



Bell Hill Academy

Grass Valley School District

Parent Information

This packet contains the following information:

- 1. Superintendent's Letter**
- 2. School Calendar For 2022-2023**
- 3. Annual Income Survey & Letter**
- 4. Administration of Medication Request Form**
- 5. Grass Valley After School Program Letter/Registration Form**
- 6. Internet Acceptable Use Agreement**
- 7. Technology Devices Acceptable Use Agreement**
- 8. Mobile Device Protection Plan**
- 9. Student/Parent School Agreement**
- 10. "All In" Health Care For All Families - Flyer**
- 11. Mandatory Signature Page - Items listed below available online at <http://www.gvsd.us>**
 - Annual Parent/Guardian Notice of Rights and Responsibilities (EC 48980)
 - Promotion/Retention – Board Policy #5123
 - Instruction/Parent Involvement – Board Policy #6020
 - Student Eligibility Certification (Indian Education Program)
 - Student Handbook (provided by school site)
 - Sexual Harassment/Non Discrimination/Student Conduct – Board Policy #5145.7
 - Pesticide Notification and Registry
 - Uniform Complaint Procedures – Board Policy #1312.3
 - Student Acceptable Use Agreement (Terms and Conditions)
 - Request to Deny Access To Directory Information
 - Request for Non-Participation in Health, Family Life or Sex Education Instruction (5th – 8th Grade)
- 12. Student Insurance**
 - Myers-Stevens Low Cost Student Accident Insurance (as low as \$16.00 per year) is available at parent expense. Please be advised the District does not insure your child during the school day and at school activities.

Complete regulations and procedures available online at <http://www.gvsd.us>

If You Have Any Questions, Please Call 273-2281



Grass Valley School District

10840 Gilmore Way
Grass Valley CA 95945
(530) 273-4483
FAX (530) 273-0248

Andrew Withers
Superintendent

August 17, 2022

Dear Parents/Guardians,

Welcome back Grass Valley School District (GVSD) families! The 2022-2023 School Year is going to be amazing and our theme this year is #TeamGVSD because Together Everyone Achieves More.

Our annual first day packet includes critical information for families and it allows us to gather additional details to ensure we can best support everyone. To make this process easier your child's packet includes the full details for the less bulky items and we provide signature forms for larger documents. All of the necessary information is listed on our district website.

Please go to the www.gvsd.us to access first day packet information:

- On the website home page please click on the "Parents" link which is listed along the top toolbar
- Once you click the "Parents" link, a pull down menu will appear
- Next please click on the "First Day Packet" link. This page includes access to the required notifications by school site by clicking on the "First Day Packet" links.
- Please review all of the notifications and then sign and return the "Master Signature Form" which is included in your child's first day packet. You may also click on the "22-23 Mandatory Sign Form" if you want to print and sign a new form.
- The additional links available on the "First Day Packet" page are the "Annual Income", the "School Calendar" and the "Optional Forms" link (optional forms include the administration of medication form, optional student insurance, pest notification, etc.).

It is important for parents to understand and to return signed and completed forms to your child's teacher or the school site office as soon as possible. This includes the "Mandatory Signature Form" and the "Annual Income Form" or complete at this link <https://www.familyincomesurvey.com/>

Thank you for taking the time to review, sign and complete all first day packet forms.

Sincerely,

Andrew Withers

Superintendent



Bell Hill Academy, Margaret G. Scotten, and Lyman Gilmore Middle School

2022-2023 School Year

July 2022							August 2022							September 2022							October 2022											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
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3	H	5	6	7	8	9	7	8	9	10	11	PD	13	4	H	6	7m	8	9	10	2	3	4	5m	6	7	8					
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24	25	26	27	28	29	30	28	29	30	31m				25	26	27	28m	29	30		23	24	25	26m	27	28	29					
31																										30	31					

November 2022							December 2022							January 2023							February 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2m	3	4	5					1	2	3	1	H	PD	4m	5	6	7				1m	2	3	4
6	7	8	9m	10	H	12	4	5	6	7m	8	9	10	8	9	10	11m	12	13	14	5	6	7	8m	9	10	11
13	14	15	16m	17	18	19	11	12	13	14m	15	16m	17	15	H	17	18m	19	20	21	12	H	14	15m	16	17	18
20	21	22	23m	H	H	26	18	B	B	B	H	H	24	22	23	24	25m	26	27	28	19	H	21	22m	23	24	25
27	28	29	30m				25	B	B	B	B	H	31	29	30	31					26	27	28				

March 2023							April 2023							May 2023							June 2023											
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5	6	7	8m	9	10	11	2	B	B	B	B	B	8	7	8	9	10m	11	12	13	4	5	6	7m	8m	9m	10					
12	13	14	15m	16	17s	18	9	10s	11	12m	13	14	15	14	15	16	17m	18	19	20	11	12s	13	14	15	16	17					
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26	27	28	29m	30	31		23	24	25	26m	27	28	29	28	H	30	31m				25	26	27	28	29	30						
							30																									

School Breaks and Holidays	
August 12, 15, and 16, 2022	Professional Development Days
August 17, 2022	First Day of School (Student Minimum Day)
September 5, 2022	Labor Day Holiday
October 17-21, 2022	October Break
November 11, 2022	Veterans Day Holiday (Observed)
November 23, 2022	Minimum Day
November 24-25, 2022	November Break (Thanksgiving Holiday)
December 16, 2022	Minimum Day
December 19-January 2, 2023	Winter Break
January 3, 2023	Professional Development
January 16, 2023	Martin Luther King Jr. Holiday
February 13 and 20, 2023	Presidents Holiday
April 3-7, 2023	Spring Break
May 29, 2023	Memorial Day Holiday
June 7-8, 2023	Minimum Days
June 9, 2023	Last Day of School - Minimum Day

Trimester 1 Ends - 11/18/2022 (61 days)
 Trimester 2 Ends - 3/10/2023 (63 days)
 Trimester 3 Ends - 6/9/2023 (56 days)

180 Student Instruction Days
 186 Staff Contract Days

Key to Symbols:
B - School Break
H - Holiday
m - Student Minimum Day
PD - Professional Development
s - Emergency School Closure
Days 3/17, 4/10, 5/26 & 6/12
(If there are no school closure days earlier in the year, these dates will be non-school days.)
* Wednesdays are minimum days

**IF Emergency School Closures exceed four (4) days, additional student instruction days may be added before June 30th 2023

Household Income Data Collection – Grass Valley School District – 2022/2023 School Year

LAST NAME		FIRST NAME		BIRTHDATE (MM / DD / YY)	
<input type="text"/>		<input type="text"/>		<input type="text"/>	
SCHOOL (Write "NONE" if not in school)		GRADE		<input type="text"/>	
<input type="text"/>		<input type="text"/>		<input type="text"/>	

See additional information on the back of this form for assistance in determining your household size and annual household income.

