



# Comprehensive School Safety Plan

## 2022-2023 School Year

**School:** Independence High School  
**CDS Code:** 07-30572  
**District:** Liberty Union High School District  
**Address:** 929 Second Street  
 Brentwood, CA 94513

**Date of Adoption:**  
**Date of Update:** 9/29/22  
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- with Staff 10/27/22
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**Approved by:** School Site council

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## Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school safety committee consulted with local law enforcement, the fire department and other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils

- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year.

A copy of the Comprehensive School Safety Plan is available for review at LUHSD.net.

## **Safety Plan Vision**

All Liberty Union High School District schools are intended to provide all students an inclusive, safe and nurturing educational environment most conducive to learning.

## **Components of the Comprehensive School Safety Plan (EC 32281)**

### **Independence High School Safety Committee**

#### **Assessment of School Safety**

The Independence School Safety Committee analyzed multiple methods to analyze and develop this year's Comprehensive School Safety Plan, including, but not limited to, the number of disaster planning drills (e.g. fire, earthquake and violent intruder(s)); the California Healthy Kids Survey, local crime and student discipline data.

#### **Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)**

The Independence High School Safety Team has developed and documented strategies and programs put in place to promote the safety of students and employees in compliance with California Education Code section 32281. The remaining sections of this Comprehensive School Safety Plan provide a thorough understanding of the strategies, initiatives and programs put in place including measurable goals and objectives.

#### **(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)**

All students have the right to learn in a safe environment, and as such, the Liberty Union High School District is committed to providing a safe, caring and nurturing environment for all its students.

Mandated reporters play a critical role in identifying and reporting concerns of abuse or neglect that may otherwise go unreported. The responsibility to report suspected abuse or neglect can protect the student; can prevent further abuse or neglect, and may allow families to receive needed resources or services that may eliminate the underlying cause of abuse or neglect.

All district employees are mandated reporters. A mandated reporter is an individual required by law (LUHSD Board Policy 5141.4; Penal Code Section 11165.7 and Welfare and Institutions Code 15630) to report reasonable suspicion of child abuse or neglect.

Child abuse can be described as a physical injury inflicted on a child by another person other than by accidental means; emotional abuse (infliction of mental suffering); sexual abuse, assault, exploitation of a child; the negligence and/or maltreatment of a child by a person responsible for the child's welfare.

District employees are directed to call 9-1-1 if the employee believes a child or dependent adult is in imminent danger, needs medical attention, or it would not be safe for them to return or remain at home.

Or

CALL Child Family Services (CFS): Phone 877-881-1116 (operated 24 hours a day/ 365 days per year):

Employees may submit phone reports may to Brentwood Police Department, 925-634-6911 or Oakley Police Department: 925-6258855.

Within 36 hours following a phone report, a written report must be sent to the Contra Costa Child Family Services, mailing address: 2530 Arnold Drive, Suite 360, Martinez, CA 94553, fax: 925-608-6894. The Suspected Child Abuse form (SS 8572) may be downloaded from the Liberty Union High School District's Administrative Services website.

In accordance with state law, all district employees receive online training on an annual basis within the first six weeks of the school year. New employees receive the same online training prior to their start date of employment. The online course provides district employees with an overview of the law regarding the mandated reporting of child abuse and reporting requirements. The course also provides indicators and definitions of various forms of child abuse and the impact of abuse on children.

## **(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)**

### **Disaster Plan (See Appendix C-F)**

The safety and security of all district students and employees is of the highest priority. The district and each school site has adopted procedures to best prepare, mitigate and recover in the unanticipated event of a disaster. The district believes the best way to prepare for an unanticipated emergency is by conducting appropriate drills (e.g. earthquake, fire and active intruder) on a consistent and ongoing basis.

### **Public Agency Use of School Buildings for Emergency Shelters**

The Liberty Union High School District has an established memorandum of understanding (MOU) with the American Red Cross. The MOU establishes mutual supports, coordination and operational processes in the unanticipated event a disaster impacts the local community.

