#### Orange County Department of Education Division of Alternative Education

Alternative, Community, and Correctional Education Schools and Services

#### STUDENT REGISTRATION FORM

Please Print Clearly Legal Name: Last First Middle Home Language Correspondence: English Spanish Other\* (refer to back of form) Prior ACCESS student: No Yes, if yes, has your name changed from a prior enrollment: No If yes, indicate name used in the prior enrollment: Gender: Male Female Birth Date: Grade: Lives With: Mother Yes No Parent Ed Level (Refer to back of form): Nonbinary Father [ Yes Name of Mother: Parent Guardian Caregiver Name of Father: | Parent | Guardian Caregiver Primary Contact Number: Father's Work Phone: Ext: Mother's Work Phone: Ext: ( ) ( Mailing Address Apt City Zip Code Residence Address (If different than above) City Zip Code Apt Father's Cell Phone: ( ) Mother's Cell Phone: ( ) Student's Cell Phone: ( ) Father's Email Address: Mother's Email Address: Student's Email Address: Residence – where is your child/family currently living? (federally mandated by NCLB) – Please check appropriate box: In a motel/hotel (110) In a single family permanent residence (house, apartment, condo, mobile home) (200) Doubled-up (sharing housing with other families/individuals due to economic Unsheltered (car/campsite) (130) hardship or loss) (120) Other (300) (please specify) In a shelter or transitional housing program (100) WHAT IS YOUR CHILD'S ETHNICITY? Mark the ethnicity with which the student most closely identifies (Please check one): Hispanic or Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race) Not Hispanic or Latino WHAT IS YOUR CHILD'S RACE? (Select up to five racial categories, refer to back of form) The previous question is about ethnicity, not race. No matter what ethnicity you selected above, please continue to answer the following by indicating what you consider your race to be.

Selection: One:\_\_\_\_\_Two:\_\_\_\_Three:\_\_\_\_Four:\_\_\_\_Five:\_\_\_\_ Place of Birth: City: State: Migrant Ed: No If not born in the U.S., what month/year did your child... Enter the U.S? ... 1st enrolled in a U.S. school? \_\_\_\_\_\_ ...1st enrolled in a California school? \_ Yes, ID: FOR OFFICE USE ONLY Probation Officer: Enrolled By: Referrer: Probation District: District name: Referrer's Name: Title: Referral Code: Referral Date: Referral Reason: Enrollment type: Re-enroll New | Start Date: Program type: Day PermID: Teacher Name/Number: AU/Site: Home Lang as indicated by question #2 on the Home Language Survey: Primary Lang as indicated by question #1 on the Home Language ELPAC/CELDT-Language Proficiency as indicated on Referral: Form109:02/13/20

#### **Parent Education Level Codes:**

#### Select the code that best describes the education level of the most educated parent

Code	Description	Code	Description
14	Not High School Graduate	11	College Graduate
13	High School Graduate	10	Graduate School/Post Grad Training
12	Some College/Associate's degree	15	Declined To state/unknown

#### Race Codes:

#### Select the code with which the student most closely identifies with.

Code	Description	Code	Description	Code	Description
100	American Indian or Alaskan Native	302	Guamanian	399	Other Pacific Islander
	(Persons having origins in any of the original people of North, Central or South America)	301	Hawaiian	303	Samoan
		208	Hmong	304	Tahitian
205	Asian Indian	202	Japanese	204	Vietnamese
600	Black or African American	203	Korean	700	White (Persons having origins in
207	Cambodian	206	Laotian		any of the original peoples of
201	Chinese	299	Other Asian		Europe, North Africa, or the Middle East)
400	Filipino/Filipino American				Tradic Edity

<sup>\*</sup>Home Language Correspondence: If other language indicated is not available for correspondence, written correspondence will be in English.

#### PREVIOUS SCHOOL(S) ATTENDED: (For purpose of requesting transcripts and/or folders only)

#### \*All high schools attended.

SCHOOL NAME (Begin with most recent)	DISTRICT	CITY/STATE	DATES ATTENDED (Month/Year)



# ORANGE COUNTY DEPARTMENT OF EDUCATION

200 KALMUS DRIVE P.O. BOX 9050 COSTA MESA, CA 92628-9050

> (714) 966-4000 FAX (714) 432-1916 www.ocde.us

AL MIJARES, Ph.D. County Superintendent of Schools

#### ORANGE COUNTY BOARD OF EDUCATION

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#### Dear Parent/Guardian:

With the beginning of the 2013-2014 school year, the state of California has implemented a new method of funding school districts and county offices of education called the Local Control Funding Formula (LCFF). The California Legislature approved the new funding method on June 14, 2013, and Governor Brown signed the bill on July 1, 2013.

The LCFF represents a historic shift in how California funds public schools and will replace the old formula for public school funding that was established under Governor Ronald Reagan in the 1970's. The LCFF presents an equally historic opportunity for local education agencies to improve student outcomes, close achievement gaps, and increase the level of communication between schools and the communities they serve.

The LCFF is a weighted student formula that recognizes that low-income students, English learners, and foster youth need extra support. To provide this extra support, the new funding formula will make available additional funds to county offices and school districts for these students.

The Orange County Department of Education (OCDE), Division of Alternative Education (ACCESS), already collects information and data on students classified as English Language Learners and those students who are identified as Foster Youth. ACCESS has not collected information regarding students who are from low-income families. In order for ACCESS to receive this additional funding to provide extra support, we are required to identify any families who qualify as a low-income family.

In an effort to identify low-income students for accountability and funding purposes only, the ACCESS program is requesting all families to complete the enclosed "LOW-INCOME ACCOUNTABILITY AND FUNDING ELIGIBILITY FORM" for each student enrolled in ACCESS. Please read the form carefully, complete it, and return with the other enrollment documents you have been given to fill out.