1. Circle the total number of adults and children living in your household:

Circle one: 1 2 3 4 5 6 7 8 9 10 Other _____

2. Total Annual Household Income: \$ _____

I certify (promise) that the information provided on this form is true and that I included all income. I understand that the school may receive state and federal funds based on the information I provide and that the information could be subject to review.

Signature of adult household member completing this form	Printed name of adult household member completing this form	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
HOME PHONE NUMBER	CELL PHONE NUMBER	E-MAIL ADDRESS
<input type="text"/>	<input type="text"/>	<input type="text"/>

The information submitted on this form is a confidential educational record and is therefore protected by all relevant federal and state privacy laws that pertain to educational records including, without limitation, the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended (20 U.S.C. § 1232g; 34 CFR Part 99); Title 2, Division 4, Part 27, Chapter 6.5 of the California Education Code, beginning at Section 49060 et seq.; the California Information Practices Act (California Civil Code Section 1798 et seq.) and Article 1, Section 1 of the California Constitution.

Who should I include in “Household Size”?

You must include yourself and all people living in your household, related or not (for example, children, grandparents, other relatives, or friends) who share income and expenses. If you live with other people who are economically independent (for example, who do not share income with your children, and who pay a pro-rated share of expenses), do *not* include them.

What is included in “Total Household Income”? Total Household Income includes all of the following:

- **Gross earnings from work:** Use your gross income, not your take-home pay. Gross income is the amount earned before taxes and other deductions. This information can be found on your pay stub or if you are unsure, your supervisor can provide this information. Net income should only be reported for self-owned business, farm, or rental income.
- **Welfare, Child Support, Alimony:** Include the amount each person living in your household receives from these sources, including any amount received from CalWORKs.
- **Pensions, Retirement, Social Security, Supplemental Security Income (SSI), Veteran’s benefits (VA benefits), and disability benefits:** Include the amount each person living in your household receives from these sources.
- **All Other Income:** Include worker’s compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income received. Do not include income from CalFresh, WIC, federal education benefits and foster payments received by your household.
- **Military Housing Allowances and Combat Pay:** Include off-base housing allowances. Do not include Military Privatized Housing Initiative or combat pay.
- **Overtime Pay:** Include overtime pay ONLY if you receive it on a regular basis.

How do I report household income for pay received on a monthly, twice per month, bi-weekly, and weekly basis?

- Determine each source of household income based on above definitions. Households that receive income at different time intervals must annualize their income as follows:
 - If paid monthly, multiply total pay by 12
 - If paid twice per month, multiply total pay by 24
 - If paid bi-weekly (every two weeks), multiply total pay by 26
 - If paid weekly, multiply total pay by 52
- Add all annualized pay together to determine the total annual household income entered in Part II, 2.

If your income changes, include the wages/salary that you regularly receive. For example, if you normally make \$1,000 each month, but you missed some work last month and made \$900, put down that you made \$1,000 per month. Only include overtime pay if you receive it on a regular basis. If you have lost your job or had your hours or wages reduced, enter zero or your current reduced income.

For additional information on Household Size and Gross Household Income, please see the Eligibility Manual for School Meals on the U.S. Department of Agriculture Guidance and Resource Web page at <http://www.fns.usda.gov/cnd/guidance/default.htm>.



Grass Valley School District

10840 Gilmore Way
Grass Valley CA 95945
(530) 273-4483
FAX (530) 273-0248

Andrew Withers
Superintendent

August 1, 2022

Dear Parents/Guardians,

This year our district is again sending First Day Packets with information and necessary forms home and we will continue to provide many of the forms and information on the district website.

One of those important forms is the Annual Income Form. This is extremely important information, as it establishes the number of students that are eligible for the Free and Reduced Meal Program. Being eligible for this program not only provides support for your child by providing them free or reduced meals, but it also provides additional funding for your child's school program. So, even if you do not want your child to participate in the meal program, they can still benefit by participating in this program because of the additional funding that will be generated for the school that they attend. The funds generated by this program are required to be spent on eligible students.

Please see the attached simple form to fill out. This information will be kept confidential and last year we lost hundreds of thousands of federal dollars due to a lack of families giving this information. Once you have completed the attached application please return it to your child's school as soon as possible. One form needs to be completed per child or can be completed online for all students at the website indicated on the form.

If your families' financial circumstances change during the school year, your family may be eligible; you may submit an application anytime during the school year.

Please support your child and our instructional programs by filling-out this important application. All such information is kept strictly confidential.

Sincerely,

Andrew Withers

Superintendent

GRASS VALLEY SCHOOL DISTRICT

PARENT REQUEST FOR THE ADMINISTRATION OF MEDICATION DURING SCHOOL HOURS BY SCHOOL PERSONNEL

ATTENTION PARENTS/GUARDIANS:

Medications, prescription and non-prescription, that are to be given at school, require a written authorization from the physician, and a signed release from the parents/guardians for school personnel to administer any medication. Only one medication should be written per form.

Medical treatment is the responsibility of the parent and the family health care provider. Medications are rarely given in school. The only exceptions involve special or serious problems where it is deemed absolutely necessary to give the medication during school hours.

A school nurse often serves more than one school and would not be available every day to administer medication so other school personnel may be given this responsibility. **Consequently, the parent is urged, with the help of the family health care provider, to work out a schedule of giving medication outside school hours.**

Specific directions for the administration of the medication to be given at school must be included in a written statement from the health care provider clearly specifying the condition for which the drug shall be given, how it is to be given, dosage, and related information. Specific instructions should be included for the emergency treatment of allergic reactions such as those from bee stings, and they should clearly state what type of reaction for which the drug is being given, (i.e., localized, generalized, severe, mild).

Medication shall be brought to and from the school by the parent in the original container. No medication (prescription or non-prescription) may be transported by a student or be in the student's possession while at school or on a school bus.

The school will provide a safe place for the medication to be stored and maintain records. These procedures fulfill the legal requirements of California Education Code 49423 and the district policy. If you have further questions or need assistance please contact your child's school nurse at his/her school.