The MOU also establishes, during a disaster or other emergency situation, LUHSD may provide school and district buildings and facility access as work space, shelter and/or for service coordination.

### **Violent Intruder Procedure**

The safety and well-being of students and staff are the highest priorities for the Liberty Union High School District. In collaboration with local law enforcement and community stakeholders, LUHSD schools are taking proactive steps to plan, prepare and practice emergency response procedures.

LUHSD continues to invest time and resources to raise the bar in school security by providing all district employees a comprehensive active shooter response training to prepare for the unlikely event an active shooter invades one of our campuses. LUHSD continued it's strong partnership with the Brentwood and Oakley Police Departments to prepare district employees on how to most effectively respond to an unforeseeable active shooter situation should it occur. All district employees were also offered the opportunity to complete a comprehensive online learning program.

The goals of the ALICE safety training and drills are to improve the ability to protect student and staff, save lives, and reduce injuries. The training and drills will allow each school to evaluate emergency operations plan and improve response skills. Most importantly, it provides an opportunity for the students and staff to develop a "toolkit" of skills which will empower them to make the best decisions for survival if they ever experience a similar emergency (in school or in life.) The ALICE Training Model is changing how schools, universities and businesses respond to armed intruders.

ALICE (Alert, Lock-down, Inform, Counter, and Evacuate), developed after Columbine, teaches strategies to survive a life-threatening event. Supported by educators and law enforcement across the country, ALICE is quickly becoming the new standard of care.

### **Fire**

Due to the potential of a fire alarm being activated by an assailant to lure students and staff into locations to inflict harm, the following guideline was recently adopted:

In the event a fire alarm is unexpectedly activated, and there are no signs of a fire (e.g. smell or vision of smoke, flames, and/or heat), students and teachers are to remain in their classroom setting, lock all doors and await further direction from an administrator and/or designee. Upon receiving instruction from an administrator and/or designee, teachers should anticipate evacuating the class to assigned staging area.

If a fire is discovered, the fire alarm must immediately be activated, and the building evacuated without delay. Once the building has been evacuated, no one must be allowed to reenter the school until firefighting units have arrived and have completely searched the building. All students and staff must remain at the evacuation staging area until the fire incident responder declares the building safe to enter. If school staff suspect a fire, or determine that an actual fire exists, they must immediately activate the fire alarm evacuation signal and call the fire department at 911.

All fires, regardless of magnitude, must be reported to the fire department.

In accordance with California Education code 32001 all district schools conduct a schoolwide fire drill not less than twice every school year.

### **Earthquake**

The Liberty Union High School District and each school has adopted the following procedures in the event of an earthquake:

Students and staff will drop, cover, and hold on until the shaking stops.

**DROP:** Individuals will drop onto their hands and knees (this will protect them from being knocked down and allow them to safely crawl.)

**COVER:** Individuals will cover their heads and neck with one hand and safely crawl underneath a sturdy table or desk while bent over to protect vital organs.

**HOLD On:** During the shaking, the individuals, with one hand, while under shelter, hold on to the shelter [e.g. corner of a table.]

Once the shaking has stopped, teachers will check for injured students in their classroom; evacuate everyone to the designated and secured open area on campus. Evacuation is necessary following an earthquake because of possible damage to the buildings and aftershocks.

Request and reunion stations are set up at each school site to allow parents to take students home. If there has been earthquake damage to a school, students and staff will not be allowed to re-enter buildings until the buildings have been appropriately inspected.

All district schools participate in the annual earthquake preparedness drill known as the Great California ShakeOut. The Great California ShakeOut is designed to provide a sense of urgency about earthquakes and to encourage people, organizations, schools, and communities to get prepared, to practice what to do to be safe, and to learn what plans need to be improved. The ShakeOut began in California in 2008 and has become a global event, with 29 million participants worldwide in 2019.

