complaint Procedures) and BP/AR 0410 Nondiscrimination in LACOE Programs and Activities (Enclosure)
  - B. Juvenile Court Schools Update
  - C. Uniform Complaint Procedure Quarterly Report for Educational Programs, July 1 to September 30, 2023

### VI. CONSENT CALENDAR RECOMMENDATIONS

- A. Adoption of Board Resolution No. 16 to Recognize November 2023 as National Homeless Youth Awareness Month

- B. Adoption of Board Resolution No. 17 to Recognize November 2023 as California Sikh American Awareness and Appreciation Month
- C. Approval of Board Resolution No. 18 to Recognize November 2023 as National Native American Heritage Month
- D. Adoption of Board Resolution No. 19 to Recognize November 12-18, 2023, as United Against Hate Week
- E. Acceptance of Project Funds No. 48
- F. Acceptance of Project Funds No. 49
- G. Acceptance of Project Funds No. 50
- H. Acceptance of Project Funds No. 51
- I. Acceptance of Project Funds No. 52
- J. Acceptance of Project Funds No. 53
- K. Acceptance of Project Funds No. 54

**VII. RECOMMENDATIONS**

Dr. Ramirez

- A. Approval of the Head Start and Early Learning Division Carryover Request from 2022-23 to 2023-24 with Attached Staff Report

**VIII. INFORMATIONAL ITEMS**

Ms. Andrade  
Ms. Andrade

- A. Governmental Relations
- B. Los Angeles County Board of Education Meeting Schedule, Establishment of Meeting Times, Future Agenda Items, Follow up

**IX. INTERDISTRICT AND EXPULSION APPEAL HEARINGS**

Dr. Chan

- A. Los Angeles County Board of Education’s Decision on Interdistrict Attendance Appeals (Closed Session) (Enclosure)
  - 1. Jonathan C. v. Los Angeles USD
  - 2. Mila W. v. Compton USD
  - 3. Salena P. v. Compton USD
  - 4. Jahmeir M. v. Compton USD
  - 5. Alexander M. v. Azusa SD
  - 6. Noah A. v. Azusa USD
  - 7. Aaron N. v. Azusa USD
  - 8. Harleigh H. v. San Marino USD
  - 9. James L. v. Montebello USD (Sibling 1)
  - 10. Julian L. v. Montebello USD (Sibling 2)
  - 11. Matthew L. v. Montebello USD (Sibling 3)
  - 12. Bryce B. v. El Monte City SD
  - 13. Gerardo P. v. Torrance USD

Dr. Chan

**X. ADJOURNMENT**

**MINUTES**  
**LOS ANGELES COUNTY BOARD OF EDUCATION**  
**9300 Imperial Highway**  
**Downey, California 90242-2890**  
**Tuesday, October 10, 2023**

A meeting of the Los Angeles County Board of Education was held on Tuesday, October 10, 2023 at the Los Angeles County Office of Education Board Room.

**PRESENT:** Dr. Yvonne Chan, Mr. James Cross, Mrs. Andrea Foggy-Paxton\*, Ms. Betty Forrester, Dr. Stanley L. Johnson, Jr, Dr. Theresa Montaña, Student Board Member: Ms. Jimena.\*(*\*remote*)

**UNCOMPENSATED:** Dr. Monte E. Perez

**OTHERS PRESENT:** Dr. Debra Duardo, Superintendent; Administrative Staff: Ms. Beatrice Robles, Principal Executive Assistant, Office of the Superintendent.

**STUDY SESSION:** A Study Session on Los Padrinos Update was presented to the County Board. Dr. Maricela Ramirez, Chief Education Officer along with the Education Program’s team provided the presentation.

The following public speakers addressed the County Board: Mr. Lee Squire, Ms. Lisa Hairrington, Ms. Florence Avognon, and Mr. David Olivares.

**PRELIMINARY ACTIVITIES**

**CALL TO ORDER**

Dr. Chan called the meeting to order at 3:32 p.m.

Dr. Chan read the LACOE Land Acknowledgement.

**PLEDGE OF ALLEGIANCE**

Dr. Johnson lead the Pledge of Allegiance.

**ORDERING OF THE AGENDA**

Dr. Duardo reported that there were no changes to the Board agenda.

It was **MOVED** by Mr. Cross, **SECONDED** by Dr. Montaña, and **CARRIED** to approve the Board agenda as presented.

*Yes vote: Ms. Jimena, Ms. Jocelyn, Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montaña, and Dr. Chan.*

**APPROVAL OF THE MINUTES -**

- October 3, 2023 – *The minutes were approved as presented.*

It was **MOVED** by Mr. Cross, **SECONDED** by Dr. Johnson, and **CARRIED** to approve the October 3, 2023 minutes as presented.

*Yes vote: Ms. Jimena, Ms. Jocelyn, Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan.*

## **COMMUNICATIONS: BOARD / SUPERINTENDENT**

Ms. Jimena recognized Monday, October 9, 2023 as Indigenous Peoples' Day and said that she is thankful for the land that we stand on.

Mr. Cross mentioned that we had a study session today. He also mentioned that a few years ago, while on a site visit to Camp Kilpatrick, it was determined that the name would be changed to Campus Kilpatrick. He said that small change was huge. He also said that during his visit, he overheard a Probation staff member say, "Let them out." He said a small change of instead saying, "dismissed", could be very impactful for students.

Ms. Forrester said she attended the Head Start Policy Council meeting this morning, where it was great to see some of the parents were hyped up and focused on their young children. Ms. Forrester welcomed Carl and Katlyn Riley, who were in the audience with their mom, Ms. Maria Riley, HSPC Representative.

Dr. Duardo thanked the County Board for the recognition and said she is honored and blessed with having a great team. Dr. Duardo provided the following highlights to the County Board:

### **Tentative Agreement with LACEA**

- Great news! We finalized a tentative successor agreement with LACEA on Thursday, October 5<sup>th</sup>.
- The agreement reflects our collective commitment to responsibly raise compensation for our educators who provide critical services to our students.
- Working with a state mediator, LACOE and LACEA came to the following agreement, pending ratification:
  - Lowered class sizes in court schools, secured youth and high-risk offender units at Los Padrinos and County Community Schools.
  - Reduced counselor caseloads.
  - Developed a plan for summer tracks for staff on the 218-day work calendar that will provide continuity for students, while still creating space for novel programming.
  - 5.5% on-schedule salary increase and 0.5% one-time off-schedule payment effective and retroactive to July 1, 2023.
  - Annual re-openers for compensation, safety, evaluation, and 2 additional articles by each side to ensure a culture of continuous improvement.
- To take effect, the tentative agreements must be ratified by LACEA membership and approved by our County Superintendent during a public hearing.
- We anticipate that LACEA members will ratify the agreement in the next two weeks.

### **2023-24 L.A. County Superintendent Student Advisory Council**

- Happy to announce – I have selected the 2023-24 LA County Superintendent Student Advisory Council

- The Student Advisory include 50 students representing 32 school districts and 4 charter schools.
- Our first meeting is scheduled for Saturday, October 21<sup>st</sup> – in-person at the Kenneth Hall of Administration and a tour of the Broad Museum.

#### **Technology Empowerment Day**

- Last week’s Tech Empowerment Day last Wednesday was a great success.
- LACOE worked with the County to get the word out and get students to the Los Angeles Memorial Coliseum.
- There were over 6,000 students in attendance.
- Supervisor Mitchell and Solis participated in the event.
- There were many tech organizations and vendors offering different opportunities and activities to students.
- Thank you to the technology services team.

#### **IUSD School Site Visits**

- Last week, I joined Dr. Morris for site visits to Inglewood Unified schools – Highland Elementary, La Tijera TK-8 and Kelso Elementary.
- There are great things happening in Inglewood.

#### **GAIN All Staff In-Service Training**

- Yesterday, our GAIN team was at our Conference Center across the street for their all-staff in-service training.
- The theme was Pep Rally and everyone wore their favorite teams.
- There was also an impressive drum line that made a surprise visit to the GAIN staff in attendance.

#### **COMMUNICATIONS: HEAD START POLICY COUNCIL**

Ms. Maria Riles, HSPC Representative addressed the County Board and provided a report on the business of the Head Start Policy Council.

Mr. David Olivares, LACEA President addressed the County Board.

#### **COMMUNICATIONS: PUBLIC**

The following individuals addressed the County Board: Mr. Lee Squire, Mr. David Olivares, Ms. Martina Rodriguez, and Ms. Florence Avognon.

#### **PRESENTATIONS**

#### **WEEK OF THE SCHOOL ADMINISTRATOR IN LOS ANGELES COUNTY**

The County Board and Superintendent recognized the Week of the School Administrator in Los Angeles County as October 8-14, 2023. Dr. Aaron Dover, President of the Association of Los Angeles County Office School Administrators (ALACOSA) attended the Board meeting and receive the honorary presentation.

#### **HEARINGS (None)**

#### **REPORTS / STUDY TOPICS (None)**

## CONSENT CALENDAR RECOMMENDATIONS

### ADOPTION OF BOARD RESOLUTION NO. 15: 2023-24 GANN LIMIT

The Superintendent recommended that the County Board adopt Board Resolution No. 15.

It was **MOVED** by Mr. Cross, **SECONDED** by Dr. Johnson, and **CARRIED** to approve the Consent Calendar Recommendations.

*Yes vote: Ms. Jimena, Ms. Jocelyn, Mr. Cross, Mrs. Foggy-Paxton, Mrs. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan.*

## RECOMMENDATIONS

### APPROVAL OF LACOE FY 2022-23 UNAUDITED ACTUALS FINANCIAL REPORTS

The Superintendent recommended that the County Board approve the LACOE FY 2022-23 Unaudited Actuals Financial Reports.

It was **MOVED** by Mr. Cross, **SECONDED** by r. Johnson, and **CARRIED** to approve the LACOE FY 2022-23 Unaudited Actuals Financial Reports.

The County Board had questions regarding this item.

*Yes vote: Ms. Jimena, Ms. Jocelyn, Mr. Cross, Mrs. Foggy-Paxton, Mrs. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan.*

## INFORMATIONAL ITEMS

### GOVERNMENTAL RELATIONS

Ms. Pam Gibbs, Director of Governmental Relations provided a report to the County Board.

### LOS ANGELES COUNTY BOARD OF EDUCATION MEETING SCHEDULE, ESTABLISHMENT OF MEETING TIMES, FUTURE AGENDA ITEMS, AND BOARD FOLLOW UP

Dr. Duardo indicated that the next Board meeting would be on October 17, 2023.

The County Board took a brief break.

### LOS ANGELES COUNTY BOARD OF EDUCATION'S DECISION ON INTERDISTRICT ATTENDANCE APPEALS (Closed Session)

### ALLISON R. V LENNOX SCHOOL DISTRICT

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present. Ms. Elisabett Brambila provided Spanish Interpretation services.

The appellant was not present, but was represented by her parents Mr. Jorge and Ernestina Ruiz. Ms. Eva Munoz, Director of Student Support Services, represented Lennox School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting yes were: Dr. Johnson and Dr. Montaña. Voting no were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, and Dr. Chan. The Appeal was denied.

**NAVID L. V. AZUSA UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present.

The appellant was not present, but was represented by his parents Mr. Ernesto Leon and Ms. Gabrielle Jauregui. Mr. Paul Hernandez, Director of Student Support Services, represented Azusa Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting no were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montaña, and Dr. Chan. The Appeal was denied.

**CORAZON L. V. AZUSA UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present.

The appellant was not present, but was represented by her parents Mr. Ernesto Leon and Ms. Gabrielle Jauregui. Mr. Paul Hernandez, Director of Student Support Services, represented Azusa Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting no were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montaña, and Dr. Chan. The Appeal was denied.

**ERNESTO L. V. AZUSA UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present.

The appellant was not present, but was represented by his parents Mr. Ernesto Leon and Ms. Gabrielle Jauregui. Mr. Paul Hernandez, Director of Student Support Services, represented Azusa Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting no were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan. The Appeal was denied.

**SEF G. V. MONTEBELLO UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present. Ms. Elisabett Brambila provided Spanish Interpretation services.

The appellant was not present, but was represented by his parents Mr. Jeofrey Guerrero and Ms. Sally Yan. Ms. Diana Garay, Attendance and Pupil Data Coordinator, represented Montebello Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting yes were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan. The Appeal was granted.

**SAMANTHA G. V. COVINA VALLEY UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present.

The appellant was not present, but was represented by her mother, Ms. Angelina Ramirez. Dr. Matt Dalton, Director of Student Services, represented Covina Valley Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting yes were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan. The Appeal was granted.

**SUNNY G. V. COVINA VALLEY UNIFIED SCHOOL DISTRICT**

The proceedings were conducted in closed session to reach a decision on the interdistrict attendance appeal. Ms. Vibiana Andrade, General Counsel, represented the Los Angeles County Board of Education. Dr. Sonya Smith, Director of Student Support Services, Los Angeles County Office of Education, was also present.

The appellant was not present, but was represented by her mother, Ms. Angelina Ramirez. Dr. Matt Dalton, Director of Student Services, represented Covina Valley Unified School District.

Four affirmative votes of the Board are required for an interdistrict appeal to be granted. A roll call vote was taken. Voting yes were: Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montañó, and Dr. Chan. The Appeal was granted.



## ADJOURNMENT

It was **MOVED** by Mr. Cross, **SECONDED** by Dr. Montaña, and **CARRIED** to adjourn the Board meeting.

***Yes vote:** Mr. Cross, Mrs. Foggy-Paxton, Ms. Forrester, Dr. Johnson, Dr. Montaña, and Dr. Chan.*

The meeting adjourned at 6:23 p.m.

Board Meeting — October 17, 2023

Item V. Reports / Study Topics

- A. Report on Board Policy (BP), Administrative Regulation (AR), and Exhibit (E) 1113 (Websites), BP/E 3555 (Nutrition Program Compliance), BP 5131.9 (Academic Honesty), BP 5141.5 (Mental Health), BP 5145.6 (Parental Notifications), BP 6146.1 (High School Graduation Requirements), BP 6146.4 (Differential Graduation and Competency Standards for Students), BP 6154 (Homework/Makeup Work), BP/AR 6159.2 (Nonpublic, Nonsectarian School and Agency Services for Special Education), BP 6162.5 (Student Assessment), BP 6173.4 (Education for American Indian Studies), BP/AR/E 1312.3 (Uniform Complaint Procedures) and BP/AR 0410 Nondiscrimination in LACOE Programs and Activities (Enclosure)

The Board Policies reflect changes to bring policies into compliance with Education Code and other appropriate statutes, regulations and court decisions.

**Report on Board Policies**

#	Title	Executive Cabinet
1.	BP/AR/E 1113 (Websites)	Ms. Elizabeth Graswich
2.	BP/E 3555 (Nutrition Program Compliance)	Dr. Maricela Ramirez
3.	BP 5131.9 (Academic Honesty) <i>New Board Policy</i>	Dr. Maricela Ramirez
4.	BP 5141.5 (Mental Health)	Dr. Maricela Ramirez
5.	BP 5145.6 (Parental Notifications)	Dr. Maricela Ramirez
6.	BP 6146.1 (High School Graduation Requirements)	Dr. Maricela Ramirez
7.	BP 6146.4 (Differential Graduation and Competency Standards for Students)	Dr. Maricela Ramirez
8.	BP 6154 (Homework/Makeup Work)	Dr. Maricela Ramirez
9.	BP/AR 6159.2 (Nonpublic, Nonsectarian School and Agency Services for Special Education)	Dr. Maricela Ramirez
10.	BP 6162.5 (Student Assessment)	Dr. Maricela Ramirez
11.	BP 6173.4 (Education for American Indian Studies) <i>New Board Policy</i>	Dr. Maricela Ramirez
12.	BP/AR/E 1312.3 (Uniform Complaint Procedures)	Ms. Vibiana Andrade
13.	BP/AR 0410 Nondiscrimination in LACOE Programs and Activities	Ms. Vibiana Andrade

## Community Relations

BP 1113(a)

### WEBSITES

The County Board encourages the development and ongoing maintenance of websites for LACOE and its programs as key vehicles for communicating with stakeholders and the public. Website development and content management shall be done in accordance with LACOE's strategic communications plan.

*(cf. 0000 - Vision)*  
*(cf. 0440 - LACOE Technology Plan)*  
*(cf. 1100 - Communication with the Public)*  
*(cf. 1112 - Media Relations)*  
*(cf. 1114 - LACOE-Approved Social Media)*  
*(cf. 1230 - School-Connected Organizations)*  
*(cf. 1260 - Educational Foundation)*  
*(cf. 4040 - ~~Employee~~ Acceptable Use of Technology)*  
*(cf. 6020 - Parent Involvement)*

LACOE's design standards shall address the accessibility of LACOE websites and LACOE school websites to individuals with disabilities, including compatibility with commonly used assistive technologies.

*(cf. 0410 - Nondiscrimination in LACOE Programs and Activities)*

### Website Content

The County Superintendent or designee shall develop content guidelines for LACOE and school websites and assign staff to review and approve content prior to posting.

LACOE websites and other LACOE-produced media shall not include content that is obscene, libelous, or slanderous, or which creates a clear and present danger of inciting students to commit unlawful acts, violate school rules, or substantially disrupt the school's orderly operation.

*(cf. 4040 - ~~Employee~~ Acceptable Use of Technology)*  
*(cf. 5145.2 - Freedom of Speech/Expression)*  
*(cf. 5131 - ~~Students~~ Conduct)*  
*(cf. 6163.4 - Student Use of Technology)*

The County Superintendent or designee should ensure that copyright laws are not violated in the use of material on any LACOE-sanctioned websites and in other LACOE-produced media.

*(cf. 4132/4232/4332 - Publication or Creation of Materials)*  
*(cf. 6162.6 - Use of Copyrighted Materials)*

Advertising on LACOE websites may be accepted under the same restrictions and conditions set forth in law, County Board policy, and administrative regulations pertaining to advertising in LACOE publications.

*(cf. 1325 - Advertising and Promotion)*  
*(cf. 3312 - Contracts)*

**WEBSITES (continued)**

**Privacy Rights**

The County Superintendent or designee shall ensure that ~~web-site~~ website content and other LACOE-produced media protect the privacy rights of students, parents/guardians, staff, County Board members, and other individuals.

*(cf. 1340 - Access to Records)*

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)*

*(cf. 5022 - Student and Family Privacy Rights)*

*(cf. 5125 - Student Records)*

Telephone numbers and home and email addresses of students and/or their parents/guardians shall not be published on LACOE's public websites.

*(cf. 5125.1 – Release of Directory information)*

Employees' house addresses, personal telephone numbers, and personal email addresses shall not be posted on LACOE's public websites.

*City of San Jose v. Superior Court, (2017) 2 Cal.5<sup>th</sup> 608*

No photograph, video, or voice recording of any student shall be published without prior written consent of the minor's parent/guardian.

LACOE shall not publish confidential information that identifies the nature of a student's disability.

*(cf. 5022 – Student and Family Privacy Rights)*

LACOE websites and other LACOE-produced media shall not post the home address or telephone number of any appointed official including, but not limited to, a County Board member, without the prior written permission of that individual. (Government Code ~~6254.21~~ 7928.205, 6254.24 7920.535)

*Legal Reference: (see next page)*

**WEBSITES (continued)**

*Legal Reference:*

EDUCATION CODE

35182.5 *Contracts for advertising*  
35258 *Internet access to school accountability report cards*  
48907 *Exercise of free expression; rules and regulations*  
48950 *Speech and other communication*  
49061 *Definitions, directory information*  
49073 *Release of directory information*  
60048 *Commercial brand names, contracts or logos*

GOVERNMENT CODE

3307.5 *Publishing identity of public safety officers*  
~~6254.21~~ 7928.205 *Publishing addresses and phone numbers of officials*  
~~6254.24~~ 7920.535 *Definition of public safety official*

UNITED STATES CODE, TITLE 17

101-1101 *Federal copyright law*

UNITED STATES CODE, TITLE 20

1232g *Federal Family Educational Rights and Privacy Act (FERPA)*

CODE OF FEDERAL REGULATIONS, TITLE 16

312.1-312.12 *Children's Online Privacy*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 *Family Educational Rights and Privacy*

104.1-104.61 *Nondiscrimination on the basis of disability*

COURT DECISIONS

*Aaris v. Las Virgenes Unified School District*, (1998) 64 Cal.App.4th 1112  
*Perry Education Association v. Perry Local Educators' Association*, (1983) 460 U.S. 37  
*Board of Education, Island Trees Union Free School District, et.al. v. Pico*, (1982) 457 U.S. 853  
*City of San Jose v. Superior Court*, (2017) 2 Cal.5th 608

*Management Resources:*

CSBA PUBLICATIONS

*Maximizing School Board Governance: Community Leadership*, 1996

WEBSITES

CSBA: <http://www.csba.org>

California School Public Relations Association: <http://www.calspra.org>

National School Public Relations Association: <http://www.nspr.org>

U.S. Department of Education, Office for Civil Rights: <https://www.2.ed.gov/about/offices/list/ocr>

## Community Relations

AR 1113(a)

### ~~WEB SITES~~ WEBSITES

#### Design Standards

The County Superintendent or designee shall develop design standards for Los Angeles County Office of Education ~~web sites~~ websites that include, but are not limited to, guidelines to ensure the clear organization of the material, readability of the font type and size, and simplicity of the navigation structure linking the content on the ~~web site~~ website. Such standards shall take into consideration the ease of use on a wide range of devices.

In accordance with the requirements of the Americans with Disabilities Act and Section 504 of the federal Rehabilitation Act of 1973, Los Angeles County Office of Education ~~web sites~~ websites shall contain features that ensure accessibility for individuals with disabilities, which may include, but are not limited to, captions for videos and multimedia presentations, text alternatives to images, provision of sufficient time to use the content, avoidance of flashing images, adequate contrast in visual presentations, and/or other features that meet applicable standards for ~~web site~~ website accessibility. The County Superintendent or designee shall regularly review Los Angeles County Office of Education ~~web sites~~ websites and modify them as needed to ensure legal compliance with accessibility standards.

*(cf. 0410 - Nondiscrimination in LACOE Programs and Activities)*

#### ~~Web Site~~ Website Content

The Los Angeles County Office of Education ~~web site~~ website shall provide current information regarding the agency's mission and goals, programs and operations, news, agendas and minutes of Governing County Board meetings, School Accountability Report Cards, school calendars, and links to educational resources.

*(cf. 0440 - LACOE Technology Plan)*

*(cf. ~~0510 - School Accountability Report Card~~)*

*(cf. 1100 - Communication with the Public)*

*(cf. 9322 - Agenda/Meeting Materials)*

Student work may be published on agency or school ~~web sites~~ websites provided that both the student and their parent/guardian provide written permission or the work is part of an existing publication such as a school newspaper.

**~~WEB SITES~~ WEBSITES** (continued)

Any copyrighted material to be posted on the Los Angeles County Office of Education ~~web site~~ website shall be submitted to the County Superintendent or designee together with the permission of the copyright owner to reprint the material. Any copyrighted material submitted without the copyright owner's permission shall only be posted on a Los Angeles County Office of Education ~~web-site~~ website if the County Superintendent or designee determines that the material is in the public domain or that the intended use meets the criteria for fair use or another exception pursuant to 17 USC 107-122. When any copyrighted material is posted, the ~~web-site~~ website shall include a notice crediting the copyright owner and, as necessary, shall note that permission to reprint the material was granted.

*(cf. 4132/4232/4332 - Publication or Creation of Materials)*  
*(cf. 6162.6 - Use of Copyrighted Materials)*

Whenever a Los Angeles County Office of Education website includes links to external ~~web sites~~ websites, it shall include a disclaimer that the agency is not responsible for the content of external ~~web-sites~~ websites.

**Roles and Responsibilities**

Any employee assigned as a Los Angeles County Office of Education's webmaster shall be responsible for the uploading of material to the ~~web-site(s)~~ website(s) upon approval of the County Superintendent or designee. They shall review Los Angeles County Office of Education ~~web-sites~~ websites to ensure consistency with LACOE standards, regularly check links for accuracy and appropriateness, keep the web server free of outdated or unused files, and provide technical assistance as needed.

The County Superintendent or designee may assign additional staff members to conduct editorial reviews of all materials submitted for publication on LACOE or school ~~web-sites~~ websites and to make corrections as needed in spelling, grammar, or accuracy of content.

The County Superintendent or designee shall provide staff development opportunities related to LACOE content guidelines, design standards, and accessibility laws and standards to its communications and technology staff, Los Angeles County Office of Education web facilitators, and/or other appropriate staff.

*(cf. 4131/4321/4331 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*



~~WEB SITES~~ WEBSITES (continued)

**Security**

The County Superintendent or designee shall establish security procedures for the Los Angeles County Office of Education's computer network to prevent unauthorized access and changes to LACOE and school ~~web sites~~ websites. To the extent possible, the host computer(s) shall be in a lockable room with restricted access.

**Community Relations**

E 1113(a)

**~~WEB SITES~~ WEBSITES**

**MATERIALS REQUIRED TO BE POSTED ON ~~DISTRICT~~ LACOE'S ~~WEB SITE~~  
WEBSITE**

**Materials to Prominently Display**

The following must be posted in a prominent location on the district's LACOE's ~~web site~~ website, such as on the home page, when required by law:

1. The Los Angeles County Office of Education's local control and accountability plan (LCAP), any updates or revisions to the LCAP, and the local control funding formula budget overview (Education Code 52064.1, 52065).
2. A direct link to the current board agenda containing the time and location of the meeting and a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session, or a link to the agency's agenda management platform where the current agenda shall be the first available (Government Code 54954.2, 54956). Post at least 72 hours before a regular board meeting or 24 hours before a special meeting. See BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.
3. The Los Angeles County Office of Education's policy on student suicide prevention including, for grades K-6, the age appropriateness of the policy (Education Code 234.6). See BP 5141.52 - Suicide Prevention.
4. The Los Angeles County Office of Education's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media (Education Code 234.6).
5. The Los Angeles County Office of Education's policy on preventing and responding to hate violence, if the agency has adopted such a policy (Education Code 234.6).
6. The definition of discrimination and harassment based on sex as described in Education Code 230, including the rights set forth in Education Code 221.8 (Education Code 234.6).

**~~WEB SITES~~ WEBSITES** (continued)

7. Information regarding Title IX prohibitions against discrimination based on a student's sex, sexual orientation, gender, gender identity, pregnancy, and parental status, including the name and contact information of the Title IX Coordinator, the rights of students and the public as specified in Education Code 221.8, the responsibilities of the district under Title IX, web links to information about those rights and responsibilities on the ~~web sites~~ websites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights, a description of how to file a complaint of noncompliance under Title IX with specified components, and a link to Title IX information posted on the California Department of Education's (CDE) ~~web site~~ website (Education Code 221.6, 221.61, 234.6; 34 CFR 106.8).
8. A link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5, 234.6).

**Other Postings**

The following materials are also required to be posted on the Los Angeles County Office of Education's ~~web site~~ website. However, there are no specific requirements related to where they are posted on the ~~web site~~ website.

1. The Special Education Local Plan Area's approved comprehensive local plan for special education, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans (Education Code 56205.5).
2. The district's nondiscrimination policy and regulation, including the complaint procedure and the compliance coordinator's contact information (34 CFR 100.6, 106.8).
3. Training materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person(s) who facilitate an informal resolution process in response to a Title IX sexual harassment complaint (34 CFR 106.45).
4. Los Angeles County Office of Education's policy and protocols related to student placement in mathematics courses (Education Code 51224.7).
5. The section(s) of ~~the agency's~~ Los Angeles County Office of Education's employee code of conduct addressing interactions with students (Education Code 44050). Post these section(s) or a link to them on each LACOE school's ~~web site~~ website or, if a LACOE school does not have its own ~~web site~~ website, on ~~the agency's~~ Los Angeles County Office of Education's ~~web site~~ website in a manner that is accessible to the public without a password.