You will see an eligibility scale on the back of the form related to household income. The form itself does not ask for a specific income amount. It asks which income range you are in. If your income does not fit in any of the ranges on the eligibility scale then simply check, "Student does not meet the criteria as outlined above." You are not being asked to reveal your specific household income. Family size and household income will remain strictly confidential and will not be shared for any purpose. Your privacy is extremely important to us.

If you do not fit in one of the eligibility ranges now, but in the future there are reductions in your household income such as the loss of a job, your family size increases, you become eligible for Food Stamps, CalWORKS, Kin-GAP, or FDPIR benefits; you may submit another form at that time.

Cordially,

Jeff Hittenberger Ph.D. Chief Academic Officer

# Orange County Department of Education Division of Alternative Education Alternative, Community, and Correctional Education Schools and Services

# LOCAL CONTROL FUNDING FORMULA LOW-INCOME ACCOUNTABILITY AND FUNDING ELIGIBILITY 2020-21

In an effort to identify low-income students based on the Local Control Funding Formula (LCFF) for accountability and funding purposes only, please complete this form for each student enrolled. Date of Birth: Name of Student: Parent/Guardian/Caregiver Name: School/Administrative Unit: Sunburst Please check the one that apply to the above student: Household member receives one of the following benefits. Please check one: CalFresh – Case #\_\_\_\_\_\_ Kin-GAP – Case #\_\_\_\_\_ Foster Care Child or Child placed in out-of-home care (is under the legal responsibility of a foster care agency or court). Homeless\*1 Runaway\*2 Migrant \*3 Child is: Meets the FRPM income eligibility based on the "FRPM Income Eligibility Scales" (see back of form): RM Eligibility Scale FM Eligibility Scale Student does not meet the criteria as outlined above. I certify (promise) that all of the above information is true and correct and that all income was included when determining income eligibility. I understand that this information is given in connection with the receipt of state funds and school officials may verify the information at any time, and that deliberate misrepresentation of the information may subject me to prosecution under applicable State and federal laws. Print name of adult household member completing this form: Signature of adult household member completing this form: Date Signed: City Zip Street Address, Apt#, etc. State Cell Phone Number Email Address Home Phone Number

\*School official use: Verification completed by school <sup>1</sup>Homeless Liaison, <sup>2</sup>local educational liaison, <sup>3</sup>local Migrant Education Program (MEP) coordinator

Yes, student qualifies under the status definition

or Homeless Liaison.

\_\_\_\_No, student does not qualify,

#### FRPM Income Eligibility Scales for 2020-21

Effective July 1, 2020, through June 30, 2021, participants from households with incomes at or below the following levels qualify under the supplemental/concentration grant funding.

#### Note

The income calculations are based on annual figures and the following formulas: **Monthly = annual income divided by 12**; Twice Per Month = annual income divided by 24; Every Two Weeks = annual income divided by 26; and Weekly = annual income divided by 52. All dollar amounts are rounded up to the next whole dollar.

#### Income from all members of the household must be included in the calculation.

Income to include, but not limited to: Gross earnings from work (amount earned before taxes and other deductions), Pensions, Retirement, Social Security, Supplemental Security Income (SSI), VA benefits, Welfare Benefits, Child Support, Alimony payments, Disability Benefits, Worker's Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, cash withdrawn from savings, interest and dividends, income from estates, trusts, and investments, net royalties and annuities, net rental income and any other income, including temporary income.

Do not include income from CAlFresh, CalWorks, Kin-GAP, FDPIR, WIC, Federal education benefits, and foster payments received by your family from the placing agency, Military Privatized Housing Initiative or combat pay.

#### Please circle the household size and household income range.

PLEASE INITIAL	FM ELIGIBILITY SCALE					RM ELIGIBILITY SCALE					
HOUSEHOLD SIZE	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK	
1	\$16,588	\$1,383	\$692	\$638	\$319	\$23,606	\$1,968	\$984	\$908	\$454	
2	\$22,412	\$1,868	\$934	\$862	\$431	\$31,894	\$2,658	\$1,329	\$1,227	\$614	
3	\$28,236	\$2,353	\$1,177	\$1,086	\$543	\$40,182	\$3,349	\$1,675	\$1,546	\$773	
4	\$34,060	\$2,839	\$1,420	\$1,310	\$655	\$48,470	\$4,040	\$2,020	\$1,865	\$933	
5	\$39,884	\$3,324	\$1,662	\$1,534	\$767	\$56,758	\$4,730	\$2,365	\$2,183	\$1,092	
6	\$45,708	\$3,809	\$1,905	\$1,758	\$879	\$65,046	\$5,421	\$2,711	\$2,502	\$1,251	
7	\$51,532	\$4,295	\$2,148	\$1,982	\$991	\$73,334	\$6,112	\$3,056	\$2,821	\$1,411	
8	\$57,356	\$4,780	\$2,390	\$2,206	\$1,103	\$81,622	\$6,802	\$3,401	\$3,140	\$1,570	
For each addi	tional family	member, a	dd:								
	\$5,824	\$486	\$243	\$224	\$112	\$8,288	\$691	\$346	\$319	\$160	

- Household is synonymous with family and means a group of related or unrelated individuals who are not residents of an institution or boarding house, but who are living as one economic unit sharing housing and all significant income and expenses. This scale does not apply to households that receive Supplemental Nutrition Assistance Program (SNAP) benefits—known as CalFresh in California, Food Distribution Program on Indian Reservations (FDPIR) benefits, or children who are recipients of Temporary Assistance for Needy Families—known as CalWORKs in California. Those children are automatically eligible for free meal benefits.
- In the Adult Care Component of the Child and Adult Care Food Program, a household includes the adult participant and, if residing with the participant, the spouse as well as any persons who are economically dependent on the adult participant. This scale does not apply to members of SNAP households, or recipients of Supplemental Security Income, Medicaid (Known as Medi-Cal in California), or FDPIR benefits. Those participants are automatically eligible for free meals.