EDUCATION CODE SECTION 49423: Administration of Prescribed Medication for Pupil. Any students who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school district received (1) a written statement from such physician detailing the method, amount, and time schedules by which such medication is to be taken, and (2) a written statement from the parent or guardian of the student indicating the desire that the school district assist the student in the matters set forth in the physician's statement.

(form on back)

Grass Valley School District

ADMINISTRATION OF MEDICATION AT SCHOOL

Please have your physician/health provider complete this form for each prescription or non-prescription medication.

- 1. Name of pupil _____ Grade _____
- 2. Birthdate _____ 3. School of Attendance _____
- 4. Medication (one per sheet) _____
- 5. Dosage, time and method of administration _____
- 6. Physical condition for which drug is to be given. (If allergic in nature, specify what type of reaction, i.e., localized, generalized, mild, severe). _____
- 7. Possible reactions that need to be reported to the physician/care provider. _____
- 8. Disposition of pupil following administration of medication, (i.e., rest, home, hospital, doctor's office, return to class, notification requests). _____

The above medication **cannot** be scheduled for other than during school hours and such medication may be administered by medically-untrained school personnel whenever necessary.

Physician/Health Care Provider Name _____ Phone _____
Address _____
Date of Request _____ Medication to be continued until _____ (Date)

Authorization and Signature of Licensed Physician/Health Care Provider

I request that my child (the above named pupil) be assisted in taking the above medication(s) at school by school personnel, and will comply with the policy and procedures of the school as outlined in the letter on the reverse side. I give my consent for the school nurse to communicate with the physician/health care provider and to counsel with school personnel regarding the above named pupil and medication as appropriate. I understand the school is not legally obligated to administer medication to any pupil and therefore agree to hold the district harmless from any liability resulting from the administration of above named medication(s).

Authorization and Signature of Parent/Guardian _____

Date _____

Contact Phone Number(s) _____



Grass Valley School District Before and After School Program

August 1st, 2022

Dear GVSD Families,

Welcome back to school and the Grass Valley School District Before and After School Program. The Grass Valley School District is offering **affordable** Kindergarten through 8th grade childcare at Bell Hill Academy, Scotten, and Lyman Gilmore Middle Schools.

Care is available at Bell Hill, Scotten and Lyman Gilmore Schools, Monday through Friday from the release of school to 6:30 p.m. at Lyman Gilmore and Scotten; Bell Hill will be until 6:15 p.m. Before school care is offered from 7:00a.m to 9:00a.m. We are happy to offer students supper, a healthy snack, homework assistance and fun recreational activities!

There are three types of care available in our school district:

1. Our **“Year-Round Program”** offers childcare with an income-based, need for care with FREE to a sliding scale fee. Care is available every weekday, all year round, except legal holidays. Enrollment is on a continuous basis. Please call Jennifer Hall, Enrollment Coordinator, for more details at (530) 575-6948.
2. Our **“After School Education and Safety Program” (ASES)** is **affordable** and is offered before and after school on regular school days. Enrollment is limited and offered on a first-come, first-served basis. Call the site supervisor at your school site for more information.

****SPECIAL NOTE**:** All Programs start on the first day of school, August 17. Bell Hill Academy, Scotten and Lyman Gilmore students should turn in the purple enrollment form to the school office or the afterschool program room. You will be called when your child can begin.

3. Our **“Break Care,” aka “Full Pay Option”** is available before school, professional development days, breaks and summer session. Please call Jennifer Hall, Enrollment Coordinator, for more details at (530) 575-6948.

Looking forward to a fun-filled year with your children.

Brian Martinez
Assistant Superintendent



GVSD SCHOOL AGE PROGRAM ENROLLMENT FORM *

* Subject to availability

Today's Date: _____

Students School locations: Bell Hill (K-4) Scotten (TK/K-4) Lyman Gilmore (5-8)

1. Student Information

Name: _____ Special Ed/IEP: Yes No
Last First Middle

Gender: Male Female Birth Date: _____ Age: _____ Primary Language: _____

Ethnicity: Black Hispanic American Indian Asian/Pac. Islander Caucasian Other: _____

School Teacher: _____ Current Grade Level: _____

Allergies: _____ Chronic Illness/Medication: _____

Names of siblings who will also attend After School Program: _____

Special Notes: _____

2. Parent/Guardian Information

Name: _____

Name: _____

Address: _____

Address: _____

Home#: _____ Cell#: _____

Home#: _____ Cell#: _____

Place of Work: _____

Place of Work: _____

Work#: _____

Work#: _____

Email: _____

Email: _____

3. Student Pick-up Information: Pick-up Only

Please list persons with phone numbers who you give permission to pick-up your child from the program.

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____



GVSD SCHOOL AGE PROGRAM ENROLLMENT FORM *

4. Emergency Contact Information

In the event of an emergency, please list three people we may contact who know your child and can take full responsibility should you not be available.

Name: _____ Home Phone: _____ Work Phone: _____

Name: _____ Home Phone: _____ Work Phone: _____

Name: _____ Home Phone: _____ Work Phone: _____

5. Parent/Guardian Consent for Movies, Photographs, and Internet Use

I give my consent to the Grass Valley School District Before and After School Program (GVASP) to photograph my child and to use such pictures and/or stories in connection with any of their work without consideration of compensation of any kind, and I do release GVSD from any claims whatsoever which may arise in said regards. Yes No

I give my consent to the GVASP to allow my child to use the Internet under the supervision of the Before and After School Program staff. Yes No

I give my consent to the GVASP to allow my child to watch G and PG rated movies under the supervision of the Before and After School Program Staff. Yes No

6. Parent/Guardian Agreements

I agree to the following terms as a condition of my child's enrollment in the GVASP. (Please initial each line)

GVASP begins each day at 7:00 a.m. and closes at 6:20 p.m. (6:30 Lyman Gilmore and Scotten) Parents whose children remain past 6:20 p.m. (6:30 Lyman Gilmore and Scotten) will be charged a fee of **\$1.00 per minute per child**. Fees will be collected on the day the child is picked up late. _____

My student has permission to ride the bus that is provided by Durham Transportation and GVASP _____

My student has permission to participate in walking field trips with GVASP _____

My student has permission to sign himself/herself out and walk home (Lyman Gilmore Only) _____

I understand the cell phone policy (Please see handbook for policy) (Lyman Gilmore Only) _____

I understand that my child must adhere to the behavioral guidelines of the program. If my child chooses not to follow these guidelines it could result in the dismissal from the program. (Please see our policy on behavior guidelines) _____

I understand the GVASP is not responsible for lost, stolen, or broken personal items. _____

I understand that the GVASP does not provide medical or accident insurance for individual students. (School insurance is available at parent expense). _____

Physician to be called in an Emergency

Name _____ Telephone _____

Address _____ Insurance Number _____

Medi-Cal Number _____ Medical Insurance _____

In case of an emergency, injury, or illness, I authorize the GVASP to call the paramedics. As legal guardian of the above listed student, a minor, I authorize the school representative designee to consent to any x-ray, examination, anesthetic, medical or surgical diagnosis, treatment, and/or hospital care to be rendered upon the advice of any licensed physician and/or dentist.

