



OAKLAND UNIFIED
SCHOOL DISTRICT

Community Schools, Thriving Students

2011—2012

Registration Packet
and
OUSD Policies Signature Page

Registration Checklist 2011—2012

Required for ALL students every year

- Emergency Card
- Free and Reduced Price Lunch Form (if applicable)
- Student Disaster Preparedness Information
- OUSD Policies Signature Page (last page of this Registration Packet)

Required for all students NEW to the school (or upon request by the school)

- Registration Form / Pupil Data Card
- Birth Certificate or other Legal Proof of Age
- Written documentation of California required immunizations (Pre K – 12th grade)
- Proof of Physical and Dental Exams
(Kindergarten or first grade if your child did not attend Kindergarten)

Optional depending on the school

- Field Trip/ Excursion Permission Slip
- Other specific Field Trip forms
- Other forms as needed by each school



Dear Parents, Guardians and Caregivers,

August 1, 2011

Welcome to the 2011-2012 school year. This is an exciting time for OUSD as we take the next step toward becoming a full-service community school district. In June 2011, the Oakland Board of Education unanimously approved our "Community Schools, Thriving Students" strategic plan, setting the course of Oakland Public Schools for the next five years. This plan was the product of an extensive series of community engagement activities that involved nearly 5,500 participants working to create a school district where *all* students achieve. To make that goal a reality, we must now begin the challenging but critical work of implementing our plan and ensuring that every OUSD school is a full-service community school where superior instruction occurs in a setting conducive to high levels of learning.

Each full-service community school must be a place where the school's mission and vision is focused on meeting the needs of every student. In addition to strong academics, students and families have access to health, physical education, nutrition, medical, dental, recreation, housing, employment, and language acquisition services on-campus, establishing the school as a hub for the entire neighborhood.

We are not starting from scratch and there are encouraging results upon which we can build. Oakland has extended its reign as California's most improved large, urban school district to six years, but there is much work to do before victory is declared. Far too many students fail to receive the education they need to succeed in college, the workplace, and life. If we hope to correct this, we must demonstrate unity of purpose and a relentless commitment to the idea of putting our young people first.

One important way in which the community as a whole can work to ensure student success is by emphasizing the importance of regular attendance and banding together to fight truancy. Regular attendance is one of the most critical factors in determining your child's academic success. You need to expect the best from us in every classroom every day. In exchange, **for our teachers to meet and exceed your expectations, your child must be in school on time every day**. Please read the following attendance guidelines to ensure a valuable and meaningful academic experience for your child. Additional attendance information is available at your school and in the 2011 OUSD Parent Guide.

Excused Absences

- Under state law, absences are excused only for illness, quarantine, medical appointments, funeral services of an immediate family member, jury duty, and certain justifiable personal reasons. **When your child is absent for any amount of time, you must send him/her back to school with a note.** The note must include: (1) your signature; (2) your child's name; (3) the day/s and date/s of the absences; (3) the reason for the absence; and (4) your home, work and cell phone numbers. You may also verify the absence on the phone, in-person, or through a home visit with a designated school employee.
- If your child is absent three (3) or more days due to medical reasons, a doctor's note is required.
- If your child is sick and can't attend school for 30 days or longer, please ask for Home/Hospital instruction.

Unexcused Absences and Tardies

- Some parents are unaware that "going out of town" or "unforeseeable circumstances" are unexcused absences. If you must go out of town for five (5) to twenty (20) days, please ask your school if Independent Study is an option. This will allow your child to keep up with his/her schoolwork and ensure that missed time does not count toward truancy. If Independent Study is granted, please encourage your child to complete his/her assignments.
- If your child is late any day (any class for secondary students), it will count as a tardy.
- After three (3) unexcused absences or tardies, your child will be classified as a truant. There are escalating consequences for truancy, including detention, Saturday school, community service, or referral to the OUSD School Attendance Review Board (SARB). Failure to address the problem may lead to a referral to the Alameda County District Attorney's Office, which may charge truant students and/or parents with violations of state law.

