

**BOARD POLICIES
&
ADMINISTRATIVE REGULATIONS**

SECTION 4

2019/2020



**IRVINE UNIFIED
SCHOOL DISTRICT**

**Irvine Unified School District
Board Policy**

Campus Safety (3515)

The Governing Board is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

Surveillance Systems

The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with site administration and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. These appropriate areas may include but are not limited to hallways, playgrounds, stairwells, parking lots, and other common areas of the campus or facility.

Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. These areas include bathrooms, locker rooms, private offices, and other areas on campus or facility where reasonable expectation of privacy is expected.

No surveillance equipment installed on district property shall be equipped to capture or record sounds.

The Superintendent or designee shall ensure that signs are posted at conspicuous locations on campus and district facilities that have implemented surveillance systems. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel and public safety agencies.

The Superintendent or designee shall also provide written notice to students and parents/guardians about the district's surveillance system, including district campuses and facilities where surveillance may occur. The written notice shall explain that live and/or captured video activity may be shared with public safety agencies and that school personnel may use captured activity in student disciplinary proceedings. Captured activity on the district's surveillance system that are criminal or suspected criminal in nature may be referred to law enforcement, as appropriate.

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board Policy, administrative regulation, and any applicable collective bargaining agreements.

**Irvine Unified School District
Board Policy**

Firearms on School Grounds (3515.7)

The Superintendent or designee shall not grant permission to any other individual to carry a firearm or ammunition on school grounds.

**Irvine Unified School District
Board Policy**

Bullying and Cyber-Bullying (5145.8)

Bullying

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Students who have been bullied or cyberbullied shall promptly report such incidents to any staff member.

This policy applies to all of the District's students. This policy applies to all acts related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the Irvine Unified School District. (Education Code 234.1 (a))

Complaints of bullying and cyberbullying shall be investigated promptly, and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliation shall occur as a result of the submission of a complaint and confidentiality is to be maintained.

This policy also reminds school personnel of their obligation to intervene when safe to do so as required by Education Code section 234.1(b)(1).

Definitions

"Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- (a) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
- (b) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- (c) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- (d) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

"Cyberbullying" includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

"Electronic act" means the transmission of a communication, including, but not limited to, a message, text, sound, or image, or a post on a social network Internet Web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer or pager.

"Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs.

Prohibition Against Bullying

The District prohibits bullying as defined in this policy. This includes, but is not limited to, discrimination, harassment, intimidation and bullying based on the actual or perceived characteristics set forth in Penal Code section 422.55 and Education Code section 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, perceived characteristics. (Education Code 2341.(a); 48900(r)). In addition, the District prohibits retaliation against complainants.

Free Speech Protection

This policy shall not be construed to limit pupil rights to free speech as protected by the United States Constitution, the California Constitution, Education Code sections 48907 and 48950, and other applicable law.

Duties and Responsibilities of School Employees

If school personnel witness an act of discrimination, harassment, intimidation, or bullying, he or she shall take immediate steps to intervene when safe to do so. (Education Code 234.1(b)(1))

Reporting and Investigating Complaints

Any employee who has knowledge of discrimination, harassment, intimidation or bullying shall inform the site administrator of the concern as soon as possible. The site administrator shall investigate accordingly. Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Formal complaints of bullying shall be made pursuant to the District's General Complaint or Uniform Complaint procedures specified in BP 5145.7.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

If the student is using a social networking site or service that has terms of use that prohibit posting of harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.

Discipline

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

Notifications

The District shall publicize this policy, including information about the manner in which to file a complaint, to pupils, parents, employees, agents of the governing board and the general public. The information shall be translated pursuant to Education Code section 48985. This policy shall be posted in all schools and offices, including staff lounges and pupil government meeting rooms. (Education Code 234.1(c) and (d))

Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

Interdistrict Transfers

A pupil who has been determined by personnel of either the district of residence or the district of proposed enrollment to have been the victim of an act of bullying committed by a pupil of the district of residence shall, at the request of the person having legal custody of the pupil, be given priority for interdistrict attendance under any existing interdistrict attendance agreement or, in the absence of an agreement, be given additional consideration for the creation of an interdistrict attendance agreement. (Education Code 46600(b))

**Irvine Unified School District
Board Policy & Administrative Regulation**

Child Abuse Reporting (5141.4)

To comply with the provisions of the Penal Code and for the well-being of students, any school employee who suspects that a student enrolled in the Irvine Unified School District has been subjected to physical, sexual or emotional abuse or neglect, shall report this information to the appropriate county agency by telephone immediately or as soon as practically possible, and shall prepare and forward a written report thereof within 36 hours of receiving the information concerning the incident.