## **LCFF INCOME RESPONSE**

#### Please refer to the income scale on the below.

What is the estimated household income range from all members living in the household? (Choose one estimated income only from either the FM or RM scale.

\_\_\_\_

PLEASE INITIAL	FM ELIGIBILITY SCALE					RM ELIGIBILITY SCALE					
HOUSEHOLD SIZE	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK	
1	\$16,588	\$1,383	\$692	\$638	\$319	\$23,606	\$1,968	\$984	\$908	\$454	
2	\$22,412	\$1,868	\$934	\$862	\$431	\$31,894	\$2,658	\$1,329	\$1,227	\$614	
3	\$28,236	\$2,353	\$1,177	\$1,086	\$543	\$40,182	\$3,349	\$1,675	\$1,546	\$773	
4	\$34,060	\$2,839	\$1,420	\$1,310	\$655	\$48,470	\$4,040	\$2,020	\$1,865	\$933	
5	\$39,884	\$3,324	\$1,662	\$1,534	\$767	\$56,758	\$4,730	\$2,365	\$2,183	\$1,092	
6	\$45,708	\$3,809	\$1,905	\$1,758	\$879	\$65,046	\$5,421	\$2,711	\$2,502	\$1,251	
7	\$51,532	\$4,295	\$2,148	\$1,982	\$991	\$73,334	\$6,112	\$3,056	\$2,821	\$1,411	
8	\$57,356	\$4,780	\$2,390	\$2,206	\$1,103	\$81,622	\$6,802	\$3,401	\$3,140	\$1,570	
For each addit	tional family	/ member, a	dd:								
	\$5,824	\$486	\$243	\$224	\$112	\$8,288	\$691	\$346	\$319	\$160	

# Orange County Department of Education Division of Alternative Education Alternative, Community, and Correctional Education Schools and Services

#### HOME LANGUAGE SURVEY

Name of Student:							
Last	First		Middle				
Date of Birth:	Age:		Grade:				
Month Day	Year						
Place of Birth:	0						
City	State	Country					
AU: 6 Site: Sunbu	ırst	Teacher	:				
If born outside the USA:							
Date student first entered the USA	Mor	nth Day	Year				
		itii Day	i cai				
Date student first entered a school in the	me USAMor	nth Day	Year				
• Is this the first time the student entered		,	□ No				
Is this the first time the student entered	If yes:	school j ies	) INO				
	Mor	nth Day	Year				
information is essential in order for schools to provide	The California Education Code requires schools to determine the language(s) spoken at home by each student. This information is essential in order for schools to provide meaningful instruction for all students. Your cooperation in helping us meet this important requirement is requested. Please answer the following questions and have your son/daughter return						
to mis/ner teacher. Thank you for your nerp.							
1. Which language did your son/daughter learn when	n he/she first began to	talk?					
2. What language does your son/daughter most freq	uently use at home?	_					
3. What language do you use most frequently to spe	ak to you son/daughte	er?					
4. What language is most often spoken by the adults	s at home?						
Signature of Parent or Guardian			Date				
OFFICE USE ONLY							
Should one or more answers to #1 - #3 of the above Center.	questions be other tha	n English, submit c	opy to ACCESS Assessment				

Distribution: White - Student Folder

Yellow - Assessment Center

Pink - Parent

# PARENT OR GUARDIAN ACKNOWLEDGMENT OF RECEIPT OF ANNUAL RIGHTS AND RESPONSIBILITIES NOTIFICATION

Detach, sign, and return this page to your child's school.

By signing below I indicate I have read the attached Notice. My signature does not mean I have consented to my

child's participation in any particular program or activity. Student's Name: School: Sunburst Grade: I hereby acknowledge receipt of information regarding my rights, responsibilities, and protections. Signature of Parent or Guardian: \_\_\_\_\_\_ Date: PLEASE COMPLETE THE FOLLOWING IF APPLICABLE: CONTINUING MEDICATION Student's Name: Student is on a continuing medication program: (Please check one) YES \_\_\_\_\_\_NO If YES, by signing below you have my permission to contact student's physician: Physician's Name\_\_\_\_\_\_ Telephone: Medication:\_\_\_\_\_\_Dosage:\_\_\_ \_\_\_\_\_Dosage:\_\_\_\_\_ Medication: \_\_\_\_\_ Date:\_\_\_\_ Signature of Parent or Guardian:

#### RELEASE OF DIRECTORY INFORMATION

If you do not wish directory information released (page 3), please sign where indicated below and ensure receipt of this form by the school office within the next 30 days. Note: by signing below this will prohibit the district from providing the student's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

	(Student's Name)
	<u>Check</u> if an exception may be made to include student information and photos in the yearbook
ature of Pa	rent or Guardian:



### Orange County Department of Education **Internet Acceptable Use Policy**

Internet access is now available to Orange County Department of Education Alternative, Community, and Correctional Education Schools and Services. Our goal in providing this service is to promote educational excellence in the Orange County Department of Education by facilitating resource sharing, innovation, and communication.

The Internet is an "electronic highway" connecting millions of computers all over the world and millions of individual users. Access to the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with users throughout the globe. In addition, the system is used to increase Orange County Department of Education communication, enhance productivity, and assist OCDE employees in upgrading their skills through greater exchange of information with their peers. The system also assists the Orange County Department of Education in sharing information with the local community, including parents, social service agencies, government agencies, and businesses.