~~WEB SITES~~ WEBSITES (continued)

6. The Los Angeles County Office of Education’s meal payment collection policy and procedures (CDE Nutrition Services Division Management Bulletin SNP-03-2017).
7. A nondiscrimination statement about Los Angeles County Office of Education’s status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against ~~the district~~ LACOE (U.S. Department of Agriculture's FNS Instruction 113-1). For the required wording of the statement, see E 3555 - Nutrition Program Compliance.
8. Los Angeles County Office of Education’s integrated pest management plan, whenever a LACOE school chooses to use a pesticide not exempted pursuant to Education Code 17610.5 (Education Code 17611.5). Post on the LACOE school's ~~web site~~ website or, if the LACOE school does not have a ~~web site~~ website, then post on the LACOE ~~web site~~ website.
9. Copy of each LACOE school's school accountability report card, on or before February 1 of each year (Education Code 35258).
10. If a Los Angeles County Office of Education school loses its WASC or other agency's accreditation, LACOE and the school shall post on their ~~web sites~~ websites a notice of the loss of accreditation and potential consequences (Education Code 35178.4).
11. An age appropriate and culturally relevant digitized poster that identifies approaches and shares resources about student mental health, distributed to students online at the beginning of each school year. (Education Code 49428.5)

## **Business and Noninstructional Operations**

BP 3555(a)

### **NUTRITION PROGRAM COMPLIANCE**

The County Board recognizes LACOE’s responsibility to comply with state and federal nondiscrimination laws as they apply to LACOE’s nutrition programs. LACOE shall not deny any individual the benefits or service of any nutrition program or discriminate on any basis prohibited by law.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

#### **Compliance Coordinator**

~~LACOE has designated the compliance officer specified in AR 1312.3 – Uniform Complaint Procedures, as LACOE’s civil rights coordinator to ensure compliance with the laws governing LACOE’s nutrition programs and to investigate any related complaints.~~

The County Board shall designate a compliance coordinator for nutrition programs, who may also be the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures, to ensure compliance with the laws governing LACOE’s nutrition programs. The compliance officer specified in AR 1312.3 - Uniform Complaint Procedures, is designated as LACOE’s coordinator to ensure compliance with the laws governing LACOE’s nutrition programs and to investigate any related complaints.

*(cf. 1312.3 - Uniform Complaint Procedures)*

The responsibilities of the compliance coordinator include, but are not limited to:

1. Providing the name of the compliance coordinator, the Section 504 coordinator, and the Title IX coordinator, if different from the compliance coordinator to the California Department of Education (CDE) and other interested parties
2. Annually providing mandatory civil rights training to all frontline staff who interact with program applicants or participants and to those who supervise frontline staff. The subject matter of such training shall include, but not be limited to, collection and use of data, effective public notification systems, complaint procedures, compliance review techniques, resolution of noncompliance, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service.
3. Establishing admission and enrollment procedures that do not restrict enrollment of students on the basis of race, ethnicity, national origin, or disability, including preventing staff from incorrectly denying applications and ensuring that such persons have equal access to all programs
4. Sending a public release announcing the availability of the child nutrition programs and/or changes in the programs to public media and to community and grassroots organizations that interact directly with eligible or potentially eligible participants

### **NUTRITION PROGRAM COMPLIANCE (continued)**

5. Communicating the program's nondiscrimination policy and applicable complaint procedures, as provided in the section "Notifications" below.
6. Providing appropriate translation services when a significant number of persons in the surrounding population have limited English proficiency
7. Ensuring that every part of a facility is accessible to and usable by persons with disabilities and that participants with disabilities are not excluded from the benefits or services due to inaccessibility of facilities
8. Ensuring that special meals are made available to participants with disabilities who have a medical statement on file documenting that their disability restricts their diet
9. Implementing procedures to process and resolve civil rights ~~(complaints, including alleged discrimination)~~ complaints on the basis of race, color, national origin, age, sex, sexual orientation, gender identity, or disability, and program-related complaints, including maintaining a complaint log, working with the appropriate person to resolve any complaint, and referring the complainant to the appropriate state or federal agency when necessary.
10. Developing a method, which preferably uses self-identification or self-reporting, to collect racial and ethnic data for potentially eligible populations, applicants, and participants

### **Notifications**

The compliance coordinator shall ensure that the U.S. Department of Agriculture's (USDA) "And Justice for All" civil rights poster or a substitute poster approved by the USDA's Food and Nutrition Service is displayed in areas visible to LACOE's nutrition program participants, such as food service areas and school offices.

The compliance coordinator shall notify the public, all program applicants, participants, and potentially eligible persons of their rights and responsibilities and steps necessary to participate in the nutrition programs, including program requirements and program availability. Applicants, participants, and the public also shall be advised of their right to file a complaint, how to file a complaint, the complaint procedures, and that a complaint may be filed anonymously or by a third party.

In addition, the compliance coordinator shall ensure that all forms of communication available to the public regarding program availability shall contain, in a prominent location, a the most current version of the nondiscrimination statement provided by USDA about LACOE's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against LACOE.

## **NUTRITION PROGRAM COMPLIANCE (continued)**

Forms of communication requiring this nondiscrimination statement include, but are not limited to, websites, public information releases, publications, and posters, but exclude items such as cups, buttons, magnets, menus, and pens that identify the program when the size or configuration makes it impractical. The nondiscrimination statement need not be included on every page of program information on LACOE’s website, but the statement or a link to the statement shall be included on the home page of the program information.

A short version of the nondiscrimination statement, as provided by USDA, may be used on pamphlets, brochures, and flyers in the same print size as the rest of the text.

### **Complaints of Discrimination**

~~Pursuant to 5 CCR 15582, a~~ A complaint alleging discrimination in LACOE’S nutrition program(s) on the basis of race, color, national origin, sex, sexual orientation, gender identity, age, or disability shall, within 180 days of the alleged discriminatory act, be filed or referred to USDA at any of the following: (5 CCR 15582)

~~U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (866) 632-9992, (800) 877-8339 (Federal Relay Service – English deaf, hard of hearing, or speech disabilities), (800) 845-6136 (Federal Relay Service – Spanish), fax (202) 690-7442, or email [program.intake.usda.gov](mailto:program.intake.usda.gov).~~

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

Phone: (866) 632-9992, (800) 877-8339 (Federal Relay Service - English, deaf, hard of hearing, or speech disabilities), (800) 845-6136 (Federal Relay Service - Spanish)

Fax: (833) 256-1665 or (202) 690-7442

Email: [Program.Intake.@usda.gov](mailto:Program.Intake.@usda.gov)

~~All other complaints alleging discrimination in any LACOE child nutrition program shall be investigated and resolved by LACOE using the process identified in AR 1312.3 – Uniform Complaint Procedures.~~

Complaints of discrimination on any other basis shall be investigated by the district using the process identified in AR 1312.3 - Uniform Complaint Procedures.

### **Complaints Regarding Noncompliance with Program Requirements**

**NUTRITION PROGRAM COMPLIANCE (continued)**

~~A complaint alleging noncompliance with child nutrition program requirements may be filed by a student or the student's parent/guardian by phone, email, or letter. The complaint shall be submitted within one year from the date of the alleged violation and shall include the following: (5 CCR 15581)~~

Any complaint alleging that LACOE has not complied with program requirements pertaining to meal counting and claiming, reimbursable meals, eligibility of a child or adult, use of cafeteria funds and allowable expenses in relation to any child nutrition program specified in Education Code 49550-49564.5 shall be filed with or referred to CDE. (Education Code 49556; 5 CCR 15584)

Complaints against a program operator that is not an educational agency shall be filed with or referred to CDE. (5 CCR 15584)

Complaints of noncompliance with any other nutrition program requirements shall be submitted to and investigated by the district using the following procedures.

Complaints may be filed by a student or the student's parent/guardian duly authorized representative by phone, email, or letter. The complaint shall be submitted within one year from the date of the alleged violation and shall include the following: (5 CCR 15581)

1. A statement that LACOE has violated a law or regulation relating to its child nutrition program
2. The facts on which the statement is based
3. The name of LACOE or the school against which the allegations are made
4. The complainant's contact information
5. The name of the student if alleging violations regarding a specific student

LACOE shall investigate and prepare a written report in accordance with 5 CCR 4631. The report shall be sent to the complainant within 60 days of LACOE's receipt of the complaint, unless extended by written agreement with the complainant. (5 CCR 4631, 15583)

If the complainant is not satisfied with the findings in LACOE's report, the complainant may appeal the decision to CDE by filing a written appeal within 30 days of receiving the decision. (5 CCR 4632). Any complaint alleging that LACOE has not complied with program requirements pertaining to meal counting and claiming, reimbursable meals, eligibility of a child or adult, use of ~~cafeteria~~ cafeteria funds and allowable expenses shall be directly filed with or referred to CDE. (Education Code 49556; 5 CCR 15584)

*Legal References (see next page)*



**NUTRITION PROGRAM COMPLIANCE (continued)**

*Legal Reference:*

*EDUCATION CODE*

*200-262.4 Prohibition of discrimination*  
*42238.01 Definitions for purposes of funding*  
*48985 Notices to parents in language other than English*  
*49060-49079 Student records*  
*49490-49590 Child nutrition programs*

*PENAL CODE*

*422.6 Interference with constitutional right or privilege*

*CODE OF REGULATIONS, TITLE 5*

*3080 Application of section*  
*4600-4670 Uniform complaint procedures*  
*4900-4965 Nondiscrimination in elementary and secondary education programs*  
*15580-15584 Child nutrition programs complaint procedures*

*UNITED STATES CODE, TITLE 20*

*1400-1482 Individuals with Disabilities Education Act*  
*1681-1688 Discrimination based on sex or blindness, Title IX*

*UNITED STATES CODE, TITLE 29*

*794 Section 504 of the Rehabilitation Act of 1973*

*UNITED STATES CODE, TITLE 42*

*2000d-2000d-7 Title VI, Civil Rights Act of 1964*  
*2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended*

*12101-12213 Americans with Disabilities Act*

*CODE OF FEDERAL REGULATIONS, TITLE 7*

*210.19 National School Lunch Program, additional responsibilities*  
*210.23 National School Lunch Program, district responsibilities*  
*215.7 Special Milk Program, requirements for participation*  
*215.14 Special Milk Program, nondiscrimination*  
*220.7 School Breakfast Program, requirements for participation*  
*220.13 School Breakfast Program, special responsibilities of state agencies*  
*225.3 Summer Food Service Program, administration*  
*225.7 Summer Food Service Program, program monitoring and assistance*  
*225.11 Summer Food Service Program, corrective action procedures*  
*226.6 Child and Adult Care Food Program, state agency administrative responsibilities*  
*250.15 Out-of-condition donated foods, food recalls, and complaints*

*CODE OF FEDERAL REGULATIONS, TITLE 28*

*35.101-35.190 Americans with Disabilities Act*

*36.303 Nondiscrimination on the basis of disability, public accommodations, auxiliary aids and service*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI*

*104.1-104.39 Section 504 of the Rehabilitation Act of 1973*

*106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:*

*106.9 Dissemination of policy*

*Legal references (continued next page)*

**NUTRITION PROGRAM COMPLIANCE (continued)**

*Legal references (continued)*

*Management Resources:*

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

*Civil Rights and Complaint Procedures for the U.S. Department of Agriculture Child Nutrition Programs, June 2018*

*U.S. DEPARTMENT OF AGRICULTURE, FOOD AND NUTRITION SERVICE PUBLICATIONS*

*Civil Rights Compliance and Enforcement - Nutrition Programs and Activities, FNS Instruction 113-1, November 2005*

*U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS*

*Notice of Non-Discrimination, August 2010*

*U.S. Department of Agriculture Publication*

*Application of Bostock v. Clayton County to Program Discrimination Complaint Processing – Policy Update, CRD 01-2022, May 2022*

*U. S. Department of Agriculture Publication*

*USDA Nondiscrimination Statement, December 2022*

*WEB SITES*

*California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>*

*U.S. Department of Agriculture, Food and Nutrition Services: <http://www.fns.usda.gov>*

*U.S. Department of Agriculture, Office for Civil Rights: <http://www.ascr.usda.gov>*

*U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/oc>*

**Business and Noninstructional Operations**

E 3555(a)

**NUTRITION PROGRAM COMPLIANCE**

**NONDISCRIMINATION STATEMENT FOR NUTRITION PROGRAMS**

The following statement shall be included, in a prominent location, on all forms available to the public regarding the availability of LACOE’s child nutrition programs:

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 this~~ institution is prohibited from discriminating based on the basis of ~~on~~ race, color, national origin, sex, (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity ~~in any program or activity conducted or funded by USDA.~~

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication ~~for to obtain~~ program information (e.g., Braille, large print, audiotope, American Sign Language, etc.), should contact the ~~agency (state responsible state or local) where they applied for benefits. Individuals who are deaf, hard of hearing agency that administers the program or have speech disabilities may~~ 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 complaint of discrimination, complaint, a Complainant should complete the Form AD-3027, USDA Program Discrimination Complaint Form, (AD-3027) found which can be obtained online at: https://www.aseer.usda.gov/filing-program-discrimination-complaint-usda-customer, and at sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or write by writing a letter addressed to the USDA, and provide in the. The letter all must contain the complainant’s name, address, telephone number, and a written description of the information requested in alleged discriminatory action in sufficient detail to inform the form. To request a copy of Assistant Secretary for Civil Rights (ASCR) about the complaint form, call (866) 632-9992. Submit your nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:~~

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
- (2) fax: (833) 256-1665 or (202) 690-7442; or
- (3) email: [Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

On pamphlets, brochures, and flyers, in the same print size as the rest of the text, LACOE may print a short version of the nondiscrimination statement, as follows:

"This institution is an equal opportunity provider."

Exhibit  
approved: October 20, 2020

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

## **Students**

### **ACADEMIC HONESTY**

The County Board believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize, or commit other acts of academic dishonesty.

Students, parents/guardians, staff, and administrators shall be responsible for creating and maintaining a positive school climate that encourages honesty. Students found to have committed an act of academic dishonesty shall be subject to district and school-site discipline rules.

The County Superintendent or designee may establish a committee comprised of students, parents/guardians, staff, administrators, and members of the public to develop standards of academic honesty, measures of preventing dishonesty, and specific consequences for acts of dishonesty. Any recommendations for discipline shall be incorporated into the school's site level discipline rules.

### **Prohibited and Permitted Technology Use**

As LACOE's standards for academic achievement are designed to challenge all students to reach their full potential in acquiring the knowledge and skills needed for success in postsecondary education, employment, and responsible citizenship, any use of technology that prevents or inhibits a student from achieving these standards is prohibited. Prohibited uses include, but are not limited to, using technology primarily or solely for the completion of coursework as a student's original work and generating answers to mathematical, scientific, or analytical problems.

Permitted uses of technology include, but are not limited to, conducting research, correcting grammar and spelling, and learning from educational applications such as tutoring systems and language learning applications.

Additionally, consistent with the limitations expressed in this policy and with teacher consent, students may also use technology to assist with assessments, homework, and/or makeup work or other uses approved by the teacher.

However, a student with a disability shall be permitted to use technology for any purpose identified in the student's individualized education program as a tool to support the student's learning. If an employee suspects that a student has used technology in violation of this policy, the student shall be given the opportunity to demonstrate that the use of technology was in accordance with this policy.

Any information acquired from an employee's use of technology in determining whether a student has committed an act of academic dishonesty shall be shared with the student, and the student's parent/guardian as appropriate.

The County Superintendent or designee may provide training to staff regarding the use of technology to improve education, including the detection of plagiarism and sensitivity to potential discrimination from algorithmic bias.

Legal References:

<u>State</u>	<u>Description</u>
<u>Ed. Code 35291-35291.5</u>	<u>Rules</u>
<u>Ed. Code 56341.1</u>	<u>Assistive technology devices for a student with a disability</u>
<u>Federal</u>	<u>Description</u>
<u>20 USC 1401</u>	<u>Assistive technology device; definition</u>
<u>Management Resources</u>	<u>Description</u>
<u>Website</u>	<u>CSBA District and County Office of Education Legal Services</u>
<u>Website</u>	<u>Metropolitan Educational Research Consortium</u> <u>(<a href="https://merc.soe.vcu.edu/">https://merc.soe.vcu.edu/</a>)</u>
<u>U.S. Department of Education, Office of Educational Technology Publication</u>	<u>Artificial Intelligence and the Future of Teaching and Learning: Insights and Recommendations, May 2023</u> <u>(<a href="https://www2.ed.gov/documents/ai-report/ai-report.pdf">https://www2.ed.gov/documents/ai-report/ai-report.pdf</a>)</u>
<u>Metropolitan Educational Research Consortium Publication</u>	<u>Balancing the Benefits and Risks of AI Large Language Models in K12 Public Schools, 2023</u> <u>(<a href="https://scholarscompass.vcu.edu/cgi/viewcontent.cgi?article=1133&amp;context=merc_pubs">https://scholarscompass.vcu.edu/cgi/viewcontent.cgi?article=1133&amp;context=merc_pubs</a>)</u>

Cross References:

<u>Code</u>	<u>Description</u>
<u>5131</u>	<u>Conduct</u>
<u>5131.8</u>	<u>Mobile Communication Devices</u>
<u>5137</u>	<u>Positive School Climate</u>
<u>5144</u>	<u>Discipline</u>
<u>5144</u>	<u>Discipline</u>
<u>6000</u>	<u>Concepts And Roles</u>
<u>6141</u>	<u>Curriculum Development and Evaluation</u>
<u>6159</u>	<u>Individualized Education Program</u>
<u>6162.54</u>	<u>Test Integrity/Test Preparation</u>
<u>6162.6</u>	<u>Use Of Copyrighted Materials</u>
<u>6162.6</u>	<u>Use Of Copyrighted Materials</u>
<u>6163.4</u>	<u>Student Use of Technology</u>

Policy  
Adopted:

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

**Students**

BP 5141.5(a)

**MENTAL HEALTH**

The County Board recognizes that students' emotional well-being and mental health ~~contribute~~ are critical to their ability to perform to their full academic and personal potential. The County Superintendent or designee shall develop strategies and services to reduce the stigma associated with mental illness, facilitate access to mental health services, and help students build students' resiliency skills, help students including digital resilience, increase social connections, and cope with life challenges; ~~and reduce the stigma associated with mental illness.~~

The County Superintendent or designee shall consult and collaborate with school-employed mental health professionals, the county mental health department, psychologists and other health professionals, social workers, and/or community organizations to strengthen local mental health services and develop and implement an integrated plan to support student mental health.

~~(cf. 1220 – Citizen Advisory Committees)~~

~~(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)~~

To the extent possible, LACOE shall focus on preventive strategies that increase students' connectedness to school, create a support network of peers and trusted adults, and provide techniques for conflict resolution. LACOE shall investigate and resolve any complaint of bullying, intimidation, harassment, or discrimination in accordance with law and LACOE policy.

~~(cf. 0410 - Nondiscrimination in LACOE Programs and Activities)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 5131.2 - Bullying)~~

~~(cf. 5137 - Positive School Climate)~~

~~(cf. 5145.3 - Nondiscrimination/Harassment)~~

~~(cf. 5145.7 - Sexual Harassment)~~

LACOE shall provide instruction to students that promotes their healthy mental, emotional, and social development. Health education courses shall be aligned with the state content standards and curriculum framework and shall include, but not be limited to, instruction related to identifying signs of depression and self-destructive behaviors, developing coping skills, and identifying resources that may provide assistance.

~~(cf. 6142.8 - Comprehensive Health Education)~~

The County Superintendent or designee shall provide school staff with information and training to recognize the early signs and symptoms of an emerging mental health condition or behavioral health disorder, including common psychiatric conditions and substance use disorders such as opioid and alcohol abuse, identify risk factors and warning signs of suicidal intent, respond to students who have been impacted by traumatic stress, safely deescalate crisis situations involving students with a behavioral health disorder, and link students with effective services, referrals, and supports. Such training shall also provide instruction on how to maintain student privacy and confidentiality. Behavioral health information and training

**MENTAL HEALTH** (continued)

may also be provided to parents/guardians, students, and families. (Education Code 49428.15)

~~(cf. 1312.1 – Complaints Concerning LACOE Employees)~~  
(cf. 4131 - Staff Development)  
(cf. 4231 - Staff Development)  
(cf. 4331 - Staff Development)  
(cf. 5141.52 - Suicide Prevention)

The County Superintendent or designee shall develop a protocol for identifying and assessing students who may be suffering from an anxiety disorder, depression, eating disorder, or other severe or disabling mental illness. The County Superintendent or designee may establish LACOE-wide or school-site crisis intervention team(s) to respond to mental health concerns in the school setting.

At least twice per school year, the County Superintendent or designee shall ensure that each school provides notice regarding how to initiate access to student mental health services on campus and/or in the community. The notification shall be in at least two of the following methods: (Education Code 49428)

1. Distributing the information, electronically or in hardcopy, in a letter to parents/guardians, and in a school publication or other document to students
2. Including the information, at the beginning of the school year, in the parent handbook for parents/guardians and in student orientation materials or a student handbook
3. Posting the information on the school’s website or social media

Each school site that serves students in any of grades 6-12 shall create an age appropriate and culturally relevant poster that identifies approaches and shares resources about student mental health, and that includes the following information: (Education Code 49428.5)

1. Identification of common behaviors of those struggling with mental health or who are in a mental health crisis, including, but not limited to, anxiety, depression, eating disorders, emotional dysregulation, bipolar episodes, and schizophrenic episodes
2. A list of, and contact information for, school site-specific resources, including, but not limited to, counselors, wellness centers, and peer counselors
3. A list of, and contact information for, community resources, including, but not limited to, suicide prevention, substance abuse, child crisis, nonpolice mental health hotlines, public behavioral health services, and community mental health centers



**MENTAL HEALTH** (continued)

4. A list of positive coping strategies to use when dealing with mental health, including, but not limited to, meditation, mindfulness, yoga, breathing exercises, grounding skills, journaling, acceptance, and seeking therapy
5. A list of negative coping strategies to avoid, including, but not limited to, substance abuse or self-medication, violence and abuse, self-harm, compulsivity, dissociation, catastrophizing, and isolating

The poster shall be displayed in English and any primary language spoken by 15 percent or more of the students at the school site and be no smaller than 8.5 by 11 inches and at least 12-point font. The poster shall be prominently and conspicuously displayed in public areas that are accessible to, and commonly frequented by, students at each school site such as bathrooms, locker rooms, classrooms, classroom hallways, gymnasiums, auditoriums, cafeterias, wellness centers, and offices. Additionally, at the beginning of each school year the poster shall be distributed online to students through social media, websites, portals, and learning platforms. (Education Code 49428.5)

A school counselor, school psychologist, or school social worker may provide mental health counseling to students in accordance with the specialization(s) authorized on the individual's credential. As needed, students and their parents/guardians may be provided referrals to mental health services in the community and/or to mental health services at or near LACOE schools.

*(cf. 5141.6 - School Health Services)*  
*(cf. 6164.2 - Guidance/Counseling Services)*

If a student has an emotional or mental illness that limits a major life activity, has a record of such impairment, or is regarded as having such impairment, or may need special education and related services, the student shall be referred for an evaluation for purposes of determining whether any educational or related services are required in accordance with Section 504 of the Rehabilitation Act or the federal Individuals with Disabilities Education Act, as applicable. (Education Code 56301-56302; 29 USC 794; 28 CFR 35.108)

*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6164.6 - Identification and Education Under Section 504)*

The County Superintendent or designee shall explore potential funding sources for LACOE programs and services that support student's mental health. In accordance with local plans and priorities, LACOE may apply to the county for grants for prevention and early intervention activities that are designed to prevent mental illness from becoming severe and disabling and to improve timely access for underserved populations.

**MENTAL HEALTH (continued)**

*Legal Reference:*

*EDUCATION CODE*

*215-216 Student suicide prevention*

*234.6 Bullying and harassment prevention information*

*32280-32289.5 School safety plans*

*49060-49079 Student records*

*49428.1 Student mental health referral protocols*

*49428.15 Identification of evidence-based and evidence-informed training programs for schools to address youth behavioral health*

*49428.5 Student mental health poster*

*49600 Responsibilities of school counselors*

*49602 Counseling and confidentiality of student information*

*49604 Suicide prevention training for school counselors*

*51925-51929 Mandatory mental health education*

*56171 Duty to identify and assess children in private schools who need special education services*

*56300-56385 Identification and referral; assessment, instructional planning*

*WELFARE AND INSTITUTIONS CODE*

*5698 Emotionally disturbed youth; legislative intent*

*5840-5840.8 Prevention and early intervention programs*

*5850-5886 Children's Mental Health Services Act*

*UNITED STATES CODE, TITLE 20*

*1400-1482 Individuals with Disabilities Education Act*

*UNITED STATES CODE, TITLE 29*

*794 Rehabilitation Act of 1973, Section 504*

*CODE OF FEDERAL REGULATIONS, TITLE 28*

*35.101-35.190 Nondiscrimination on the basis of disability*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*34 CFR 300.1-300.818 Individuals with Disabilities Education Act*

*Management Resources:*

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

*Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008*

*Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019*

*Youth Behavioral Health Training Programs (<https://www.cde.ca.gov/ls/mh/ec49428.15.asp>)*

*CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS*

*School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009*

*US DEPARTMENT OF EDUCATION PUBLICATIONS*

*Bipartisan Safer Communities Act Stronger Connections Grant Program, Frequently Asked Questions, April 2023 (<https://oese.ed.gov/files/2023/04/23-0083.BSCA-FAQs.pdf>)*

*US DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS*

*Our Epidemic of Loneliness and Isolation: The U.S. Surgeon General's Advisory on the Health Effects of Social Connection and the Community, 2023 (<https://www.hhs.gov/sites/default/files/surgeon-general-social-connection-advisory.pdf>)*

*Social Media and Youth Mental Health: The U.S. Surgeon General's Advisory, 2023*

**MENTAL HEALTH** (continued)

*NATIONAL CHILD TRAUMATIC STRESS NETWORK PUBLICATIONS*  
*Child Trauma Toolkit for Educators, 2008*

*WEBSITES*

*American Association of Suicidology: <http://www.suicidology.org>*

*American Foundation for Suicide Prevention: <https://afsp.org>*

*American Psychological Association: <http://www.apa.org>*

*American School Counselor Association: <https://www.schoolcounselor.org>*

*California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>*

*California Department of Health Care Services, Mental Health Services: <http://www.dhcs.ca.gov/services/MH>*

*Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>*

*National Association of School Psychologists: <https://www.nasponline.org>*

*National Child Traumatic Stress Network: <https://www.nctsn.org>*

*National Council for Behavioral Health, Mental Health First Aid: <https://www.mentalhealthfirstaid.org>*

*National Institute for Mental Health: <http://www.nimh.nih.gov>*

*Suicide Prevention Lifeline: <https://suicidepreventionlifeline.org>*

*Suicide Prevention Resource Center: <https://www.sprc.org/about-suicide>*

*U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration:  
<http://www.samhsa.gov>*

*Office of the Surgeon General (<https://www.hhs.gov/surgeongeneral/index.html>)*

Policy  
adopted: ~~June 16, 2020~~

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

## Students

BP 5145.6(a)

### PARENTAL NOTIFICATIONS

The County Board recognizes that notifications are essential to effective communication between the school and the home. The County Superintendent or designee will send parents/guardians all notifications required by law, including notifications about their legal rights, and any other notifications the County Superintendent or designee believes will promote parental understanding and involvement.