I have read and understand the above.

Parent/Legal Guardian Signature _____

Date _____

Updated 7/21/22



GRASS VALLEY SCHOOL DISTRICT

K-8 Student Instructional Technology Acceptable Use and Internet Safety Policy

Technology provides a wealth of educational opportunities for staff and students, and access to these vast resources requires responsible use by each individual. It is important that you understand your rights and privileges when using the Grass Valley School District (GVSD) technology resources. This document covers district use of online educational services on the GVSD network, including G-Suite products, internet resources, messaging, web applications and other internet-based tools made available by the district and your responsibilities and obligations in the use of these resources.

Introduction

GVSD is pleased to offer students access to district computers, communications systems (including e-mail, web sites, blogging, podcasting, forums, wikis, and/or other emerging technologies), computer, network, and information resources, the Internet and an array of technology resources to promote educational excellence. Each student is responsible for their use of technology, whether personal or district-provided. While using district and personal technology resources on or near school property, in school vehicles and at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about appropriate digital citizenship and to establish expectations when using technology.

Acceptable Use of GVSD Technology and Online Educational Services

- Students' use of digital media and environments to communicate and work collaboratively to support individual learning and contribute to the learning of others is a key performance indicator of 21st Century Skills
- Students may interact, collaborate, and publish with peers, experts, or others employing a variety of digital environments and media. In a digital environment, students will follow all established Internet safety guidelines including the following conditions:
- **Each student, along with a respective parent/guardian, must sign an Acceptable Use Policy (AUP) Agreement to be granted an account on the GVSD network and access to GVSD technology equipment.**
- Students will use their GVSD Google Drive to store only files that are educational in nature and related to course work.
- Students are expected to maintain their instructional files and media in a responsible manner, which includes backing up files at regular intervals to a memory device.
- Student accounts will be closed when a student leaves the district for any reason. It is the responsibility of the student to export or otherwise preserve any content they wish to keep prior to leaving the district. District technology personnel can assist in this process if needed.
- Students are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a student provide their password to anyone other than a school administrator, teacher, or parent.
- Students will immediately notify a teacher if they have identified a possible security problem.
- Students will use school resources (e.g. printers, cameras, etc.) for educational purposes only.
- Students should expect routine monitoring of computer usage and Internet browsing while logged on to the GVSD network both on campus and off campus.
- Parents have the right to request to see the contents of student files.
- All students will have filtered access to the Internet and World Wide Web information resources through computers connected to the network and through district-provided devices both on and off network.
- If students mistakenly access inappropriate information, they should immediately minimize their screen and tell their teacher. *This will help protect the student against a claim that they have intentionally violated this Policy.*
- A filtered E-mail account may be provided to students for educational purposes and not as a public or student forum.
- Students will promptly disclose to their teacher or other school employee any message or information they receive that is inappropriate or makes them feel uncomfortable while on the web, using e-mail, chat rooms, forums or other forms of messaging services.
- Students using digital media are expected to act safely by keeping ALL personal information out of their posts.

Unacceptable Use of GVSD Technology and Online Educational Resources

- Students will not make deliberate attempts to disrupt or harm the computer system and its hardware or destroy data by spreading computer viruses or by any other means. Use or possession of "hacking" tools are prohibited.
- Students will not attempt to log on or connect to the GVSD network under any identity other than their own username. These actions are inappropriate, even if only for the purposes of "browsing" and may result in disciplinary action.
- Students will not attempt to gain unauthorized access (including hacking) to the GVSD network system or to any other computer system through the GVSD network system or go beyond their authorized access.
- Students are not permitted to connect any personal devices (e.g. laptops, smart phones, etc.) to any part of the GVSD network system (wireless or directly plugged) without first gaining approval from the GVSD Technology Department. A guest network is available for use with teacher permission.
- Students will not download or upload programs or files that need to be run or launched, (i.e. executable files)
- Use of GVSD computers, network, and Internet services does not create any expectation of privacy.
- E-mail, if provided, may not be used for unlawful activities, political or commercial purposes, any form of harassment or threats, sending of spam messages or chain letters to more than five people or any use that interferes with the school computing services or its employees.
- Students may not send messages with a false identity or alter forwarded mail out of context.
- Students will not repost a message that was sent to them privately without permission of the person who sent them the message.
- Students will not post or share information that could cause damage or a danger of disruption to GVSD schools or any other organization or person.
- Students are prohibited from accessing or attempting to access instant messages, chat rooms, forums, email, social networking sites, or other messaging services during the instructional day unless authorized by a teacher or administrator for instructional purposes.
- **A student should NEVER post personal information on the web (including, but not limited to, last names, personal details including address or phone numbers, or photographs).**
- **Do not, under any circumstances, agree to meet someone you have met over the Internet.**
- Never link to web sites from your digital environment without reading the entire article to ensure it is appropriate for a school setting.
- An image taken by any camera or video enabled device may not be published, broadcast, or transmitted to any other person, by any means, without the knowledge and consent of each person appearing in that image who had a reasonable expectation of privacy at the time the image was recorded or the person who owns the copyright on the material appearing in that image.
- Camera and/or video enabled devices may not be used in any classroom without assigned permission from a teacher.
- Students will not engage in plagiarism or copyright infringement and will respect the rights of copyright owners.
 - *Plagiarism is taking the ideas or writings of others and presenting them as if they were yours. It is against the law and could result in loss of grade for the assignment in addition to other consequences.*
 - *Copyright infringement occurs when you inappropriately reproduce a work that is protected by a copyright.*

If you are unsure whether you can use a work, you should request permission from the copyright owner.

Copyright law can be very confusing. If you have questions, ask a teacher.