Working together we can achieve our common goal of making this school year an extraordinarily positive and productive time for all of our students. Thank you for supporting your child's learning experience.

Sincerely,

Tony Smith

Attendance Calling System & Parent Portal

We need your help to ensure that every student attends school regularly. The Attendance Calling System provides information about your student's attendance. The Attendance Calling System automatically calls parents/guardians to alert them when a student has missed one period or more that day.

Parents may access attendance information for their students through the OUSD Parent Portal. In order to access Parent Portal, you must submit a **valid email address and phone number (home or cell)**. Please be certain to complete the email address field on the last page in order to access this valuable timely information about your student.

Parental Responsibility for Textbooks

The State of California Education Code (section 48904b) holds parents responsible for all school materials loaned to their children. School textbooks are included in the requirements of this Education Code section. Failure to return or reimburse the student's school for lost or damaged textbooks may result in the withholding of grades, diplomas or transcripts until damages have been paid. Please note that the cost of a textbook typically ranges between \$40 and \$85.

No textbooks will be issued students to take home until the **OUSD Policies Signature Page** has been initialed and signed. Only parents or legal guardians may sign the form, and telephone contact may be made to verify signatures. Parents may appeal the charge for a lost textbook. Items in question will be held pending a final determination based on a hearing process. Thank you for your cooperation.

Release of Directory Information

The Oakland Unified School District is required to release student "directory information" to qualified groups or individuals, such as official school site parent-teacher organizations, college recruiters and prospective employers, who request directory information. Refer to District Board Policy 5125.1, found at www.ousd.k12.ca.us, for further details.

Directory information includes:

- Name
- Address
- Telephone number
- Electronic mail (email) address
- Photograph
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Dates of attendance
- Degrees and awards received
- Most recent previous school attended

*If you do not want the District to release your child's "directory information" to qualified groups or individuals during the 2011–2012 school year, complete the **Decline Release of Directory Information box on the OUSD Policies Signature Page** at the end of this packet.*

Military Exemption (students 16 years old and above only)

Under District policy and the No Child Left Behind Act, the Oakland Unified School District is required to release the names, home addresses, and home telephone numbers of all secondary students who are 16 years old and above to military recruiters who request this "directory information."

*If the secondary school student or his/her parent/guardian does not want the District to release the secondary student's "directory information" to military recruiters during the 2011–2012 school year, parent(s) or the secondary student (ages 15 ½ and over only) must complete the **Military Exemption box of the OUSD Policies Signature Page** at the end of this packet. Refer to District Board Policy 5125.1 for further details, found at www.ousd.k12.ca.us.*

Student Acceptable Use of Technology Consent

We are pleased to offer our students access to the District computers, network, and technology for educational purposes. Parents and students are advised that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. The District cannot guarantee that filtering software will in all instances successfully block access to all inappropriate materials.

To gain access to the Internet, any online digital locker or network storage accounts, email, and any other district electronic technologies, all students and parents/guardians must sign and return this form to the school.

Access to District technology is a privilege, not a right. The District's electronic network is part of the curriculum and is not a public forum for general use. Please carefully read the attached Acceptable Use of Technology policy. Violations may result in disciplinary action. Violations can include:

- **Sending or displaying offensive pictures or graphics.**
- **Using obscene language.**
- **Harassing, insulting, threatening or abusing other network users.**
- **Cyberbullying.**
- **Violating copyright laws.**
- **Using another user's account and password.**
- **Damaging computers, personal or network files.**
- **Trespassing in another user's private files.**
- **Attempting to circumvent network security.**
- **Using the OUSD-Net for commercial purposes or individual financial gain.**

Unless otherwise instructed by school personnel, students shall not disclose, use, or disseminate personal identification information about themselves or others when using email, chat rooms, or other forms of direct electronic communication. Students are also cautioned not to disclose such information by other means to individuals contacted through the Internet without the permission of their parents/guardians. Personal information includes the student's name, address, telephone number, Social Security number, or other individually identifiable information

By signing this agreement, I/we are signifying that I/we have read OUSD Acceptable Use Policy and agree to abide by its terms. I/we understand that the computer network/computers are to be used solely for educational purposes and that there is no expectation of privacy with respect to the use of the same.