*(cf. 5022 - Student and Family Privacy Rights)*  
*(cf. 6020 - Parent Involvement)*

The notice required pursuant to Education Code 48980 shall be sent at the beginning of each academic year, or upon enrollment whenever a student enrolls during the school year, and may be provided either by regular mail, in electronic form when so requested by the parent/guardian, or by any other method normally used to communicate with parents/guardians in writing. (Education Code 48981, 48982)

If any activity specified in Education Code 48980 will be undertaken by any school during the forthcoming school term, the notice shall state that fact and the approximate date on which any such activity will occur. No such activity shall be undertaken with respect to any particular student unless the student's parent/guardian has been informed of such action through the annual notification or other separate special notification. (Education Code 48983-48984)

The annual notification shall include a request that the parent/guardian sign the notice and return it to the school or, if the notice is provided in electronic format, that the parent/guardian submit a signed acknowledgment of receipt of the notice to the school. The parent/guardian's signature is an acknowledgment of receipt of the information but does not indicate that consent to participate in any particular program has been given or withheld. (Education Code 48982)

When necessary, LACOE shall provide notifications to qualified individuals with disabilities in alternative formats, such as braille, large font, or audio recordings, to enable such individuals to effectively participate in any program, service, or activity, as required by law.

Whenever 15 percent or more of the students enrolled in a district school speak a single primary language other than English, as determined from the California Department of Education census data collected pursuant to Education Code 52164, all notices sent to the parent/guardian of any such student shall, in addition to being written in English, be written in the primary language, and may be responded to either in English or the primary language. (Education Code 48981, 48985)

Notifications to parents/guardians shall be written both in English and in the family's primary language when so required by law. Whenever an employee learns that a student's parent/guardian is for any reason unable to understand LACOE's printed notifications, the principal or designee shall work with the parent/guardian to establish other appropriate means of communication.

**PARENTAL NOTIFICATIONS (continued)**

*(cf. 6174 - Education for English Language Learners)*

*Legal Reference*

*EDUCATION CODE*

- 221.5 Prohibited sex discrimination*
- 231.5 Sexual harassment policy*
- 262.3 Appeals for discrimination complaints; information regarding availability of civil remedies*
- 310 Structured English immersion program*
- 440 English language proficiency assessment; instruction in English language development*
- 17288 Building standards for university campuses*
- 17612 Notification of pesticide use*
- 32221.5 Insurance for athletic team members*
- 32255-32255.6 Right to refuse harmful or destructive use of animals*
- 32390 Fingerprint program; contracts; funding; consent of parent/guardian*
- 35160.5 Extracurricular and cocurricular activities*
- 35178.4 Notice of accreditation status*
- 35183 School dress codes; uniforms*
- 35186 Complaints concerning deficiencies in instructional materials and facilities*
- 35256 School Accountability Report Card*
- 35291 Rules for student discipline*
- 35292.6 School Maintenance*
- 37254 Intensive instruction for students who have not passed High School Exit Examination*
- 37616 Consultation regarding year-round schedule*
- 39831.5 School bus rider rules and information*
- 44808.5 Permission to leave school grounds*
- 46010.1 Notice regarding excuse to obtain confidential medical services*
- 46014 Regulations regarding absences for religious purposes*
- 46600-46611 Interdistrict attendance agreements*
- 48000 Minimum age of admission*
- 48070.5 Promotion or retention of students*
- 48204 Residency requirements*
- 48205 Absence for personal reasons*
- 48206.3 Students with temporary disabilities; individual instruction; definitions*
- 48207-48208 Students with temporary disabilities in hospitals*
- 48213 Prior notice of exclusion from attendance*
- 48216 Immunization*
- 48260.5 Notice regarding truancy*
- 48262 Need for parent conference regarding truancy*
- 48263 Referral to school attendance review board or probation department*
- 48432.5 Involuntary transfers of students*
- 48900.1 Parental attendance required after suspension*
- 48904 Liability of parent/guardian for willful student misconduct*
- 48904.3 Withholding grades, diplomas, or transcripts*
- 48906 Notification of release of student to peace officer*
- 48911 Notification in case of suspension*
- 48911.1 Assignment to supervised suspension classroom*
- 48912 Closed sessions; consideration of suspension*
- 48915.1 Expelled students; enrollment in another district*
- 48916 Readmission procedures*

*Legal Reference (see next page)*

**PARENTAL NOTIFICATIONS (continued)**

BP 5145.6(c)

*Legal Reference (continued)*

- 48918 Rules governing expulsion procedures
- 48980 Required notification at beginning of term
- 48980.3 Notification of pesticide use
- 48981 Time and means of notification
- 48982 Parent signature acknowledging receipt of notice
- 48983 Contents of notice
- 48984 Activities prohibited unless notice given
- 48985 Notices to parents in language other than English
- 48986 Safe storage of firearms
- 48987 Child abuse information
- 49013 Use of uniform complaint procedures for complaints regarding student fees
- 49063 Notification of parental rights
- 49067 Student evaluation; student in danger of failing course
- 49068 Transfer of permanent enrollment and scholarship record
- 49069 Absolute right to access
- 49073 Release of directory information
- 49076 Access to student records
- 49077 Access to information concerning a student in compliance with court order
- 49403 Cooperation in control of communicable disease and immunization
- 49423 Administration of prescribed medication for student
- 49451 Physical examinations: parent's refusal to consent
- 49452.5 Screening for scoliosis
- 49452.6 Type 1 diabetes informational materials
- 49452.7 Information on type 2 diabetes
- 49452.8 Oral health assessment
- 49455.5 Eye examination for purpose of eyeglasses
- 49456 Results of vision or hearing test
- 49472 Insurance
- 49475 Student athletes; concussions and head injuries
- 49476 Student athletes; opioid fact sheet
- 49480 Continuing medication regimen for nonepisodic conditions
- 49510-49520 Duffy-Moscone Family Nutrition Education and Services Act of 1970
- 51225.1 Exemption from district graduation requirements
- 51225.2 Course credits
- 51225.3 Graduation requirements; courses that satisfy college entrance criteria
- 51225.31 Graduation from high school; exemption for eligible students with special needs
- 51229 Course of study for grades 7-12
- 51513 Personal beliefs; privacy
- 51749.5 Independent study
- 51938 HIV/AIDS and sexual health instruction
- 52164.1 Census-taking methods; determination of primary language; assessment of language skills
- 52164.3 Reassessment of English learners; notification of results
- 52173 Bilingual education
- 52244 Advanced Placement program
- 54444.2 Migrant education programs; parent involvement
- 56301 Child-find system; policies regarding written notification rights
- 56321 Special education: proposed assessment plan
- 56321.5-56321.6 Notice of parent rights pertaining to special education
- 56329 Written notice of right to findings; independent assessment
- 56341.1 Development of individualized education program; right to audio record meeting
- 56341.5 Individualized education program team meetings
- 56343.5 Individualized education program meetings
- 58501 Alternative schools; notice required prior to establishment
- 60641 Standardized Testing and Reporting Program

**PARENTAL NOTIFICATIONS (continued)**

*Legal Reference (continued)*

*HEALTH AND SAFETY CODE*

*1596.857 Right to enter child care facility*  
*1597.16 Licensed child care centers, lead testing*  
*104855 Availability of topical fluoride treatment*  
*120365-120375 Immunizations*  
*120440 Sharing immunization information*  
*124100 Health screening and immunizations*

*PENAL CODE*

*627.5 Hearing request following denial or revocation of registration*  
*CODE OF REGULATIONS, TITLE 5*  
*850 Definitions; notification regarding use of California Modified Assessment*  
*863 Standardized Testing and Reporting Program*  
*3052 Behavioral intervention*  
*3831 General standards, Gifted and Talented Education program*  
*4622 Notification of uniform complaint procedures*  
*4631 Uniform complaint procedures; notification of decision and right to appeal*  
*4917 Notification of sexual harassment policy*  
*11303 Reclassification of English learners*  
*11309 Parental exception waivers*  
*11511.5 English language proficiency assessment; test results*  
*11523 Notice of proficiency examinations*  
*18066 Child care policies regarding excused and unexcused absences*

*CODE OF REGULATIONS, TITLE 17*

*6040 Time period to obtain needed immunizations*  
*UNITED STATES CODE, TITLE 20*  
*1232g Family Educational and Privacy Rights Act*  
*1232h Privacy rights*  
*1415 Procedural safeguards*  
*6311 State plans*  
*6312 Local education agency plans*  
*6316 Academic assessment and local education agency school improvement*  
*6318 Parental involvement*  
*7012 Instruction in English language development*  
*7908 Armed forces recruiter access to students*  
*UNITED STATES CODE, TITLE 42*

*1758 Child nutrition programs*

*CODE OF FEDERAL REGULATIONS, TITLE 7*

*245.5 Eligibility criteria for free and reduced-price meals*  
*245.6a Verification of eligibility for free and reduced-price meals*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*99.7 Student records, annual notification*  
*99.34 Student records, disclosure to other educational agencies*  
*99.37 Disclosure of directory information*  
*104.32 District responsibility to provide free appropriate public education*

*Legal Reference (see next page)*

**PARENTAL NOTIFICATIONS (continued)**

*Legal Reference (continued)*

*104.36 Procedural safeguards*

*104.8 Nondiscrimination*

*106.9 Dissemination of policy, nondiscrimination on basis of sex*

*200.61 Teacher qualifications*

*222.94 Impact Aid; district responsibilities*

*300.300 Parent consent for special education evaluation*

*300.322 Parent participation in IEP team meetings*

*300.502 Independent educational evaluation of student with disability*

*300.503 Prior written notice regarding identification, evaluation, or placement of student with disability*

*300.504 Procedural safeguards notice for students with disabilities*

*300.508 Due process complaint*

*300.530 Discipline procedures*

*CODE OF FEDERAL REGULATIONS, TITLE 40*

*763.84 Asbestos inspections, response actions and post-response actions*

*763.93 Asbestos management plans*



**Instruction**

BP 6146.1(a)

**HIGH SCHOOL GRADUATION REQUIREMENTS**

**Academic Requirements for Graduation**

1. Definitions
  - a. Academic Requirements: courses required by law and/or the Los Angeles County Board of Education that LACOE students must complete successfully in order to graduate from LACOE educational programs, unless exempted as specified in this policy. These may include college/university courses, vocational courses, and other courses the County Board approves.
  - b. Diploma: is awarded to a pupil who has successfully met the requirements of LACOE's educational program set forth below.
  - c. Certificate of Achievement: the certificate awarded to a pupil with an Individualized Education Plan (IEP) who has completed four years of high school but has not met the requirements for a diploma.
  - d. Certificate of Recognition: the certificate awarded to a pupil with an IEP who has reached their twenty-second (22nd) birthday and is leaving the educational system.
  - e. State-Awarded Certificates: either of the certificates awarded by the State of California to a pupil who has successfully completed the criteria set forth either in Education Code § 51420 (High School Equivalency Exam) or Education Code § 48412 (California High School Proficiency Examination). Either of these certificates is the legal equivalent of a high school diploma.

Students who are exempted from LACOE-adopted graduation requirements shall be eligible to participate in any graduation ceremony and school activity related to graduation in which other students are eligible to participate.

**Graduation Requirements for Juvenile Court Schools and County Community Schools  
Course Requirements**

1. Academic

To obtain a high school diploma, students must successfully complete 220 credits in grades 9-12, which must include the following course work:

- a. Forty (40) credits in English language arts
- b. Twenty (20) credits in mathematics, which must include algebra or a more advanced mathematics course
- c. Twenty (20) credits in science

**HIGH SCHOOL GRADUATION REQUIREMENTS** (continued)

- d. Thirty (30) credits in social sciences, including U.S. history and geography; world history; one semester of American government; and one semester of economics
  - e. Ten (10) credits in visual or performing arts or a world language, which might include American Sign Language or a career and technical education (CTE) course can be applied toward, or any combination of five (5) credits in each of visual or performing arts or a world language, including American Sign Language or CTE
  - f. Twenty (20) credits in physical education; ten (10) credits must be taken in the 9th grade and an additional ten (10) credits taken during grades 10-12, unless the student has been exempted pursuant to provisions of the Education Code
  - g. Five (5) credits in health
  - h. Seventy-five (75) elective credits, any other coursework, including work experience, vocational education, arts and sciences or developmental course (e.g., reading and math intervention) that LACOE has required.
  - i. Pupils enrolled in LACOE educational programs may receive academic credit for coursework completed through college courses and online instruction, provided that LACOE academic requirements are met and such alternative instruction is approved by designated LACOE staff.
2. Assessment Requirements for Diploma

LACOE educational programs may require students to demonstrate minimum proficiency in reading and math on a LACOE-adopted assessment.

**Commencement Ceremony**

1. LACOE pupils (except those from IPoly or LACHSA) who have earned a diploma or certificate of achievement will be eligible to participate in a commencement ceremony. Students who will complete the LACOE requirements to earn a diploma or certificate of achievement before August 15<sup>th</sup> of the same year will be allowed to participate in the previous school year commencement ceremony.
2. Any senior who demonstrates chronic absenteeism and/or shows cause to be placed on an attendance, academic, or is on disciplinary probation may lose the privilege of participating in the commencement ceremony.

**HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

3. The ceremony programs will list pupils by their specific diploma or certificate they will receive.

**Graduation Requirements for International Polytechnic High School (IPoly)**

1. Academic

Between the ninth (9th) and twelfth (12th) grades, pupils enrolled in LACOE's IPoly program must successfully complete a minimum 240 credits to earn an IPoly diploma. This includes 210 credits of required core courses and a minimum of 30 credits in additional courses. The IPoly core course sequence includes the a-g requirements:

- a. Forty (40) credits in English language arts
- b. Forty (40) credits in mathematics
- c. Forty (40) credits in science
- d. Forty (40) credits in social sciences (9<sup>th</sup> grade social science may be waived for transfer students)
- e. Twenty (20) credits in world language
- f. Twenty (20) credits in physical education
- g. Ten (10) credits in visual and performing arts
- h. Thirty (30) credits in additional required courses
- i. Students must complete 100 hours of community service in order to graduate with an IPoly diploma. Community service hours must be obtained by volunteering for a verified non-profit organization.
- j. Grade-Level Projects: Students must pass grade level project each semester with a grade of 60% or better

During a long-term County-wide or Statewide declared emergency or other unforeseen disaster that would interrupt the school's educational continuity and/or operations, the County Superintendent or designee in collaboration with the IPoly Principal or designee retains the authority to waive or adjust the service hours or work requirements for grade level projects.

## **HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

### **Commencement Ceremony**

1. Pupils from IPoly who have earned a diploma will be eligible to participate in their own respective commencement ceremonies.
2. Any senior who demonstrates chronic absenteeism and/or shows cause to be placed on attendance, academic, discipline probation (or violates probation) during the second semester of their senior year may lose the privilege of participating in the commencement ceremony.

### **Graduation Requirements for Los Angeles County High School for the Arts (LACHSA)**

#### 1. Academic

Between the ninth (9th) and twelfth (12th) grades, pupils enrolled in LACOE's LACHSA program must successfully complete 225 credits, which must include the following courses in order to receive a diploma. The LACHSA core course sequence includes the a-g requirements:

- a. Forty (40) credits in English language arts
- b. Twenty (20) credits in mathematics which must include algebra or a more advanced mathematics course
- c. Twenty (20) credits in science (life and physical)
- d. Thirty (30) credits in social sciences, including U.S. history and world history; one semester of American government; and one semester of economics
- e. Twenty (20) credits in a world language
- f. Ten (10) credits in fine arts
- g. Twenty (20) credits in physical education
- h. Sixty-five (65) credits in electives

## HIGH SCHOOL GRADUATION REQUIREMENTS (continued)

### Commencement Ceremony

1. Pupils from LACHSA who have earned a diploma will be eligible to participate in their own respective commencement ceremonies.
2. Any senior who demonstrates chronic absenteeism and/or shows cause to be placed on attendance, academic, discipline or arts probation (or violates probation) during the second semester of their senior year may lose the privilege of participating in the commencement ceremony.

### **Graduation Requirements for AB 167, AB 216, AB 1806, AB 2306, AB 365, and AB2121 Exemptions from LACOE-Adopted Graduation Requirements**

Prior to the beginning of grade 10, the IEP team for each student with disabilities shall determine whether the student is eligible for exemption from all coursework and other requirements adopted by the Board in addition to the statewide course requirements for high school graduation, and if so, shall notify the student's parent/guardian of the exemption. A student with disabilities shall be eligible for the exemption, if the student's IEP provides for both of the following requirements: (Education Code 51225.31)

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code 60640
2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

~~Students in~~ In addition, foster care youth, students experiencing homelessness, former juvenile court school students or probation 602 youth, or children of a military family families, newly arrived immigrant, or a migratory child migrant students who transfer(s) into a LACOE school or between LACOE schools any time after completing a the second year of high school, or a newly arrived immigrant student who is in the third or fourth year of high school and is participating in a newcomer program, shall be required to complete all graduation requirements specified in Education Code 51225.3 (CDE graduation requirements of 130 core credits) but shall be exempt from any additional LACOE-adopted graduation requirements, unless the County Superintendent or designee makes a finding that the student is reasonably able to complete the additional requirements in time to graduate by the end of a fourth year of high school.

Within 30 days of the transfer into a school by a foster youth, student experiencing homelessness, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student, or of the commencement of participation in a newcomer program, as applicable, the County Superintendent or designee shall notify, any such eligible student shall be notified, and others as required by law, of the availability of the exemption from

## **HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

local graduation requirements and whether he/she the student qualifies for it. (Education Code 51225.1)

~~Assembly Bills 1806, 2306, 365, and 2121 extend the same exemptions mentioned above to homeless pupils experiencing homelessness, incarcerated or formerly incarcerated pupils, pupils of military parents, newly arrived immigrant student who is in the third or fourth year of high school and is participating in a new comer program (i.e., a program designed to meet the academic and transitional needs of newly arrived immigrant students (within 3 years) that has as a primary objective the development of English language proficiency), and pupils who are migratory children.~~

~~Pursuant to Education Code 51225.1, within 30 calendar days of the transfer of a foster youth, a student experiencing homelessness, former juvenile court school student, child of military family, migrant student, or newly arrived immigrant student participating in a newcomer program, LACOE is required to provide notice to the student of the availability of the exemption and whether the student qualifies. If LACOE fails to provide that notification, the student will be eligible for the exemption once notified, even if the notification is received after the termination of the court's jurisdiction over the foster youth or former juvenile court school student, after the student experiencing homelessness homeless student ceases to be homeless, or after the student no longer meets the definition of a child of a military or migrant family, as applicable.~~

If a foster youth, student experiencing homelessness, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student participating in a newcomer program was not properly notified of an exemption, declined the exemption, or was not previously exempted, the student or the person holding the right to make educational decisions for the student may request the exemption and the County Superintendent or designee shall exempt the student within 30 days of the request. Any such student who at one time qualified for the exemption may request the exemption even if the student is no longer eligible. (Education Code 51225.1)

~~Education Code 51225.1 also provides that, if an exempted student completes the statewide coursework requirements before the end of the fourth year of high school, LACOE or a district school must not require or request that he/she graduate before the end of the fourth year of high school.~~

The County Superintendent or designee shall not require or request a foster youth, student experiencing homelessness, former juvenile court school student, child of a military family, migrant student, or a newly arrived immigrant student participating in a newcomer program who is exempted from LACOE-established graduation requirements and who completes the statewide coursework requirements before the end of the fourth year of high school, and would otherwise be entitled to remain in school, to graduate before the end of the student's fourth year of high school. (Education Code 51225.1)

## **HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

Annually, the County Superintendent or designee shall report to the California Department of Education, in accordance with Education Code 51225.1, the number of students graduating from the fourth or fifth year of high school who, for the prior school year, graduated with an exemption from LACOE-established graduation requirements that are in addition to statewide coursework requirements.

There are five criteria to be eligible for the waiver to graduate with his or her 9<sup>th</sup> grade cohort:

- The youth must have transferred schools while he or she is in grade 11 or 12, transfers into the school district from another school district or between high schools within the district.
- The youth cannot complete the LACOE graduation requirements within 4 years of high school, and the Education Rights Holder declines a 5<sup>th</sup> year of high school.
- Education Rights Holder determines that the waiver is in the youth's best interest to graduate under AB 167/216/1806/2306/365/2121.
- The student successfully completes the CDE required minimum courses of 130 core credits.
- The student has an open DCFS case since starting the 11<sup>th</sup> grade, or experiencing homelessness, or a former juvenile court school student or probation 602 youth, or a child of a military family, or a migratory child since starting the 11<sup>th</sup> grade, or a newly arrived immigrant within 3 years.

### 1. Academic

To obtain a LACOE high school diploma, students shall complete 130 credits, from the following courses in grades 9-12, with each course being one year unless otherwise specified:

- a. Thirty (30) credits in English language arts
- b. Twenty (20) credits in mathematics which must include algebra and any other mathematics course
- c. Twenty (20) credits in science (biological science and physical science)
- d. Thirty (30) credits in social studies, including U.S. history and modern world history; one semester of American government; and one semester of economics
- e. Ten (10) credits in visual or performing arts, world language, or career technical education (CTE). (Five [5] maximum from CTE)

## HIGH SCHOOL GRADUATION REQUIREMENTS (continued)

- f. Twenty (20) credits in physical education
2. Assessment Requirements for Diploma

Once the student completes all LACOE course requirements, the counselor will confirm and request the student's diploma. The processing for the diploma takes approximately 3 to 4 weeks. After 4 weeks, the student or individual with education decision-making rights should contact the LACOE Student File Center to request his or her diploma. This can be done in person at Los Angeles County Office of Education, 9300 Imperial Highway, Student File Center, Downey 90242, or by mail, fax, or email. Fax (562) 469-4244 or (562) 469-4346 or email, [studentfilecenter@lacoedu.edu](mailto:studentfilecenter@lacoedu.edu).

*(cf. 1312.3 - Uniform Complaint Procedures)*  
*(cf. 5145.6 - Parental Notifications)*  
*(cf. 6173 - Education for Homeless Children and Youth)*  
*(cf. 6173.1 - Education for Foster Youth)*  
*(cf. 6173.2 - Education of Children of Military Families)*

### Retroactive Diplomas

~~Education Code 51413, as added by AB 830 (Ch. 641, Statutes of 2017), retains and renumbers the requirement to grant a diploma to students who previously met all applicable graduation requirements other than the requirement to pass the high school exit examination.~~

Any student who completed grade 12 in the 2003-04 through 2014-15 school year and met all applicable graduation requirements other than the passage of the high school exit examination shall be granted a high school diploma. (Education Code 51413)

In addition, LACOE may retroactively grant high school diplomas to former students who: (Education Code 48204.4, 51430, 51440)

1. Departed California against their will while in grade 12 and did not receive a diploma because the departure interrupted their education, provided that they were in good academic standing at the time of the departure

Persons may be considered to have departed California against their will if they were in custody of a government agency and were transferred to another state, were subject to a lawful order from a court or government agency that authorized their removal from California, were subject to a lawful order and were permitted to depart California before being removed from California pursuant to the lawful order, were removed or were permitted to depart voluntarily pursuant to the federal Immigration and Nationality Act, or departed due to other circumstances determined by the district that are consistent with the purposes of Education Code 48204.4.



**HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

In determining whether to award a diploma under these circumstances, the County Superintendent or designee shall consider any coursework that may have been completed outside of the United States or through online or virtual courses.

2. Former students who were interned by order of the federal government during World War II or who are honorably discharged veterans of World War II, the Korean War, or the Vietnam War, provided that they were enrolled in a district school immediately preceding the internment or military service and did not receive a diploma because their education was interrupted due to the internment or military service in those wars.

Deceased former students who satisfy these conditions may be granted a retroactive diploma to be received by their next of kin.

3. Veterans who entered the military service of the United States while in grade 12 and who had satisfactorily completed the first half of the work required for grade 12 in a district school.
4. Were in their senior year of high school during the 2019-20 school year, were in good academic standing and on track to graduate at the end of the 2019-20 school year as of March 1, 2020, and were unable to complete the statewide graduation requirements as a result of the COVID-19 crisis

**Complaints**

If a student or student’s parent/guardian has a complaint regarding academic credits, academic requirements, or the diploma process, that individual should follow the Complaint Policy, 1312.3, and, where appropriate, the Williams Uniform Complaint Procedures, 1312.4.

*Legal References (see next page)*

**HIGH SCHOOL GRADUATION REQUIREMENTS (continued)**

BP 6146.1(j)

*Legal Reference:*

EDUCATION CODE

220 Prohibition of discrimination

47612 ~~Enrollment~~ Average daily attendance in charter school

48200 Compulsory attendance

48204.4 Parents/guardians departing California against their will

48412 Certificate of proficiency

48430 Continuation education schools and classes

48645.5 ~~Acceptance of coursework~~ Former juvenile court school students; enrollment

48980 ~~Required notification at beginning of term~~ Parent/guardian notifications

49701 Interstate Compact on Educational Opportunity for Military Children

51224 Skills and knowledge required for adult life

51224.5 Algebra instruction

51225.1 Exemption from district graduation requirements

51225.2 ~~Student in foster care defined; acceptance of coursework, credits, retaking of course~~ Course credits

51225.3 High school graduation

51225.31 Exemption for students with disabilities

51225.35 Mathematics course requirements; computer science

51225.36 Instruction in sexual harassment and violence; districts that require health education for graduation

51225.5 Honorary diplomas

51225.6 ~~Compression only~~ Instruction in cardiopulmonary resuscitation

51225.9 Courses of study, grades 7 to 12; career technical education

51228 ~~Graduation requirements~~ Course of study; offerings and timely opportunity

51230 Credit for community emergency response training

51240-51246 Exemptions from requirements

51250-51251 Assistance to military dependents

51410-51413 Diplomas

51420-51427 High school equivalency certificates

51430 Retroactive high school diplomas

51440 ~~Retroactive high school diplomas~~ Credit and granting of diploma to veterans and members of the military service

51450-51455 Golden State Seal Merit Diploma

~~51745 51744-51749.6 Independent study restrictions~~

56390-56392 Recognition for educational achievement, special education

60640 California Assessment of Student Performance and Progress

66204 Certification of high school courses as meeting university admissions criteria

67386 Student safety; affirmative consent standard

CODE OF REGULATIONS, TITLE 5

1600-1651 Graduation of students from grade 12 and credit toward graduation

4600-4670 Uniform complaint procedures

COURT DECISIONS

*O'Connell v. Superior Court (Valenzuela), (2006) 141 Cal.App.4th 1452*

*Management Resources:*

WEB SITES

CSBA: <http://www.csba.org>

<http://www.cde.ca.gov/ta/tg/hs>

California Department of Education, High School: <http://www.cde.ca.gov/ci/gs/hs>

University of California, List of Approved a-g Courses:

<http://www.universityofcalifornia.edu/admissions/freshman/requirements>

**Instruction**

BP 6146.4(a)

**DIFFERENTIAL GRADUATION AND COMPETENCY STANDARDS FOR STUDENTS WITH DISABILITIES**

The County Board recognizes that students with disabilities are entitled to a course of study that provides them with a free appropriate public education (FAPE) and that modifications to the LACOE's regular course may be needed on an individualized basis to provide FAPE. In accordance with law, each student's individualized education program (IEP) team shall determine the appropriate goals, as well as any appropriate individual accommodations necessary for measuring the academic achievement and functional performance of the student on state and LACOE assessments.

*(cf. 6159 - Individualized Education Program)*

*(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)*

*(cf. 6162.51 - State Academic Achievement Tests)*

*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*

**Exemption from District-Established Graduation Requirements**

LACOE students shall complete all course requirements for high school graduation as specified in Board Policy 6146.1 – High School Graduation Requirements. However, a student with a disability may be exempted from all coursework and other requirements adopted by the County Board that are in addition to the statewide course requirements for high school graduation if the student's IEP provides for both of the following requirements: (Education Code 51225.31).