Last year more than 6.5 million Californians simultaneously practiced "Drop, Cover, and Hold On" and other safety procedures as part of the ShakeOut drill. Students and staff in more than 500 districts, 390 charter schools, and more than 500 private schools accounted for 6.3 million of these participants! Broad school participation inspires businesses, organizations, government agencies, and individuals throughout the state to participate.

For more information about the Great California ShakeOut, please visit: <https://www.shakeout.org/california/>

### **(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines**

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be those specified as follows:

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))
3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as such controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing his/her own prescription products (Education Code 48900(h))
9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))
12. Possessed an imitation firearm (Education Code 48900(m)) Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))
13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))
14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))
15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))
16. Engaged in, or attempted to engage in, hazing. Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. Hazing does not include athletic events or school-sanctioned events. (Education Code 48900(q))
17. Engaged in an act of bullying (Education Code 48900(r.)) Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in items #1-3 of "Additional Grounds for Suspension and Expulsion: Grades 4-12," that has any of the effects described above on a reasonable student. Electronic act means the creation or transmission of a communication originated on or off school site, including, but not limited to, a message, text, sound, image, or 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. A post on a social network Internet web site shall include, but is not limited to, the posting or creation of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above. Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability. (Education Code 48900(r))
18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))

19. Made terrorist threats against school officials and/or school property. A terrorist threat includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)

The principal or designee may impose a suspension for a first offense if he/she determines that the student violated any of items #15 listed under above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the principal has determined that other means of correction have failed to bring about proper conduct in the student. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension or supervised suspension upon a student, the principal, or designee shall document the other means of correction used and retain them in the student's record.(Education Code 48900.5)

#### Additional Grounds for Suspension and Expulsion:

Any student may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))

A student shall be subject to suspension or recommendation for expulsion when it is determined that he/she:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2.) Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)
2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3.) Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)
3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment.

#### Suspension from Class by a Teacher:

A teacher may suspend a student from class for the remainder of the day and the following day for disruption, willful defiance, or any of the other acts specified in Education Code 48900 and listed as items #1-19 under "Grounds for Suspension and Expulsion: Grades K-12" above. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, he/she shall be appropriately supervised during the class periods from which he/she has been suspended. As soon as possible after the teacher decides to suspend the student, he/she shall ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the conference if it is practicable, and a school administrator shall attend if either the parent/guardian or teacher so requests. A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class

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

The principal, or designee shall immediately suspend any student found at school or at a school activity to have committed any of the acts listed in the Board policy under "Authority to Expel" and for which he/she is required to recommend expulsion.

Principal's Authority to Recommend Expulsion Unless the Superintendent, the Assistant Superintendent, Administrative/Student Services or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, he/she shall recommend a student's expulsion for any of the following acts: (Education Code 48915):

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11058, except for (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

For more information about the suspension and expulsion process, please review LUHSD board policy 5144.1, "Suspension and Expulsion-Due Process."

#### **(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)**

Liberty Union High School has adopted the Behavior!Alert program. Teachers in the district are provided with access to online secured software that notifies them on a routine basis of pupils in their class(es) who have engaged in or are reasonably suspected to have engaged in any suspension or expulsion acts over the previous three school years, as described in Education Code Sections 48900, 48900.2, 48900.3, 48900.4, or 48900.7.

This information is provided to teachers based upon records maintained by the district in its ordinary course of business or received from a law enforcement agency.

#### **(E) Sexual Harassment Policies (EC 212.6 [b])**

The Liberty Union High School District prohibits unlawful sexual harassment of or by any student by anyone in or from the district. The district prohibits sexual harassment of students by other students, employees or other persons, at school or at school sponsored or school-related activities. The district also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the established complaint process.

Any student who engages in the sexual harassment of another student or anyone from the district may be subject to disciplinary action up to and including expulsion. Any employee who permits or engages in sexual harassment may be subject to disciplinary action up to and including dismissal.

Any student who feels that he/she is being harassed should immediately contact an assistant principal or principal.

Students or staff are expected to immediately report incidents of sexual harassment to a site administrator.

Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

Effective the 2019-2020 school year, in accordance with SB 1343, all district employees have completed a mandatory online sexual harassment training.