- Students will not download or install pirated software, music, video or files that infringe on copyright laws onto computers. Possession of unlicensed or pirated software is illegal.
- Students will not use the GVSD network to access inappropriate material including sites that display profane or obscene (pornographic) material, advocate illegal acts, encourage the use of drugs, alcohol or tobacco, school cheating, weapons, material that advocates violence, participation in hate groups, or discrimination towards other people, or other inappropriate activities considered harmful to minors.
- GVSD expressly forbids cyber-bullying. For the purposes of this policy, "cyber-bullying" shall mean using messaging services and/or other digital communication devices to bully others by:
 - Sending or posting cruel messages or images; threatening others; Excluding or attempting to exclude others from activities or organizations; Starting or passing on rumors about others or the school system; Harassing or intimidating others; Sending angry, rude or vulgar messages directed at a person or persons privately or to an online group; Sending or posting harmful, untrue or cruel statements about a person to others; Pretending to be someone else and sending or posting material that makes that person look bad or places that person in potential danger; Sending or posting material about a person that contains sensitive, private or embarrassing information.*

including forwarding private messages or images; Engaging in tricks to solicit embarrassing information that is then made public. Using camera and/or video enabled devices to bully another person or to invade another person's privacy.

- Students will abide by rules of Network etiquette by not using defamatory, inaccurate, abusive, obscene, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or prejudicial language in public or private communication
- The use of digital media is considered an extension of your classroom. Any speech that is considered inappropriate in the classroom is also inappropriate in all digital environments. This includes but is not limited to slander, profanity, racist, sexist or discriminatory remarks.

Mobile District Device Contract

Grass Valley School District (GVSD) is pleased to provide our students with a variety of devices for daily use as part of their curriculum. The 21st century education your student receives at GVSD includes digital citizenship, internet safety, and care of mobile devices. The following are guidelines for proper use and care of GVSD's mobile devices with which you are entrusted.

1. All Devices are the property of GVSD and are for educational purposes only.
2. Devices are to be used ONLY by the student to which they are assigned.
 - The assigned student is solely responsible for the condition of and content on their device from the time it is first checked out until it is returned.
 - Any damage or loss must be reported immediately to a teacher or staff member.
 - This includes the device and any accessories issued with it such as a charger or case.
3. Applications will be pre-installed on your device when you receive it and may be installed or removed remotely by district staff. **Applications are not to be added or removed by students or guardians.**
 - Chromebooks may have access to add a few pre-approved apps in the GVSD Google Store.
 - All other apps will be added or removed by school site technicians with a teacher's request.
4. The student and guardian will be billed for the cost to repair or replace damaged or lost devices and/or accessories. Damage includes but is not limited to:
 - Physical damage and/or unauthorized alterations
 - Attempted access of other users' data or GVSD systems other than those intended for student use.
 - Creation and/or distribution of malware, viruses, or other malicious software
 - District Device Protection is available and can be purchased.
5. Willful or malicious damage will result in a restriction or cancelation of privileges and disciplinary action in addition to reimbursement fees for the cost to repair or replace damaged property. No repair attempts should be made by a student, guardian, or third party.
6. Accounts are not to be shared.
 - All content accessed and created with student accounts is securely stored in GVSD systems.
 - Students are responsible for all activity on their accounts.
 - Any breach of a student's user account or password should be reported to staff immediately.

Special instructions for those students issued devices for use at school and at home:

- *Students are expected to bring devices to school fully charged every day.*
- *Devices sent home are intended to be used for the educational needs of the student to which they are assigned.*
- *Guardians are encouraged to monitor the device use and care while at home. This includes email, Internet activity, storage, charging, etc.*

Mobile Device Best Practices

1. Keep devices away from food, drink, and other liquids.
2. Do not place objects on top of devices, even when in cases. Though they may appear to be ok, the weight of objects on a device may cause internal damage not readily visible.
3. Do not leave devices in areas where they may be exposed to extreme heat (over 100 degrees) or cold (below 32 degrees) for extended periods of time, such as cars.
4. Do not etch, draw or place stickers on devices.
5. Always store devices in secure locations, out of view from windows, off the floor, and away from possible damage.
6. Folding devices such as Chromebooks and laptops should not be lifted or carried by the screen.
7. Ensure that there is nothing laying on the keyboard or palm rest before closing a screen.
8. Store and transport these devices with the screen in the closed position.
9. Remember to plug in your device with time to charge before school.

Additional Mobile District Device Services

Grass Valley School District Device Protection Plan

- The Grass Valley School District is proud to provide Chromebooks, iPads, or other electronic "devices" to enhance our students' education.
- Similar to text books, devices are the responsibility of the student to which they are assigned. This includes costs associated with damages and loss or theft (California Education Code 48904).
- Both on and off campus (in instances where students are granted take-home permissions), students are responsible for the safe and appropriate operation of the device(s) they are issued.
- Grass Valley School District offers a Device Protection Plan to cover district devices issued to

All students receiving a district device MUST complete the Grass Valley School District Device Protection Plan, either accepting or declining the plan, and return it to their school office.

Grass Valley School District Hotspot

- Grass Valley School District is loaning hotspots on an as needed bases to assist in providing students connectivity while the District is operating in an online or hybrid format.
- These devices are the property of GVSD and intended solely for the enhancement of students' education.
- The district cannot guarantee reception or sufficient bandwidth at every residence to make student devices fully functional for all classroom tasks.
- GVSD reserves the right to restrict hotspot access to district devices or suspend service at the district's discretion, without prior notice.
- Students will be required to return hotspots at such time as the education format returns to in-person, at the conclusion of the school term, or when requested by the student's teacher or the GVSD technology department, whichever comes first.

All students receiving a district Hotspot to take home MUST complete the Grass Valley School District Hotspot Contract and return it to their school office.

Privacy Policies and District Responsibilities

- GVSD works diligently to ensure that all online educational services and curriculum used by the district are compliant with state and federal student privacy laws, including the Children's Internet Protection Act (CIPA), the Children's Online Privacy Protection Act (COPPA), the Family Educational Rights and Privacy Act (FERPA), the Student Online Personal Information Protection Act (SOPIPA) (SB 1177), the California Student Privacy Protection (AB 1584), the Protection of Pupil Rights Amendment (PPRA) and the California Consumer Protection Act (CCPA).
- Parents and guardians have a right to know who has access to their child's information. A comprehensive list of online educational services used by the district is available on our district website: www.gvsd.us
- GVSD does not collect data from students for any purpose other than to inform educational process and services. GVSD does not sell student information, nor does it utilize programs who sell student information.
- GVSD actively uses filtering software to meet the Children's Internet Protection Act (CIPA) requirement and to prevent students from accessing graphics that are (1) obscene, (2) pornographic, or (3) harmful to minors.
- GVSD retains the right to block unacceptable websites. Filtering hardware and software are continuously updated to provide the safest school environment possible. However, with an average of 500,000 new websites created each day, it may be possible for students to access inappropriate content. GVSD assumes no liability if this occurs but will take immediate action to mitigate this content.
- The use of anonymous proxies to get around content filtering is strictly prohibited and is a direct violation of this agreement.
- Teachers will provide grade-level appropriate guidance to students as they make use of online information resources to conduct research and other studies related to the district curriculum.
- Classroom use of networked resources will be in support of educational goals.
- Teachers will provide alternate activities for students who do not have permission to use the Internet.
- Though GVSD strives for a high uptime, they do not guarantee network functionality or accuracy of information.