1. That the student take the alternate assessment aligned to alternate achievement standards in grade 11 as described in Education Code 60640
2. That the student complete state standards aligned coursework to meet the statewide coursework specified in Education Code 51225.3

Prior to the beginning of grade 10, the IEP team for each student with a disability shall determine whether the student is eligible for the exemption, and if so, notify the student's parent/guardian of the exemption. (Education Code 51225.31)

Any such exempted student shall receive a diploma and be eligible to participate in any graduation ceremony and school activity related to graduation in which a student of similar age without a disability would be eligible to participate. (Education Code 51225.31)

**Certificate of Educational Achievement or Completion**

Instead of a high school diploma, a student with ~~a disability~~ ~~disabilities~~ may be awarded a certificate or document of educational achievement or completion if the student has met one of the following requirements: (Education Code 56390)

1. Satisfactorily completed a prescribed alternative course of study approved by the County Board of Education in which the student attended school or the district with

**DIFFERENTIAL GRADUATION AND COMPETENCY STANDARDS FOR STUDENTS WITH DISABILITIES** (continued)

1. Satisfactorily completed a prescribed alternative course of study approved by the County Board of Education in which the student attended school or the district with jurisdiction over the student as identified in the student's IEP
2. Satisfactorily met ~~his/her~~ the student's IEP goals and objectives during high school as determined by the IEP team
3. Satisfactorily attended high school, participated in the instruction as prescribed in ~~his/her~~ the student's IEP, and met the objectives of the statement of transition services

*(cf. 6146.1 - High School Graduation Requirements)*

A student with ~~disabilities~~ a disability who meets any of the criteria specified above shall be eligible to participate in any graduation ceremony and any school activity related to graduation in which a graduating student of similar age without disabilities would be eligible to participate. (Education Code 56391)

*(cf. 5127 - Graduation Ceremonies and Activities)*

*Legal references (see next page)*

**DIFFERENTIAL GRADUATION AND COMPETENCY STANDARDS FOR STUDENTS WITH DISABILITIES (continued)**

*Legal Reference:*

*EDUCATION CODE*

*51225.3 High school graduation requirements*

*51225.31 Graduation exemption for students with disabilities*

*56341 Individualized education program team*

*56345 Elements of the IEP*

*56390-56392 Certificate of completion, special education*

*60640 California Assessment of Student Performance and Progress*

*CODE OF REGULATIONS, TITLE 5*

*3070 Graduation*

*UNITED STATES CODE, TITLE 20*

*1400-1482 Individuals with Disabilities Education Act*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*300.1-300.818 Individuals with Disabilities Education Act, especially:*

*300.320 Definition of IEP*

*Management Resources:*

*WEB SITES*

*California Department of Education: <http://www.cde.ca.gov>*

*U.S. Department of Education, Office of Special Education and Rehabilitative Services:*

*<http://www.ed.gov/about/offices/list/osers/index.html?src=mr>*

**Instruction**

BP 6154(a)

**HOMEWORK/MAKEUP WORK**

The County Board recognizes that meaningful homework assignments can be a valuable extension of student learning time, provide enrichment, and assist students in developing good study habits. Homework and/or makeup work shall be assigned when necessary to support classroom lessons, enable students to complete unfinished assignments, or review and apply academic content for better understanding.

Students may use technology to assist with homework and/or makeup work in conducting research, correcting grammar and spelling, and learning from educational applications such as tutoring systems and language learning applications, as specified in Board Policy 5131.9 – Academic Honesty and Board Policy 6163.4 – Student Use of Technology.

The County Superintendent or designee shall collaborate with school administrators and teachers to develop and regularly review guidelines for the assignment of homework and the related responsibilities of students, staff, and parents/guardians.

Homework assignments shall be reasonable in length and appropriate to the grade level and course. The County Board expects that the number, frequency, and degree of difficulty of homework assignments will increase with the grade level and the maturity of students. Teachers shall assign homework only as necessary to fulfill academic goals and reinforce current instruction.

*(cf. 6011 - Academic Standards)*

As needed, teachers may receive training in designing relevant homework assignments that reinforce classroom learning objectives and inspire students' interests.

*(cf. 4131 - Staff Development)*

Although on-time completion of homework is important to maintain academic progress, the Board recognizes that students learn at different rates. Students shall receive credit for work that is completed late, based on the guidelines for homework assignments that have been established in collaboration with school administrators and teachers, in order to encourage students' continued learning. Schools will use appropriate criteria and standards for late work at, Juvenile Court, County Community, and Specialized High Schools. Schools will develop guidelines using recognized criteria for students in differentiated programs such as Special Education, or Advanced Placement.

Age-appropriate instruction may be given to help students allocate their time wisely, meet their deadlines, and develop good personal study habits.

At the beginning of the school year, teachers shall communicate homework expectations to students and their parents/guardians. Homework guidelines also shall be included in student and/or parent handbooks. These communications shall include the manner in which homework

## **HOMEWORK/MAKEUP WORK (continued)**

relates to achievement of academic standards and course content, the impact of homework assignments on students' grades, any school resources and programs that are available to provide homework support, and ways in which parents/guardians may appropriately assist their children.

Although it is the student's responsibility to undertake assignments independently parents/guardians may serve as a resource and are encouraged to ensure that their child's homework assignments are completed. ~~When a student repeatedly fails to complete their homework, the teacher shall notify the students' parents/guardians as soon as possible so that corrective action can be taken prior to release of any final grades or report cards. Students may also work with other students and use approved outside resources as directed by the teacher.~~

*(cf. 6020 - Parent Involvement)*

To further support students' homework efforts, the County Superintendent or designee may establish and maintain telephone help lines, provide access to school library media centers and technological resources, and/or provide before-school and after-school programs where students can receive homework assistance from teachers, volunteers, and/or student tutors. The County Board encourages the County Superintendent or designee to design class and transportation schedules that will enable students to make use of homework support services.

*(cf. 1240 - Volunteer Assistance)*  
*(cf. 6142.4 - Service Learning/Community Service Classes)*

Teachers shall review all completed homework to assess the student's understanding of academic content and shall provide timely feedback to the student.

If a student repeatedly fails to complete homework, the teacher shall notify the student's parents/guardians as soon as possible so that corrective action can be taken prior to the release of any final grades or report cards.

### **Makeup Work**

Students who ~~miss school work~~ are absent from school shall be given the opportunity to complete all assignments and tests that can be reasonably provided. As determined by the teacher, the assignments and tests shall be reasonably equivalent to, but not necessarily identical to, the assignments and tests missed during the absence. Students shall receive full credit for work satisfactorily completed within a reasonable period of time.

The County Superintendent or designee shall notify parents/guardians that no student may have a grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980)

*(cf. 5113 - Absences and Excuses)*

## **HOMEWORK/MAKEUP WORK (continued)**

### **Suspended Students**

When a parent/guardian of a student who has been suspended for two or more school days requests homework that the student would otherwise have been assigned, the student's teacher shall provide such homework. If a homework assignment is requested and is turned in to the teacher by the student either upon the student's return from suspension or within the timeframe originally prescribed by the teacher, whichever is later, and is not graded before the end of the academic term, the homework assignment shall not be included in the calculation of the student's overall grade in the class. (Education Code 48913.5)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension. (Education Code 48913)

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

#### *Legal Reference:*

##### *EDUCATION CODE*

*8420-8428 21st Century High School After School Safety and Enrichment for Teens*

*8482-8484.65 After School Education and Safety Program*

*8484.7-8484.9 21st Century Community Learning Centers*

*48205 Absences for personal reasons*

*48913 Completion of work missed by suspended student*

*48913.5 Suspended students: homework assignments*

*48980 Parental notifications*

*46120 Expanded Learning Opportunities*

*56341.1 Assistive technology devices for a student with a disability*

#### *Management Resources:*

##### *CSBA PUBLICATIONS*

*Research-Supported Strategies to Improve the Accuracy and Fairness of Grades, Governance Brief,*

*July 2016 ([https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/](https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/20161507-GradingGB.ashx?la=en&rev=4e25a7ce86c742198068af40c27324b5)*

*[20161507-GradingGB.ashx?la=en&rev=4e25a7ce86c742198068af40c27324b5](https://www.csba.org/-/media/CSBA/Files/GovernanceResources/GovernanceBriefs/20161507-GradingGB.ashx?la=en&rev=4e25a7ce86c742198068af40c27324b5))*

##### *WEB SITES*

*CSBA: <http://www.csba.org>*

*California State PTA: <http://www.capta.org>*



**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION**

The County Board recognizes its responsibility to provide a free appropriate public education to students with disabilities in accordance with law. When LACOE is unable to provide direct special education and/or related services to students with disabilities, the County Superintendent may enter into a contract with a nonpublic, nonsectarian school or agency (NPS/A) to meet student needs consistent with the comprehensive local plan of the Special Education Local Plan Area.

*(cf. 0430 - Comprehensive Local Plan for Special Education)*  
*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*

Prior to entering into a contract to place any student in an NPS/A, the County Superintendent or designee shall verify that the school or agency is certified to provide special education and related services to individuals with disabilities and complies with staff training requirements in accordance with Education Code 56366 and 56366.1. In addition, the County Superintendent or designee shall monitor, on an ongoing basis, the certification of any NPS/A with which the district has a contract to ensure that the certification has not expired.

No LACOE student with a disability shall be referred to, or placed in an NPS/A unless the student's individualized education program (IEP) team has determined ~~that an appropriate public education alternative does not exist~~ and that the placement is appropriate for the student. (Education Code 56342.1)

*(cf. 6159 - Individualized Education Program)*

LACOE shall pay to the NPS/A the full amount of the tuition or fees, as applicable, for students with disabilities who are enrolled in programs or receiving services provided by the NPS/A- pursuant to the contract (Education Code 56365)

In accordance with law, any student with disabilities placed in an NPS/A shall have all the rights and protections to which students with disabilities are generally entitled, including, but not limited to, procedural safeguards, due process rights, and periodic review of the student's IEP.

*(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)*

During the period when any student with disabilities is placed in an NPS/A, the student's IEP team shall retain responsibility for monitoring the student's progress toward meeting the goals identified in the IEP or until the district of residence assumes responsibility for the student.

The County Superintendent or designee shall ensure that any contract with an NPS/A contains a requirement for the NPS/A to comply with LACOE policy, procedures, and practices related to student rights, health, and safety, including the use of seclusion and restraint. All NPS/A staff that serve LACOE students shall be made aware of, and trained in such policies, procedures, and practices.

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)**

The County Superintendent or designee may apply to the Superintendent of Public Instruction to waive any of the requirements of Education Code 56365, 56366, and 56366.6. (Education Code 56366.2)

*(cf. 1431 - Waivers)*

*Legal Reference:*

*EDUCATION CODE*

*56034-56035 Definitions of nonpublic, nonsectarian school and agency*

*56042 Placement not to be recommended by attorney with conflict of interest*

*56101 Waivers*

*56163 Certification*

*56168 Responsibility for education of student in hospital or health facility school*

*56195.8 Adoption of policies*

*56342.1 Individualized education program; placement*

*56360-56369 Implementation of special education*

~~*56711 Computation of state aid*~~

~~*56740-56743 Apportionments and reports*~~

~~*56760 Annual budget plan; service proportions*~~

~~*56775.5 Reimbursement of assessment and identification costs*~~

*56836.20-56836.21 Special education funding; SELPA contracts with nonpublic nonsectarian schools*

*FAMILY CODE*

*7911-7912 Interstate compact on placement of children*

*GOVERNMENT CODE*

~~*7570-7587 Interagency responsibilities for providing services to disabled children; especially:*~~

~~*7572.55 Seriously emotionally disturbed child; out of state placement*~~

*WELFARE AND INSTITUTIONS CODE*

*362.2 Out-of-home placement for IEP*

*727.1 Out-of-state placement of wards of court*

*CODE OF REGULATIONS, TITLE 5*

*3001 Definitions*

*3051-3051.24 Special education; standards for related services and staff qualifications*

*3060-3070 Nonpublic, nonsectarian school and agency services*

*UNITED STATES CODE, TITLE 20*

*1400-1487 Individuals with Disabilities Education Act*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*300.129-300.148 Children with disabilities in private schools*

*COURT DECISIONS*

~~*Agostini v. Felton, (1997) 521 U.S. 203, 117 S.Ct. 1997*~~

*Management Resources:*

*US Dept of Ed Office for Civil Rights Settlement*

*Department of Education, Davis Joint Unified School District Resolution Agreement, OCR No. 09-19-5001, December 7, 2022*

*WEB SITES*

*California Department of Education: <http://www.cde.ca.gov>*

*U.S. Department of Education, Office of Special Education and Rehabilitative Services:*

*<http://www.ed.gov/about/offices/list/osers>*

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION**

**Master Contract**

Every master contract between LACOE and a nonpublic, nonsectarian school or agency (NPS/A) shall specify the general administrative and financial agreements for providing special education and designated instruction and services. The master contract shall be for a term not to exceed one year and shall be renegotiated prior to June 30. Provisions of the contract shall include, but not be limited to: (Education Code 56366; 5 CCR 3062)

1. Student-teacher ratios
2. Transportation specified in a student's individualized education program (IEP).

*(cf. 3541.2 - Transportation for Students with Disabilities)*

The contract shall not include special education transportation provided through the use of services or equipment owned, leased, or contracted by LACOE for students enrolled in the NPS/A unless provided directly or subcontracted by that NPS/A.

3. Procedures for recordkeeping and documentation
4. The maintenance of school records by LACOE to ensure that appropriate high school graduation credit is received by any participating student.

*(cf. 3580 - District Records)*

*(cf. 5125 - Student Records)*

*(cf. 6146.1 - High School Graduation Requirements)*

5. An individual services agreement for each student, which will be negotiated for the length of time for which NPS/A special education and designated instruction and services are specified in the student's IEP
6. A description of the process to be utilized by LACOE to oversee and evaluate placements in the NPS/A, including a method for evaluating whether each student is making appropriate educational progress-
7. Procedures and responsibilities for attendance and unexcused absences
8. General provisions related to modifications and amendments to the contract, waivers, disputes, contractor's status, conflicts of interest, termination, inspection and audits, compliance with applicable state and federal laws and regulations, and indemnification and insurance requirements

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)**

9. Payment schedules, including, but not limited to, payment amounts, payment demand, right to withhold, and audit exceptions

The contract may allow for partial or full-time attendance at the NPS/A. (Education Code 56366)

With mutual agreement of LACOE and NPS/A, changes may be made to the administrative and financial agreements in the master contract at any time, provided the change does not alter a student's educational instruction, services, or placement as outlined in the student's individual services agreement. (Education Code 56366)

The master contract or individual services agreement may be terminated for cause if either party gives 20 days' notice. However, the availability of a public education program initiated during the period of the contract shall not give cause for termination unless the parent/guardian agrees to transfer the student to the program. (Education Code 56366)

**Placement and Services**

For any student to be placed in an NPS/A, the County Superintendent or designee shall develop an individual services agreement based on the student's IEP. Each individual services agreement shall specify the length of time authorized in the student's IEP for the NPS/A services, not to exceed one year. Changes in a student's educational instruction, services, or placement shall be made only on the basis of revisions to the student's IEP. (Education Code 56366)

*(cf. 6159 - Individualized Education Program)*

At least once each year, LACOE shall: (Education Code 56366)

1. Evaluate the educational progress of each student placed in an NPS/A, including a review of state assessment results
2. During the annual meeting held to review the student's IEP pursuant to Education Code 56343, consider whether the student's needs continue to be best met at the NPS/A and whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting

When a special education student meets the LACOE requirements for completion of the prescribed course of study as designated in the student's IEP, LACOE shall award the student a diploma of graduation. (5 CCR 3070)

*(cf. 6146.4 - Differential Graduation and Competency Standards for Individuals with Exceptional Needs)*

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR SPECIAL EDUCATION (continued)**

**Out-of-State Placements**

Before contracting with an NPS/A outside California, the County Superintendent or designee shall document LACOE's efforts to use public schools and/or to find an appropriate program offered by an NPS/A within California. (Education Code 56365)

Within 15 days of any decision for an out-of-state placement, the student's IEP team shall submit to the Superintendent of Public Instruction a report with information about the services provided by the out-of-state program, the costs of the special education and related services provided, and LACOE's efforts to locate an appropriate public school or NPS/A within California. (Education Code 56365)

If LACOE decides to place a student with an NPS/A outside the state, LACOE shall indicate the anticipated date of the student's return to a placement within California and shall document efforts during the previous year to return the student to California. (Education Code 56365)

**On-Site Visits**

The County Superintendent or designee shall conduct an on-site visit to an NPS/A before the placement of a student at the school or agency, if LACOE does not have any other students currently enrolled at the NPS/A. (Education Code 56366.1)

At least once per year, the County Superintendent or designee shall conduct an on-site monitoring visit to each NPS/A at which the district has a student attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to: (Education Code 56366.1)

1. A review of services provided to the student through the individual services agreement
2. A review of progress the student is making toward the goals set forth in the student's IEP
3. A review of progress the student is making toward the goals set forth in the student's behavioral intervention plan, if applicable
4. An observation of the student during instruction
5. A walkthrough of the facility

**NONPUBLIC, NONSECTARIAN SCHOOL AND AGENCY SERVICES FOR  
SPECIAL EDUCATION (continued)**

LACOE shall report the findings resulting from the monitoring visit to CDE within 60 calendar days of the on-site visit. (Education Code 56366.1)

**Instruction**

BP 6162.5(a)

**STUDENT ASSESSMENT**

LACOE will employ assessment methods designed to meet the needs of all members of the learning community in accordance with applicable laws, regulations, standards, frameworks, research-based best practices, and related documents.

Students enrolled in Los Angeles County Office of Education (LACOE) educational programs shall take all assessments required by the State Board of Education and Education Code. Teachers in LACOE education programs shall administer tests that measure educational progress. All other assessments shall be administered by trained staff in accordance with professional standards.

*Legal Reference: 20 USC 1410 et seq.; 34 CFR 300 et seq.; EC 33050 et seq., 35160, 56320 et seq., 60600, 60663; 5 CCR 800 et seq., 1021-1046. SBIX.*

The County Board recognizes that student assessments are an important instructional and accountability tool. To obtain the most accurate evaluation of student performance, ~~the County~~ LACOE shall use a variety of measures, including LACOE ~~County~~, state, and/or national assessments.

Any student use of technology to complete assessments shall be as specified in Board Policy 5131.9 - Academic Honesty and Board Policy 6163.4 - Student Use of Technology.

*(cf. 6162.51 - State Academic Achievement Tests)*

Assessment data shall be used to help determine individual students' progress, mastery of academic standards, appropriate placement in LACOE programs, and/or eligibility for graduation. In addition, summary data on student assessment results shall be used by LACOE to identify and review student achievement goals in LACOE's local control and accountability plan and evaluate LACOE educational programs in order to identify needed improvements, and, as appropriate, evaluate staff performance.

In selecting or developing any district assessment, the County Superintendent or designee shall examine evidence of its reliability, its validity for the intended purpose and for various student populations, and the extent to which it aligns with the material that is being taught.

The County Superintendent or designee shall ensure that assessments are administered in accordance with law and test publisher's directions, and that test administration procedures are fair and equitable for all students.

*(cf. 0460 - Local Control and Accountability Plan)*

*(cf. 0500 - Accountability)*

*(cf. 2140 - Evaluation of the Superintendent)*

*(cf. 4115 - Evaluation/Supervision)*

*(cf. 5121 - Grades/Evaluation of Student Achievement)*

*(cf. 5123 - Promotion/Acceleration/Retention)*

## **STUDENT ASSESSMENT (continued)**

*(cf. 6011 - Academic Standards)*  
*(cf. 6142.7 - Physical Education and Activity)*  
*(cf. 6162.51 - State Academic Achievement Tests)*  
*(cf. 6190 - Evaluation of the Instructional Program)*

As appropriate, assessment results shall be disaggregated by student subgroup, classroom, grade level, or school site to allow for critical analysis of student needs.

*(cf. 5121 - Grades/Evaluation of Student Achievement)*  
*(cf. 6142.7 - Physical Education and Activity)*  
*(cf. 6162.51 - Standardized Testing and Reporting Program)*

~~The County Superintendent or designee shall ensure that assessments are administered in accordance with law and test publisher's directions and that test administration procedures are fair and equitable for all students.~~

*(cf. 0410 - Nondiscrimination in LACOE Programs and Activities)*  
*(cf. 6162.54 - Test Integrity/Test Preparation)*

The County Superintendent or designee shall provide professional development to assist administrators, and teachers ~~and paraprofessionals~~ in interpreting and using assessment data to improve student performance and the instructional program.

*(cf. 4131 - Staff Development)*  
*(cf. 4331 - Staff Development)*  
*(cf. 4222 - Teacher Aides/Paraprofessionals)*

When LACOE-wide and school-level results of student assessments are published by the state, the County Superintendent or designee may provide supplementary information to assist parents/guardians and the local community in understanding test results. ~~interpreting test results and evaluating school performance.~~

*(cf. 0510 - School Accountability Report Card)*

## **Interim and Formative Assessments**

State interim and formative assessments may be used in combination with other sources of information to gain timely feedback about student progress in an effort to continually adjust instruction to improve learning and for communicating with students' parents/guardians and identifying professional development goals. Results from interim and formative assessments shall not be used for any high-stakes purpose, including, but not limited to, teacher or other school staff evaluation, accountability, student grade promotion or retention, graduation, course or class placement, identification for gifted or talented education, reclassification of English learners, or identification as an individual with exceptional needs. (Education Code 60642.6, 60642.7)



## **STUDENT ASSESSMENT (continued)**

*(cf. 5123 - Promotion/Acceleration/Retention)*  
*(cf. 6146.1 - High School Graduation Requirements)*  
*(cf. 6152 - Class Assignment)*  
*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6172 - Gifted and Talented Student Program)*  
*(cf. 6174 - Education for English Learners)*

The County Superintendent or designee shall ensure that teachers who administer interim and formative assessments have access to all functions and information designed for teacher use related to such assessments and student performance on the assessments. (Education Code 60642.6)

*(cf. 5123 - Promotion/Acceleration/Retention)*  
*(cf. 6146.1 - High School Graduation Requirements)*  
*(cf. 6152 - Class Assignment)*  
*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6172 - Gifted and Talented Student Program)*  
*(cf. 6174 - Education for English Learners)*

## **Individual Record of Accomplishment**

The County Superintendent or designee shall ensure that each student, by the end of grade 12, has an individual record of accomplishment that includes the following: (Education Code 60607)

1. The results of the state achievement tests required and administered as part of the California Assessment of Student Performance and Progress, or any predecessor assessments, pursuant to Education Code 60640-60649
2. The results of any end-of-course examinations taken
3. The results of any vocational education certification examinations taken

*(cf. 6178 - Career Technical Education)*

No individual record of accomplishment shall be released to any person, other than the student's parent/guardian or a teacher, counselor, or administrator directly involved with the student, without the written consent of the student's parent/guardian, or the student if ~~he/she~~ the student is an adult or emancipated minor. The student or ~~his/her~~ the student's parent/guardian may authorize the release of the record of accomplishment to a postsecondary educational institution for the purposes of credit, placement, or admission. Furthermore, the results of an individual student on the CAASPP may be released to a postsecondary educational institution for the purpose of credit, placement, or admission. (Education Code 60607)

*(cf. 5125 - Student Records)*

**STUDENT ASSESSMENT (continued)**

*Legal Reference:*

*EDUCATION CODE*

- 313 Assessment of English language development*
  - 10600-10610 California Education Information System*
  - 44660-44665 Evaluation and assessment of performance of certificated employees (Stull Act)*
  - 49558 Free and reduced-price meals; use of individual applications and records*
  - 51041 Evaluation of educational program*
  - 51450-51455 Golden State Seal Merit Diploma*
  - 52052 Accountability; numerically significant student subgroups*
  - 52060-52077 Local control and accountability plan*
  - 60600-60649 Assessment of academic achievement, especially:*
    - 60640-60649 California Assessment of Student Performance and Progress*
  - 60800 Physical fitness testing*
  - ~~*60810-60812 Assessment of English language development*~~
  - 60900 California Longitudinal Pupil Achievement Data System*
  - 60910 California State Preschool Program Longitudinal Pupil Achievement Data System*
- CODE OF REGULATIONS, TITLE 5*
- ~~*850-864876 California Assessment of Student Performance and Progress*~~
- UNITED STATES CODE, TITLE 20*
- 1401 Assistive technology device; definition*
  - 9622 National Assessment of Educational Progress*

*Management Resources:*

- U.S. Department of Education, Office of Educational Technology Publication*
  - Artificial Intelligence and the Future of Teaching and Learning: Insights and Recommendations, May 2023**(<https://www2.ed.gov/documents/ai-report/ai-report.pdf>)*
- WEB SITES*
- CSBA: <http://www.csba.org>*
  - California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>*
  - Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>*
  - U.S. Department of Education: <http://www.ed.gov>*
  - Metropolitan Educational Research Consortium <https://merc.soe.vcu.edu/>*

## **EDUCATION FOR AMERICAN INDIAN STUDENTS**

The County Board recognizes that American Indian students may have unique cultural, language, and educational needs that may be addressed by increasing student knowledge about American Indian history, including the history and culture of local tribes, and by providing American Indian students with access to education and other services necessary for such students to meet the same challenging academic standards as other students.

The County Superintendent or designee shall provide all students with culturally relevant curriculum related to local American Indian tribes and implement strategies necessary for the improvement of the academic achievement of American Indian students.

In order to discuss, gain a shared understanding of, and develop curriculum for use within LACOE, and to identify the extent and nature of any achievement gaps between American Indian students and LACOE students, and strategies to address any such gaps, LACOE may form a California Indian Education Task Force with tribes local to the region. Participants in the task force meetings may consider issues of mutual concern, which include: (Education Code 33391)

1. Developing a thorough, shared understanding of accurate, high-quality curricular materials about the history, culture, and government of local tribes, and developing such materials for use within LACOE that include tribal experiences and perspectives
2. Developing a shared understanding of proper or improper instructional materials when these materials use depictions of Native Americans
3. Encouraging the adoption of the curriculum developed by the California Indian Education Task Force
4. Identifying the extent and nature of any achievement gap between American Indian students and other students, and strategies necessary to close it

If formed, the California Indian Education Task Force shall, within one year and thereafter annually, submit a report to the California Department of Education on the findings, including progress of work on Items #1-4, above. (Education Code 33391)

The County Superintendent or designee shall identify American Indian students most at-risk of not meeting state academic standards and provide to such students the needed support(s), including making referrals, as appropriate, for special education services or services under Section 504 of the federal Rehabilitation Act of 1973, or other school-based services such as counseling and health services, supplemental instruction, before or after-school services, and summer learning programs.

Suspension, expulsion, assignment to a supervised suspension classroom, or involuntary transfer to a continuation school of an American Indian student shall be in accordance with law and as specified in Administrative Regulation 5144.1 – Suspension and Expulsion/Due Process, 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities), and 6184 – Continuation Education.

The County Superintendent or designee shall provide programs to facilitate the successful transition of American Indian students to post-secondary education and employment, which may include college and career fairs in accordance with Labor Code 3074.2, mentorship programs, and counseling services.

**EDUCATION FOR AMERICAN INDIAN STUDENTS (Continued)**

As needed, the County Superintendent or designee shall provide professional development to teachers and other school staff to assist them in understanding and responding to the unique needs of American Indian students.

At least annually, the County Superintendent or designee shall report to the County Board on the outcomes of American Indian students including, but not limited to, school attendance, student achievement test results, promotion and retention by grade level, graduation rates, and suspension/expulsion rates.