Duty to Report

The Superintendent or designee shall provide written information in the duties of child abuse identification and reporting to all certificated personnel, instructional and teacher aides, teacher assistants and other classified employees (Penal Code 11165.7). Certificated and classified employees provided information in child abuse identification and reporting shall report known or suspected child abuse to a child protective agency by telephone immediately or as soon as practically possible and in writing within thirty-six (36) hours. The reporting duties are individual and cannot be delegated to another individual except under circumstances set forth in Penal Code 11166.

Definitions

1. "Child Abuse" includes the following:

- a) Physical abuse is any act that results in a non-accidental physical injury. Inflicted physical injury most often represents unreasonably severe corporal punishment, unjustifiable punishment, or intentional deliberate assault.
- b) Physical neglect is the negligent treatment or maltreatment of a child by a parent or caretaker who willfully causes or permits the child to be placed in a situation where his or her person or health is endangered.
- c) Sexual abuse is exposure to sexual stimuli inappropriate to the child's age level, psychological development, or role in the family. It encompasses a broad spectrum of acts of sexual assault and sexual exploitation of minors that may have occurred over a long period of time.
- d) Emotional abuse or neglect is the result of prolonged interpersonal solutions in which distress is created to such an extent that it significantly interferes with a student's mental functioning working with students, situations may arise where the staff suspect the home situation is a major causal factor in observable emotional behavior by a student.

2. "Mandated Reporters" are those people defined by law as "child care custodians", "health practitioners", "child visitation monitors" and "employees of a child protective agency". Mandated reporters include virtually all school employees. The following school personnel are required to report:

Teachers, administrators, supervisors of Child Welfare and Attendance, certificated student personnel employees, employees of a child care institutions, Head Start teachers, school psychologists, licensed nurses, counselors, presenters of child abuse prevention programs and those instructional assistants or other classified employees trained in child abuse reporting.

3. "Child Protective Agencies" are those law enforcement and child protective services responsible for investigating child abuse reports, including the local police or sheriff department, county welfare or juvenile probation department and child protective services.

4. "Reasonable Suspicion" means that it is objectively reasonable for a person to entertain such a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse (Penal Code 11166).

Legal Responsibility and Liability of Reporting Person

1. Mandated reporters have absolute immunity. School employees required to report are not civilly or criminally liable for filing a required or authorized report of known or suspected child abuse.

2. If a mandated reporter fails to report an instance of child abuse which he/she knows to exist or reasonably should know to exist, he/she is guilty of a misdemeanor punishable by confinement in jail for up to six (6) months, a fine of up to \$1,000, or both. The mandated reporter may also be held civilly liable for damages resulting from any injury to the child after a failure to report.

3. When two or more persons who are required to report have joint knowledge of a suspected instance of child abuse, and when they so agree, the telephone report may be made by either of them and a single report made and signed by that person. However, if any person knows or should know that the designated person failed to make the report, that person then has a duty to do so.

4. The duty to report child abuse is an individual duty and no supervisor or administrator may impede or inhibit such reporting duties. Furthermore, no person making such a report shall be subject to any sanction.

Reporting Procedures

1. To report known or suspected child abuse, any employee (as defined above) shall report by telephone to the local child protective agency:

Department of Social Services

Child Abuse Registry

(714) 940-1000

The telephone report must be made immediately, or as soon as practically possible, upon suspicion. This report will include:

- a) Name of person making the report
- b) Name of the child
- c) Present location of the child
- d) Nature and extent of the injury
- e) Any other information requested by the Child Abuse Registry, including information that led the mandated reporter to suspect child abuse

When the verbal report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

When the health or welfare of the child is in jeopardy, the initial report may also be telephoned to the Irvine Police Department.