G Suite for Education Notice to Parents and Guardians

This notice describes the personal information we provide to Google for these accounts and how Google collects, uses, and discloses personal information from students in connection with these accounts. Using their G Suite for Education accounts, students may access and use the following "Core Services" offered by Google (described at https://gsuite.google.com/terms/user_features.html):

- Gmail
- Google+
- Calendar
- Chrome Sync
- Approved Chrome extensions
- Classroom
- Cloud Search
- Contacts
- Docs, Sheets, Slides, Forms
- Drive
- Groups
- Google Meet, Google Hangouts, Google Chat, Google Talk
- Jamboard
- Keep
- Sites
- Vault

In addition, we also allow students to access certain other Google services with their G Suite for Education accounts. Specifically, your child may have access to the following "Additional Services".

- Applied Digital Skills
- Chrome Web Store (contents restricted for students)

- Google Analytics
- Google Bookmarks
- Google Books
- Google Cloud Print
- Google Custom Search
- Google Data Studio
- Google Earth
- Google Maps
- Google My Maps
- Google Public Data
- Google Takeout
- Managed Google Play
- Search and Assistant
- Third-Party App Backups
- YouTube (highest level of restriction and teacher-approved content only)

Google provides details about the information it collects, as well as how it uses and discloses the information it collects from G Suite for Education accounts in its G Suite for Education Privacy Notice. You can read that notice online at https://gsuite.google.com/terms/education_privacy.html

For a complete list of content available to students at any time, please see our website at www.gvsd.us

Consequences for Policy Violation

- Students who do not abide by these terms and conditions may lose their opportunity to take part in the online portion of their instruction and/or be subject to consequences appropriate to misuse according to the school discipline policy.
- If the District reasonably determines that the student has willfully damaged any school hardware, the District reserves the right to apply the liability provisions of Education code section 48904.
- In the event there is a claim that a student has violated this policy in the use of the GVSD network system, the student will be provided with a written notice of the suspected violation and an opportunity to present an explanation before an administrator.
- If a student is found to have violated this Policy, the consequences will be, but not limited to, warnings, usage restrictions being placed on their account, and/or disciplinary action at the discretion of the site administration.
- A violation of Federal, State or local laws or ordinances, if escalated, may result in legal proceedings.



GRASS VALLEY SCHOOL DISTRICT

K-8 Student Instructional Technology Acceptable Use and Internet Safety Policy

By signing this policy, I understand that I am accepting the following sections:

- **Acceptable Use of GVSD Technology and Online Educational Services**
 - **Unacceptable Use of GVSD Technology and Online Educational Resources**
- **Mobile Device Contract**
- **Additional Mobile Device Services**
- **Privacy Policies and District Responsibilities**
 - **G Suite for Education Notice to Parents and Guardians**
 - **Consequences for Policy Violation**

Student Agreement:

I understand and will abide by the Acceptable Use and Internet Safety Policy. Should I commit a violation, I understand that consequences of my actions could include suspension of computer privileges, school disciplinary action, and/or referral to law enforcement

Student's Name (please print): _____

Grade Level: _____ **Teacher's Name:** _____

Student's Signature: _____ **Date** _____

Parent or Guardian Agreement:

As the parent or guardian of this student, I have read the Acceptable Conduct and Use Agreement. I understand that computer access is provided for educational purposes in keeping with the academic goals of the Grass Valley School District (GVSD), and that student use for any other purpose is inappropriate. I recognize it is impossible for GVSD to restrict access to all controversial materials and I agree to not hold the district or any district staff responsible for the failure of any technology protection measures, violations of copyright restrictions, or users' mistakes or negligence. I understand that my child's computer activities at home should be supervised as they can affect the academic environment at school and acknowledge GVSD accepts no responsibility for supervision outside the school setting. I agree to indemnify and hold harmless the District and/or District personnel for any damages or costs the District personnel incur as a result of a violation of the Acceptable Use and Internet Safety Policy by my student(s).

I hereby give permission for my child to use computer resources at GVSD, and hereby accept and agree to the terms and conditions of the Acceptable Use and Internet Safety Policy and Agreement

Parent or Guardian's Name (please print): _____

Parent or Guardian's Signature: _____ **Date** _____



Grass Valley School District Device Protection Plan

The Grass Valley School District (GVSD) is proud to provide Chromebooks, iPads, or other electronic “devices” to enhance our students’ education. Most students have access to devices in their classroom during the course of the day while some have devices assigned to them for their use during the school year. In our 21st century schools, a growing portion of the daily curriculum is now online, making devices a central part of our students’ education.

Similar to text books, devices are the responsibility of the student to which they are assigned. This includes costs associated with damages and loss or theft (California Education Code 48904). Both on and off campus (in instances where students are granted take-home permissions), students are responsible for the safe and appropriate operation of the device(s) they are issued. This includes the device itself and any accessories included therewith (charger, case, etc.) Expectations are as follows:

GVSD Responsibilities:

- Provide a device for students as deemed necessary by the school principal.
- Provide a charger for every device issued.
- Provide a case when deemed necessary by the school site technician.
- Provide a low-cost device protection plan option to GVSD families.
- Provide content filtering for GVSD issued student devices both on and off campus.
- Provide technical support for GVSD issued devices at each school site.

GVSD Family Responsibilities:

- We encourage families to review the GVSD Acceptable Use Policy with their student(s) to be sure everyone fully understands this agreement. Use of student devices is contingent on having a signed acceptable use policy on file.
- It is the students’ responsibility to care for any devices issued to them.
- Students must report immediately to their school site technician any loss or damage to their device.
- In the event loss or theft should occur during a school break, the school office should be contacted immediately so the device can be disabled remotely to protect the student’s content.
- In the event of loss due to theft, burglary, robbery, or vandalism, notify law enforcement. Administration will ask for a copy of the police report to assist in replacement of the device.