Title VI Indian Education Program

With the assistance of federal Title VI funding for the education of children from federally recognized tribes, LACOE shall offer programs and activities to meet the unique cultural, language, and educational needs of American Indian students, as defined in 20 USC 7491. Program objectives and outcomes shall be based on state academic standards. (20 USC 7424)

In developing, implementing, and evaluating Title VI programs and activities, the County Superintendent or designee shall consult with and involve parents/guardians and family members of American Indian students and other community representatives. (20 USC 7424)

LACOE shall establish a committee that is composed of, and selected by, parents/guardians and family members of American Indian students, representatives of tribes on tribal lands located within 50 miles of any LACOE school that serves any children of the tribes, teachers, and, if appropriate, American Indian students enrolled in secondary schools in LACOE. The majority of the committee shall be parents/guardians and family members of American Indian students. The committee shall participate in program development and provide written approval for the program. (20 USC 7424)

The LACOE Title VI program for American Indian education may include any of the following services and activities: (20 USC 7425)

1. Activities that support Native American language programs and Native American language restoration programs, which may be taught by traditional leaders
2. Culturally related activities that support LACOE program
3. Early childhood and family programs that emphasize school readiness
4. Enrichment programs that focus on problem solving and cognitive skills development and directly support the attainment of state academic standards
5. Integrated educational services in combination with other programs that meet the needs of American Indian students and their families, including programs that promote parent/guardian involvement in school activities and increase student achievement

**EDUCATION FOR AMERICAN INDIAN STUDENTS (Continued)**

6. Career preparation activities that enable American Indian students to participate in career technical education programs, including programs for mentoring and apprenticeship
7. Activities to educate individuals so as to prevent violence, suicide, and substance abuse
8. The acquisition of equipment that is essential to achieve program goals
9. Activities that promote the incorporation of culturally responsive teaching and learning strategies into LACOE educational program
10. Family literacy services
11. Activities that recognize and support the unique cultural and educational needs of American Indian students, and incorporate appropriately qualified tribal elders and seniors
12. Dropout prevention strategies for American Indian students
13. Strategies to meet the educational needs of American Indian students in correctional facilities, including such strategies that support American Indian students who are transitioning from such facilities to schools served by LACOE

Any federal funds received to support American Indian education programs shall be used to supplement, not supplant, state or local funds allocated for such purposes. (20 USC 7424)

Program funds may be used to support a Title I schoolwide program pursuant to 20 USC 6314 if approved by the committee established pursuant to 20 USC 7424, provided that the schoolwide program is consistent with the purpose of American Indian education programs and LACOE application identifies how the use of such funds in a schoolwide program will produce benefits to American Indian students that would not be achieved if not used in a schoolwide program. (20 USC 7424)

As needed, professional development shall be provided to teachers and other school staff to assist them in working with American Indian students and carrying out Title VI programs. (20 USC 7424)

The County Superintendent or designee shall maintain a record of the information establishing the status of each student as an American Indian student eligible for assistance through the federal American Indian education program. (20 USC 7427)

The County Superintendent or designee shall periodically assess the progress of all American Indian students, including American Indian students who do not participate in programs funded through Title VI, in meeting program goals and objectives. Assessment results shall be provided to the County Board, the committee established pursuant to 20 USC 7424, tribes whose children are served by LACOE, and the community. (20 USC 7424)

**EDUCATION FOR AMERICAN INDIAN STUDENTS (Continued)**

Legal References:

EDUCATION CODE

33380-33384 California Indian Education Centers  
33390-33391 California Indian Education Act  
48400-48454 Compulsory continuation education  
48850-48859 Education of foster youth and homeless students  
48900-48927 Suspension and expulsion

LABOR CODE

3074.2 College and career fairs; notice to apprenticeship programs  
UNITED STATES CODE, TITLE 20  
1400-1482 Individuals with Disabilities Education Act  
6314 Title I schoolwide program  
7401-7492 Indian education  
7701-7714 Impact Aid  
UNITED STATES CODE, TITLE 29  
794 Rehabilitation Act of 1973; Section 504  
CODE OF FEDERAL REGULATIONS, TITLE 2  
200.0-200.521 Federal uniform grant guidance  
CODE OF FEDERAL REGULATIONS, TITLE 34  
222.90-222.122 Impact Aid; special provisions for local educational agencies that claim children residing on Indian lands  
300.1-300.818 Individuals with Disabilities Education Act

Management Resources:

WEB SITES

CSBA District and County Office of Education Legal Services  
U.S. Department of Education, Office of Impact Aid  
U.S. Department of Education, Office of Indian Education  
California Department of Education

Cross References:

cf. 0410 - Nondiscrimination in LACOE Programs and Activities  
cf. 0415 - Equity  
cf. 0460 - Local Control And Accountability Plan  
cf. 0500 - Accountability  
cf. 3230 - Federal Grant Funds  
cf. 4131, 4231, 4331 - Staff Development  
cf. 5113.1 - Chronic Absence and Truancy  
cf. 5141.5 – Mental Health  
cf. 5144.1 - Suspension and Expulsion/Due Process  
cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities)  
cf. 5147 - Dropout Prevention  
cf. 6011 - Academic Standards  
cf. 6020 - Parent Involvement  
cf. 6120 - Response to Instruction and Intervention  
cf. 6162.5 - Student Assessment  
cf. 6164.2 - Guidance/Counseling Services  
cf. 6164.5 - Student Planning Teams  
cf. 6171 - Title I Programs  
cf. 6178 - Career Technical Education  
cf. 6179 - Supplemental Instruction

Policy  
adopted:

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

## **Community Relations**

BP 1312.3(a)

### **UNIFORM COMPLAINT PROCEDURES**

The County Board recognizes that LACOE has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The County Board encourages the early resolution of complaints whenever possible. LACOE shall investigate complaints alleging noncompliance with applicable state and federal laws and/or alleging discrimination, harassment, intimidation, or bullying and shall seek to resolve those complaints in accordance with LACOE's Uniform Complaint Procedures (UCP). (5 CCR 4620)

#### **Complaints Subject to UCP**

LACOE's UCP shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)  
*(cf. 5146 - Married/Pregnant/Parenting Students)*
2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)
3. After School Education and Safety programs (Education Code 8482-8484.65)
4. Agricultural career technical education (Education Code 52460-52462)
5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)  
*(cf. 6178 - Career Technical Education)*  
*(cf. 6178.1 - Work Experience Education)*
6. Child care and development programs (Education Code 8200-8488)
7. Compensatory education (Education Code 54400)  
*(cf. 6171 - Title I Programs)*
8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)
9. Course periods without educational content (Education Code 51228.1-51228.3)

**UNIFORM COMPLAINT PROCEDURES (continued)**

10. Discrimination, harassment, intimidation, or bullying in LACOE programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

Discrimination includes, but is not limited to, the County Board's refusal to approve the use or prohibit the use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library, on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. A complaint alleging such unlawful discrimination may, in addition to or in lieu of being filed with LACOE, be directly filed with the California Superintendent of Public Instruction (SPI). (Education Code 243)

*(cf. 0410 - Nondiscrimination in LACOE Programs and Activities)*  
*(cf. 5145.3 - Nondiscrimination/Harassment)*  
*(cf. 5145.7 - Sexual Harassment)*  
*(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)*

11. Educational and graduation requirements for students in foster care, homeless students experiencing homelessness, students from military families, and students formerly in a juvenile court school, students who are migratory, and students participating in a newcomer program (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

*(cf. 6173 - Education for Homeless Children and Youth)*  
*(cf. 6173.1 - Education for Foster Youth)*  
*(cf. 6173.2 - Education of Children of Military Families)*

12. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)

13. Local control and accountability plan (Education Code 52075)

*(cf. 0460 - Local Control and Accountability Plan)*

14. Migrant education (Education Code 54440-54445)

15. Physical education instructional minutes (Education Code 51210, 51222, 51223)

*(cf. 6142.7 - Physical Education and Activity)*



**UNIFORM COMPLAINT PROCEDURES (continued)**

16. Student fees (Education Code 49010-49013)

*(cf. 3260 - Fees and Charges)*

17. Reasonable accommodations to a lactating student (Education Code 222)

18. Regional occupational centers and programs (Education Code 52300-52334.7)

*(cf. 6178.2 - Regional Occupational Program)*

19. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

*(cf. 0420 - School Plans/Site Councils)*

~~20. School safety plans (Education Code 32280-32289)~~

~~*(cf. 0450 - Comprehensive School Safety Plan)*~~

2120. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

*(cf. 0420 - School Plans/Site Councils)*

2221. State preschool programs (Education Code 8207-8255)

*(cf. 5148.3 - Birth to Five Early Care and Education)*

2322. State preschool health and safety issues in license-exempt programs (Education Code 8212)

2423. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

2524. Any other state or federal educational program the ~~Superintendent of Public Instruction~~ SPI or designee deems appropriate

The County Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The County Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

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**UNIFORM COMPLAINT PROCEDURES (continued)**

LACOE shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the County Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)*  
*(cf. 5125 - Student Records)*  
*(cf. 9011 - Disclosure of Confidential/Privileged Information)*

When an allegation that is not subject to UCP is included in a UCP complaint, LACOE shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through LACOE's UCP.

The County Superintendent or designee shall provide training to LACOE staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*

The County Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

*(cf. 3580 - ~~District~~ LACOE Records)*

**Non-UCP Complaints**

The following complaints shall not be subject to LACOE's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, Protective Services Division, or the appropriate law enforcement agency. (5 CCR 4611)

*cf. 5141.4 - Child Abuse Prevention and Reporting)*

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to the Department of Social Services (5 CCR 4611)

**UNIFORM COMPLAINT PROCEDURES (continued)**

3. Any complaint alleging that a student, while in an education program or activity in which LACOE exercises substantial control over the context and respondent, was subjected to sexual harassment as defined in 34 CFR 106.30 shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by LACOE in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Civil Rights Department of Fair Employment and Housing.
5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education, ~~or a due process hearing order~~ failure or refusal to implement a due process hearing order to which LACOE is subject, or a physical safety concern that interferes with LACOE's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with AR 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)

*(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)*

6. Any complaint alleging noncompliance of ~~the~~ LACOE's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)
7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the LACOE food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15582)
8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with BP 1312.4 - Williams Uniform Complaint Procedures and applicable administrative regulations. (Education Code 35186)

*(cf. 1312.4 - Williams Uniform Complaint Procedures)*

**UNIFORM COMPLAINT PROCEDURES (continued)**

*Legal Reference:*

*EDUCATION CODE*

*200-262.4 Prohibition of discrimination, especially:  
~~222 Reasonable accommodations; lactating students~~  
8200-8488 Child care and development programs  
8500-8538 Adult basic education  
18100-18203 School libraries  
32280-32289.5 School safety plan, uniform complaint procedures  
35186 Williams uniform complaint procedures  
46015 Parental leave for students  
48645.7 Juvenile court schools  
48853-48853.5 Foster youth  
48985 Notices in language other than English  
49010-49014 Student fees  
49060-49079 Student records, especially:  
49069.5 Rights of parents  
49490-49590 Child nutrition programs  
49701 Interstate Compact on Educational Opportunity for Military Children  
51204.5 Social sciences instruction; contributions of specified groups  
51210 Courses of study grades 1-6  
51222 Physical education, secondary schools  
51223 Physical education, elementary school  
51225.1-51225.2 Foster youth, homeless children, former juvenile court school students, ~~military-connected students, migrant students, and newly arrived immigrant students~~; course credits; graduation requirements  
51226-51226.1 Career technical education  
51228.1-51228.3 Course periods without educational content  
51501 Nondiscriminatory subject matter  
52059.5 Statewide system of support  
52060-52077 Local control and accountability plan, especially:  
52075 Complaint for lack of compliance with local control and accountability plan requirements  
52300-52462 Career technical education  
52500-52617 Adult schools  
54400-54425 Compensatory education programs  
54440-54445 Migrant education  
54460-54529 Compensatory education programs  
59000-59300 Special schools and centers  
60010 Instructional materials; definition  
60040-60052 Requirements for instructional materials  
64000-64001 Consolidated application process; school plan for student achievement  
65000-65001 School site councils*

*GOVERNMENT CODE*

*11135 Nondiscrimination in programs or activities funded by state*  
*12900-12996 Fair Employment and Housing Act*

*Legal References (continued next page)*

**UNIFORM COMPLAINT PROCEDURES (continued)**

*Legal references (continued)*

*HEALTH AND SAFETY CODE*

*1596.7925 California Child Day Care Act; health and safety regulations*

*PENAL CODE*

*422.55 Hate crime; definition*

*422.6 Interference with constitutional right or privilege*

*CODE OF REGULATIONS, TITLE 2*

*11023 Harassment and discrimination prevention and correction*

*CODE OF REGULATIONS, TITLE 5*

*3200-3205 Special education compliance complaints*

*4600-4670 Uniform complaint procedures*

*4680-4687 Williams uniform complaint procedures*

*4690-4694 Complaints regarding health and safety issues in license-exempt preschool programs*

*4900-4965 Nondiscrimination in elementary and secondary education programs*

*15580-15584 Child nutrition programs complaint procedures*

*UNITED STATES CODE, TITLE 20*

*1221 Application of laws*

*1232g Family Educational Rights and Privacy Act*

*1681-1688 Title IX of the Education Amendments of 1972*

*6301-6576 Title I Improving the academic achievement of the disadvantaged*

*6801-7014 Title III language instruction for English Learners and immigrant students*

*UNITED STATES CODE, TITLE 29*

*794 Section 504 of Rehabilitation Act of 1973*

*UNITED STATES CODE, TITLE 42*

*2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended*

*2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964*

*6101-6107 Age Discrimination Act of 1975*

*11431-11435 McKinney-Vento Homeless Assistance Act*

*12101-12213 Americans with Disabilities Act*

*CODE OF FEDERAL REGULATIONS, TITLE 28*

*35.107 Nondiscrimination on basis of disability; complaints*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*99.1-99.67 Family Educational Rights and Privacy Act*

*100.3 Prohibition of discrimination on basis of race, color or national origin*

*104.7 Designation of responsible employee for Section 504*

*106.1-106.82 Nondiscrimination on the basis of sex in education programs, especially:*

*106.8 Designation of responsible employee and adoption of grievance procedures*

*106.30 Discrimination on the basis of sex in education programs and activities; Definitions*

*106.44 Response to notice of sexual harassment*

*106.45 Titles IX sexual harassment complaint procedures*

*110.25 Notification of nondiscrimination on the basis of age*

*Legal References (continued next page)*

**UNIFORM COMPLAINT PROCEDURES (continued)**

*Management Resources:*

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

*Sample UCP Board Policies and Procedures*

*Uniform Complaint Procedure ~~2021-22~~ Program Instrument*

*U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS*

*Questions and Answers on the Title IX Regulations on Sexual Harassment, July 2021*

*Part 1: Questions and Answers Regarding the Department's Title IX Regulations, January 2021*

*Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014*

*U.S. DEPARTMENT OF JUSTICE PUBLICATIONS*

*Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2007*

*WEB SITES*

*CSBA: <http://www.csba.org>*

*California Department of Education: <http://www.cde.ca.gov>*

*California Department of Fair Employment and Housing: <https://www.dfeh.ca.gov>*

*California Department of Social Services: <https://www.cdss.ca.gov>*

*Student Privacy Policy Office: <https://www2.ed.gov/about/offices/list/opepd/sppo>*

*U.S. Department of Agriculture: <https://www.usda.gov>*

*U. S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>*

*U.S. Department of Justice: <http://www.justice.gov>*

Policy  
adopted: April 5, 2022

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

## Community Relations

AR 1312.3(a)

### UNIFORM COMPLAINT PROCEDURES

Except as may otherwise be specifically provided in other LACOE Administrative Regulations, these Uniform Complaint Procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying County Board policy.

*(cf. 1312.1 - Complaints Concerning LACOE Employees)*  
*(cf. 1312.2 - Complaints Concerning Instructional Materials)*  
*(cf. 1312.4 - Williams Uniform Complaint Procedures)*  
*(cf. 4031 - Complaints Concerning Discrimination in Employment)*

### Compliance Officers

LACOE designates the following compliance officer responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual also serves as the compliance officer specified in AR 5145.3 - Nondiscrimination/Harassment as the responsible employee to handle complaints regarding unlawful discrimination, harassment, intimidation, or bullying and in AR 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment.

*(cf. 5145.3 - Nondiscrimination/Harassment)*  
*(cf. 5145.7 - Sexual Harassment)*  
*(cf. 5145.71 - Title IX Sexual Harassment Complaints Procedures)*

Diana Velasquez, Executive Director, Educational Programs  
9300 Imperial Highway, EC-222  
Downey, CA 90242  
Tel. 562/803-8451 Fax. 562/401-5742

The compliance officer who receives a complaint may assign another LACOE administrator to investigate the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall an administrator be designated to investigate a complaint if ~~he/she~~ that administrator is mentioned in the complaint or has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint filed against or implicating the compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the County Superintendent or designee who shall determine how the complaint will be investigated.

The County Superintendent or designee will ensure that employees designated to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees

## UNIFORM COMPLAINT PROCEDURES (continued)

shall cover current state and federal laws and regulations governing the program, applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the County Superintendent or designee.

*(cf. 4331 - Staff Development)*  
*(cf. 9124 - Attorney)*

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the County Superintendent, the County Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until LACOE issues its final written decision, whichever occurs first.

### Notifications

LACOE's UCP policy and administrative regulation shall be posted in all LACOE schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

~~The County Superintendent or designee shall annually provide written notification of LACOE's UCP to students, employees, parents/guardians of LACOE students, LACOE advisory committee members, school advisory committee members, and other interested parties. The notification will include information regarding unlawful student fees, Local Control and Accountability Plan (LCAP) requirements, and requirements related to the educational rights of foster youth, homeless students, former juvenile court school students, and children of military families, to students, employees, parents/guardians, LACOE advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. The annual notification, complete contact information of the compliance officer, and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the LACOE website and may be provided through LACOE-supported social media, if available. (Education Code 262.3, 48853, 48853.5, 49010-49013, 49069.5, 51225.1, 51225.2, 52075; 5 CCR 4622)~~

~~As amended by AB 2306 (Ch. 464, Statutes of 2016), LACOE must include information about specified educational rights of foster youth, homeless students, former juvenile court school students, and children of military families in its annual UCP notification.~~

~~LACOE's UCP policy and administrative regulation shall be posted in all LACOE schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)~~

~~The County Superintendent or designee will make available copies of LACOE's UCP free of charge. (5 CCR 4622)~~



## UNIFORM COMPLAINT PROCEDURES (continued)

~~The County Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in LACOE's policy, regulation, forms, and notices concerning the UCP.~~

~~If 15 percent or more of students enrolled in a particular LACOE school speak a single primary language other than English, LACOE's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, LACOE shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.~~

The notice shall include:

1. ~~Include the~~ The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate.
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws prohibiting harassment, intimidation, or bullying if applicable.
3. Advise the complainant of the appeal process pursuant to Education Code 262.3, including the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education's Office for Civil Rights (OCR) in cases involving unlawful discrimination.
4. Include statements that:
  - a. LACOE is primarily responsible for compliance with state and federal and state laws and regulations governing educational programs, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy
  - b. ~~A statement that a~~ complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint
  - c. ~~A statement that a~~ UCP complaint regarding student fees, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred

**UNIFORM COMPLAINT PROCEDURES (continued)**

- d. ~~A statement that~~ LACOE will post a standardized notice of the educational rights of foster youth, ~~homeless~~ students experiencing homelessness, children of military families, former juvenile court school students now enrolled in a LACOE school, children of military families, ~~migrant~~ students who are migratory, and ~~immigrant~~ students enrolled in a newcomer program, as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process.
- e. Complaints will be investigated in accordance with the LACOE's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant.
- ~~e.~~ f. A UCP complaint of unlawful discrimination, harassment, intimidation, or bullying must be filed not later than six months from the date the alleged discrimination, harassment, intimidation, or bullying occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying. The time for filing may be extended for up to 90 days by the County Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.
- ~~f.~~ g. A student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of LACOE's educational program, including curricular and extracurricular activities.
- ~~g.~~ h. LACOE is required to adopt and annually update a Local Control and Accountability Plan (LCAP), in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.
- ~~h.~~ i. Complaints should be filed in writing and signed by the complainant. If a complainant is unable to put his/her complaint in writing, for example, due to conditions such as a disability or illiteracy, LACOE staff shall assist him/her in the filing of the complaint.
- ~~i.~~ j. If a complaint is not filed in writing but LACOE receives notice of any allegation that is subject to the UCP, LACOE shall take affirmative steps to investigate and address the allegations, in a manner appropriate to the particular circumstances.

**UNIFORM COMPLAINT PROCEDURES (continued)**

- ~~j~~.k. If the allegation involves retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) and the investigation confirms that discrimination has occurred, LACOE will take steps to prevent recurrence of discrimination and correct its discriminatory effects on the complainant, and on others, if appropriate.
- ~~k~~.l. A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and checkout from school, as well as the responsibilities of the office liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades, when he/she transfers between schools or between LACOE and another district.
- ~~l~~.m. A foster youth, student experiencing homelessness, former juvenile court school student, or child of a military family who transfers into a LACOE high school or between LACOE high schools as applicable shall be notified of LACOE's responsibility to:
- (1) Accept any coursework or part of the coursework that the student has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency, and to issue full or partial credit for the coursework completed
  - (2) Not require the student to retake any course or a portion of a course which he/she has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency
  - (3) If the student has completed his/her second year of high school before the transfer, provide the student information about LACOE adopted coursework and County Board imposed graduation requirements from which he/she may be exempted pursuant to Education Code 51225.1
- ~~m~~.n. The complainant has a right to appeal LACOE's investigation report to the California Department of Education (CDE) for programs within the scope of the UCP as specified in the accompanying Board policy, by filing a written appeal, including a copy of the original complaint and LACOE's decision, within 30 days of receiving LACOE's decision.
- ~~n~~.o. The appeal to the CDE must include a copy of the complaint filed with LACOE and a copy of LACOE's decision.
- ~~o~~.p. Copies of LACOE's UCP are available free of charge.

**UNIFORM COMPLAINT PROCEDURES (continued)**

q. A statement that complaints will be investigated in accordance with LACOE’s UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant

r. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable

*(cf. 5145.6 - Parental Notifications)*

*(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1- Education for Foster Youth)*

*(cf. 6173.2 - Education of Children of Military Families)*

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the LACOE website and may be provided through LACOE-supported social media, if available.

The County Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in LACOE’s policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular LACOE school speak a single primary language other than English, LACOE’s UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, LACOE shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

**LACOE Responsibilities**

~~The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the LACOE website and may be provided through LACOE-supported social media, if available.~~

All UCP-related complaints shall be investigated, resolved and a written report issued to the complainant within 60 calendar days of the LACOE’s receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. (EC 234.1; 5 CCR 4631)

The compliance officer shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

## **UNIFORM COMPLAINT PROCEDURES (continued)**

All parties involved in the allegations shall be notified when a complaint is filed and when a decision or ruling is made. However, the compliance officer shall keep all complaints or allegations of retaliation, unlawful discrimination, or bullying confidential except when disclosure is necessary to carry out the investigation, take subsequent corrective action, conduct ongoing monitoring, or maintain the integrity of the process. (5 CCR 4630, 4964)

### **Filing of Complaints**

Any individual, public agency, or organization may file a written complaint of alleged noncompliance with federal or state laws or regulations governing educational programs by LACOE at (5CCR 4630):

Diana Velasquez, Executive Director, Educational Programs  
Title IX Coordinator  
Los Angeles County Office of Education  
9300 Imperial Highway, EC-222  
Downey, CA 90242  
Email: [velaquez\\_diana@lacoed.edu](mailto:velaquez_diana@lacoed.edu)  
Telephone: (562) 803-8451  
Fax: (562) 401-5742

The complaint shall be presented to the above-named compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, LACOE staff shall assist in the filing of the complaint. (5 CCR 4600)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A written complaint alleging LACOE's violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board Policy (item #1 of the section "Complaints Subject to UCP") may be filed by any individual, public agency, or organization. (5 CCR 4600)
2. Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school, the Executive Director, Educational Programs, or the County Superintendent. A UCP complaint, except for a UCP

**UNIFORM COMPLAINT PROCEDURES (continued)**

complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Board. (Education Code 49013, 51223, 52075; 5 CCR 4630)

*(cf. 3260 - Fees and Charges)*

*(cf. 3320 – Claims and Actions Against LACOE)*

*(cf. 0460 – Local Control and Accountability plan)*

*(cf. 1220 – Citizen Advisory Committees)*

*(cf. 0420 – School Plans/Site Councils)*

3. Any complaint alleging the occurrence of unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date when the alleged discrimination, harassment, intimidation, or bullying occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying. The time for filing may be extended for up to 90 days by the County Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. A complaint may be filed by a person who alleges that ~~he/she~~ they personally suffered unlawful discrimination, harassment, intimidation, or bullying, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or by a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. ~~The time for filing may be extended for up to 90 days by the County Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.~~ (5 CCR 4630)
4. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.
5. When the complainant or alleged victim of unlawful discrimination, harassment, intimidation, or bullying requests confidentiality, the compliance officer shall inform ~~him/her~~ the complainant or victim that the request may limit LACOE's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, LACOE will nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.
6. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, LACOE staff shall assist ~~him/her~~ them in the filing of the complaint. (5 CCR 4600)

## **UNIFORM COMPLAINT PROCEDURES (continued)**

### **Mediation**

LACOE recognizes that Alternative Dispute Resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint that is acceptable to all parties. An ADR process, such as mediation, may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process. Within three business days after the compliance officer receives the complaint, ~~he/she~~ the compliance officer may informally discuss with all the parties the possibility of using mediation.

Before initiating the mediation of a complaint alleging retaliation, unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with ~~his/her~~ an investigation of the complaint.

The use of mediation shall not extend LACOE's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then LACOE shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, LACOE shall then continue with subsequent steps specified in this administrative regulation.

### **Investigation of Complaint**

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or ~~his/her~~ the complainant's representative with the opportunity to present the information contained in complaint to the compliance officer and shall notify the complainant and/or ~~his/her~~ representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. To resolve a complaint alleging retaliation,

## **UNIFORM COMPLAINT PROCEDURES (continued)**

unlawful discrimination, harassment, intimidation or bullying, the compliance officer shall interview the alleged victim(s), any alleged offenders, and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation. At appropriate intervals, the compliance officer shall inform parties of the status of the investigation.

A complainant's refusal to provide LACOE's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. (5 CCR 4631)

In accordance with law, LACOE shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Refusal by LACOE to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

The compliance officer shall apply a “preponderance of the evidence” standard in determining the veracity of the factual allegations in a complaint. This standard is met if the allegation is more likely to be true than not.

### **Report of Findings**

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant a written investigation report, as described in the section “Investigation Report” below, within 60 calendar days of LACOE's receipt of the complaint. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant. The respondent also shall be sent the investigation report at the same time it is provided to the complainant.

### **Investigation Report**

The investigation report shall contain the investigative findings and LACOE's decision, including corrective action(s), if any, and suggested remedies, if applicable. (5 CCR 4631)



**UNIFORM COMPLAINT PROCEDURES (continued)**

In consultation with LACOE legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected.

If the complaint involves a limited-English-proficient student or parent/guardian and the student involved attends a school at which 15 percent or more of the students speak a single primary language other than English, then the investigation report shall also be translated into that language. In all other instances, LACOE shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

The Investigation Report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered.
2. A conclusion providing a clear determination for each allegation as to whether LACOE is in compliance with the relevant law
3. Corrective actions, whenever LACOE finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600
4. Notice of the complainant's right to appeal LACOE's investigation report to the CDE, except when ~~the~~ LACOE has used the UCP to address a complaint not specified in 5 CCR 4610. The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.
5. Procedures to be followed for initiating an appeal to the CDE are:
  - a. Persons or organizations disagreeing with the investigative findings must file an appeal in writing and include a copy of the original complaint, as well as a copy of LACOE's decision.
  - b. The appeal should be sent to:

California Department of Education  
1430 N Street  
Sacramento, CA 95814

**UNIFORM COMPLAINT PROCEDURES (continued)**

For complaints of retaliation or unlawful discrimination, including harassment, intimidation, or bullying, the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred.