2. Within 36 hours of receiving the information concerning the suspicion, a written report shall be prepared and mailed to the Child Abuse Registry using the Child Abuse Report (CAR) Form, which can be obtained through the Office of Health Education/Services of the Irvine Unified School District.

Instructions are included on the form, and reporters may ask the site administrator for help in completing and mailing it; however, the mandated reporter is personally responsible to file the copy of the Child Abuse Report and provide a copy to the Site Administrator in which he/she will file in a confidential location.

3. Employees reporting child abuse to a child protective agency are encouraged, but not required, to notify the site administrator or designee as soon as possible after the initial verbal report by telephone.

Administrators so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law and district regulations. At the mandated reporter's request, the principal may assist in completing and filing these forms.

Upon request, a child protective agency representative may interview a suspected victim of child abuse during school hours, on school premises, concerning a report of suspected child abuse that occurred within the child's home. The child shall be given the choice of being interviewed in private or in the presence of any adult school employee or volunteer assistant selected by the child. (Penal Code 11174.3)

A staff member or volunteer assistant selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her, before the interview takes place, of the following requirements:

- a) The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
- b) The selected person shall not participate in the interview.
- c) The selected person shall not discuss the facts or circumstances of the case with the child.
- d) The selected person is subject to the confidentiality requirements of the Child Abuse and Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school (Penal Code 11174.3).

Release of Student to Peace Officer or Child Protective Services Agent

When a child is released to a peace officer or child protective services agent and taken into custody as a victim of suspected child abuse, the Superintendent or designee and/or principal shall not notify the parent/guardian as required in other instances of removal of a child from school, but rather shall provide the peace officer or agent with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation (E.C. 48906).

Peace officers and child protective services agents will be asked to sign an appropriate release or acceptance of responsibility form.

When School Employees are Accused of Child Abuse

Regardless of who child abusers may be, the major responsibilities of mandated reporters are 1) identify incidents of suspected child abuse, and 2) comply with laws requiring the reporting of suspected abuse to the proper authorities. Determining whether or not the suspected abuse actually occurred is not the responsibility of the school employee. Such determination and follow-up investigation will be made by a child protective agency.

Pending the outcome of an investigation by a child protective agency and before formal charges are filed, the employee may be subject to reassignment or a paid administrative leave of absence.

Upon filing of formal charges or upon conviction, the district may take disciplinary action in accordance with law, district policies, regulations and/or collective bargaining agreements. The Superintendent or designee may seek legal counsel in connection with either the suspension or dismissal of the employee.

**Irvine Unified School District
Board Policy & Administrative Regulation**

Dress and Personal Appearance – School Uniform (5132)

Appropriate school wear and grooming is primarily a matter of determination by the parents and the students. All students of the Irvine Unified School District shall attend school and school functions dressed in a manner that is clean and not hazardous to their safety nor disruptive to instruction.

The purpose of student dress and appearance regulations is to encourage students to dress appropriately and attend school properly prepared for participation in the educational process. Guidelines also serve to prevent disruption of the classroom atmosphere, to eliminate disturbances and distractions among students, and to protect the safety, health and welfare of the individual student.

The Board recognizes that, in order to promote student safety and discourage peer rivalry and/or gang activity, the principal, staff and parents/guardians at a district school may wish to establish a dress code.

School sites may also consider a uniform dress policy, based on the accompanying administrative regulation, when schools determine that such uniforms would assist the school in promoting school pride and increase student focus on educational activities, thus enhancing the health, safety and wellbeing of all students.

The Education and Administrative Codes of the State of California and the policy of the Board of Education of the Irvine Unified School District permits pupils the right to exercise free expression, except that expression shall be prohibited which is obscene, libelous or slanderous. Also prohibited shall be expressions which so incites students as to create a danger of the commission of unlawful acts, or the violation of school regulations, or the disruption of the orderly operation of the school.

Materials including wearing apparel which make reference to substances that are illegal for school age students are therefore not permitted on campus or at school sponsored activities.