High School Graduation Requirements

OUSD Board Policy 6146.1

Selecting Your High School Courses

Working with your parents, teacher, trusted adult, or guidance counselor, you may have begun to think about your career interests and high school courses. You may wish to match your career interests with a career pathway at your high school. These pathways allow you to see the practical applications of what you are learning and further explore college and career options. To learn more about what career pathways are available, visit www.linkedlearningousd.org.

Whether you choose to enroll in a career pathway or select a general program, the high school curriculum is designed to prepare you for an entry level job and/or college entrance. Because requirements for both entry level jobs and college have become more rigorous, the basic requirements for graduation from high school have also become more rigorous. Please check with your school if you need help evaluating your progress or understanding these requirements.

OUSD Graduation Requirements for Class of 2012 through 2014 (10th through 12th graders)

These are the **minimum requirements** that a student must complete in order to graduate from high school. Four-year colleges may require additional coursework.*

- 230 credits in required subjects.
 - One semester course = 5 credits
 - One year course = 10 credits
- Grade Point Average (GPA) minimum 2.0
- Successful Completion of Senior Project
- Passing the California High School Exit Exam (CAHSEE), both math and English-Language Arts sections

Most students graduate with 240 or more credits.

*For information regarding alternative schools, credit recovery, and extended learning opportunities, please contact your school.

Required Subjects	Credits	Years
English or ELD	40	4
Mathematics*	30	3 minimum, including Algebra & Geometry
Science	30	1 Physical Science 1 Biology/ Life Science 1 Additional Science
World History	10	1
U.S. History	10	1
American Government/ Economics	10	1 semester each
World Language* <i>(Language other than English)</i>	10	1
Visual/ Performing Arts	10	1
Physical Education/ ROTC/ Marching Band	20	2
Electives	60	12 Semesters
Subtotal	230 Minimum	

*Note: Students planning to attend the University of California or California State University must take 3 years (30 credits) of math including Algebra 2 (Advanced or Intermediate Algebra) and must take 2 years (20 credits) of World Language.

OUSD Graduation Requirements beginning class of 2015 (NEW 9TH GRADERS)

These are the **minimum requirements** that a student must complete in order to graduate from high school.

- 230 credits in required subjects.
 - One semester course = 5 credits
 - One year course = 10 credits
- Grade Point Average (GPA) minimum 2.0
- Successful Completion of Senior Project
- Passing the California High School Exit Exam (CAHSEE), both math and English-Language Arts sections

Most students graduate with 240 or more credits.

These new graduation requirements are designed to ensure that all students have the opportunity to meet minimum eligibility for University of California and California State University. Contact the College and Career Readiness Office for questions regarding the new graduation requirements at (510) 273-2360.

Required Subjects	Credits	Years
English	40	4
Mathematics*	30	3 minimum, including Algebra, Geometry, Intermediate Algebra or Advanced Algebra
Science	30	1 Physical Science 1 Biology/ Life Science 1 Additional Science
World History	10	1
U.S. History	10	1
American Government/ Economics	10	1 semester each
World Language* <i>(Language other than English)</i>	20	2 Must be 2 years completed in the <u>same</u> world language
Visual/ Performing Arts	10	1 Must be completed in a single yearlong course
Physical Education/ ROTC/ Marching Band	20	2
Electives	50	10 Semesters, at least 10 credits that UC "G" requirement
Subtotal	230 Minimum	

*Note: University of California recommends the completion of 4 years of math (40 credits).