The district's Title IX coordinator has been identified as Denise Rugani, Associate Superintendent, Human Resources, 20 Oak Street, Brentwood, California, reganid@luhsd.net, 925-634-2166, ext. 2045.

**(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)**

The Liberty Union High School District recognizes that the responsibility for the dress and grooming of a student rests primarily with students and their parent guardians.

The District's goal is to promote student safety and to create a respectful community that is welcoming to all students. The District dress Code policy applies to all schools in the district.

**Allowable Dress and Grooming:**

Students must wear clothing which includes a shirt with pants, skirt, dress, or the equivalent

Shirts and dresses must have fabric in the front and on the sides

Clothing must cover undergarments; however, waistbands and bra straps may show

Fabric covering all private parts must not be transparent

Footwear must be worn at all times, and must not limit student participation in school activities

Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff (hoodies must allow the student's face and ears to be visible to staff)

Clothing must be suitable for all scheduled classroom activities including physical education (PE), science labs, and other activities where unique hazards exist.

Specialized courses may require specialized attire, such as sports uniforms or safety gear

**Non-Allowable Dress and Grooming:**

Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances

Clothing may not depict violence, obscenities, pornography, nudity, or sexual acts

Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups

Clothing must not threaten the health or safety of any other student or staff member

Any apparel, cosmetic, jewelry, or piercing, even if not specifically mentioned, which creates a safety concern or detracts from the educational process is prohibited

Generally, students who do not follow the dress code will be referred to his/her building office to correct the issue, parent/caregiver may be asked to bring replacement clothing and/or the student may be sent home to change. The decision concerning appropriateness of dress is determined by the administration. Refer to LUHSD board policies: 5132 for additional information.

Every effort will be made by school staff to avoid embarrassing or shaming the student.

All corrective actions will be reported to the parent/guardian.

A student who wears inappropriate clothing to school will be asked to change into appropriate attire before returning to classes, and disciplinary consequences may be assigned. California courts support reasonable and clear school regulations governing the appearance of students.

**(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)**

All Liberty Union High School District operated classes and activities are to be appropriately supervised to ensure safety at all times during school hours and co-curricular activities. Prior to the start of school and during dismissal, campus monitors and administrators are strategically assigned to areas on campus to monitor student behavior and ensure student safety. Consideration is taken to provide adequate supervision before school, in between class periods, lunch and dismissal times. Special consideration is provided for severely disabled students entering and exiting buildings and busses.

**(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)**

**Component:**

Independence High School will improve the perceived safety and overall safety of the school as indicated below.

**Element:**

ALICE active school shooting trainings and drills; the California Healthy Kids Survey and school suspension data.

**Opportunity for Improvement:**

Via the California Healthy Kids Survey, conducted during the Spring of 2020. Sixty-seven (67), sixty-eight (68) and fifty-five (55) percent of 10th, 11th and 12th graders of Independence High School students, respectively, reported feeling "very safe" or "safe" and fifty-three (53) percent of 10th; twenty-six (26) percent of 11th and eighteen percent of 12th grade Independence High School students reported experiencing a form of harassment or bullying during the prior twelve months of the school year.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Promote the perceived safety of the school and to best mitigate injuries and fatalities in the unanticipated event of an active shooter invades the school.	Independence High School in partnership with the Brentwood Police Department will conduct 1 of 2 active shooter drill utilizing the ALICE methodology (for more information about ALICE, please review section B of this plan.)	Administration, School Resource Officer, campus supervisor, teachers; other relevant staff members and students.	SRO and Principal.	Successfully complete 1 ALICE drill.  Increase the percentage of students perceived safety via the California Healthy Kids survey from 67% (10th), 68% (11th) and 55% (12th) graders to 70% (10th), 70% (11th) and 70% (12th) of current Independence High School students.
Independence High School will continue to keep the suspension rate below 1% related to physical confrontations.	Independence High School continues to have 2 site employees receiving professional development in our Multi-Tiered System of Supports (MTSS). The Independence High School MTSS team has developed and presented academic, behavioral and emotional components to systematically integrate via a tertiary framework. The plan has been approved through our Instructional Leadership Team (ILT).	MTSS team members. District and Contra Costa County Office of Education to provide ongoing MTSS trainings. ILT members and all staff implemented.	Principal and district.	Implement a plan and checklist form for all to use with fidelity.