All students of the Irvine Unified School District shall attend school and school activities dressed in a manner that is conducive to and promotes a positive learning environment. Appropriate school dress and personal appearance are clean, are not hazardous to student safety, and do not disrupt instruction.

Freedom of expression is a right guaranteed all Americans. Each student's dress and personal appearance is, within certain limits, a matter of personal style and individual preference. However, decisions concerning appropriate school dress and personal appearance should occur in partnership with students, parents, and school to assure the greatest opportunities for student success.

Appropriate dress and personal appearance at school and school-related activities shall not include any clothing, attire, or accessory that by its manner of appearance, arrangement, trademark, fit, or any other attribute, is unsafe; disruptive; unhealthful; obscene; profane; ethnically, racially or sexually degrading; libelous or slanderous; exposing undergarments; provocative or revealing; advocating unlawful behavior or illegal substances; or suggesting or promoting any affiliation with any street gang or other group that commits unlawful acts [see Board Policy 5136(a) - Gang Affiliation].

Periodic administrative review of matters or issues concerning dress and personal appearance may be conducted by the Superintendent of Schools or designee(s) to assure maintenance of positive learning environments.

Each school shall have the latitude to prohibit the wearing of any clothing, attire, apparel or accessory which is hazardous to or disruptive of the learning environment. Each school principal, in cooperation with teachers, students, parents/guardians, may establish school rules governing student dress and personal appearance. Individual school rules shall be reviewed regularly.

Students and parents shall be informed about dress and personal appearance standards at the beginning of the school year, upon enrollment in school, and/or whenever the standards are revised.

Students who violate this policy, its regulations, or school rules adopted pursuant to this policy shall be subject to appropriate disciplinary action.

Current examples of inappropriate dress include but are not limited to the following clothing, attire, apparel and accessories:

Unsafe

No shoes
Socks-only
Oversized pants/shorts (must fit at waist without a belt)

Unhealthy and Advocating Unlawful Behavior or Illegal Substances

Displaying references to illegal or controlled substances (including tobacco, alcoholic beverages, marijuana, etc.)

Unsafe/Suggesting/Promoting Street Gang Affiliation or Other Groups Committing Unlawful Acts

Any combination of clothing which, upon guidance from law enforcement agencies, is considered gang-related (these may change) (i.e., bandannas, hair nets, metal belt buckles with gang-style monograms, dangling belts or chain accessories, slippers)

Disruptive, Provocative or Revealing

Clothing considered undergarments
Clothing exposing undergarments
Clothing exposing midriff, upper torso, etc.
Halter tops (exposing front or back)
Swim wear

Schools considering a uniform policy, whether voluntary or mandatory, will use the following procedures. The site administrator will:

Obtain School Site Council, PTA, and staff input before proceeding to the next step.

Contact superintendent regarding intent to move forward with written survey of parents.

Survey school parents by means of a written survey to determine the level of interest in uniforms.

Provide a parent information evening if written survey indicates over 50% of parents expressed interest in considering uniforms.

Evaluate the desire of the parents to implement uniforms by means of a ballot vote with a minimum of 75% of families casting ballots, with each family being entitled to one ballot per child enrolled in the school.

Threshold required to proceed further:

- a. In order for a school to implement a mandatory uniform policy, a minimum 75% "yes" vote is required.
- b. In order for a school to implement a voluntary uniform policy, a minimum 50% "yes" vote is required to allow students to wear school uniforms.

Inform superintendent of results of survey, and determine intent to discontinue or move forward with uniform policy consideration.

Information Dissemination

School site and district administrators will communicate information, implementation, and enforcement guidelines to parents and school staffs.

Each school shall communicate to parents information specific to that school site, including:

- a. Type and color of uniform
- b. Requirements for jackets/outer garments

- c. Optional articles of attire, if any
- d. Notice of where uniforms can be purchased and the general prices
- e. The availability of financial support and the procedures for applying for assistance.

If the school has a mandatory uniform policy, the school shall also communicate the compliance measures to be employed.

Financial Considerations

No student shall be denied school attendance, penalized, or otherwise subject to compliance measures for failing to wear a uniform by reason of financial hardship. The school must establish a procedure for ensuring assistance for those families requiring such aid. This shall be accomplished without any financial obligation to the school or the District.