OUSD Policies Signature Page

****This copy is for your records.**** Please complete the last page of this packet.

1. Acknowledgement of Policies

Please initial each box indicating that you have reviewed the policy.

Initial	Attendance
	I understand I am responsible for my child's attendance.
Initial	Responsibility for Textbooks
	I accept responsibility for any lost textbooks or any damage to textbooks that have been issued to my child.
	I agree to reimburse the District for the cost of replacing all lost, unreturned, or damaged books.
	I understand that grades, diplomas, and transcripts will be withheld if payment is not made for unreturned or damaged books.
Initial	OUSD Parent Guide
	I have received a copy of the Oakland Unified School District Parent Guide. Ask your school for another copy, if needed.

2. Does your child have a current IEP? Yes No

3. Student Acceptable Use of Technology Consent

Student Consent

I understand that my computer use, the use of other technologies while at school or connected to the District, and any electronic communication and storage systems (including email and student folders, digital lockers, and class/student websites) are not private and that the District has the right to monitor my activity.

I have read the District Acceptable Use of Technology policy and regulations and agree to abide by these rules. I understand that violation of the policy or regulations may result in disciplinary action, including loss of technology privileges, suspension or expulsion, or legal action.

Student Signature _____ **Date** _____

Parental Consent

I have read the District's Acceptable Use of Technology Policy and regulations. In consideration for the privilege of my child using the District's electronic communications system, and in consideration for having access to the public networks, **I hereby release the Oakland Unified School District, its officials, employees, or agents and any institutions with which they are affiliated from any and all claims and damages arising from my child's use of, or inability to use, the system, including, without limitation, the types of damage identified in the District's Acceptable Use of Technology Policy and administrative regulation.**

Parent/Guardian Signature _____ **Date** _____

The OUSD Policies Signature Page continues on the next side.

4. Attendance Calling System & Parent Portal

Attendance Calling System & Parent Portal Information	
Please indicate the preferred language for the calling system	<input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Cambodian <input type="checkbox"/> Cantonese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Arabic
Email address to access parent portal	

Staff: Enter phone number (below) in Primary phone number field in Aeries.
 Enter email address under Student Data -> 6 Contacts -> Parent/Guardian email address in Aeries.

5. Decline Release of Directory Information (Note: most parents do not choose this option)

Decline Release of Directory Information	
I do not want the District to release "directory information" (see Packet for examples) to qualified individuals or groups, such as official parent-teacher organizations, college recruiters, or employers.	
Student's Name	
Parent/Guardian's Signature	

Staff: Put data code A in "Rcd Rel" slot in Aeries.

6. Military Exemption – Students 16 years old and above only

Military Exemption (students 16 years old and above only)	
I do not want the District to release "directory information" (name, home address, and home telephone number) for the secondary student named below to military recruiters.	
Student's Name	
Parent/Guardian <u>or</u> Student's Signature	

Staff: Put data code N in "Rcd Rel" slot in Aeries.

Name of Student _____ Date of Birth ___/___/___

School _____ Grade _____

Home Street Address _____

Home Telephone _____ Work or Cell Phone _____

Parent / Guardian's Name _____

Parent / Guardian's Signature _____ Date _____

Student's Signature (if over 18) _____ Date _____

OUSD Policies Signature Page

Please complete this page and submit it to your child's school site.

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Student Signature _____ **Date** _____

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Parent/Guardian's Signature	

Staff: Put data code A in "Rcd Rel" slot in Aeries.

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Student's Name	
Parent/Guardian <u>or</u> Student's Signature	

Staff: Put data code N in "Rcd Rel" slot in Aeries.

Name of Student _____ Date of Birth ___/___/___

School _____ Grade _____

Home Street Address _____

Home Telephone _____ Work or Cell Phone _____

Parent / Guardian's Name _____

Parent / Guardian's Signature _____ Date _____

Student's Signature (if over 18) _____ Date _____