With access to computers and people from around the world also comes the availability to material that may not be considered to be of educational value in the context of the school setting. Families should be warned that some material obtained via the Net may contain items that are illegal, defamatory, inaccurate, or potentially offensive. The Orange County Department of Education has taken precautions to restrict access to controversial information, either by accident or deliberately. However, the benefits to students from online access far outweigh the possibility that users may procure material that is not consistent with the educational goals of the Orange County Department of Education.

The purpose of this agreement is to ensure that use of Internet resources are consistent with the Orange County Department of Education's stated mission, goals, and objectives. The smooth operation of the network relies upon the proper conduct of the students and faculty who must adhere to strict guidelines. These guidelines are provided here so that you are aware of the responsibilities you are about to acquire. If an Orange County Department of Education user violates any of these provisions, his or her future access could be denied in accord with rules and regulations discussed with each user during Internet training sessions.

To gain access Internet, all students under the age of 18 must obtain parental permission and both parent and student must sign this document. The signatures at the end of this document legally bind and indicate the parties who signed have read the terms and conditions carefully and understand their significance.

#### Orange County Department of Education Internet Use Agreement

#### **Student Section**

I have read pages one and two of the Orange County Department of Educontained in this Policy. I understand that if I violate the rules, my measures.	
User's Signature	Date
Parent or Guardian Section	
As the parent or legal guardian of the student signing above, I have read Education Internet Use Agreement and grant permission for my son or computing resources are designed for educational purposes. I also under restrict access of all controversial materials and I will not hold them resthat the individuals and families may be held liable for violations. Furthwhen my child's use is not in a school setting.	daughter to access the Internet. I understand the district's erstand that it is impossible for the Department of Education to sponsible for materials acquired on the network. I understand
Parent's Signature	Date
Page 1	

#### Internet - Terms and Conditions

- 1. Students are responsible for good behavior on the school computer networks, just as they are in a classroom or a school hallway. General school rules for behavior and communications apply.
- 2. The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Access is a privilege not a right. That access entails responsibility. Inappropriate use will result in suspension or cancellation of Internet privileges. The system administrators may close an account at any time as required. The administration, faculty, and staff may request the system administrator to deny, revoke, or suspend specific user accounts.
- Users are expected to abide by their generally accepted rules of network etiquette and conduct themselves in a responsible, ethical
  and polite manner while online.
- 4. Users are not permitted to use the computing resources for commercial purposes, product advertising, political lobbying, or political campaigning.
- 5. Users are not permitted to transit, receive, submit, or publish any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, offensive, or illegal material.
- 6. Physical or electronic tampering with computer resources is not permitted. Damaging computers, computer systems, or computer networks intentionally will result in cancellation of privileges.
- 7. User must respect all copyright laws that protect software owners, artists, and writers. Plagiarism will not be tolerated.
- 8. Security on any computer system is high priority, especially when the system involves many users. If a security problem is identified in the school's computers, network, or Internet connection, a system administrator must be notified. Using someone else's password or trespassing in a another's folder, work, or files without permission is prohibited and may result in cancellation of user privileges.
- 9. The Orange County Department of Education makes no warranties of any kind, whether expressed or implied, for the service it is providing. The Department assumes no responsibility or liability for any phones charges, line costs, usage fees, nor for any damages a user may suffer. This includes loss of data resulting from delays, nondeliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. The Department specifically denies any responsibility for the accuracy or quality of information obtained through its services.
- 10. All communication and information accessible via the computer resources shall be regarded as private property. However, people who operate the system may review files and messages to maintain system integrity and insure that users are using the system responsibly. Messages relating to or in support of illegal activities may be reported to the authorities.

Any violations may result in a loss of computer access, as well as other disciplinary or legal action. Users are considered subject to all local, state, and federal laws.

#### ORANGE COUNTY DEPARTMENT OF EDUCATION (OCDE)

#### Student Acceptable Use Agreement

Students are authorized to use the District's computer and online services when they and their parent/guardian acknowledge that they have read and understand the following Acceptable Use Agreement:

#### Parents/Guardian Responsibilities:

OCDE's internet system is designed for educational purposes. Students shall use the system responsibly and primarily for educational purposes.

The use of the OCDE's system is a privilege, not a right, and inappropriate use shall result in a cancellation of those privileges. The OCDE may place reasonable restrictions on the material pupils' post or access through the system, and may revoke access to resources if they violate this policy or law. Violations of this policy also may be addressed through the OCDE's discipline guidelines and/or referral to law enforcement.

Students are encouraged to use the OCDE's internet system for assignments, curriculum, research, collaboration and other classroom activities.

Students' work should be original; and any copyrighted material may not be placed on the system without the author's permission. Users may download copyrighted material for their own use only under "fair use" provisions of copyright law.

See <a href="http://www.loc.gov/teachers/copyrightmystery/#">http://www.loc.gov/teachers/copyrightmystery/#</a>

If students accidentally access inappropriate information they should immediately notify a teacher or school administrator.

#### Safety and Privacy:

It is important for pupils to protect personal identification information about themselves and others, which includes the full name, together with other information that would allow an individual to locate them, including home address, school address, phone number, social security number, or other individually identifiable information.

Students shall not disclose, use or disseminate personal identification information about themselves or others when using electronic mail, chat rooms, or other forms of direct electronic communication. Students are also cautioned not to disclose such information by other means to individuals located through the Internet without the permission of their parents/guardians.

The student in whose name an online services account is issued is responsible for its proper use at all times. Users shall keep personal account numbers, home addresses and telephone numbers private. They shall use the system only under their own account number.