By the beginning of the school year, the school staff shall:

- a. Develop a procedure and criteria to identify families in need of financial assistance
- b. Determine the form and type of financial assistance appropriate
- c. Designate a specific staff member or school volunteer to assist the financially needy student
- d. Prepare a flyer describing the uniform, listing vendors, and identifying costs. The flyer shall make reference to the availability of clothing scholarships.

The school shall work with the local school community to identify resources for assisting families.

Implementation of Mandatory Uniform Policies

The site administrator shall give parents/guardians a minimum of six months' notice before a school uniform policy is implemented (Education Code 35183).

The school-wide uniform shall be jointly selected by the principal, staff, and parents/guardians of the individual school (Education Code 35183).

Compliance Measures for Mandatory Uniform Policies

If necessary, disciplinary action may be taken to encourage compliance with the policy. However, no student shall be suspended, expelled, or receive a lowered academic grade as a result of not complying with a mandatory school uniform policy.

A school may develop incentives and positive reinforcement measures to encourage full compliance with the uniform policy.

No student shall be considered noncompliant in the following situations:

- a. When the reason derives from financial hardship.
- b. When the student is wearing the uniform of a nationally recognized youth organization such as the BOY SCOUTS or the GIRLS SCOUTS on regular meeting days (Education Code 35183). When wearing a school uniform violates a student's sincerely held religious belief.

When the parent or guardian has obtained an exemption from the policy.

Exemptions from Mandatory Uniform Policies

If a parent or guardian wishes to exempt his or her child from a mandatory uniform policy, the parent or guardian must:

- a. Request by mail or in person an Application for Exemption from the Uniform Program from the student's school site.

b. Complete the application and submit it to the principal.

In the event of a disagreement between parents on this matter, the child will be considered exempt from the uniform policy.

Evaluation

1. Each school participating in a uniform policy will evaluate the policy at least every three years. The evaluation process will include parent input.

**Irvine Unified School District
Board Policy & Administrative Regulation**

Gang Affiliation (5136.1)

The Irvine Unified School District shall not tolerate any student or group action, symbolic or otherwise, which initiates or advocates activities that threaten the physical or emotional well-being of persons or property on school campuses or at school-sponsored activities, the commission of unlawful acts or the disruption of school operations.

The Board of Education recognizes that the need for social belonging is a strong driving force among young people and that social skills development is an important element of an individual's growth. Positive interaction with adults and peers fosters increased understanding of one's own self-worth and enhances academic, social, emotional and physical skills development.

Formal and informal student affiliation with groups that nourish positive growth among students is encouraged; however, student affiliation with any group which impacts negatively upon student growth and development must be condemned.

The Superintendent or designee shall develop appropriate administrative regulations to ensure that any student or group initiating or advocating such activities shall be subject to appropriate disciplinary action.

Introduction

Gang activity constitutes a clear and present danger to the well-being of our students, schools and community. These administrative regulations are designed to evoke a balanced administrative response to provide deliberate support to prevent potential gang affiliation and to suppress any current affiliation.

Definition

"Gang" means any ongoing organization, association or group of three or more persons, formal or informal, with a common identifying name, sign or symbol, whose members, individually or collectively, commit criminal acts.

Schools

Schools shall adopt policies and procedures, consistent with Board Policy and Education Code, to ensure that any student or group action shall be dealt with by appropriate disciplinary means if said action, symbolic or otherwise, as determined by the principal or designee, initiates or encourages activities that:

1. threaten the physical or emotional well-being of persons or property on school campuses or at school-sponsored activities;
2. advocate the commission of unlawful acts;
3. disrupt school operations.

Schools shall work collaboratively with law enforcement agencies and shall maintain cooperative working relationships with other community-based gang suppression and prevention organizations.

Prevention

Student dress and appearance shall be consistent with Board Policy 5132.

Each school shall have the latitude to prohibit the use of any gestures or the presence of any apparel, jewelry, accessory, notebook or manner of grooming, which by nature of its color, arrangement, trademark, or any other attribute, disrupts school operations or is associated with a group that advocates or commits unlawful acts.