GVSD Device Protection Plan (per school year):

- Cost: \$15 per year (for each device if more than one device should be issued)
- Protection plan is effective from date of purchase until devices are returned at the completion of the school year.
- GVSD will not prorate the insurance plan. Policies purchased any time during the school year will expire when that school year ends.
- No refund will be issued in the event a student should withdraw from the school prior to the completion of the school year.
- If not purchased prior to device checkout, devices will be subject to inspection by the school site technician prior to approval of insurance plan.

Deductibles:

- 1st covered repair: \$0 (no deductible)
- 2nd covered repair: \$30
- 3rd covered repair: \$50
- After 3 repairs in one school year, the student will be referred to site administration and the protection plan void for the remainder of the year. The parent/guardian will be responsible for all damage or loss after the 3rd covered incident.

Settlement:

- Your protection plan covers the cost of parts and labor to repair a device.
- During the assessment/repair period, the student will be issued a loaner device of the District's choosing.
- In the event the device is deemed beyond repair, a replacement device of the District's choosing will be provided.
- Remaining policy coverage will be transferred to any loaner or replacement device.

Misrepresentation:

- Coverage may be denied if the student willfully defrauds, conceals, and/or misrepresents any material information about the cause of damage or loss of the device. Please report all incidents as soon as possible.

What IS Covered:

- Accidental damage, cracked screens, drops, liquid spills, submersion.
- One replacement due to theft, burglary or robbery.
 - Valid only with official police report.
 - Any subsequent incidents will be treated as neglect and incur full, unwarranted replacement charges.
- Vandalism: with official police report or school administrator incident report.
- Mechanical failures, as assessed by IT staff.

What is NOT Covered:

- Loss of accessories, software or data, including power supply and carrying case (if provided).
- Intentional acts of neglect or abuse as determined by school staff.
- Corrosion, rust, or cosmetic damage.
- Unexplained loss, mysterious disappearances, or law enforcement seizure.
- Devices not returned at the end of the school year.
- Tampering with or any unauthorized attempts to repair a device, install software, or remove a device from the GVSD managed domain. *(Issues of this type will be referred to administration for violation of the acceptable use policy)*

Replacement Costs:

- Families who choose NOT to participate in the GVSD Device Protection Plan will be responsible for the full cost of repair or replacement of a device and/or accessories should an incident occur. The following are average costs of devices a student may be issued:
 - iPad: \$330
 - Chromebook: \$200
 - Replacement screen: \$50
 - Replacement Keyboard/palm rest: \$40
 - Replacement power supply: \$20
 - Replacement case: \$15



Grass Valley School District Device Protection Plan

Choose an insurance option and return this form to your school site.

I Accept Device Protection Plan

I have been notified of and understand the conditions, guidelines, and costs associated with the GVSD Device Protection Plan. *Please attach cash or check payable to Grass Valley School District (\$15 per device).*

I Decline Device Protection Plan

I understand that by declining the GVSD Student Device Protection Plan, I will be fully liable for the cost of any damages to the Device while checked out to my child.

Student District ID #: _____ Parent Contact # (_____) _____ - _____

Student Name (Please Print) _____

Student Signature _____ Date: _____

Parent/Guardian Name (Please Print) _____

Parent/Guardian Signature _____ Date: _____

Thank you for your support in protecting your child's Device.

Grass Valley School District

Student / Parent / School Agreement 2022-2023

Student Expectations for: _____
(Students Name)

School Attending: _____

Students are at school to learn. I will help myself and others to learn, by following these rules:

1. Follow the Golden Rule...Treat others the way you want them to treat you.
2. Be SAFE
3. Be RESPECTFUL
4. Be RESPONSIBLE
5. Be READY TO LEARN

Student Signature _____

Staff Expectations

The teaching of literacy, math, and social behaviors are our top priority. Therefore, the staff will:

1. Develop social behaviors and class routines during the first six weeks to be reviewed and re-taught as necessary during the year.
2. Communicate openly with each other and parents.
3. Welcome parent participation and provide appropriate parent training.
4. Take responsibility for all students and their learning.
5. Have high expectations for student success.

Teacher Signature _____

Parent Expectations

To support our children's education, we as parents or guardians will:

1. Have our children arrive on time and stay until dismissal.
2. Have our children fed, rested, dressed appropriately, and prepared with materials and class assignments.
3. Communicate openly with teachers and other school staff.
4. Discuss the school day with our children and read school communications.
5. Set aside time for homework or reading at home each day.
6. Parents will voluntarily participate in home visits or community meetings.

Parent Signature _____

Enroll. Get Care. Renew.

Health Coverage All Year Long: 2022 Public Health Emergency Edition



Health Coverage Options

Medi-Cal:

- Children—regardless of immigration status—foster youth, pregnant women and legally present individuals—including those with DACA status—may be eligible for no- or low-cost Medi-Cal.
- Medi-Cal covers immunizations, checkups, specialists, vision and dental services, and more for children and foster youth up to age 26 at no or low cost.
- Medi-Cal enrollment is available year round.
- During COVID-19, Medi-Cal plans began offering more services using telehealth. Ask your provider about accessing care over video or telephone.

Covered California:

- Covered California is where legal residents of California can compare quality health plans and choose the one that works best for them.
- Based on income and family size, many Californians may qualify for financial assistance.
- Enroll during Open Enrollment or any time you experience a life-changing event, like losing your job or having a baby. You have 60 days from the event to complete enrollment.

Immigrant Families: Visit the [public charge guide](#). Receiving government health insurance and using health services will not affect your immigration status. Information is only used to determine eligibility. Click the [English](#) or [Spanish](#) versions for more details.

Enroll.

Three ways to enroll in Medi-Cal and Covered California:

1 (800) 300-1506

www.coveredca.com

Find in-person help: www.coveredca.com/support/membership/contact-medi-cal/

Get Care.

- Find a primary care doctor in your network.
- Schedule an annual checkup for you and your family.
- Make sure to take your child to the dentist.
- Pay your monthly premium if your plan requires it.

Renew.



Medi-Cal must be renewed every year. While this has temporarily paused during the COVID-19 pandemic, it is important to ensure that Medi-Cal has your current address so that when it's time to renew your coverage, they can contact you. If you receive a renewal notice, be sure to act: you can renew by mail, online or over the phone. For help, contact your local Medi-Cal office. Click [here](#) to find your county office.

Health plans through Covered California must be renewed every year. Renewal information will be mailed at the end of the year, or you can contact Covered California directly at: 1(800) 300-1506.