Pupils should not expect privacy in the contents of their personal files on the OCDE's computers or Internet based services, or in the records of their online activity. All pupils' use of the OCDE's computers and Internet based services will be supervised and monitored. The District's monitoring of Internet usage can reveal all activities engaged in using OCDE Internet system.

If there is reasonable suspicion that a pupil has violated District policy or this Agreement or if maintenance and monitoring of OCDE's computers or Internet system leads to discovery of a violation of OCDE policy or this Agreement, the discipline guidelines, or the law, an individual search

will be conducted. The investigation will be reasonable and related to the suspected violation. Parents have the right to request to see the contents of any investigation.

#### Unauthorized and Inappropriate Use:

Use of the OCDE's Internet facilitates student collaboration, communication and learning. In use of OCDE computers, Internet and systems, users shall not:

- Engage in discrimination, harassment, intimidation, bullying, hate violence, or threats. This
  includes but is not limited to conduct based on the actual or perceived characteristics of the
  target, such as sex, sexual orientation, race, religion, or disability. All of these behaviors are
  prohibited by state law and district policy.
- Read other users' electronic mail or files.
- Attempt to interfere with other users' ability to send or receive electronic mail or files, or attempt
  to delete, copy, modify or forge other users' mail or files.
- Intentionally upload, download or crate computer viruses and/or maliciously attempt to harm or destroy OCDE equipment or materials or manipulate the data of any other user, including socalled "hacking."
- Access, post, submit, publish or display harmful matter or material that is obscene, disruptive or sexually explicit. Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes in a patently offensive way sexual conduct and which lacks serious literacy, artistic, political or scientific value for minors. (Penal Code 313) User the system to encourage the use of drugs, alcohol or tobacco, or encourage or engage in any activity prohibited by law or Board policy, including but not limited to stealing or cheating.

Pupils will not make deliberate attempts to avoid the district network or filtering by any means, such as setting up a personal network or using a cellular provider. Any mobile device must utilize the district network for connectivity or access.

#### Applications Policy:

To provide the best possible educational use of the OCDE Internet, students may be provided access to various educational services including but not limited to Discovery Streaming, Haiku Learning, and Google Apps for EDU among others. These services allow students to access educational content, collaborate on assignments, communicate with teachers, and extend learning opportunities beyond the traditional school day.

If OCDE decides to operate a registered Google EDU domain, pupils will be monitored when using Google Apps and Tools. This registered Google EDU domain allows pupils to create only:

- Calendars of school assignments and activities.
- Documents for individual or shared online word processing, presentations or spreadsheets.

The free tools powered by Google EDU may be provided within the OCDE Google EDU domain enabling students to log in at school or home, from nearly any computer, tablet or SMART phone. These services assist students with staying organized, prevent lost homework, and allow pupils to collaborate on learning. When using these services students work in a safe environment because uninvited guests are not allowed to access assignments. In order to access the assignment, a person must be invited and added to the site as a "shared collaborator."

An OCDE administrator regulates pupil services depending on the guidelines in this Agreement. A pupil will not receive a Google EDU account without authorized permission from parent/guardian. This Agreement extends to all pupils for the duration of their enrollment at any of OCDE's schools. When using these services students will adhere to the OCDE Responsible Use Agreement. Student Acknowledgement Student Name: Date of Birth: I have read and understand OCDE policies related to my use of District technology/Internet access, a copy of which can be found in the enrollment packet (Internet Acceptable Use Policy) and integrated into this document. I understand that the consequences for violating the Policy or this Agreement include, but are not limited to: suspension and/or revocation of Internet access, school suspension and/or expulsion, or possible legal action. I have read and agree to abide by these rules and regulations for responsible use of electronic information resources. Student Signature \_\_\_\_\_ Date \_\_\_\_ Agreement and Parent Permission Form I have read and understand OCDE policies related to my child's use of District technology/Internet access, a copy of which can be found in the enrollment packet (Internet Acceptable Use Policy) and integrated into this document. As the parent or guardian of this child, I have read and understand these rules and regulations for responsible use of electronic information resources and understand that use of the Internet is designed for educational purposes. I understand that it is impossible for OCDE to restrict access to all controversial materials, and I will not hold the OCDE, its trustees, officers, employees or agents responsible for materials acquired on the network. I hold OCDE, its trustees, officers, employees and agents harmless from any damages, awards, or claims of liability resulting from my child's access to the Internet, the failure of any technology protection measures, violations of copyright restrictions, user mistakes or negligence, or any costs incurred by my child. Access to the Internet is a privilege, not a right. My child is expected to use good judgment and follow the above-listed rules of use. Should there be breach of the rules, my child may lose all access to the OCDE network and/or may be subjected to discipline, including suspension and expulsion. I agree to defend and indemnify OCDE, its trustees, officers employees, and agents for any damages caused by my child's intentional misuse of technology/Internet access. Mark one: I hereby give my permission for my child to use OCDE technology and access the Internet in accordance with the above. My child has access to the internet At home Other location OR At this time I do not accept this agreement, nor do I give permission for my child to access the Internet.