Schools shall promote student membership in school and community groups which provide students companionship, safety, and a sense of purpose and belonging.

A gang prevention education program shall be implemented, and shall be coordinated with community resources, where appropriate.

On-going staff in-service training in gang recognition, symbolic or otherwise, shall be provided.

Intervention

A student or group advocating, threatening or committing an unlawful act(s) will be disciplined pursuant to Education Code, Board Policy, and school rules and procedures.

Students for whom there is documented evidence of gang involvement shall be counseled. The notification of parent/guardian regarding such students shall occur in consultation with the police.

The District shall maintain a current list of community resources which provide intervention services. The list shall be made available to parents.

A student or group advocating or committing an unlawful act(s) shall be referred to the appropriate law enforcement agency.

Students seeking disassociation from gang affiliation shall be referred to community-based organizations.

The principal and school staff shall make every effort to assimilate all students into the academic, extracurricular and social mainstream of the school experience.

Graffiti

Any graffiti on school premises shall be removed, washed down or painted over as soon as discovered.

All graffiti shall be photographed before it is removed. These photographs may be shared with local law enforcement authorities and may be used in future disciplinary or criminal action against the offenders.

**Irvine Unified School District
Board Policy & Administrative Regulation**

Harassment and Hate Violence (5145.6)

All students and employees of the district have the right to work, to attend school, and to participate in the educational process in a safe environment that is free from hate-motivated behavior. Every effort shall be made to promote mutual respect among staff and students and between and among students to encourage safe and harmonious relations that support human dignity and equality.

Behavior or statements that degrade, intimidate, and/or harm an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated. Bullying, repeatedly picking fights with, or repeatedly taunting another person shall not be tolerated.

Each reported incident of harassment or hate-violence shall be addressed. Students demonstrating hate-motivated or bullying behavior shall be subject to discipline in accordance with student discipline policies. The response to hate-motivated or bullying behavior shall assure protection for the victim, as well as appropriate disciplinary action for the perpetrator. Staff who receive notice of hate-motivated behavior or bullying, or who personally observe such incidents, shall notify the principal, supervisor, or law enforcement as appropriate. Staff who fail to report such incidents, or who engage in hate-motivated behavior, may be subject to discipline.

Any student or employee who feels he/she is a victim of hate-motivated behavior and/or bullying shall immediately contact the appropriate teacher or supervisor. If the complainant believes that the situation has not been remedied, he/she may file a complaint in accordance with district complaint procedures.

Precursors to Hate Violence

Hate violence prevention requires being able to recognize precursors to violence and having effective strategies in place to respond. These behaviors include:

1. use of racial, ethnic, religious, or sexual slurs;
2. use of symbols of hate, such as a swastika or a burning cross;
3. similar behavior by the wrongdoer towards other students from the same racial, ethnic, religious, disabled, gender or sexual orientation group
4. graffiti that identifies or targets particular groups with racial, ethnic, religious, or sexual overtones.

Examples of Hate Violence

Examples of hate violence include, but are not limited to:

1. a physical attack or a threat of bodily harm, on the basis of another's race, gender, ethnicity, national origin, religion, disability, sexual orientation or gender identity;
2. intimidating or threatening language based on a student's race, gender, ethnicity, national origin, religion, disability, sexual orientation, or gender identity;
3. damage to a student's personal property or belongings because of race, gender, ethnicity, national origin, religion, disability, sexual orientation or gender identity;
4. circulation of written material or pictures.

School Site Proactive Measures

Each school site shall develop its own proactive measures to prevent bullying, hate violence and bias-related incidents. These measures include:

Specify the rules of conduct as part of the school's published disciplinary policies.

Establish and disseminate policies and procedures for responding to hate crimes or bias-related incidents.

Develop a range of corrective actions for those who violate hate-prevention policies with a firm position in taking disciplinary actions against all injurious manifestations of hate, from ethnic slurs, racial epithets and graffiti, to vandalism and violence.

Assess the existing school climate, review incident reports, and identify potential problems, such as locations within the campus in which trouble is likely to occur.

Provide age-appropriate hate prevention training to all students through activities, assemblies, and other school-related activities.