The determination of whether a hostile environment exists may involve consideration of the following:

1. The manner in which the misconduct affected one or more students' education
2. The type, frequency, and duration of the misconduct
3. The relationship between the alleged victim(s) and offender(s)
4. The number of persons engaged in the conduct and at whom the conduct was directed
5. The size of the school, location of the incidents, and context in which they occurred
6. Other incidents at the school involving different individuals, such as corrective actions(s), including any actions that have been taken or will be taken to address the allegations in the complaint and including, with respect to a student fees complaint, a remedy that comports with Education Code 49013 and 5 CCR 4600

For complaints of unlawful discrimination, including harassment, intimidation, or bullying, the decision may, as required by law, include:

1. The corrective actions imposed on the individual found to have engaged in the conduct that relates directly to the subject of the complaint.
2. Individual remedies offered or provided to the complainant or another person who was the subject of the complaint.
3. Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence.
4. Notice of the complainant's right to appeal LACOE's decision to the CDE within 15 calendar days and procedures to be followed for initiating such an appeal

The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

## **UNIFORM COMPLAINT PROCEDURES (continued)**

For complaints alleging unlawful discrimination based on state law, including harassment, intimidation, and bullying, the decision shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of LACOE's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
2. The 60-day moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination.

### **Corrective Actions**

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or LACOE environment may include, but are not limited to, actions to reinforce LACOE policies, training for faculty, staff, and students, updates to school policies, or school climate surveys.

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim

**UNIFORM COMPLAINT PROCEDURES (continued)**

7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation
9. Determination of whether any past actions of the victim that resulted in discipline were related to the treatment the victim received and described in the complaint

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a Student Planning Team
6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, LACOE shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

LACOE may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that LACOE does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

**UNIFORM COMPLAINT PROCEDURES (continued)**

However, if a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, LACOE shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the laws regarding student fees, LACOE shall attempt in good faith, by engaging in reasonable efforts, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

**Appeals to the California Department of Education**

Any complainant who is dissatisfied with LACOE’s final investigation report of a UCP complaint regarding all specified federal and state educational programs subject to the UCP may file an appeal in writing with the CDE within 30 calendar days of receiving LACOE’s investigation report at California Department of Education, 1430 N Street, Sacramento, CA 95814. (Education Code 222, 48853, 48853.5, 49013, 49069.5, 51223, 51225.1, 51225.2, 51228.3, 52075; 5 CCR 4632)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of LACOE’s investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. LACOE failed to follow its complaint procedures.
2. Relative to the allegations of the complaint, LACOE’s investigation report lacks material findings of fact necessary to reach a conclusion of law.
3. The material findings of fact in LACOE’s investigation report are not supported by substantial evidence.
4. The legal conclusion in LACOE’s investigation report is inconsistent with the law.
5. In a case in which LACOE found noncompliance, the corrective actions fail to provide a proper remedy.

**UNIFORM COMPLAINT PROCEDURES (continued)**

Upon notification by the CDE that LACOE’s investigation report has been appealed, the County Superintendent or designee shall forward the following documents to the CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the investigation report
3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
4. A report of any action taken to resolve the complaint
5. A copy of LACOE’s Uniform Complaint Procedures
6. Other relevant information requested by the CDE

If notified by CDE that LACOE’s investigation report failed to address allegation(s) raised by the complaint, LACOE shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

Where applicable, within 35 calendar days of receiving the CDE’s decision or report, the complainant may submit a request for reconsideration by the Superintendent of Public Instruction at the CDE. The CDE’s decision or report will notify the complainant if there is a right to request reconsideration. The request for reconsideration must designate the finding(s), conclusion(s), or corrective action(s) in the CDE’s decision or report for which reconsideration is requested, and the specific basis for requesting reconsideration. The request must also state whether the findings of fact are incorrect and/or the law is misapplied.

**Health and Safety Complaints in ~~California State~~ License-Exempt Preschool Programs**

Any complaint regarding health or safety issues in a license-exempt California State Preschool Program (CSPP) shall be addressed through the procedures described in 5 CCR 4690-4694.

In order to identify appropriate subjects of CSPP health and safety issues pursuant to Health and Safety Code 1596.7925, a notice shall be posted in each license-exempt CSPP LACOE classroom notifying parents/guardians, students, and teachers of the health and safety requirements of Title 5 regulations that apply to CSPP programs pursuant to Health and Safety Code 1596.7925 and the location at which to obtain a form to file any complaint alleging noncompliance with those requirements. For this purpose, the Superintendent or designee may

**UNIFORM COMPLAINT PROCEDURES** (continued)

download and post a notice available from the CDE web-site. (Education Code 8212; 5 CCR 4691)

The LACOE's annual UCP notification distributed pursuant to 5 CCR 4622 shall clearly indicate which of its CSPP programs are operating as exempt from licensing and which CSPP programs are operating pursuant to requirements under Title 22 of the Code of Regulations. (5 CCR 4691)

Any complaint regarding specified health or safety issues in a license-exempt CSPP program shall be filed with the preschool program administrator or designee, and may be filed anonymously. The complaint form shall specify the location for filing the complaint, contain a space to indicate whether the complainant desires a response to the complaint and allow a complainant to add as much text as desired to explain the complaint. (Education Code 8212; 5 CCR 4690)

If it is determined that the complaint is beyond the authority of the preschool program administrator, the matter shall be forwarded to the County Superintendent or designee in a timely manner, not to exceed 10 working days, for resolution. The preschool administrator or the Superintendent or designee shall make all reasonable efforts to investigate any complaint within their authority. (Education Code 8212; ~~5 CCR 4690~~; 5 CCR 4692)

Investigation of a complaint regarding health or safety issues in a license-exempt CSPP program shall begin within 10 days of receipt of the complaint. (Education Code 8212; 5 CCR 4692)

The preschool administrator or designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the preschool administrator or County Superintendent's designee shall report the resolution of the complaint to the complainant and CDE's assigned filed consultant within 45 working days of the initial filing of the complaint. If the preschool administrator makes this report, the information shall be reported at the same time to the County Superintendent or designee. (Education Code 8212; 5 CCR 4692)

If a complaint regarding health or safety issues in a license-exempt CSPP program involves a limited-English-proficient student or parent/guardian, then the LACOE response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the County Board at a regularly scheduled hearing and, within 30 days of the date of the written report, may file a written appeal of LACOE's decision to the Superintendent of Public Instruction in accordance with 5 CCR 4632. (Education Code 8212; 5 CCR 4693, 4694)

**UNIFORM COMPLAINT PROCEDURES** (continued)

All complaints and responses are public records. (5 CCR 4690)

*(cf. 1340 - Access to LACOE Records)*

On a quarterly basis, the County Superintendent or designee shall report summarized data on the nature and resolution of all CSPP health and safety complaints, including the number of complaints by general subject area with the number of resolved and unresolved complaints, to the County Board at a regularly scheduled meeting and to the County Superintendent. (5 CCR 4693)

Regulation  
approved: April 5, 2022

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California



# Exhibit 1

**Community Relations**

E(1) 1312.3

## UNIFORM COMPLAINT PROCEDURES

### NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS: PRESCHOOL COMPLAINT RIGHTS

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8212, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. Outdoor shade that is safe and in good repair
2. Drinking water that is accessible and readily available throughout the day
3. Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children
4. Restroom facilities that are available only for preschoolers and kindergartners
5. Visual supervision of children at all times
6. Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time
7. Playground equipment that is safe, in good repair, and age appropriate

If you choose to file a complaint alleging that any of the above conditions are not being met, your complaint will be addressed through the LACOE's uniform complaint procedures as required by law. A complaint form may be obtained at the school office or downloaded from the LACOE website.

You may also download a copy of the CDE complaint form when available from the following website: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either LACOE's complaint form or the complaint form from the CDE.

Exhibit  
approved: April 5, 2022

**LOS ANGELES COUNTY OFFICE OF EDUCATION**  
Downey, California

## Exhibit 2

### Community Relations

E(2) 1312.3(a)

### UNIFORM COMPLAINT PROCEDURES

#### PRESCHOOL COMPLAINT FORM: UNIFORM COMPLAINT PROCEDURES

Education Code 8212 requires that LACOE's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested?  Yes  No

Contact information: (if response is requested)

Name: \_\_\_\_\_

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

Phone number: Day: \_\_\_\_\_ Evening: \_\_\_\_\_

E-mail address, if any: \_\_\_\_\_

Date problem was observed: \_\_\_\_\_

Location of the problem that is the subject of this complaint:

School name/address: \_\_\_\_\_

Room number/name of room/location of facility: \_\_\_\_\_

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or LACOE for the appropriate LACOE complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

- The preschool does not have outdoor shade that is safe and in good repair.
- Drinking water is not accessible and/or readily available throughout the day.
- The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.

**UNIFORM COMPLAINT PROCEDURES** (continued)

- Restroom facilities are not available only for preschoolers and kindergartners.
- The preschool program does not provide visual supervision of children at all times.
- Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.
- Playground equipment is not safe, in good repair, or age appropriate.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation.

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Please file this complaint at the following location:

\_\_\_\_\_

(preschool administrator or designee)

\_\_\_\_\_

(address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

**Philosophy, Goals, Objectives, and Comprehensive Plans**

BP 0410(a)

**NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES**

This policy shall apply to all acts related to a school activity or school attendance and to all acts of the County Board and the County Superintendent in enacting policies and procedures that govern LACOE as a district.

The County Board is committed to equal opportunity for all individuals in education. LACOE programs, activities, and practices shall be free from unlawful discrimination and harassment including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, ethnicity, citizenship and immigration status (except where required by law), age, religion, marital status, pregnancy, ~~or~~ parental status, reproductive health decisionmaking, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity or expression, or genetic information, veteran or military status; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. These terms are defined by state or federal statute.

*(cf. 1240 – Volunteer Assistance)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 4032 - Reasonable Accommodation)*

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

*(cf. 5131.2 - Bullying)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5146 - Married/Pregnant/Parenting Students)*

*(cf. 6145 – Extracurricular and Cocurricular Activities)*

*(cf. 6145.2 - Athletic Competition)*

*(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)*

*(cf. 6164.6 - Identification and Education Under Section 504)*

All individuals shall be treated equitably in the receipt of LACOE and school services. Personally identifiable information collected in the implementation of any LACOE program, including, but not limited to, student and family information for the free and reduced-price lunch program, transportation, or any other educational program, shall be used only for the purposes of the program, except when the County Superintendent or designee authorizes its use for another purpose in accordance with law. Resources and data collected by LACOE shall not be used, directly or by others, to compile a list, registry, or database of individuals based on race, gender, sexual orientation, religion, ethnicity, national origin, or immigration status or any other category identified above.

LACOE programs and activities shall be free of any discriminatory use, selection, or rejection of textbooks, instructional materials, library books, or similar educational resources.

The use of any textbook, instructional material, supplemental instructional material, or other curriculum for classroom instruction, or any book or other resource in a school library shall not be rejected or prohibited by the County Board or LACOE on the basis that it includes a study of the role and contributions of any individual or group consistent with the requirements of Education Code 51204.5 and 60040, unless such study would violate Education Code 51501 or 60044. (Education Code 243)

**NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES** (continued)

LACOE's programs and activities shall ~~also~~ be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Annually, the Superintendent or designee shall review ~~County~~ LACOE programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing LACOE's programs and activities. ~~He/she~~ The County Superintendent or designee shall take prompt, reasonable actions to remove any identified barrier. The County Superintendent or designee shall report ~~his/her~~ the findings and recommendations to the County Board after each review.

*(cf. 1330 - Use of Facilities)*

All allegations of unlawful discrimination in LACOE's programs and activities shall be brought, investigated, and resolved in accordance with the procedures specified in AR 1312.3 – Uniform Complaint Procedures.

*(cf. 1312.3 – Uniform Compliant Procedures)*

Pursuant to 34 CFR 104.8 and 34 CFR 106.98, the County Superintendent or designee will notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about LACOE's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups and, as applicable, to the public. As appropriate, such notification shall be posted in LACOE's schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on LACOE's ~~web site~~ website and, when available, LACOE-supported social media.

*(cf. 1113 – Web Sites)*

*(cf. 1114 – LACOE Approved Social Media)*

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 4031 - Complaints Concerning Discrimination in Employment)*

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

*(cf. 5145.6 - Parental Notifications)*

In addition, the annual parental notification shall inform parents/guardians of their children's right to a free public education regardless of immigration status or religious beliefs, including information on educational rights issued by the California Attorney General. Alternatively, such information may be provided through any other cost-effective means determined by the Superintendent or designee. (Education Code 234.7)

LACOE's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand and, when required by law, in a language other than English. (Education Code 48985; 20 USC 6312)

**NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES** (continued)

**Access for Individuals with Disabilities**

LACOE programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing LACOE facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

*(cf. 7110 - Facilities Master Plan)*

The County Superintendent or designee will ensure that LACOE provides auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to LACOE and school ~~web sites~~ websites, notetakers, written materials, taped text, and Braille or large print materials.

*(cf. 6020 - Parent Involvement)*

Individuals with disabilities shall notify the County Superintendent or designee, or principal or designee, if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

*(cf. 6020 - Parent Involvement)*

*(cf. 9320 - Meetings and Notices)*

*(cf. 9322 - Agenda/Meeting Materials)*

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating LACOE's response to complaints and for complying with state and federal civil rights laws is hereby designated as LACOE's ADA coordinator. ~~He/she~~ The compliance officer shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to LACOE's programs, services, activities, or facilities.

Hugo Aceves  
(Name)

ADA Title II Coordinator, Risk Management)  
(Title or Position)

12830 Columbia Way, Downey, CA 90242  
(Address)

(562) 922-6153  
(Telephone number)

Aceves\_Hugo@lacoed.edu  
(Email)

**NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES (continued)**

*Legal Reference:*

*EDUCATION CODE*

*200-262.4 Prohibition of discrimination*

*48980 Parent/Guardian notifications*

*48985 Notices to parents in language other than English*

*51007 Legislative intent: state policy*

*51204.5 Social sciences instruction; contributions of specified groups*

*51501 Nondiscriminatory subject matter*

*60010 Instructional materials; definition*

*60040-60052 Requirements for instructional materials*

*GOVERNMENT CODE*

*8310.3 California Religious Freedom Act*

*11000 Definitions*

*11135 Nondiscrimination in programs or activities funded by state*

*11138 Rules and regulations*

*12900-12996 Fair Employment and Housing Act*

*54953 Meetings; Americans with Disabilities Act accessibility*

*54953.2 Brown Act compliance with Americans with Disabilities Act*

*PENAL CODE*

*422.55 Definition of hate crime*

*422.6 Interference with constitutional right or privilege*

*CODE OF REGULATIONS, TITLE 5*

*4600-4687 Uniform complaint procedures*

*4900-4965 Nondiscrimination in elementary and secondary education programs*

*UNITED STATES CODE, TITLE 20*

*1400-1482 Individuals with Disabilities in Education Act*

*1681-1688 Discrimination based on sex or blindness, Title IX*

*2301-2415 Carl D. Perkins Vocational and Applied Technology Act*

*6311 State plans*

*6312 Local education agency plans*

*UNITED STATES CODE, TITLE 29*

*794 Section 504 of the Rehabilitation Act of 1973*

*UNITED STATES CODE, TITLE 42*

*2000d-2000d-7 Title VI, Civil Rights Act of 1964*

*2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended*

*2000h-2000h-6 Title IX*

*12101-12213 Americans with Disabilities Act*

*CODE OF FEDERAL REGULATIONS, TITLE 28*

*35.101-35.190 Americans with Disabilities Act*

*36.303 Auxiliary aids and services*

*CODE OF FEDERAL REGULATIONS, TITLE 34*

*100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI*

*104.1-104.39 Section 504 of the Rehabilitation Act of 1973*

*106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:*

*~~106.9 Dissemination of policy~~*

*Management Resources (continued next page)*

## NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES (continued)

### Management Resources:

#### CSBA PUBLICATIONS

Updated Legal Guidance: ~~Protecting on Rights of Transgender and Gender Nonconforming Students Against Sex Discrimination in Schools, July 2016~~ October 2022

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Parental and Student Rights in Relation to Transgender and Gender Nonconforming Students, Recently Asked Questions, August 2023

#### CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING CIVIL RIGHTS DEPARTMENT PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment

CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES PUBLICATIONS

Policy and Procedures Letter No. 23-004, February 2023

Policy and Procedures Letter No. 21-017R, December 2021

#### CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATION

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

#### U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Race and School Programming, August 2023

Dear Colleague Letter: Frequently Asked Questions About the June 29, 2010 Dear Colleague Letter, May 26, 2011

Supporting Transgender Youth in School, June 2021

Dear Colleague Letter: Resource on Confronting Racial Discrimination in Student Discipline, May 2023

Dear Colleague Letter: Transgender Students, May 2016

Example of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter: Harassment and Bullying, October 2010

Dear Colleague Letter: Electronic Book Reader, June 29, 2010

Notice of Non-Discrimination, January 1999

Protecting Students from Harassment and Hate Crime, January 1999

Nondiscrimination in Employment Practices in Education, August 1991

#### U.S. DEPARTMENT OF JUSTICE, CIVIL RIGHTS DIVISION PUBLICATIONS

Guidance on Web Accessibility and the ADA, March 2022

2010 ADA Standards for Accessible Design, September 2010

Accessibility of State and Local Government Websites to People with Disabilities, ~~June 2003~~ February 2020

#### WORLDWIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

#### WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Civil Rights Department of Fair Employment and Housing: <https://calcivilrights.ca.gov/>

California Department of Health Care Services (<https://www.dhcs.ca.gov/>)

Safe Schools Coalition: <http://www.casafeschoolscoalition.org>

Pacific ADA Center: <http://www.adapacific.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act: <http://www.ada.gov>

U.S. Equal Opportunity Commission: [www.eeoc.gov](http://www.eeoc.gov)

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>



## **NONDISCRIMINATION IN LACOE PROGRAMS AND ACTIVITIES**

LACOE is committed to equal opportunity for all individuals in education. LACOE programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, citizenship and immigration status (except where required by law), age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. These terms are defined by state or federal statute.

Board Meeting – October 17, 2023

Item V. Reports / Study Topics

B. Juvenile Court Schools Report

The Juvenile Court Schools Report provides updates, including data regarding enrollment, transition and aftercare support, special education, and parent engagement. In addition, this report includes a summary of the September 2023 Department of Justice (DOJ) *Student Attendance and Enrollment Reports* (SAER) for Los Padrinos Juvenile Hall and Barry J. Nidorf SYTF facility.

## Student Attendance and Enrollment Report (SAER), \_\_\_\_\_

### Los Angeles County Office of Education<sup>1</sup>

The Student Attendance and Enrollment Report (SAER) shows enrollment, attendance, tardies, and excused and unexcused absences for Los Padrinos Juvenile Hall (CJH) and Barry J. Nidorf Juvenile Hall (BJN) for \_\_\_\_\_.

	Enrollment <sup>2</sup>	Instructional Days	Instruct. Time Available (mins.)	Time lost (minutes)*
<b>Los Padrinos JH</b>				
<b>Nidorf JH</b>				

\*Lost instructional time includes tardies and unexcused absences.

<b>Los Padrinos JH – Student Absence Summary</b>									
	Probation Absences	LACOE Unexcused Absences	LACOE In-school Suspensions	LACOE School Suspensions	LACOE Day Suspensions <sup>3</sup>	Tardy	Medical*	Court*	TOTAL LACOE Unexcused**
<b>Periods</b>									
<b>Minutes</b>									
<b>%</b>									

\*Medical appointments and Court appearances are excused absences.

\*\*Total LACOE Unexcused is calculated by adding LACOE unexcused absences + in-school suspensions + school suspensions + day suspensions.

<b>Nidorf JH – Student Absence Summary</b>									
	Probation Absences	LACOE Unexcused Absences	LACOE In-school Suspensions	LACOE School Suspensions	LACOE Day Suspensions	Tardy	Medical*	Court*	TOTAL LACOE Unexcused
<b>Periods</b>									
<b>Minutes</b>									
<b>%</b>									

The hours of compensatory services and the number of students owed time are not directly derived from the LACOE unexcused absences. Therefore, these columns will inevitably reflect a larger number due to some students who have missed less than six periods. See comp. time calculation note and compensatory chart.

<sup>1</sup> This report was produced in response to Paragraph 14(c) of the Settlement Agreement between LACOE and the CA DOJ.

<sup>2</sup> Enrollment is the number of students in school on \_\_\_\_\_.

<sup>3</sup> A day suspension is a full day suspension for a student approved by a LACOE administrator per California Education Code.

Excused absences are due to medical (M) or court (C) related reasons. Unexcused absences are labeled as Probation (B), LACOE, unexcused absences (U), LACOE in-school suspensions (X), LACOE school suspensions (S), and LACOE day suspensions (S used for all periods for a day.)

## Attendance

	Lost Instructional Tardies: hours (minutes)	Lost Instructional Minutes: Unexcused Absen. (periods/mins.)	Total Instructional Time Lost (Minutes)	Attendance Rates
Los Padrinos JH				
Nidorf JH				

Attendance rates are computed by dividing the total number of minutes all students spent in school by the instructional minutes available.

## Compensatory Services

	Total Comp. Time	Comp. Time Completed Prev. Month	Cost:
Los Padrinos JH			
Nidorf JH			
Totals			

Compensatory services are provided by Studentnest, a LACOE education contractor. Costs are estimated at \$55/hr.

Comp. Time Calculation: A student has to accrue six or more periods of Probation or LACOE unexcused absences in order to earn one comp. hour. 6 periods of unexcused absences = 1 hour of comp. time

## Hours Owed this month

**Probation**

**LACOE**

## Class Coverage

	Classes not covered by a LACOE Teacher this month
Los Padrinos JH	
Nidorf JH	
Total	

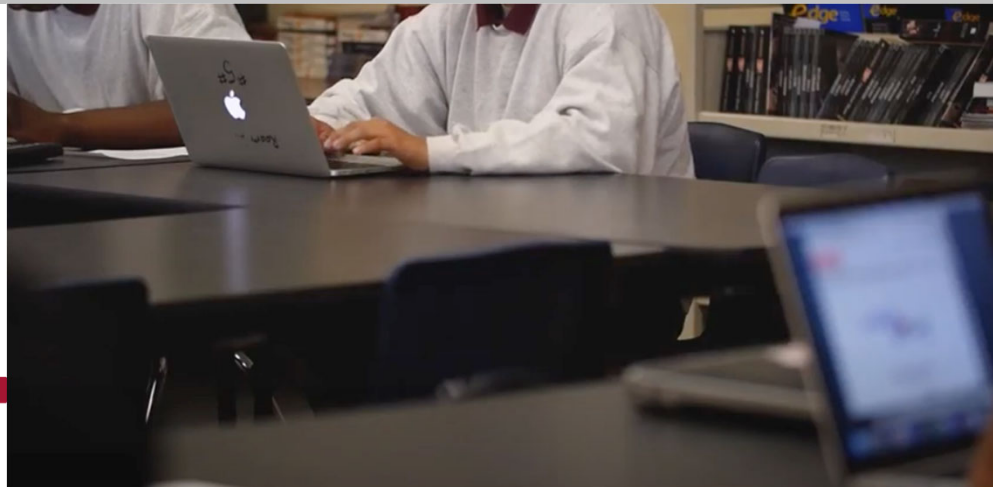
## Discussion

Month, Year



# LACOE Juvenile Court Schools Update

Juvenile Court Schools Report  
October 17, 2023



## Juvenile Court Schools Update Snapshot Data for the Week of October 2, 2023

<b>Enrollment</b>	<b>Totals</b>
Enrollment (Friday Snapshot)	399
<b>Transition/Aftercare</b>	
Multi-Disciplinary Team Meetings	18
Follow-Up Phone Calls for Students Exited	33
<b>Special Education</b>	
IEP Meetings	10
Total Admin Placements	16
<b>Parent Workshops</b>	
Parent Workshops	0
Number of Parent Participants	0
<b>Parent Town Halls</b>	
Number of Town Halls	0
Number of Parent Participants	N/A

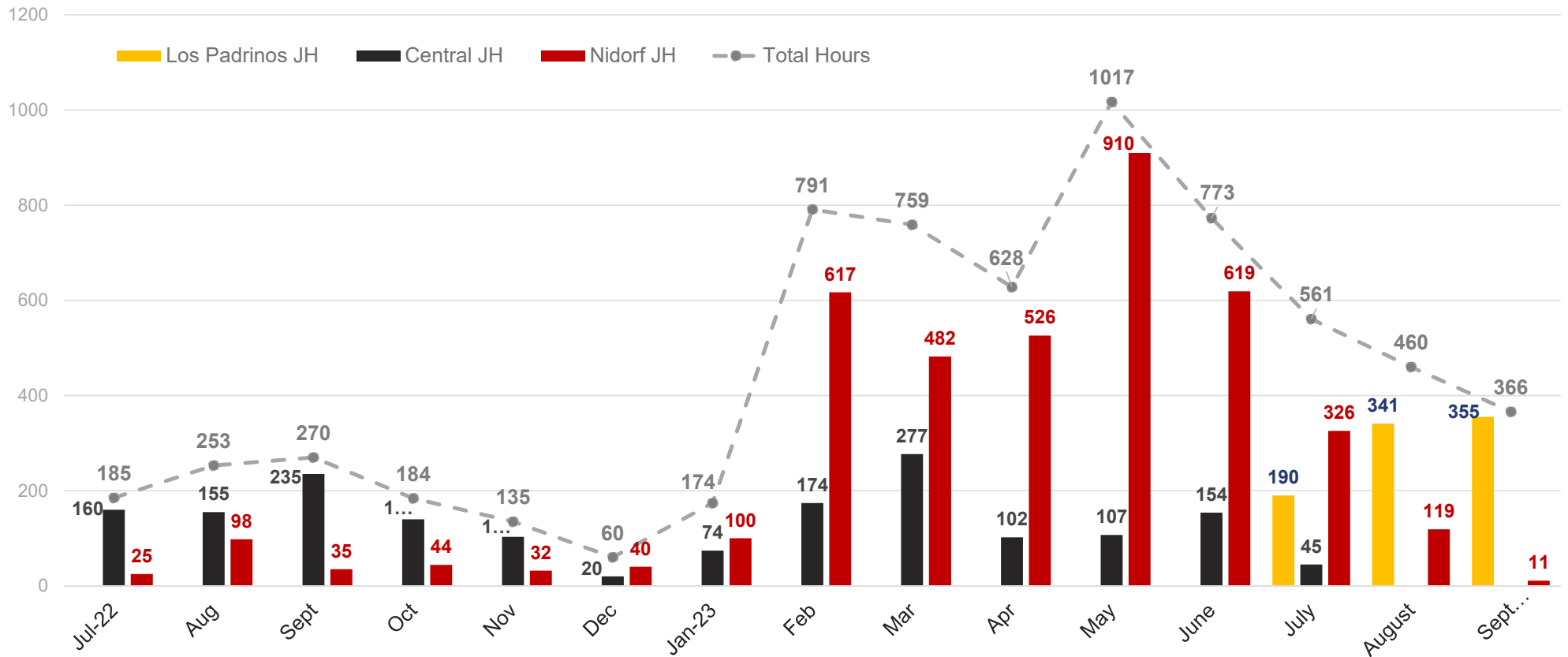


# September 2023 – Student Attendance and Enrollment

## SUMMARY

	Enrollment	Instructional Days	Total Instructional Minutes Available	Total Minutes Lost (%)	Attendance %	Total PROBATION Related Absences Minutes	PROBATION Comp. Time Hours Owed	Total LACOE Unexcused Minutes	LACOE Comp. Time Hours Owed
Los Padrinos	248	19	1,413,600	143,450 (10%)	90%	133,250	355	8,150	0
Nidorf	21	19	119,700	7,450 (6.2%)	93.8%	4,500	11	2,200	0

# Probation Compensatory Hours Owed





# Los Padrinos Culture & Safety

- Listening Sessions
- Emotional & Physical Safety
- Governance & Organization

# Questions?

Board Meeting – October 17, 2023

Item V. Reports / Study Topics

C. Uniform Complaint Procedure Quarterly Report for Educational Programs, July 1 to September 30, 2023

*Education Code section 35186 (d): A school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.*



**Los Angeles County  
Office of Education**  
Serving Students • Supporting Communities  
Leading Educators

## Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2023-2024

District Name: Los Angeles County Office of Education Date: 10/09/2023

Person completing this form: Dr. Diana Velasquez Title: Executive Director

Quarter covered by this report (Check One Below):

- |   |                          |                       |
|---|--------------------------|-----------------------|
| <input checked="" type="checkbox"/> 1st QTR | July 1 to September 30   | Due: October 13, 2023 |
| <input type="checkbox"/> 2nd QTR            | October 1 to December 31 | Due: January 12, 2024 |
| <input type="checkbox"/> 3rd QTR            | January 1 to March 31    | Due: April 12, 2024   |
| <input type="checkbox"/> 4th QTR            | April 1 to June 30       | Due: July 12, 2024    |

Date for information to be reported publicly at governing board meeting: 10/17/2023

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints:

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
TOTAL	0	0	0

Print Name of District Superintendent Dr. Debra Duardo, M.S.W., ED.D

Signature of District Superintendent \_\_\_\_\_ Date \_\_\_\_\_

Submit the **Quarterly Summary** using Canvas Account:  
<https://lacoepd.instructure.com/courses/715>

**or mail to:**

Los Angeles County Office of Education  
c/o Francisco Jimenez, Williams Instructional Materials  
9300 Imperial Highway, ASM/Williams ECW 284  
Downey, CA 90242

Telephone: (562) 803-8382  
FAX: (562) 803-8325  
E-Mail: [Jimenez\\_Francisco@lacoed.edu](mailto:Jimenez_Francisco@lacoed.edu)

Item VI. Consent Calendar Recommendations

A. Adoption of Board Resolution No. 16 to Recognize November 2023 as National Homeless Youth Awareness Month

The Superintendent recommends that the County Board take action and approve Board Resolution No. 16 and continue to support the McKinney-Vento Assistance Act and Education Code that requires County Offices of Education to support the work of Homeless Liaisons in each of our LEAs. This work includes providing training, technical assistance, housing supports with the Los Angeles Homeless Services Authority (LAHSA), statewide work through the Homeless Technical Assistance Centers (HETAC) and collaboration with community partners for resources, such as backpacks, school supplies, books, tutoring serves and other needed items and services in an effort to address the educational needs of homeless youth across Los Angeles County.