**(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)**

## **Independence High School Student Conduct Code**

The Liberty Union High School District believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, while going to or coming from school, while at school activities, and while on district transportation.

Each district school has developed, and consistently enforces, school-wide rules that are clear, broad-based, and fair.

Prohibited student conduct includes, but is not limited to:

1. Conduct that endangers students, staff, or others
2. Conduct that disrupts the orderly classroom or school environment
3. Harassment or bullying of students or staff, including, but not limited to, cyberbullying, intimidation, hazing or initiation activity, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause violence, bodily harm, or substantial disruption. Cyberbullying includes the transmission of communications, posting of harassing messages, direct threats, or other harmful texts, sounds, or images on the internet, social networking sites, or other digital 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.
5. Possession or use of a laser pointer, unless used for a valid instructional or other school-related purpose, including employment (Penal Code 417.27.) Prior to bringing a laser pointer on school premises, students shall first obtain permission from the principal or designee. The principal or designee shall determine whether the requested use of the laser pointer is for a valid instructional or other school-related purpose.
6. Use of profane, vulgar, or abusive language
7. Plagiarism or dishonesty on school work or tests
8. Inappropriate attire
9. Tardiness or unexcused absence from school
10. Failure to remain on school premises in accordance with school rules
11. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or receive a report of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

Students who violate district or school rules and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to another district school, including an alternative program, or denial of the privilege of participation in extracurricular or co-curricular activities in accordance with Board policy and administrative regulation. A school administrator shall notify local law enforcement as appropriate.

## **Conduct Code Procedures**

The Liberty Union High School District, via the implementation of the Multi-Tiered System of Support (MTSS) framework, will implement proactive steps to provide all students with tiered supports to promote academic, behavioral and emotional success. All steps will be taken to promote the safety and climate of each school to ensure students learn in an inclusive and nurturing environment.

Students may be assigned the following consequences in accordance with California law and district administrative regulation 5144.1

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925):

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students
2. Referral to a certificated employee designated by the principal to advise students

3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910

Suspension means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925): At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

For more information about school suspension and expulsion, please refer to section C, "School Suspension, Expulsion and Mandatory Expulsion Guidelines," of this plan.

#### **(J) Hate Crime Reporting Procedures and Policies**

In order to create a safe learning environment for all students, the Board of Education desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students so as to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or statements that degrade an individual on the basis of his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

The Superintendent or designee shall collaborate with regional programs and community organizations to promote safe environments for youth. These efforts shall be focused on providing an efficient use of district and community resources. The district shall provide age-appropriate instruction to help promote an understanding of and respect for human rights, diversity, and tolerance in a multicultural society and to provide strategies to manage conflicts constructively.

#### **(K) Procedures for Preventing Acts of Bullying and Cyber-bullying**

The Liberty Union High School District believes that all students have a right to a safe, healthy and nurturing learning environment. The district recognizes schools must be physically and emotionally safe for all students in order to promote and support academic achievement, citizenship, student attendance and engagement.

The district will not tolerate behavior that infringes on the safety and emotional wellbeing of any student or adult. The school does not tolerate any acts of bullying, intimidation or harassment of any student through words and actions.

"Bullying", as legally defined by California education code 48900(r), is any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act. These acts can be reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear of physical harm or emotional distress and may be motivated either by bias or prejudice based upon any actual or perceived characteristic, such as race, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression; or a mental, physical or sensory disability or impairment; or by any other distinguishing characteristic. An "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. A "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.

There is an expectation all students, staff, parents, and volunteers demonstrate behavior that is respectful and civil and not tolerate bullying. It is essential adults model behaviors as positive examples for student behavior.