Name (printed)

Date

**Parent Signature** 

# PART OF EDUCATION

### Orange County Department of Education

### Image Reproduction/Media Release Form

(Minor)

I,, hereby give do not give permissi	ion, without restriction, to
Orange County Department of Education to use my name, voice, and/or likeness, inc	cluding but not limited
to, any and all photographs, videotapes, sound recordings, and/or other audio-visual	
taken during theschool year at Sunburstby, or on be	enall of, Orange County
Department of Education for staff development, instruction, or any legitimate purpor agree that Orange County Department of Education is the exclusive owner of all right including copyright, in such photographs, videotapes, and/or other audio-visual electrons and the exclusive owner of the exclusive owner ownex	hts, title and interest,
Interest in Orange County Department of Education programs by the public may gen	nerate media attention.
I, would ✓ would not be interested in being interviewed by members of the n	nedia.
(signature of minor)	(date)
(Parent/Guardian)	
(Parent/Guardian)  I,, the parent/guardian of(print: minor's first name)	ame, middle initial, last name)
I,, the parent/guardian of, the parent/guardian of, hereby give do not give permission, without restriction, to Orange County Do to use my name, voice, and/or likeness, including but not limited to, any and all photos.	epartment of Education otographs, videotapes,
I,, the parent/guardian of, thereby give do not give permission, without restriction, to Orange County Determined to use my name, voice, and/or likeness, including but not limited to, any and all phesound recordings, and/or other audio-visual electronic materials taken during the at Sunburst by, or on behalf of, Orange County Department of	epartment of Education otographs, videotapes, school year
I,, the parent/guardian of, thereby give do not give permission, without restriction, to Orange County Determined to use my name, voice, and/or likeness, including but not limited to, any and all phe sound recordings, and/or other audio-visual electronic materials taken during the	epartment of Education otographs, videotapes, school year Education for staff
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I,, the parent/guardian of	epartment of Education otographs, videotapes, school year Education for staff range County ding copyright, in
I,, the parent/guardian of	epartment of Education otographs, videotapes, school year Education for staff range County ding copyright, in nerate media attention.



# Orange County Department of Education Alternative, Community, and Correctional Education Schools and Services

#### PERMISSION FOR COUNSELING AND RELATED SERVICES

In an effort to maximize a student's success in the academic setting, counseling and a variety of other opportunities and programs are made available to students enrolled in the Alternative, Community, and Correctional Education Schools and Services (ACCESS). This form grants permission for these services at no cost to you.

Individual and group counseling services may be available by a licensed Marriage and Family Therapist (MFT) or a Licensed Clinical Social Worker (LCSW). Masters level professionals and graduate student interns, under the supervision of licensed personnel, may also provide counseling for the students. Information discussed in counseling sessions will remain confidential except those issues mandated by law to report, for example, incidents of child and elder abuse as well as thoughts and plans of suicide and homicide.

I do   I do not   give permission for my child/myself to receive individual and/o services.	r group counseling
Parent/Guardian Signature	Date
Other opportunities and programs may include counseling for family planning, HIV/transmitted disease awareness and prevention, life skills, self esteem, and sex educate	
As a parent/guardian, you have the right to review sex education and other education presented to you/your child.	al materials to be
I do ✓ I do not ☐ give permission for my child/myself to participate in courses whe education.	nich include sex
Parent/Guardian Signature	Det
	Date
It is the policy of the Orange County Department of Education to work closely with families to address student needs. It has been our experience that working together p for positive growth and change. Occasionally, you/your child may be requested to consurveys on a variety of topics.	individuals, parents, and rovides the best avenue
families to address student needs. It has been our experience that working together p for positive growth and change. Occasionally, you/your child may be requested to compare the compared to	individuals, parents, and rovides the best avenue omplete opinion
families to address student needs. It has been our experience that working together p for positive growth and change. Occasionally, you/your child may be requested to consurveys on a variety of topics.	individuals, parents, and rovides the best avenue omplete opinion



#### Orange County Department of Education Division of Alternative Education

#### Alternative, Community, and Correctional Education Schools and Services

#### SPECIAL EDUCATION VERIFICATION SURVEY

Student Name					
Place of Birth:	Date of	Birth:	Age:	Grade:	
	Current I.E.P.?				. No
If referral form or in if not, ask the follow.  Were you ever in spec.  Have you ever had he  Except in elementary  Have you been given.  Did your parents ever.  Section B: Document	ial education classes, received tutor lp with listening, speaking, or expression, did you ever attend one class any tests, one-to-one with a special sign papers for you to get additional	ring, or extra help in ma essing yourself? ss all day long? teacher? al help in school?	ction B;  ath or reading?	Select Yes Yes Yes Yes Yes Yes	No No No No
Signature of Enrollment	Technician			Date	
(To be completed by Special  Contact last District  If no records are averaged and school of attendar  Specifically request  Date of last IEP:  Date of last Speech	t of Attendance. Are special education interview student, parent and accepted of the following and note	ncation records available d/or other to obtain hist verify special education e information below. nary Report:	ble? Yes Notory, and contact last on history.		
	Person Contacted then place this form in the stud	ent's folder.	Scho	ol/District	
Teacher Signature				Date	

Distribution: WHITE: Student Folder

Yellow: Special Education

073107188



# Orange County Department of Education Division of Alternative Education Alternative, Community, and Correctional Education Schools and Services

#### MILITARY PARENT/GUARDIAN AFFILIATION FORM

School Year \_\_\_\_\_-

As part of the accountability requirements under the Every Student Succeeds Act (ESSA), the U.S. Department of Education is requiring school districts to identify students who are dependents of full-time active duty members of the Armed Forces. The purpose of collecting this information is to evaluate the specific educational needs and the effectiveness of the programs serving these students. The ACCESS program will submit this data to the California Department of Education (CDE) via the California Longitudinal Pupil Achievement Data System (CALPADS). As part of the requirement each Local Educational Agency (LEA) must reaffirm the status each year for returning students.