Board Resolution No. 16 follows on the next page.

Next Steps:

- The Homeless Education Program provides a planning guide for Homeless Youth Awareness Month in October to the Homeless Liaisons in our 80 Districts & 370 Charters schools to help them plan for awareness related activities in the month of November.
- HETAC (Homeless Technical Assistance Centers) conducted a state-wide webinar on October 12, 2023, to showcase materials the HETAC created to help COEs and LEAs bring awareness to Homeless Youth Awareness Month.
- LACOE Homeless Education Program will send out weekly resources in November, including encouraging everyone to wear green on Fridays.
- LACOE's Homeless Education Program will use their social media accounts to highlight Homeless Youth Awareness Month.
- During Homeless Youth Awareness Month in November, Superintendent Tony Thurmond will be leading a Homeless Summit at LACOE. The focus of this Summit will be to continue the dialogue on how to support and serve students experiencing homelessness.

**BOARD RESOLUTION**  
**No. 16: 2021-22**

National Homeless Youth Awareness Month 2023

- WHEREAS** On July 11, 2007, the U.S. Congress established November as National Homeless Youth Awareness Month; and
- WHEREAS** Nationally, 3% of all school-age children will experience homelessness; 1 in 30 youth ages 13 to 24 and 1 in 10 young adults aged 18 to 25 in the United States experience some form of homelessness over the course of a year; and
- WHEREAS** While unemployment rates may have stabilized, inflation rates, cost of living, low wages and lack of affordable housing are resulting in a significant increase in the numbers of students and families experiencing homelessness across the state and the nation; and
- WHEREAS** The Los Angeles County Office Homeless Education Program, the Los Angeles County Superintendent of Schools and the Los Angeles County Board of Education recognize the devastating impact homelessness has on students and are tirelessly working with districts and charters to support this vulnerable and growing population with resources and supplies and continue to serve as partners for consultation and collaboration; and
- WHEREAS** more than half of all children in Housing and Urban Development shelters are under the age of five; homelessness in infancy and toddlerhood has been linked to future child welfare involvement, concerns related to mental health due to the impact of trauma caused by being homeless and early school failure; and
- WHEREAS** only 88% of children experiencing homelessness are enrolled in school; up to 45% do not attend school on a regular basis; students experiencing homelessness are a greater risk of being chronically absent than their housed peers; and
- WHEREAS** the estimated rate of chronic absence for students experiencing homelessness is twice the rate of housed students; 21% repeat a grade because of frequent absences from school; chronic absenteeism is associated with lower academic achievement and higher dropout rates; and
- WHEREAS** within a single school year 40% of students experiencing homelessness attend two different schools; students experiencing homelessness experience greater school mobility than their housed peers, which can cause interruptions to a student's education; and

- WHEREAS** students experiencing homelessness are 87% more likely than their stably-housed peers to drop out of school; and face significant gaps in high school graduation rates compared to their housed peers and are more likely to rely on public assistance; and
- WHEREAS** youth cite family conflict and breakdown, abuse or neglect, alcohol or drug addiction of a family member, pregnancy and rejection over sexual orientation as the major reason for their homelessness or episodes of running away from home; and
- WHEREAS** unaccompanied homeless youth (not in the physical custody of a parent or guardian) face serious health and safety threats, including higher risk of physical and sexual abuse and trafficking and many are victimized repeatedly; and
- WHEREAS** Los Angeles County, in the 2022-2023 school year, preliminarily identified nearly 57,000 homeless students from infancy through grade 12. This is a significant increase from the 2021-2022 school year and includes a growing number of unaccompanied youth and youth with their families who lack stable housing, that experienced homelessness at least one day out of the year; and
- WHEREAS** the future well-being of our county depends on the value we place on our children and youth, and, in particular, on our actions to provide these most vulnerable of children and young people with opportunities to acquire the knowledge, skills and abilities they need to find and maintain stable housing and develop into healthy, self-sufficient adults; and
- WHEREAS** the McKinney-Vento Homeless Assistance Act requires every local education agency to appoint a liaison for homeless education to ensure proper identification, immediate enrollment and linkages to other educational services and resources for which students experiencing homelessness are eligible; in addition, the LACOE Homeless Education Program serves as one of three Homeless Technical Assistance Centers (HETAC). The HETAC provide technical assistance to the 50 COE Homeless Liaison, who in turn support their district and charter LEAs; and
- WHEREAS** the number of effective programs providing services and supports to youth experiencing homelessness in Los Angeles County is only a fraction of what is needed to fully address the needs of these young people; additionally, the funding for homeless education is extremely limited and does not meet the complex needs of this particular population; and
- WHEREAS** the Los Angeles County Office of Education's Homeless Education Program supports each local education agency to empower homeless students and families through educational advocacy and support and promotes awareness and greater support for homeless students in schools and the community; and

**WHEREAS** the Los Angeles County Superintendent of Schools and the Los Angeles County Board of Education recognize that homelessness continues to be a serious problem for many students and families across Los Angeles County; and

**NOW, THEREFORE, BE IT RESOLVED** that the Los Angeles County Superintendent of Schools and the Los Angeles County Board of Education hereby proclaim November as National Homeless Youth Awareness Month; and

**BE IT FURTHER RESOLVED**, that the Los Angeles County Superintendent of Schools and the Los Angeles County Board of Education continue to encourage citizens across the county to recognize that many students lack fixed, regular and adequate housing and continue to encourage collaboration efforts between school districts, charter schools, early education and higher education systems, organizations serving homeless youth and the community to remove barriers and enable children and youth experiencing homelessness to successfully and fully participate in their education; and

**BE IT FURTHER RESOLVED**, that the Los Angeles County Superintendent of Schools and the Los Angeles County Board of Education will continue to support outreach efforts to community partners for resources including backpacks, school supplies, books and other needed items in an effort to address the educational needs of children and youth experiencing homelessness across Los Angeles County.

**ADOPTED** this 17th day of October 2023, by the Los Angeles County Board of Education in Downey, California.

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Debra Duardo, M.S.W., Ed.D.  
Superintendent

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Yvonne Chan, Ed.D.  
Board President



Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

B. Adoption of Board Resolution No. 17 to Recognize November 2023 as California Sikh American Awareness and Appreciation Month

The Superintendent recommends that the County Board take action and approve Board Resolution No. 17 and declare November as Sikh Awareness and Appreciation Month and encourages education communities to observe this month with appropriate activities promoting awareness and appreciation of the Sikh community and their contributions to American culture and society.

Board Resolution No. 17 follows on the next page.

**Next Steps:**

- LACOE will offer the following professional development opportunities regarding the inclusion of Sikh American Studies in Ethnic Studies and American history courses:
  - Ethnic Studies Three-Day Institute, October 17-19, 2023 at the Los Angeles County Office of Education
  - Cultural and Ethnic Minorities in American Society: Exploring Arab American, Armenian American, Jewish American, and Sikh American Studies, March 19-20, 2024 at LACOE.

**BOARD RESOLUTION**  
NO. 17: 2023-24

**Adoption of Board Resolution No. 17: California Sikh American Awareness  
and Appreciation Month, November 2023**

**WHEREAS,** the California State legislature has designated November as Sikh Awareness and Appreciation Month; and

**WHEREAS,** there are more than 25 million Sikhs throughout the world and approximately 700,000 Sikhs live in the United States. Approximately half the nation's Sikh population live in California; and

**WHEREAS,** Sikhs have been living in California for over 100 years. Sikh Americans are part of the American fabric, from coast to coast, working in every profession, serving in our armed forces, holding important positions in American political and civic life and even leading efforts to promote civil rights for all Americans; and

**WHEREAS,** the Sikh community of California has led a successful effort to pass AB1964, which provides workers in California the nation's strongest protections against religious discrimination; and

**WHEREAS,** Sikhs share basic values with Americans: the importance of equality, religious pluralism and justice for all; and

**WHEREAS,** many Sikh Americans continue to experience hate crimes, job discrimination, school bullying and racial profiling; and

**WHEREAS,** there is a need to raise awareness about the Sikh community and to prevent hate crimes and discriminatory practices against the Sikh community; and

**NOW, THEREFORE, BE IT RESOLVED,** that the Los Angeles County Board of Education hereby declares November as Sikh Awareness and Appreciation Month and encourages education communities to observe this month with appropriate activities promoting awareness and appreciation of the Sikh community and their contributions to American culture and society.

**ADOPTED** this October 17, 2023, by the Los Angeles County Board of Education in Downey, California.

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Debra Duardo, M.S.W., Ed.D.  
Superintendent

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Yvonne Chan, Ed.D.  
Board President

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

C. Adoption of Board Resolution No. 18 to Recognize November 2023 as National Native American Heritage Month

The Superintendent recommends that the County Board take action and approve Board Resolution No. 18 and hereby encourages public officials, educator, librarians and school communities to observe this month with appropriate program, ceremonies and activities; hereby support local education agencies in their efforts to commemorate Native American heritage by providing instructional and community resources, relevant research and promising practices during National Native American Heritage Month and throughout the year.

Board Resolution No. 18 follows on the next page.

**Next Steps:**

- LACOE will offer the following professional development opportunities regarding the inclusion of Native American Studies in Ethnic Studies and American history courses:
  - a. Ethnic Studies Three-Day Institute, October 17-19, 2023 at the Los Angeles County Office of Education.
  - b. Native American Studies Ethnic Studies Symposium, April 23, 2024 at Kuruvungna Village Springs in Los Angeles.
- LACOE will make Land Acknowledgement resources available for LEAs that wish to incorporate Land Acknowledgements as a step towards truth and reconciliation, and as a way to show solidarity with our Native American community.

## **BOARD RESOLUTION**

NO. 18: 2023-2024

### **National Native American Heritage Month**

- WHEREAS** “National Native American Heritage Month” celebrates and recognizes the Indigenous peoples who were the original inhabitants of what is now the United States (U.S.); and
- WHEREAS** in 1976, U.S. President Gerald Ford proclaimed November 10-16 as “Native American Awareness Week,” and in 1986 the U.S. Congress authorized and requested the U.S. President to proclaim the week of November 23-30, 1986, as “American Indian Week”; and
- WHEREAS** beginning in 1990, the month of November was designated as “National American Indian Heritage Month,” and the proclamation of U.S. President George H. W. Bush in 1990 acknowledged that Indigenous peoples “developed rich, thriving cultures, as well as their own systems of social order” before contact with European settlers and endorsed self-determination for Indigenous peoples by reaffirming “support for increased Indian control over tribal government affairs”; and
- WHEREAS** U.S. President Barack Obama designated each November as “National Native American Heritage Month”; and
- WHEREAS** the Governor of the State of California signed bills on “Native American Day” September 25, 2020 to strengthen and clarify the process to repatriate Native American remains and artifacts (AB 275), increase Native American voting rights (AB 2314) and reduce the rates of missing and murdered Indigenous women and girls (AB 3099); and
- WHEREAS** the State of California is home to nearly 200 Native American tribes and Indigenous peoples remain actively engaged in cultural revitalization, resource protection and self-determination within every region of California; and
- WHEREAS** the County of Los Angeles is located on lands sacred to Native Californians including the Tongva, Chumash and Kizh peoples; and
- WHEREAS** the Los Angeles County Office of Education seeks to honor the Indigenous peoples who have inhabited this place for generations and endeavors to be a good steward of the land and waterways for future generations; and
- WHEREAS** the Los Angeles County Office of Education recognizes that systematic denial of Native American knowledge, cultural authority and historical experiences perpetuates the colonial structure of oppression; and

**WHEREAS** the Los Angeles County Office of Education recognizes indigenous lands and peoples through a land acknowledgement at celebrations and public meetings of the Los Angeles County Board of Education.

**NOW, THEREFORE, BE IT RESOLVED**, that the Los Angeles County Board of Education and County Superintendent of Schools hereby recognize “National Native American Heritage Month” and support opportunities for all students, staff and members of the public to recognize indigenous histories and cultures; and celebrate contributions to American society.

**NOW THEREFORE BE IT RESOLVED**, that the Los Angeles County Board of Education and the County Superintendent of Schools hereby encourage public officials, educators, librarians and school communities to observe this month with appropriate programs, ceremonies and activities.

**NOW THEREFORE BE IT RESOLVED**, that the Los Angeles County Board of Education and the County Superintendent of Schools hereby support local education agencies in their effort to commemorate Native American heritage by providing instructional and community resources, relevant research and promising practices during “National Native American Heritage Month” and throughout the year.

**ADOPTED** this 17<sup>th</sup> day of October 2023 by the Los Angeles County Board of Education in Downey, California.

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Debra Duardo, M.S.W., Ed.D.  
Superintendent

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Yvonne Chan, Ed.D.  
Board President

## Board Meeting – October 17, 2023

### Item VI. Consent Calendar Recommendations

- D. Adoption of Board Resolution No. 19 to Recognize November 12-18, 2023, as United Against Hate Week

The Superintendent recommends that the County Board adopt Resolution No. 19 as part of the regular County Board meeting on October 17, 2023; and further recognized November 12-18, 2023, as United Against Hate Week and encourages communities to observe this day with appropriate programs and activities that include seven days of action by people in every community to stop the hate and implicit biases that are a dangerous threat to the safety and civility of our schools and surrounding communities.

Resolution No. 19 follows on the next page.

#### Next Steps:

- Disseminate the [United Against Hate Toolkit](#) to LEA staff via various listservs, including Equity, Diversity and Inclusion and Student Support Services.
- Post and promote United Against Hate Week on social media.
- Promote United Against Hate Week with and provide resources to Counselors and Student Support Services Administrators during job-alike meetings.

## **BOARD RESOLUTION**

No. 19: 2023-24

**WHEREAS**, there has been an alarming increase in expressions of hate and hate ideologies as a means of intimidation in our communities; and

**WHEREAS**, attacks on immigrants, people of color, women, places of worship, the LGBTQIA community and our most vulnerable are now more frequent, resulting in an increase in hate crimes and hate related incidents.

**WHEREAS**, United Against Hate Week is a call for seven days of local civic action by people in every community to stop the hate and implicit biases that are a dangerous threat to the safety and civility of our neighborhoods, towns and cities.

**WHEREAS**, United Against Hate Week emerged from a United Against Hate poster campaign created by Bay Area Cities in response to white supremacist rallies in Berkeley and San Francisco in 2017. The original 13 communities were convened in 2018 by Not in Our Town, a national anti-hate organization and partner in the LA vs Hate campaign and committed to an annual week of action and awareness.

**WHEREAS**, United Against Hate Week has spread to over 200+ communities including all of Los Angeles County, faith-based groups, LGBTQ and human rights organizations and is beginning to takeoff throughout California and in communities across the U.S.

**WHEREAS**, awareness can be increased by posting signs, distributing resources, hosting events, sharing stories and connecting with schools and neighborhood civic institutions.

**WHEREAS**, this is a great opportunity to engage youth around civic engagement and involvement in social justice issues related to reducing incidents of hate within their communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Los Angeles County Board of Education recognizes November 12-18, 2023, as United Against Hate Week and encourages communities to observe this day with

appropriate programs and activities that include seven days of action by people in every community to stop the hate and implicit biases that are a dangerous threat to the safety and civility of our schools and surrounding communities in solidarity with the United Against Hate Week Coalition.

**ADOPTED** this 17th day of October 2023, by the Los Angeles County Board of Education in Downey, California.

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Debra Duardo, M.S.W., Ed.D.

Superintendent

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Yvonne Chan, Ed.D.

Board President



Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

E. Acceptance of Project Funds No. 48

The Superintendent recommends that the County Board approve the acceptance of new grant funds from the California Department of Education to the Foster Youth Services Coordinating Program (FYSCP) to Collaborate with local educational agencies and service providers to ensure that youth in foster care have access to comprehensive educational support as specified by California Education Code (EC) Section 42921. The grant is ongoing for three years, with this award being the third year. The grant is ongoing for three years, with this award being the third year.

<b><u>Project</u></b>	<b><u>Award Amount</u></b>	<b><u>Funding Period</u></b>
Foster Youth Services Coordinating Program Grant	\$6,385,031.53	07/01/2023 to 06/30/2024

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

F. Acceptance of Project Funds No. 49

The Superintendent recommends that the County Board approve the acceptance of grant funds from the California Department of Education (CDE) for the Inclusive Early Education Expansion Program (IEEEP). The IEEEP funding aims to expand access to inclusive early learning and care (ELC) programs for children with disabilities, including severe disabilities, while also covering the evaluation costs as mandated by Assembly Bill 1808 (Chapter 32, Statutes of 2018).

<u>Project</u>	<u>Award Amount</u>	<u>Funding Period</u>
Inclusive Early Education Expansion Program (IEEEP)	\$8,951,595.83	06/15/2020 to 12/31/2024

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

G. Acceptance of Project Funds No. 50

The Superintendent recommends that the County Board approve the acceptance of additional grant funds from the California Department of Education for the Inclusive Early Education Expansion Program (IEEEP). The IEEEEP funding aims to expand access to inclusive early learning and care (ELC) programs for children with disabilities, including severe disabilities, while also covering the evaluation costs as mandated by Assembly Bill 1808 (Chapter 32, Statutes of 2018). **Amendment:** This amendment was received on September 27, 2023, by the Grants Development Office. The amendment provides additional funding of \$1,337,720.00, increasing the total grant amount from the original \$8,951,595.83 to \$10,289,315.83. The purpose and funding period remain unchanged.

<b><u>Project</u></b>	<b><u>Award Amount</u></b>	<b><u>Funding Period</u></b>
Inclusive Early Education Expansion Program (IEEEP) (Amendment no.1)	\$1,337,720.00	06/15/2020 to 12/31/2024

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

H. Acceptance of Project Funds No. 51

The Superintendent recommends that the County Board approve the acceptance of new grant funds from the California Department of Learning Communities for School Success Program: Cohort 7 to help build the capacity of local educational agencies (LEAs) to identify and implement education activities to keep our most vulnerable students in school, consistent with each LEA's Local Control and Accountability Plan (LCAP).

<u>Project</u>	<u>Award Amount</u>	<u>Funding Period</u>
Learning Communities for School Success Program: Cohort 7	\$2,000,000.00	07/01/2023 to 12/31/2026

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

I. Acceptance of Project Funds No. 52

The Superintendent recommends that the County Board approve the acceptance of grant funds from the California Department of Education for the Tobacco-Use Prevention Education for Grades Six through Twelve, Tier 2 Grant. This grant provides funding to develop anti-tobacco education programs and tobacco use intervention and cessation activities in order to reduce the number of students in California who begin to use tobacco, continue to use tobacco, or both for tobacco-specific student instruction, reinforcement activities, special events, intervention, and cessation programs for students. Tier 2 provides LACOE support to implement with 17 chosen districts that have a 3-Year MOU with LACOE to provide direct services.

<b><u>Project</u></b>	<b><u>Award Amount</u></b>	<b><u>Funding Period</u></b>
Tobacco-Use Prevention Education for Grades Six through Twelve, Tier 2	\$1,942,946.00	07/01/2023 to 06/30/2026

Board Meeting – October 17, 2023

Item VI. Consent Calendar Recommendations

J. Acceptance of Project Funds No. 53

The Superintendent recommends that the County Board approve the acceptance of grant funds from the California Department of Education for the Tobacco-Use Prevention Education County Technical Assistance Program Grant. This grant provides funding for tobacco-specific student instruction, reinforcement activities, special events, intervention, and cessation programs for students. The grant provides Technical Assistance support to LEAs at no cost and is available to all Los Angeles County Districts.

<b><u>Project</u></b>	<b><u>Award Amount</u></b>	<b><u>Funding Period</u></b>
Tobacco-Use Prevention Education County Technical Assistance Program	\$485,152.00	07/01/2023 to 06/30/2024

Board Meeting –October 17, 2023

Item VI. Consent Calendar Recommendations

K. Acceptance of Project Funds No. 54

The Superintendent recommends that the County Board accept funds from the Department of Public Health via Heluna Health to support the LACDPH Schools COVID Prevention Partnership - Absenteeism Survey Work. Collaborative efforts will be between LACOE, the Department of Public Health (DPH) via Heluna Health, and five school district partners that will be selected to participate. This income contract is from 10/01/2023-06/30/2024 (9 months) in the amount of \$500,000.

<u>Project</u>	<u>Award Amount</u>	<u>Funding Period</u>
LACDPH Schools COVID Prevention Partnership - Absenteeism Survey Work	\$500,000	10/01/2023 to 06/30/2024

Item VII. Recommendations

- A. Approval of the Head Start and Early Learning Division Carryover Request from 2022-23 to 2023-24 with Attached Staff Report

The Superintendent recommends that the Los Angeles County Board of Education (County Board) approve submission of the Head Start and Early Learning Division Carryover Request to the Office of Head Start (OHS).

**REPORT:**

The Head Start Act requires the County Board of Education to approve budget revisions submitted to OHS. This report provides details to support the carryover request (considered a budget revision) that will be submitted to the Office of Head Start to carry funding from the 2022-23 program year into the 2023-24 program year.

Los Angeles County Office of Education proposes to submit a carryover request to the OHS in an amount estimated at \$36,432,309 for grant 09CH011157 (Head Start/Early Head Start). This request will include amounts as disclosed and requested by delegate agencies as needed for carryover, in addition to those amounts that LACOE estimates may be underspent by delegate agencies at year-end.

The following list provides details of how and where funds will be expended, once carried over. Any revisions made will not exceed the amount requested and reported herein.

Head Start/Early Head Start	
<b>Major Renovations</b>	
ABC Unified School District Aloha EHS Expansion	2,500,000
Blind Children’s Center–Facility upgrades, play structures, equipment, security system, gate alarms (Estimated HS allocation)	1,000,000
El Monte Cortada (Estimated HS allocation)	1,600,000
Mt. View School District–Cogswell EHS Conversion Playground and Play Structure	306,500
PACE Anderson–Green Site Portables Replacement	3,779,863
PACE Learning Tree (Estimated)	1,131,547
Union Rescue Mission–Angeles House	850,000
<b>Equipment, Supplies, and Minor Renovations</b>	
LACOE Conference Center Upgrades–Projectors, Microphones, Push-to-Talk Microphones, Electrical Upgrades	300,000



LACOE Staff Technology Upgrades	355,342
LACOE SFS Electric Infrastructure & Security Camera Upgrades (Estimated HS/EHS allocation)	300,000
ABC Unified School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	767,000
Bassett Unified School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	1,641,320
Blind Children’s Center–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	661,521
Children’s Institute, Inc.–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	2,819,825
Children’s Institute, Inc.–Watts Tower Renovation & Play Structure	185,465
El Monte City School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	337,038
Foundation for Early Childhood Education–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	1,701,352
Garvey School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	2,089,812
Mexican American Opportunity Foundation–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	1,347,760
Mt. View School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	907,500
Norwalk-La Mirada Unified School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	1,156,554
Pacific Asian Consortium in Employment–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	1,614,800
Para Los Niños–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	931,703
Plaza de la Raza–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	2,236,718
Plaza El Sereno–Additional drainage & Shade Structure installation	225,000

Board Meeting – October 17, 2023

Approval of the Head Start and Early Learning Division Carryover Request from 2022-23 to 2023-24  
with Attached Staff Report

-3-

Pomona Unified School District–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	812,441
St. Anne’s–Supplies, Equipment, Minor Renovations for classroom support and health and safety enhancements	2,374,482
<b>Grantee Training &amp; Technical Assistance</b>	<b>2,105,904</b>
E.g., Mentor/Coaching for new teachers, Early Childhood Environment Rating Scale (ECERS) Reliability, Infant/Toddler ERS (ITERS) Reliability Training, ERS In-depth Training, Program for Infant Toddler Care (PITC) Training	
<b>Indirect</b>	<b>392,862</b>
1.07% of delegate, 5.21% of grantee	
<b>HS/EHS Total</b>	<b>36,432,309</b>



# Head Start and Early Learning Division Carryover Request: 2022-23 to 2023-24



Los Angeles County  
Office of Education

# Carryover Request from 2022-23 to 2023-24

- ✎ The Head Start Act requires the County Board of Education to approve budget revisions submitted to the Office of Head Start.
- ✎ LACOE proposes to submit a carryover request to the Office of Head Start in an amount not to exceed \$36,432,309.
- ✎ Reasons for requiring carryover include receipt of additional CARES funding, changes in project timelines due to winter storms, and late receipt of approvals from Office of Head Start.



# Carryover Request from 2022-23 to 2023-24

## Carryover Request

<i>Head Start</i>	34,269,516
<i>Early Head Start</i>	2,162,793
<b>Total</b>	<b>36,432,309</b>

*Any revisions will not exceed the amount requested and reported.*





Thank you.

Board Meeting – October 17, 2023

Item VIII. Informational Items

A. Governmental Relations

Dr. Duardo will provide an update on Governmental Relations.

Board Meeting – October 17, 2023

Item VIII. Informational Items

- B. Los Angeles County Board of Education Meeting Schedule, Establishment of Meeting Times, Future Agenda Items, and Follow up.