The district expects students, staff and parents to immediately report any incident of bullying to the principal or designee. Students, parents and staff members, who observe or experience any incident of bullying are also encouraged to immediately report to a school administrator. Staff members are expected to immediately intervene when they observe bullying. Each complaint of bullying will be promptly investigated and logged. Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.

Students who bully are in violation of these guidelines and are subject to disciplinary action up to and including expulsion (Education Code 48900(r)).

This statement applies to every form of bullying, harassment, and/or cyber-bullying/harassment, whether in the classroom, on school premises, when a student is traveling to or from school, or at a school-sponsored event. Bullying or harassment, including cyber-bullying/ harassment, that is not initiated at a location defined above is covered by this policy if the incident results in a potentially material or substantial disruption of the school learning environment for one or more students and/or the orderly day-to-day operations of any school or school program.

**(L) Positive School Climate**

Culture change is a complex process that no single policy or program can fully address. The Liberty Union High School District has a goal is to assist school sites in establishing culturally responsive systems of behavior support so that every student can succeed socially, emotionally and academically.

Research shows that positive school climate and culture is indispensable to learning, healthy social and emotional development and the academic success of children and youth.

**Multi-Tiered System of Supports (MTSS)**

MTSS focuses on aligning initiatives and resources within an educational organization to address the needs of all students. It is an integrated, comprehensive framework that aligns academic, behavioral, and social-emotional learning in a fully integrated system of support for the benefit of all students. MTSS offers the potential to create systematic change through intentional integration of services and supports to quickly identify and meet the needs of all students. MTSS affords a full range of academic, behavioral, and social support for all students to achieve.

## **(M) Mental Health Care**

The district believes that maintaining a safe environment for students is part of a school's overall mission; recognizes that physical, behavioral, and emotional health is an integral component of a student's educational outcomes. The district and each school acknowledges the school's role in providing an environment which is sensitive to individual and societal factors that place youth at greater risk for suicide and one which helps to foster positive youth development.

### **Suicide Prevention**

The district has adopted guidelines in response to Assembly Bill 2246, which mandates that the governing board of all school districts that serve students in grades seven to twelve adopt a policy and guidelines on student suicide prevention, intervention, and postvention. The bill further required that districts need to develop such plans together with suicide prevention experts, parent/guardians, student advocates, and school mental health professionals.

During the 2017-18 school year, a nationally acclaimed expert provided all district school counselors, school psychologists and select district and school site administrators with a comprehensive professional development training on suicide prevention, response and mitigation.

On September 17, 2020, the same nationally acclaimed expert provided all district school counselors, school psychologists, select district and school site administrators with a comprehensive professional development training on suicide prevention, response and mitigation during a distance learning environment.

The district's suicide prevention model is sustainable as evidenced by all district employees receiving online suicide prevention training every other year prior to the sixth week of the school year. All new district employees receive the same online training prior to the start of reporting to work.

In addition to school counselors, the district has established a contract with a reputable mental health agency which assigns Associate Marriage and Family Therapists at Freedom, Heritage, Liberty and La Paloma High Schools to provide school-based mental health supports and services.

Furthermore, in accordance with state law all issued student identification cards will have the phone numbers of the National Suicide Prevention Crisis and local crisis phone numbers.

## **(N) COVID-19 - Pandemic**

### **LUHSD COVID-19 School Safety**

This plan is subject to change based on local spread, the Contra Costa County Health Services, and/or State of California orders.

As we continue to navigate the extraordinary human impact of COVID-19, the district wants to assure you, we are devoting our resources to promote the safety of our students and employees.

The district also believes nothing is more important than the health and safety of our students, employees and community members.

To promote the safety of our students and employees, the district has implemented the following steps in accordance with local, state and federal government guidance [with additional measures].