#### What is the definition of an "armed forces family member"?

A student is considered to be an Armed Forces Family Member if at least one parent or legal guardian is an Armed Forces member on active duty, or serves on full-time National Guard duty. The terms "armed forces," "active duty," and "full-time National Guard duty" as defined by Sections 101(a)(4), 101(d)(1), and 101(d)(5) of the United States Code are:

- 101(a) (4) The term "armed forces" means the Army, Navy, Air Force, Marine Corps, and Coast Guard.
- 101(d) (1) The term "active duty" means full-time duty in the active military service of the United States. Such term includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.
- 101 (d) (5) The term "full-time National Guard duty" means training or other duty, other than inactive duty, performed by a member of the Army National Guard of the United States or the Air National Guard of the United States in the member's status as a member of the National Guard of a State or territory, the Commonwealth of Puerto Rico, or the District of Columbia under Section 316, 502, 503, 504, or 505 of Title 32 of the United States Code, for which the member is entitled to pay from the United States or for which the member has waived pay from the United States.

Where can I find out more information about this data submission?

More information regarding this data collection c http://www2.ed.gov/policy/elsec/leg/essa/essafa	
Print Student's Name:	Date of Birth:
For the purpose of data collection, please m	ark all that apply:
No parent or guardian currently servi U.S. Armed Forces, or in the Washingto	ng as an active duty member of the U.S. Armed forces, reserves of the n National Guard.
Yes a parent/guardian is a current mem	ber of the active duty U.S. Armed Forces. Start Date:
Yes a parent/guardian is a current mem	ber of the reserves of the U.S. Armed Forces. Start Date:
Yes a parent/guardian is a current full-ti	ime member of the National Guard. Start Date:
	s currently either a member on active duty in the U.S. Armed Forces, r full-time National Guard. Start Date:, Start Date:
☐ No Response/Refuse to State	
Print Parent/Guardian Name:	
Parent/Guardian Signature:	Date:

Note: If at any time throughout the school year the military status changes, please contact your child's school to report the change.

# SHAME COUNTY

#### Orange County Department of Education

#### RULES AND REGULATIONS AGREEMENT

Orange County Department of Education is committed to providing you with safe and secure school environment where you will have the opportunity to achieve your educational goals. To ensure that this opportunity is available to everyone, the following agreement must be honored. Signing this agreement means you understand the rules and agree to abide by them

- I will not deface or damage school property or school materials, including assignments. Furthermore, I understand that my
  parents will be held financially responsible for any damage I do to any property, real or personal, as stated in the Education
  Code Section 48904.
- 2. **I understand** that graffiti and tagging of any kind will not be tolerated. I will not possess spray paint, markers, etching devices, or any other graffiti paraphernalia. I understand that the Court can enforce the following consequences: 20 days or 100 hours of community service in a Graffiti Abatement Program; \$250 fine plus penalty assessment and restitution; suspension or delay of one year of the issuance of youth drivers license, and 180 days in custody (Penal Code 640.5).
- 3. I will not wear any clothing or attire that indicates gang affiliation (E.C. 35183).
- 4. I will not engage in any violent behavior such as physical or verbal abuse or mad-dogging other students (E.C. 48900).
- 5. **I will not** possess or use any illegal substances such as drugs or alcohol, or engage in the sale of such illegal substances (E.C. 48900)
- 6. I will not bring the following items to school: weapons, knives, chains, pagers (E.C. 48901.5).
- 7. **I will not** smoke or use any product containing tobacco while on campus or while attending school sponsored activities (E.C. 48901).
- 8. I will enter and exit from the designated entrance and wait for all rides inside the building. I will not loiter on the school campus, in the parking lot, or in the immediate area (Penal Code 601).
- 9. **I will not** leave campus without permission. I understand that my leaving campus will result in notification to my parent and / or probation officer. No breaks outside the school building (5 Cal. Reg. Sec. 303).
- 10. I understand my presence on any other school campus while enrolled at an Orange County Department of Education Alternative Education Program is not permitted unless prior arrangements have been made between the administrators of the school district and the Orange County Department of Education. I also understand that my friends, other than those enrolled in this program, are not allowed on the school's campus at any time.
- 11. I understand that I must attend regularly and make satisfactory progress in order to have a work permit issued or a welfare letter signed.
- 12. **I understand** that OCDE has a "Zero Tolerance" policy and will strictly enforce all rules and regulations. If I violate any of the above rules and regulations, administrative review could result in disciplinary action.

Student Signature	Date
AS A PARENT interest in my son's / daughter's educational well Department of Education Independent Study rules and regulations	
Parent / Guardian / Caregiver Signature	Date

Original to Student Folder

Yellow to Parent / Guardian



#### **Division of Alternative Education**

#### EMERGENCY DATA AND TREATMENT AUTHORIZATION

PARENT OR LEGAL GUARDIAN TO COMPLETE ALL ITEMS, SIGN, AND RETURN FORM TO SCHOOL

NAME OF PUPIL (LAST NAME, FIRST NAME, MIDDLE NAME)    MALE     TELEPHONE #   STUDENT CELL PH					NT CELL PHONE#		
COMPLETE ADDRESS (STREET, CITY, ZIP)    STUDENT EMAIL ADDRESS   FOSTER HOME   YES   NO							
DISTRICT OF RESIDENCE	LANGUAGE SPOKEN AT HOME	BIRTH DATE	AGE	BIRTH	IPLACE		
PARENT(S) LEGAL GUARDIAN RESPONSIBLE FOR PUPIL	BUSINESS ADDRESS OR HOME ADDRESS IF OTHER THAN ABOVE		BUSINESS PHONE #/ BUSINESS HOURS		CELL PHONE #/ EMAIL ADDRESS		
FATHER			() HRS:		() E:		
MOTHER			() HRS:		( <u>)</u> E:		
OTHER (SPECIFY RELATIONSHIP)			() HRS:		( <u>)</u> E:		
If above person(s) cannot be reached, and child becomes ill or injured at school, list three alternative persons to act for parents. (They MUST have a telephone, be able to arrange for transportation, be known to child, and willing and able to act for parent(s) or legal guardian.)  NAME  ADDRESS  TELEPHONE NUMBER   RELATIONSHIP							
1.			- (	)			
2.			(	)			
3.			- (	)			
SOCIAL SERVICE AGENCY (NAME, ADDRESS, TELEPHONE NUMBER) IF APPLICABLE							
LIST CONDITIONS WHICH MIGHT LEAD TO SEIZURES, ASTHMA, LIST OTHER HEALTH PROBLEMS (CARDIAC, DIABETES, ETC) ALLERGIES (BEE STING, PENCILLIN, ETC)							
NAME OF PHYSICIAN	OFFICE LOCATION				TELEPHO	ONE NUMBER	
NAME OF DENTIST	DFFICE LOCATION				TELEPHO	ONE NUMBER	
Responsible Party				•			
Insurance Company Policy and or Medi-Cal #							
My child wears the following type(s) of emergency identification: None Bracelet Necklace Other (specify)							
LIST ANY RESTICTIONS and MEDICATIONS TAKEN:							
SIGNATURE OF PARENT, LEGAL GUARDIAN, OR CAREGIVER DATE SIGNED							
AUTHORIZATION FOR ENGREENCY TREATMENT OF A MINOR							