**LOS ANGELES COUNTY  
BOARD OF EDUCATION**

**MEETING CALENDAR**  
**October 17, 2023 - June 30, 2024**

OCTOBER 17 2023	OCTOBER 17 (Cont'd) 2023
<p>3:00 Board Meeting</p> <p><b>Rpt:</b> Report on Board Policy (BP), Administrative Regulation (AR), and Exhibit (E) 1113 (Websites), BP/E 3555 (Nutrition Program Compliance), BP 5131.9 (Academic Honesty), BP 5141.5 (Mental Health), BP 5145.6 (Parental Notifications), BP 6146.1 (High School Graduation Requirements), BP 6146.4 (Differential Graduation and Competency Standards for Students), BP 6154 (Homework/Makeup Work), BP/AR 6159.2 (Nonpublic, Nonsectarian School and Agency Services for Special Education), BP 6162.5 (Student Assessment), BP 6173.4 (Education for American Indian Studies), BP/AR/E 1312.3 (Uniform Complaint Procedures) and BP/AR 0410 Nondiscrimination in LACOE Programs and Activities (Enclosure)</p> <p><b>Rpt:</b> Update on Juvenile Court Schools</p> <p><b>Rpt:</b> Uniform Complaint Procedure Quarterly Report for Educational Programs, July 1 to September 30, 2023</p> <p><b>Consent Rec:</b> Adoption of Board Resolution No. 16 to Recognize National Homeless Youth Awareness Month, November 2023</p> <p><b>Consent Rec:</b> Adoption of Board Resolution No. 17 to Recognize California Sikh American Awareness and Appreciation Month, November 2023</p> <p><b>Consent Rec:</b> Approval of Board Resolution No. 18 in Recognition of Native American Heritage Month, November 2023</p> <p><b>Consent Rec:</b> Adoption of Board Resolution No. 19 to Recognize United Against Hate Week</p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 48</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 49</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 50</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 51</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 52</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 53</u></p> <p><b>Consent Rec:</b> <u>Acceptance of Project Funds No. 54</u></p> <p><b>Rec:</b> Approval of the Head Start and Early Learning Division Carryover Request from 2022-23 to 2023-24 with Attached Staff Report</p> <p><b>Interdistrict Attendance Appeals</b></p> <ol style="list-style-type: none"> <li>1. <del>Heily M. v. Los Angeles USD (Spanish Interpreter)</del></li> <li>2. <del>Teo M. v. Los Angeles USD</del></li> <li>3. <del>Olivia M. v. Los Angeles USD</del></li> <li>4. <del>Stephanie R. A. v. Los Angeles USD</del></li> <li>5. <del>Jonathan C. v. Los Angeles USD</del></li> <li>6. <del>Eva E. v. Los Angeles USD</del></li> <li>7. <del>Eliza P. v. Los Angeles USD</del></li> <li>8. <del>Mason Z. v. Los Angeles USD</del></li> <li>9. <del>Jonathan F. M. v. Los Angeles USD</del></li> <li>10. <del>Braylin S. v. Los Angeles USD</del></li> <li>11. <del>Ruby C. M. v. Los Angeles USD</del></li> <li>12. <del>Drake S. v. Los Angeles USD</del></li> <li>13. <del>Tabary M. v. Los Angeles USD</del></li> <li>14. <del>Alejandro A. v. Los Angeles USD</del></li> <li>15. <del>D'Angelo R. v. Los Angeles USD</del></li> <li>16. <del>Mareli R. v. Los Angeles USD</del></li> <li>17. <del>Christian D. v. Los Angeles USD</del></li> <li>18. <del>Julian V. v. Los Angeles USD</del></li> <li>19. <del>Aubrey V. v. Los Angeles USD</del></li> <li>20. <del>Taishon G. v. Los Angeles USD</del></li> <li>21. <del>Stella N. v. Los Angeles USD</del></li> <li>22. <del>Emet P. v. Los Angeles USD</del></li> <li>23. <del>Jayson C. v. Los Angeles USD</del></li> <li>24. <del>Gianna P. v. Los Angeles USD</del></li> <li>25. <del>Alexander N. v. Los Angeles USD</del></li> <li>26. <del>Luzelena S. R. v. Los Angeles USD</del></li> <li>27. <del>Julian S. R. v. Los Angeles USD</del></li> <li>28. <del>Lennox W. v. Los Angeles USD</del></li> <li>29. <del>Allen H. v. Los Angeles USD</del></li> <li>30. <del>Sofia B. M. v. Los Angeles USD</del></li> <li>31. <del>Claire M. v. Los Angeles USD</del></li> <li>32. <del>Bryan V. v. Los Angeles USD</del></li> <li>33. <del>Kimberly V. V. Los Angeles USD</del></li> <li>34. <del>Selena J. v. Los Angeles USD</del></li> <li>35. <del>Angie M. v. Los Angeles USD</del></li> <li>36. <del>Julius S. v. Los Angeles USD</del></li> </ol>	<p><b>Interdistrict Attendance Appeals</b></p> <ol style="list-style-type: none"> <li>37. <del>Thaddeus M. v. Los Angeles USD</del></li> <li>38. <del>Marisa M. v. Los Angeles USD</del></li> <li>39. <del>Aliyah A. v. Los Angeles USD</del></li> <li>40. <del>Kyra S. v. Los Angeles USD</del></li> <li>41. <del>Neva V. v. Los Angeles USD</del></li> <li>42. <del>Rider C. v. Los Angeles USD</del></li> <li>43. <del>Arianna Z. v. Los Angeles USD</del></li> <li>44. <del>Ethan J. v. Los Angeles USD</del></li> <li>45. <del>Sergio G. v. Los Angeles USD</del></li> <li>46. <del>Sabino G. v. Los Angeles USD</del></li> <li>47. <del>Adan G. v. Los Angeles USD</del></li> <li>48. <del>Benjamin D. v. Los Angeles USD</del></li> <li>49. <del>Eita A. v. Los Angeles USD</del></li> <li>50. <del>Josue B. v. Los Angeles USD</del></li> <li>51. <del>Patricia A. R. v. Los Angeles USD</del></li> <li>52. <del>Lauren M. v. Los Angeles USD</del></li> <li>53. <del>Leo Z. v. Los Angeles USD</del></li> <li>54. <del>Alyssa J. v. Los Angeles USD</del></li> <li>55. <del>Vanessa P. v. Paramount USD</del></li> <li>56. <del>Daniel M. v. Inglewood USD</del></li> <li>57. <del>Camila L. v. Montebello USD</del></li> <li>58. <del>Mila S. W. v. Compton USD</del></li> <li>59. <del>Salena P. v. Compton USD</del></li> <li>60. <del>Jahmeir M. v. Compton USD</del></li> <li>61. <del>Alexander M. v. Azusa SD</del></li> <li>62. <del>Noah A. v. Azusa USD</del></li> <li>63. <del>Aaron N. v. Azusa USD</del></li> <li>64. <del>Harleigh H. v. San Marino USD</del></li> <li>65. <del>Anabell N. v. Long Beach USD</del></li> <li>66. <del>James L. v. Montebello USD</del></li> <li>67. <del>Julian L. v. Montebello USD</del></li> <li>68. <del>Matthew L. v. Montebello USD</del></li> <li>69. <del>Bryce B. v. El Monte City SD</del></li> <li>70. <del>Gerardo P. v. Torrance USD</del></li> <li>71. <del>Emelia K. v. Las Virgenes USD</del></li> <li>72. <del>Ana R. v. Lennox SD</del></li> <li>73. <del>Elijah S. v. Lancaster USD</del></li> </ol> <p><b>Expulsion Appeal</b></p> <p>Case No. 2223-0012 v. Paramount USD *(Spanish Interpreter)</p>

## NOVEMBER 14

2:30 Study Session: Chronic Absenteeism *(Would like to know where it is happening and how LACOE is supporting these districts.)*

3:00 Board Meeting

**Rpt:** Quarterly Budget Report – 1<sup>st</sup> Quarter

**Rpt:** Update on the Business Enhancement System Transformation (BEST) Project

**Rpt:** Update on Juvenile Court Schools

**Rpt:** Head Start and Early Learning Division Community Assessment and Strategic Planning Update

**Rpt:** Williams Legislation Annual Report on Findings of 2022-23 School Visits and Monitoring

**Consent Rec:** Adoption of Board Resolution No. \_\_: National Special Education Day, December \_\_, 2023

**Consent Rec:** Adoption of Board Resolution No. \_\_: International Migrants Day, December \_\_, 2023

**Rec:** Approval of First Reading of Policies

**Rec:** Approval of Head Start and Early Learning Division Community Assessment and Strategic Planning Update

**Rec:** LACOE 2024 State Legislative Agenda

**Interdistrict Attendance Appeals**

1. Jayson C. v. Los Angeles USD
2. Alexander N. v. Los Angeles USD
3. Lennox W. v. Los Angeles USD
4. Sofia B. M. v. Los Angeles USD
5. Angie M. v. Los Angeles USD
6. Selena J. v. Los Angeles USD
7. Thaddeus M. v. Los Angeles USD
8. Kyra S. v. Los Angeles USD
9. Neva S. v. Los Angeles USD
- ~~10. Josue B. v. Los Angeles USD~~
- ~~11. Victor Z. v. Los Angeles USD~~
- ~~12. Geovanni Z. v. Los Angeles USD~~
13. Kayla M. v. Los Angeles USD
- ~~14. Anthony M. v. Los Angeles USD~~
15. Aaron N. v. Los Angeles USD
16. Liam M. v. Los Angeles USD
17. Sofia R. v. Los Angeles USD
- ~~18. Sierras A. v. Los Angeles USD~~
- ~~19. Thalia Q. v. Los Angeles USD~~
20. Desiree E. v. Los Angeles USD
- ~~21. Jasmine T. v. Los Angeles USD~~
22. Scott H. v. Los Angeles USD
- ~~23. Angela F. v. Los Angeles USD~~
- ~~24. Aracely F. v. Los Angeles USD~~
25. Jacob J. v. Los Angeles USD
- ~~26. Mia F. v. Los Angeles USD~~
- ~~27. Mackenzie M. v. Los Angeles USD~~
- ~~28. Hazel N. U. v. Los Angeles USD~~
- ~~29. Ephrata M. v. Los Angeles USD~~
- ~~30. Giancarlo M. v. Los Angeles USD~~
31. Dylan G. v. Los Angeles USD
32. Grey A. v. Los Angeles USD
33. Athena L. v. Los Angeles USD
34. Laila B. v. Los Angeles USD
- ~~35. Scarlett N. v. Los Angeles USD~~
36. Christopher F. v. Los Angeles USD
37. Summer H. K. v. Los Angeles USD
38. Jesse P. K. v. Los Angeles USD
- ~~39. Symphony K. v. Los Angeles USD~~
40. Jackson S. v. Los Angeles USD
41. Awab E. v. Los Angeles USD
42. Adonis W. v. Los Angeles USD
43. Andrea C. v. Los Angeles USD
44. Dean M. v. Los Angeles USD
45. Ariana P. v. Los Angeles USD
46. Alan H. v. Los Angeles USD
47. Herman R. v. Los Angeles USD
48. Shirin E. v. Los Angeles USD

\*\*Veteran's Day – Friday, November 10, 2023

\*\*In lieu of Admission Day, November 22, 2023

\*\*Thanksgiving Day – Thursday, November 23, 2023

\*\*The Day After Thanksgiving – Friday, November 24, 2023

**Interdistrict Attendance Appeals**

49. Gaya K. v. Los Angeles USD
50. Lulu V. v. Los Angeles USD
51. Grace A. v. Los Angeles USD
52. Halo R. v. Los Angeles USD
53. Gabriel R. v. Los Angeles USD
54. Bella S. v. Los Angeles USD
55. Jermiah C. v. Los Angeles USD
56. Isaiah A. v. Los Angeles USD
57. Daniel R. J. v. Los Angeles USD
58. Dominicke P. V. v. Los Angeles USD
59. Enyioma e. A. v. Los Angeles USD
60. Sydney D. v. Los Angeles USD
61. Suhhyun K. v. Los Angeles USD
62. Allison K. v. Los Angeles USD
63. Breanna S. M. v. Los Angeles USD
64. David S. M. v. Los Angeles USD
65. Adam W. v. Los Angeles USD
66. Tristan C. v. Los Angeles USD
67. Fernando M. v. Los Angeles USD
68. Zayra G. v. Los Angeles USD
69. Zayden G. v. Los Angeles USD
70. Zayne G. v. Los Angeles USD
71. Ricardo S. v. Los Angeles USD
72. Alize G. v. Los Angeles USD
73. Keira G. v. Los Angeles USD
74. Zoe G. v. Los Angeles USD
75. Michael J. v. Los Angeles USD
76. Leonel B. v. Los Angeles USD
77. Abdiel E. v. Inglewood USD
78. Rubi R. v. Los Angeles USD
79. Diana K. v. Los Angeles USD
80. Charlize L. v. Downey USD
81. Jeremy E. v. Montebello USD
82. Bella G. v. Montebello USD
- ~~83. James L. v. Montebello USD~~
- ~~84. Julian L. v. Montebello USD~~
- ~~85. Matthew L. v. Montebello USD~~
86. Isabella T. v. Covina Valley USD
87. Thao U. v. Bassett USD
88. Kathy N. v. Bassett USD
89. London B. L. v. El Segundo USD
90. Eita A. v. Torrance USD
- ~~91. Gerardo P. v. Torrance USD~~
92. Ahmari J. v. Torrance USD
93. Maximus D. v. Bonita USD
94. Mateo B. v. Wiseburn USD
95. Benjamin R. v. Wiseburn USD
96. Emma R. v. Wiseburn USD
97. Makara T. v. Wiseburn USD
98. Ethan A. v. Wiseburn USD
99. Scarlett A. v. Wiseburn USD
100. Riko Y. v. Azusa USD
101. Eleina E. v. Azusa USD
102. Jayden C. v. Azusa USD
- ~~103. Jordan H. v. Long Beach USD~~
104. Amir L. v. Compton USD
105. Clinton W. v. Compton USD
106. Camilla W. v. Compton USD
107. Cassius W. v. Compton USD
108. Cassia W. v. Compton USD
109. Mason C. v. Compton USD
- ~~110. Hugo F. v. Paramount USD~~
111. Gabriela J. v. Inglewood USD
112. Jimmy R. v. Inglewood USD
113. Adneli M. v. ABCUSD
114. Ethan L. v. Pasadena USD
115. Efren P. v. Little Lake S=City SD
116. Camila L. v. Whittier City SD
117. Brielle U. v. El Monte City SD
118. Maria N. E. v. El Monte City SD
119. Brandon H. v. Culver City USD
120. Elijah S. v. Lancaster USD

**Expulsion Appeal**

Case No. 2324-0001 v. Palmdale SD \*

<p><b>DECEMBER 5</b> <span style="float: right;"><b>2023</b></span></p> <p>2:30 p.m. Study Session on Community Schools Expansion  3:00 Board Meeting  <b>Rpt:</b> School Plan for Student Achievement (Title I) for Educational Programs Schools 2023-24  <b>Rpt:</b> Artificial Intelligence in K-12 Education  <b>Rec:</b> Approval of Second Reading and Adoption of Policies  <b>Rec:</b> Approval of the School Plan for Student Achievement (Title I) for Educational Programs Schools 2023-24</p> <p><b>**In Lieu of Christmas Eve – Friday, December 22, 2023  **Christmas Holiday – Monday, December 25, 2023  **In Lieu of New Year’s Eve – Friday, December 29, 2023</b></p>	<p><b>DECEMBER 12</b> <span style="float: right;"><b>2023</b></span></p> <p><b>2:30</b> Board Audit Committee Meeting  3:00 Board Meeting  <b>Rpt:</b> First Interim Financial Report 2023-24 (Enclosure)  <b>Rec:</b> Annual Financial Report (AFR) for the Fiscal Year ended June 30, 2023 (Enclosure)  <b>Rec:</b> Approval of First Interim Financial Report 2023-24 With Attached Staff Report (Enclosure)</p> <p><b>DECEMBER 19</b>  3:00 Board Meeting  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Rpt:</b> Head Start and Early Learning Division 2023-24 State Programs Continued Funding Application  <b>Consent Rec:</b> Adoption of Board Resolution No. __: Dr. Martin Luther King Jr. Day, January __, 2023  <b>Consent Rec:</b> Adoption of Board Resolution No. __: Fred Korematsu Day of Civil Liberties and the Constitution (Education Code 37222.15), January __, 2023  <b>Consent Rec:</b> Adoption of Board Resolution No. 20: National Human Trafficking Month, January 2023  <b>Rec:</b> Approval of Head Start and Early Learning Division 2023-24 State Programs Continued Funding Application</p>
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<p><b>JANUARY 2</b> <b>CANCELLED</b> <span style="float: right;"><b>2024</b></span></p> <p><b>**New Year Holiday – Monday, January 1, 2024  **Martin Luther King Jr. Day – Monday, January 15, 2024</b></p>	<p><b>JANUARY 9</b> <span style="float: right;"><b>2024</b></span></p> <p>3:00 Board Meeting  <b>Rpt:</b> Uniform Complaint Procedure Quarterly Report for Educational Programs, October 1 to December __, 2023  <b>Rpt:</b> Local Control and Accountability Plan Parent Engagement Update  <b>Consent Rec:</b> Approval of Nominees for the School Attendance Review Board (SARB)</p> <p><b>JANUARY 16</b>  3:00 Board Meeting  <b>Presentation:</b> Recognition of Head Start and Early Learning Division Golden Apple Awards  <b>Rpt:</b> Update on the Business Enhancement System Transformation (BEST) Project  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Consent Rec:</b> Adoption of Board Resolution No. __: National School Counseling Week, February ____, 2024- <i>CWSS</i>  <b>Consent Rec:</b> Adoption of Board Resolution No. __: National African American History Month, February 2024</p>
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10/17/23

<p><b>FEBRUARY 6</b> <span style="float: right;"><b>2024</b></span>  2:30 Study Session on Charter Schools: Renewals  3:00 Board Meeting  <b>Rpt:</b> Quarterly Budget Report – 2<sup>nd</sup> Quarter</p> <p><b>FEBRUARY 13</b>  2:30 p.m. Study Session on Charter Schools: Data  3:00 Board Meeting  <b>Presentation:</b> Introduction of Head Start and Early Learning Division Policy Council Executive Members to the County Board of Education</p> <p><b>**President’s Day – Monday, February 19, 2024</b></p>	<p><b>FEBRUARY 20</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Public Hearing:</b> Disposal of Textbooks and Instructional Materials for Educational Programs School Sites  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Rpt:</b> Preview of 2022-23 Annual Report of Performance Data for LACOE-Operated Educational Programs  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Read Across America Day, March __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Anniversary of Boston Massacre and Death of Crispus Attucks, March __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: International Day for the Elimination of Racial Discrimination, March __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Cesar Chavez Day, March __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Arts Education Month in California / Youth Arts Month, March 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: National Nutrition Month, March 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: National Social Work Month, March 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: National Women’s History Month, March 2024  <b>Rec:</b> Approval of Educational Programs 2023-24 Textbooks and Instructional Materials Disposal List</p>
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<p><b>MARCH 5</b> <span style="float: right;"><b>2024</b></span>  2:30 p.m. Study Session: Charter School Material Revisions (especially those related to facilities)  3:00 Board Meeting  <b>Rpt:</b> Report on Policies  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: to establish a week during the Month of April 2024 as Public Schools Month – <i>Comm</i></p> <p><b>MARCH 12</b>  3:00 Board Meeting  <b>Rpt:</b> Second Interim Report 2023-24 (Enclosure)  <b>Rec:</b> Approval of First Reading of Policies  <b>Rec:</b> Approval of Second Interim Financial Report 2023-24 With Attached Staff Report (Enclosure)</p> <p><b>**Cesar Chavez Day – Monday, March 25, 2024</b></p>	<p><b>MARCH 19</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> Visual and Performing Arts Presentation  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Rpt:</b> Head Start/Early Head Start 2023-24 Consolidated Funding Application  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Declaring April as “Sexual Assault Awareness Month” and April __, 2024 as “Denim Day” at the Los Angeles County Office of Education – <i>Comm</i>  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Dolores Huerta Day, April __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: Armenian Genocide Remembrance Day, April __, 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. __: National Child Abuse Prevention Month, April 2024  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. 40: Recognizing Earth Day as April __, 2024  <b>Consent Rec:</b> Adoption of Board Resolution No. __: National Arab American Heritage Month, April 2024  <b>Rec:</b> Approval of Head Start/Early Head Start 2023-24 Consolidated Funding Application  <b>Rec:</b> Approval of Second Reading and Adoption of Policies  <b>Rec:</b> 2022-23 Annual Report of Performance Data for LACOE-Operated Educational Programs with Attached Staff Report</p>
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<p><b>APRIL 2</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> Recognition of 2023-24 Science and Math Competition and Other Events</p> <p><b>APRIL 9</b>  <b>2:30</b> Board Audit Committee Meeting  3:00 Board Meeting  <b>Rpt:</b> Williams Uniform Complaint Procedure Quarterly Report for Educational Programs, January 1 to March 31, 2024</p>	<p><b>APRIL 16</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> 2023-24 Los Angeles County Academic Decathlon Winners  <b>Rpt:</b> Update on the Business Enhancement System Transformation (BEST) Project  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Rpt:</b> Head Start and Early Learning Division Budget Revision – Non-Federal Match Waiver Request  <b>Rpt:</b> Approval of Head Start and Early Learning Division Budget Revision – Non-Federal Match Waiver Request  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. ___ to recognize May __, 2024, as El Dia del Maestro, or Day of the Teacher, in Los Angeles County – <b>Comm</b>  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. ___ to recognize May ____, 2024 as Classified School Employees Week in Los Angeles County – <b>Comm</b>  <b>Consent Rec/Bd. Res.:</b> Adoption of Board Resolution No. ___: May Day, May __, 2024  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: to recognize May __, 2024, as National School Nurse Day – <b>CWSS</b>  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: to recognize May 2024, as National Foster Care Month – <b>CWSS</b>  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: Asian American and Pacific Islander Heritage Month, May 2024  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: to recognize May __, 2024 as Harvey Milk Day  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: National Mental Health Month, May 2024</p>
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<p><b>MAY 7</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> Day of the Teacher 2024  <b>Rpt:</b> Quarterly Budget Report – 3<sup>rd</sup> Quarter</p> <p><b>**Memorial Day – Monday, May 27, 2024</b></p>	<p><b>MAY 14</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> Recognition of Classified School Employees Week  <b>Presentation:</b> Recognition of the 2024 Winners of the 19<sup>th</sup> Annual Los Angeles County Spelling Bee  <b>Consent Rec:</b> Approval of Los Angeles County Board of Education Institutional Memberships for the 2024-25 Fiscal Year</p> <p><b>MAY 21</b>  3:00 Board Meeting  <b>Presentation:</b> History Day Awards 2024  <b>Rpt:</b> Local Control and Accountability Plan (LCAP) for Educational Programs  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: LGBTQ Pride Month, June 2024  <b>Consent Rec:</b> Adoption of Board Resolution No. ___: Immigrant Heritage Month, June 2024</p>
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<p><b>JUNE 4</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Rpt:</b> Quarterly Budget Report – Estimated Actuals  <b>Rpt:</b> Report on Policies  <b>Rpt:</b> Los Angeles County Office of Education’s Proposed Budget 2024-25 (Enclosure)  <b>Consent Rec:</b> Approval of Annual Distribution of United States Forest Reserve and Flood Control Funds  <b>Consent Rec:</b> Adoption of Board Resolution No. __: Juneteenth, June 19, 2024  <b>Consent Rec:</b> Approval of Re-Issuance of Stale-Dated Warrants  <b>Rec:</b> Adoption of Board Resolution No. __: Short-term Cash Loan to School Districts in Los Angeles County – <b>BS</b>  <b>Rec:</b> Approval of the Los Angeles County Board of Education Schedule, 2024-2025, Establishment of meeting times, future agenda items, follow up</p> <p><b>JUNE 11</b>  3:00 Board Meeting  <b>Public Hearing:</b> Local Control and Accountability Plan (LCAP)  <b>Public Hearing:</b> Public Hearing on the Annual Budget and Service Plans for the Los Angeles County Court Schools Special Education Local Plan Area (LAC Court Schools SELPA)  <b>Public Hearing:</b> 2024-25 Proposed Budget  <b>Rec:</b> Approval of First Reading of Policies  <b>Rec:</b> Annual Budget and Service Plans for the Los Angeles County Court Schools Special Education Local Plan Area (LAC Court Schools SELPA)</p> <p>**Juneteenth Day – Wednesday, June 19, 2024</p>	<p><b>JUNE 18</b> <span style="float: right;"><b>2024</b></span>  3:00 Board Meeting  <b>Presentation:</b> Academic Bowl 2024  <b>Rpt:</b> Update on Juvenile Court Schools  <b>Consent Rec:</b> Adoption of Board Resolution No. __: 2024-25 on how funds received from the Education Protection act shall be spent as required by Article XIII, Section 36 of the California Constitution (EPA) – <b>BS</b>  <b>Rec:</b> Approval of Second Reading and Adoption of Policies  <b>Rec:</b> Adoption of Local Control Accountability Plan (LCAP)  <b>Rec:</b> Adoption of 2024-25 Proposed Budget  <b>Rec:</b> Los Angeles County Office of Education – Differentiated Assistance Plan 2024-25</p>
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Board Meeting – October 17, 2023

Item IX. Interdistrict and Expulsion Appeal Hearings

- A. Los Angeles County Board of Education’s Decision on Interdistrict Attendance Appeals (Enclosures)

Final decisions on Interdistrict Attendance Appeals

On September 26, September 27, October 4, October 5, and October 6, 2023, the Administrative Hearing Consultant heard the appeal(s). The consultant’s findings and recommendations were sent to the County Board of Education, along with the hearing folder, for review.

The Superintendent will provide legal counsel from the County Office of Education.



**Interdistrict  
 Attendance Permit Appeal(s)**

Student's Name	Hearing Consultant	Grade	Represented by	Resident District	District Representative	Desired District
1. Jonathan Champion Jr.	Steven Tabor	1	Mr. Jonathan Champion and Ms. Shequina Rudolph	<b><u>Los Angeles USD</u></b>	Mrs. Debra Villescas	Hawthorne SD
2. Mila Waller	Tom Steele	K	Ms. Elizabeth Miranda	<b><u>Compton USD</u></b>	Dr. Rigoberto Roman	Downey USD
3. Salena Paredes	Catherine Terry	11	Mr. Raul Paredes	<b><u>Compton USD</u></b>	Dr. Rigoberto Roman	ABC USD
4. Jahmeir Moten	Tom Steele	K	Mr. Shanaun Moten and Ms. Lashaunda Thomas	<b><u>Compton USD</u></b>	Dr. Rigoberto Roman	Los Angeles USD
5. Alexander Magdaleno	Tom Steele	9	Mr. Jose Magdaleno and Mrs. Leticia Magdaleno	<b><u>Azusa USD</u></b>	Mr. Paul Hernandez	Arcadia USD
6. Noah Arreola	Tom Steele	1	Mr. Gustavo Arreola and Ms. Nichole Quiroz	<b><u>Azusa USD</u></b>	Mr. Paul Hernandez	Covina-Valley USD
7. Aaron Navarro	Tom Steele	8	Mr. Baltazar Navarro and Mrs. Victoria Navarro	<b><u>Azusa USD</u></b>	Mr. Paul Hernandez	Covina-Valley USD
8. Harleigh Harris	Catherine Terry	TK	Mr. Eddie Harris and Ms. Megan Forcum	Temple City USD	Ms. Claudia Velasquez	<b><u>San Marino USD</u></b>
9. James Lara	Steven Tabor	2	Mr. Roberto Lara and Mrs. Andrea Lara	<b><u>Montebello USD</u></b>	Ms. Diana Garay	Downey USD
10. Julian Lara	Steven Tabor	K	Mr. Roberto Lara and Mrs. Andrea Lara	<b><u>Montebello USD</u></b>	Ms. Diana Garay	Downey USD
11. Matthew Lara	Steven Tabor	K	Mr. Roberto Lara and Mrs. Andrea Lara	<b><u>Montebello USD</u></b>	Ms. Diana Garay	Downey USD

*^Interpreter Requested*

**Interdistrict  
Attendance Permit Appeal(s)**

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12. Bryce Bennett	Catherine Terry	K	Mr. Robert Bennett and Ms. Belinda Nolasco	<b><u>El Monte City SD</u></b>	Ms. Ilbea Fedele	Arcadia USD
13. Gerardo Partida	Tom Steele	2	Ms. Lisset Barquero 310-720-4810	Los Angeles USD	Mr. Jon Pearson	<b><u>Torrance USD</u></b>

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