## **SAFETY**

### **Promoting Behaviors that Reduce the Spread:**



- Students and employees will be required to stay home when sick or have had close contact with a person with COVID-19.
  - All families must commit to symptom checks at home each day before a student enters a school campus.
    - ✦ Parents/guardians are advised to use the Respiratory Illness Symptom Screening Tool for Parents and Caregivers to assess the health status of household members (including each student) on a daily basis and throughout each day.
    - ✦ Parents/Caregivers should anticipate an increased likelihood of being called to pick-up their student at any given time and should plan accordingly.
  - **Hand Hygiene and Respiratory Etiquette**
    - ✦ Students and employees will be taught and reinforced to frequently hand wash (with soap and water) for at least 20 seconds.
    - ✦ Students and employees will be encouraged to frequently use hand sanitizer (with at least 60% ethyl alcohol) when handwashing is not practicable.
    - ✦ Students and employees will be taught and encouraged to avoid hand contact with their eyes, noses and mouths; use a tissue to wipe their noses; cough/sneeze into a tissue or in their elbow, and limit sharing supplies.
  - **Face Mask:** In accordance with the [California Department of Public Health's Guidance for the use of Face Coverings](#), **all** students and employees (unless a person is exempt in accordance with the guidelines) will be required to wear facemasks at school or on a bus.
  - **Engineering Controls:** To shield against droplets from coughs or sneezes, the district has installed clear plexiglass sections throughout classrooms and selected school and district offices.
  - **Extra cleaning protocols:** The district will continue to observe elevated cleaning and disinfecting protocols and conduct frequent cleaning and disinfecting of highcontact surfaces.
  - **Isolation rooms:** Students and employees with COVID-19 symptoms will immediately be sent to designated isolation rooms, sent home or referred to a healthcare facility.
    - ✦ Students and employees will not be allowed to enter our campuses if they become sick with [COVID-19 Symptoms](#).
  - **Ventilation:**
    - ✦ HVAC systems will operate on a mode which delivers the freshest air by opening the outdoor air dampers as indoor and outdoor conditions safely permit.
    - ✦ Windows and doors will be frequently opened to increase circulation of outdoor air as much as possible.
    - ✦ When weather permits and as feasible, teachers will be encouraged to provide outdoor instruction
    - ✦ Air filtration systems have been purchased for selected offices and classrooms with the least amount of outdoor ventilation.



- ✦ The district has replaced all HVAC filters with hospital-grade **MERV-13** filters to help prevent the airborne spread of the COVID-19 and other viruses.

- **Procurement:** The district has ordered the following selected protective and cleaning equipment:
  - ✦ Disposable and Re-Usable **Masks** (for each student and employee)
  - ✦ **Face Shields** (for students and employees as needed)
  - ✦ **Hand Sanitizer** (for each classroom) and dispensers in designated areas on campuses.
  - ✦ Increased amount of **Disinfecting Wipes**
  - ✦ Increased hand soap supplies and disinfectant material
  - ✦ **Air Filtration Systems** have been purchased for selected offices and classrooms with the least amount of outdoor ventilation.
- **Monitoring:** The district will maintain a flexible action plan. The district will continue our ongoing and consistent communication with the Contra Costa Health Services and Contra Costa County of Education. Throughout the 2022-23 school year, ongoing monitoring of local COVID-19 related cases will drive all decisions. The district will also monitor student and employees' absenteeism and the types of illnesses and symptoms experienced.
- **Contact Tracing:** is the process of notifying people of their potential exposure to COVID-19. When the district learns of a student and/or an employee has a confirmed case of COVID-19, the district nurse, administrators and/or county health officials will investigate who was in frequent close contact (less than six feet for fifteen minutes or longer) with the infected individuals. Those identified as close contacts will be notified, encouraged to self-monitor, report to their healthcare provider, take a COVID test, and/or self-quarantine to help prevent spreading his/her COVID infection to others. The district will follow [the Contra Costa Health Services K-12 COVID Student Close Contact](#).
  - ✦ Students/Employees with confirmed COVID-19 cases must be isolated at home as stipulated in the above referenced the [Contra Costa Health Services, K-12 School Guidance When a Student, Teacher, or Staff Member is Symptomatic, a Close Contact, or Diagnosed with COVID-19](#).
- **Communication:** The district will maintain communication systems that allow staff and families to be appropriately informed while maintaining confidentiality as required by the Family Educational Rights and Privacy Act (FERPA).