In case of sudden illness or injury to your son/daughter, every effort will be made by school officials to contact you, your family physician, or the person named by you to be called in an emergency. If it os impossible to reach you, your signature above will assure emergency treatment by authorized medical and/or hospital personnel.

I (We), the undersigned parent(s)/(legal guardian) of the above named minor, do hereby authorize the Orange County Department of Education and its employees as agents for the undersigned to consent to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment, and hospital care which is deemed advisable by, and is to be rendered under the general or specific supervision of any physician and surgeon licensed under

the provisions of the Medical Practice Act on the medical staff of a licensed hospital no matter where such service is rendered.

The agent for the undersigned and its employees are released of any civil or financial liabilities for the aforementioned diagnosis, treatment, hospital care, or any other acts performed that reasonable and necessary for the welfare of the minor.

This authorization is given pursuant to the provisions of Section 25.8 of the Civil Code of California.

This authorization shall remain effective unless revoked in writing and delivered to said agent(s).



### Alternative Community, and Correctional Educational Schools and Services

#### COMMUNITY SCHOOL REFERRAL

Student's Name:	First Mic			LPADS D#:		
D.O.B. Grade		•••	Cell Phone:			
Last School Attended:		Last Distri	ict Attended:			
Parent Guardian Caregiver Nam	e:			arter: Yes No		
Address:		City:				
Please attach following items:	Please provide the following			Zip:		
☐ Attendance Record		EL DAC (CEL DEL L. D. C.)				
☐ Immunization Certificate	Special Education ☐ Yes ☐	No (If Yes)	□ English Only (EO) □ Unknown			
□ Current Transcript	SAI DIS. S/L	DIS/PSY	☐ Initially Fluent English Proficient (IFEP)			
☐ Proof of withdrawal from last	_ BYG /YYB / Y ==== = ==== = = = = = = = = = = = =		☐ Initial Identification Date Tested			
school of attendance  □ Copy of IEP and/or other	□ DIS/HEALTH □ DIS/	Counseling	Redesignated Fluent English Proficient (RFEP) Redesignated by District/Date			
reports (if applicable)	☐ District Sp. Ed. History-	Exited	□ English Learner (EL)			
□ ELPAC/CELDT results			□ ELPAC/CELDT Proficiency Level			
☐ Yes ☐ No Section 504 Plan	☐ Transition to ACCESS		□ 1st year enrolled in school in U.S			
If yes, please attach	IEP Date		☐ Year enrolled in California	Year enrolled in California Public School		
☐ Yes ☐ No Individual Health Plan If yes, please attach	□ Enrol	led in U.S. Schoo	ols less than 3 Cumulative Yea	ars		
□ AB 216, 167, 1806, 2306						
paperwork (if applicable)						
REASON FOR REFERRAL						
☐ Disruptive Behavior ☐ Teen I			propriately in school	☑ Parent Request		
			y □Non-Mandatory	□ Runaway		
☐ Medical ☐ Social ☐ Other (Describe):		cy (4 Dates:				
ATTEMPTED INTERVENTIONS    Educational Counseling   SARB   Continuation High School   Work Experience   Schedule Modifications   Suspension   days   Adult Education   ESL/LEP Bilingual   Parent Conferences   Other   Other   Other						
Commence.						
RECOMMENDATION:						
ADMIN UNIT: Area #1	Area #2 Area		CHEP/PCHS  ☑ Sunburs	st		
Please check box if applicable : (		Section 1981 (				
☐ Section 1981 (a) District Expulsi	on	(1) Probation s	status 🗆 601 🗆 602 🗆 654			
☐ Section 1981 (b) SARB ☐ Section 1981 (d) Parental Request/District Approval (2) ☐ On prob			□ 725 □ 726 □ 727 □ 790			
□ Section 1981 (d) Parental Request/District Approval (2) □ On probation or parole and not in attendance in any school (3) □ Expelled: Section 48915 (a) or (c)				idance in any school		
	REFERRAL – REVIE	W & CERTIFIC	CATION			
Referring District/School	Print CWA/Designee 1	Name and Title	Signature	Date		
OCDE Representative	Print Name and Title		Signature	Date		
Probation Representative	Print Name and Title		Signature	Date		
Certified pursuant to Orange County Juvenile Court Order Filed December 21, 2001						
Juvenile Court Representative						
Parent Guardian Caregiver			Da	ate		
Student Signature			Da	ate		

CC: Community School (White), OCDE REP (Yellow), District or Probation (Pink), Parent/Guardian/Caregiver (Goldenrod)