Financial Help. You and your family may qualify for financial help:

SEE NOTE BELOW FOR INCOMES IN THIS RANGE	Federal Premium Tax Credit*										Tax credit continues beyond 400%
	American Indian / Alaska Native (AI/AN) Zero Cost Sharing										AI/AN Limited Cost Sharing
% FPL	100%	138%	150%	200%	213%	250%	266%	300%	322%	400%	
Household Size	If 2022 household income is at or less than										
1	\$12,880	\$17,775	\$19,320	\$25,760	\$27,435	\$32,200	\$34,261	\$38,640	\$41,474	\$41,474	
2	\$17,420	\$24,040	\$26,130	\$34,840	\$37,105	\$43,550	\$46,338	\$52,260	\$56,093	\$56,093	
3	\$21,960	\$30,305	\$32,940	\$43,920	\$46,775	\$54,900	\$58,414	\$65,880	\$70,712	\$70,712	
4	\$26,500	\$36,570	\$39,750	\$53,000	\$56,445	\$66,250	\$70,490	\$79,500	\$85,330	\$85,330	
5	\$31,040	\$42,836	\$46,560	\$62,080	\$66,116	\$77,600	\$82,567	\$93,120	\$99,949	\$99,949	
6	\$35,580	\$49,101	\$53,370	\$71,160	\$75,786	\$88,950	\$94,643	\$106,740	\$114,568	\$114,568	
	Medi-Cal for Adults		Medi-Cal for Pregnant Women				Medi-Cal Access for Pregnant Women				
			Medi-Cal for Kids (0-18 Yrs.)				CCHIP				

Note: Consumers after 138% FPL may qualify for a Covered California health plan with financial help including: federal premium tax credit, Zero Cost Sharing and Limited Cost Sharing AI/AN plans

Source: www.coveredca.com/pdfs/FPL_chart.pdf

For more information go to:
www.allinforhealth.org

The Children's



Student Name: _____ School: _____ Grade: _____
Please Print

Grass Valley School District

Mandatory Parent/Guardian Signatures (Form A)

The **Returning Registration Form** and this **mandatory signature page** must be signed and returned annually to the school office at your school site:

The policies and forms listed below are available in the school office or on our District website at www.gvsd.us (click on the Annual Parent Notification and then on your students school). Please sign below to acknowledge you have reviewed these policies and forms:

- Annual Parent/Guardian Notice of Rights and Responsibilities (EC 48980)
- Promotion/Retention – Board Policy #5123
- Parent Involvement Plan – Board Policy #6020
- Student Eligibility Certification (Indian Education)
- Student Handbook (provided by school site)
- Student Conduct - Board Policy #5131 (Sexual Harassment/Non-Discrimination)
- Pest Notification
- Uniform Complaint Procedures – Board Policy #1312.3

I hereby acknowledge receipt of the above information and policies

Parent Signature

Date

Student Acceptable Use Agreement (Terms and Conditions)

I understand and will abide by the Terms and Conditions for the use of the Grass Valley School District technology services, including Internet access. I further understand that any violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action pursued.

Student Name: _____
Please Print *Student Signature* *Date*

Parent Name: _____
Please Print *Parent Signature* *Date*

Request To Deny Access To Directory Information

If you **do not** wish directory information released, please sign below and return this page to the school office within the next 30 days. Note that this will **prohibit** the district from providing the pupil's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

Do not release directory information regarding the above named student.

Date: _____ Signature: _____

****YOUR SIGNATURE ON THIS SECTION MEANS THAT YOUR CHILD'S NAME WILL NOT APPEAR ON ANY PUBLICATIONS FOR HONOR ROLL, SCHOOL NEWSLETTERS, AWARDS, AND/OR RECOGNITION'S, SCHOOL WEBSITES, LOCAL NEWSPAPERS, ETC.)**

Request for Non-Participation in Health, Family Life or Sex Education Instruction (Grades 5th through 8th)

I do **not** wish

_____ participating in _____ for the following reasons:
Student Name *Class*

_____ Conflict with religious training or beliefs. _____ Personal moral convictions

Date: _____ Signature: _____



2022-2023 School Year

Re: Student Injuries and Insurance

Dear Parent/Legal Guardian:

The safety of our students is one of our most important concerns. Even so, accidents do happen and resulting medical treatment (ambulance transport, surgery, hospitalization, etc.) can be very expensive.

Please know that the District **does not** assume responsibility for these costs. However, as a service to you and your child, your school has joined with 1,000's of others by offering you access to a low cost, voluntary purchase student accident/sickness insurance program. The program is arranged and administered by Myers-Stevens & Toohey & Co., Inc. a firm that has specialized in such coverage for 40 years. Details and an enrollment form are in the accompanying brochure. Please read it carefully.

Several plans are offered and rates for the entire school year start at around \$16 (*Dental Accident Plan*). You can limit coverage to school related injuries only (including sports) or opt for 24/7 protection. Also offered is a *Student Accident & Sickness Plan* (recommended if your child has no other health insurance) and a *pharmacy discount program* for your entire family. Whether your child currently has no other coverage or you want to "fill in the gaps" in other insurance, you will probably find an option to fit your needs.

While you can seek care from any doctor or hospital, you'll also have access to an extensive network of medical providers with discounted charges. Seeking care through contracted providers may further reduce your out-of-pocket costs, particularly if your child needs surgery or hospitalization.

To enroll, complete the enrollment form in full, select the plan(s) you want for your child, enclose the proper premium using a check, money order or credit card, seal and return as directed on the form. While your child is eligible to enroll at any time, you are encouraged to consider early enrollment to get maximum value from the plan(s) selected.

Note – Once processing is completed, an ID card verifying coverage will be mailed home to you. Because many parents have expressed interest in much higher limits of coverage for their children, at that time you'll also be sent information regarding a newly available *Supplemental Catastrophic Injury Plan* that can cover us to \$500,000/injury for up to five years.

If you have any questions, please call Myers-Stevens & Toohey at (800) 827-4695. Bilingual representatives are available for parents who need assistance in Spanish.

In order to document your having been notified of this matter, please sign and complete the bottom of this form and immediately send it back to the school with your child.

Sincerely,

Andrew Withers
Superintendent

As parent/guardian of _____, I understand that the School does not provide medical insurance for student injuries but does make voluntary student insurance available. I have received the information on this program.	
<input type="checkbox"/> I will enroll my child in the program	<input type="checkbox"/> I will not enroll my child in the program
Signed _____	Date _____