### Anticipated Realities

- Class sections may be canceled due to contact tracing.
- Certain class sections may have to be placed on distance learning in the event there are increased COVID cases.
- As noted above, based on the district's contact tracing protocols, your student may be assigned to an isolation room if she/he becomes ill while on campus. You may be asked to seek medical clearance for your student to return to campus.

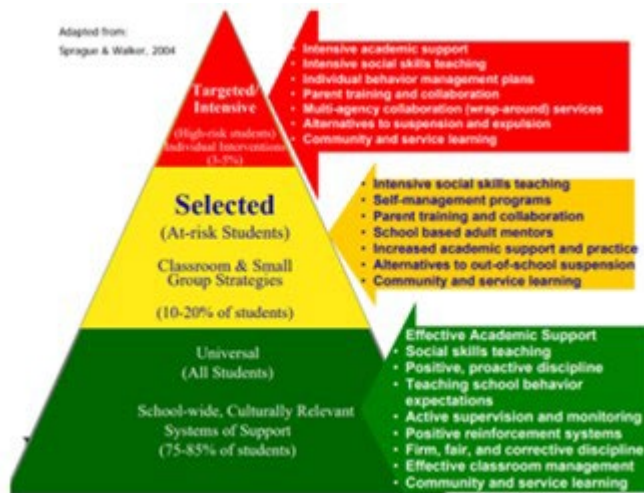


### Multi-Tiered System of Supports

To prioritize equity and promote the academic, behavioral and emotional support of all district students, the district adopted the MTSS framework. During the current disruptive nature of this COVID pandemic, and to help students safely transition back to an in-person program, the district will continue to implement the MTSS framework. Via each school's



identified interventions and identification system, designated students will be provided with tiered interventions (e.g. tutoring, counseling and mentoring).



**Behavioral Supports:** Via each school’s universal behavioral expectations model, students and staff will be explicitly taught and reinforced/acknowledged to exhibit safe COVID-19 related behaviors.



Assessment data will be used to identify students who have experienced significant learning loss. Identified students will be offered intervention strategies as outlined above.

The district’s plan for progress monitoring and communicating student progress to families/guardians include:

- Regular updates on student progress in CANVAS
- Teacher communication of progress via email and phone calls
- Progress (mid-way through each quarter) and Quarterly progress notices
- Counselor phone calls to parents and students needing additional support
- Targeted outreach by designated employees (e.g. special education case managers).

**Mental Health Supports:** The district will continue to provide students with school guidance counseling. Targeted counseling will be provided to designated students. Students and employees will also have access to Associate Marriage and Family Therapists (AMFT) for clinical mental health services via a contracted agency.



### Transportation

For students who qualify for such transportation, the following protocols will be instituted:

- Students will practice safe physical distancing while awaiting and loading the bus.
- Whenever possible, students will load the bus from “rear to front” and unload from “front to rear.”
- All students and bus drivers (and other employees on each bus) must wear a mask or face shield on the bus (extra masks will be available as needed).



- Students/employees will not be allowed on a bus if showing [COVID-19 Symptoms](#).

**Resources:**

- [California ALL: COVID19.ca.gov](#)
- [California Department of Education: Coronavirus Response and School Reopening Guidance](#)
- [Centers for Disease Control and Prevention \(CDC\): COVID-19, K-12 Schools and Child Care Programs](#)
- [Contra Costa County Office of Education COVID-19 Information and Resources](#)
- [Contra Costa Health Services COVID-19](#)
- [Liberty Union High School District COVID-19 Prevention Program](#)
- [Liberty Union High School District COVID-19 Resources, Information, Update](#)
- [Liberty Union High School District COVID-19 School Guidance Checklist](#)