Provide education and training for conflict resolution, teaching students the techniques of resolving interpersonal conflicts and inter-group relations.

Encourage students to participate in the development of rules regarding unacceptable bullying behavior.

Provide structured opportunities for integration. Encourage young people to interact across racial and ethnic lines through school-supported organizations and activities, such as extracurricular events or class projects.

Follow-up with victims is critical. They should be checked on - briefly - daily, then weekly to make sure the bullying/harassment/hate crime does not continue.

District Coordinated Preventive Measures

Provide hate prevention training to all staff, including teachers, administrators, school security personnel, and support staff. All staff members should be aware of the various manifestations of hate and be capable of addressing hate incidents. Teachers shall intervene when they observe bullying happening.

Develop partnerships with families, community organizations, and law enforcement agencies, including parent groups, youth serving organizations, criminal justice agencies, victim assistance organizations, businesses, and advocacy groups.

Develop anti-bias curricula which examines racial differences and similarities, disabilities, gender identity, cultural differences and similarities, and resistance to stereotyping and discrimination.

**Irvine Unified School District
Board Policy**

Non-Discrimination/Harassment – Students (5145.5)

The Governing Board desires to ensure equal opportunities for all students in admission and access to the district's educational programs, guidance and counseling programs, athletic programs, testing procedures, and other activities. District programs and activities shall be free from discrimination, harassment, intimidation, and bullying of any student based on the student's actual or perceived characteristics such as race or ethnicity, color, ancestry, national origin, nationality, ethnic group identification, age, religion, actual or potential parental, family, or marital status, or the exclusion of any person because of pregnancy or related condition, 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. This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

The Board prohibits discrimination, intimidation, *bullying*, or harassment of any student by any employee, student, or other person in the district. Prohibited harassment includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive education environment; has the purpose or effect of substantially or unreasonably interfering with a student's academic performance; or otherwise affects the student's educational opportunities.

A pupil shall be permitted to participate in sex-segregated school programs and activities, including athletic teams and competitions, and use facilities consistent with his or her gender identity, irrespective of the gender listed on the pupil's records. (Education Code 221.5) School staff and volunteers shall carefully guard against discrimination, including but not limited to segregation, bias, and stereotyping in the delivery of services, instruction, guidance, and supervision. In addition, the employee shall immediately intervene when safe to do so. (Education Code 234.1)

Students who engage in discrimination or harassment in violation of law, Board policy, or administrative regulation shall be subject to appropriate discipline, up to and including counseling, suspension, and/or expulsion. Any employee who permits or engages in harassment or prohibited discrimination shall be subject to disciplinary action, up to and including dismissal.

The board also prohibits any form of retaliation against any student who files a complaint or report regarding an incident of discrimination, harassment, intimidation, or bullying.

The Board hereby designates the following position(s) as Coordinators(s) for Nondiscrimination to handle complaints regarding discrimination and harassment and inquiries regarding the district's nondiscrimination policies:

504 Coordinator
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

Title VI Coordinator
Coordinator, Student
Services
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

Title IX Coordinator
Director, Secondary Ed
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

Americans with Disabilities
Act (Title II) Coordinator
Coordinator, Student Svcs
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

Age Discrimination Act and
Age Discrimination in
Employment Act Coordinator
Director, Human Resources
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

Title VII Coordinator
Director, Human Resources
5050 Barranca Parkway
Irvine, CA 92604
Telephone: 949.936.5000

CTE Coordinator
5050 Barranca Parkway
Irvine, CA 92604
949.936.5000

Any student who feels he/she has been subjected to discrimination or harassment should immediately contact the Coordinator, the principal, or any other staff member. Any student or school employee who observes an incident of discrimination or harassment should report the incident to the Coordinator or principal, whether or not the victim files a complaint.

The Superintendent or designee shall ensure that a notation is made in the student handbook referencing where the district's nondiscrimination policy and procedures for filing a complaint regarding discrimination or harassment may be found, and the resources that are available to students who feel that they have been the victim of discrimination or harassment. The district's policy may also be posted on the district website or any other location that is easily accessible to students.



**IRVINE UNIFIED
SCHOOL DISTRICT**