Dear Parents, Guardians and Students:

Welcome to the 2019-2020 school year! At Sycamore, we are proud to offer the largest variety of choices to help you reach your “*Unlimited You*”. With our focus on academics in which we embed the skills called the 5C’s (Communication, Critical Thinking, Creativity, Collaboration, and Character), our students are prepared for college and career in the 21st century. At Sycamore, we also offer a number of ways for parents to be involved in our school community, which range from parent learning walks to volunteering and PTSA. As a school, our staff works daily to meet all of our students’ needs by providing a safe and nurturing environment based on kindness, mutual respect and Bucky PRIDE (Prepared, Respectful, Integrity, Diligent, and Engaged). So again, welcome to Sycamore! If you ever have any questions, please feel free to contact us.

Gary K. Brown
Principal

**VISION STATEMENT**

We at Sycamore Junior High School, in collaboration with families and the community, prepare students in a nurturing, safe, and healthy learning environment, for a successful future as critical thinkers and problem solvers.

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Retain this handbook for your reference, and please read carefully, so your child's registration goes smoothly.
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The school will not allow students to register until all data confirmation has been submitted via Aeries. It is important that every family completes the necessary registration forms accurately. Please go to the Sycamore webpage (sycamore.auhsd.us) and select “Aeries Portal” to create or log into your Aeries parent account in order to complete registration. Refer to the letter sent by AUHSD for the information needed to create your account.

**PHASE 1 — Online at Home**

Please complete Phase 1 of the online enrollment via the Aeries Parent Portal.

Once completed, print out the online “Ticket to Register” and bring it with you on the assigned date.

**PHASE 2 — On Site**

**Registration Dates and Times.** Offices will be closed from 11 am to 12 pm.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Students’ Last name</th>
<th>Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td>7th</td>
<td>A – L</td>
<td>Tuesday, July 23rd</td>
<td>8:00 – 11:00 AM</td>
</tr>
<tr>
<td>7th</td>
<td>M – Z</td>
<td>Tuesday, July 23rd</td>
<td>12:00 – 3:00 PM</td>
</tr>
<tr>
<td>8th</td>
<td>ALL</td>
<td>Wednesday, July 24th</td>
<td>8:00 – 1:00 PM</td>
</tr>
</tbody>
</table>

Please make sure to come on your student’s designated time and date, as we will have no make-up registration days this year.

**Mandatory at Registration Documents:**

- Ticket to Register (signed by both, parent and student)
- Proof of Residence. **All 7th and 8th grade students must bring a proof of address.** Acceptable forms of proof of address are utilities bill or copy of lease or rental agreement **ONLY.** Cable and phone bills are **NOT** accepted.
- All 7th grade students must bring complete immunization records. All incoming seventh graders are required to meet immunization requirements for chickenpox (varicella) as well as whooping cough (pertussis) before they can attend classes. These requirements can be met through proof of two doses of the chickenpox vaccine and one dose of the whooping cough vaccine (known as Tdap).  
  o A Tdap booster shot administered on or after the child’s 7th birthday will meet this requirement.  
  Tdap, Adacel, Boostrix, DTap, or DTP are all accepted.  
  The tetanus-diphtheria booster vaccine, Td, will not meet the requirement.
- 8th grade students must bring complete Immunization Record if they are new to the district. Please refer to The Parents Guide to Immunizations Required for School Entry.

**Optional at Registration:**

- P.E. Uniforms and Locks (**CASH ONLY**)  
- School Uniform Shirts (cash or debit/credit card)  
- PTA Membership  
- Anaheim Achieves (after school program)  
- Apply for free/reduced lunch

**What to do when you get to Sycamore to submit your registration documents :**

Report to the Station 1 (cafeteria) on the date and time indicated with your printed and signed Emergency Card.
NOTE: You may turn in your child’s Emergency Card, proof of address, and immunization records EARLY (before Phase 2) for a “fast pass”. This will allow you to skip the first three stations.

- Students who do not register during their assigned day cannot be guaranteed their choice of elective.
- First Day of School: Wednesday, August 7, 2019, Regular Day from 7:50 am to 2:20 pm
- Your student will receive their schedule in their 1st period class on August 7th. Students may find their first period classroom by checking the information boards on campus on the first day of school.

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**AERIES PARENT PORTAL**
The AERIES Portal will provide parents with secure access to your student’s information via the Internet. Through the Parent Portal, you will be able to register and to view:

- Grades
- Transcript
- Attendance
- State Test Results
- Assignments
- Immunization Records
- Course Schedule
- Teachers’ Email Address

**The Parent Portal requires an email address and self-created password.**
The district will provide verification codes (VPC) – parents will have a single login for all students in the family.

**How to set up an Aeries Parent Portal account:**
1. Go to [sycamore.auhsd.us](http://sycamore.auhsd.us)
2. Go to the “Parents” tab and select “Aeries Parent Portal” (the first item on the drop-down menu). You will be redirected to the Aeries log-in page.
3. Select “Create a new account” (on the right below the red “next” button).
4. Follow the steps (input your email twice, create a password and input that twice, etc.)
5. Make sure to have your email open in another screen because you will receive a confirmation code.
6. In your email inbox, look for a message to confirm your email. Select “click here” to confirm you are attempting to create an Aeries Parent Portal account. The link will redirect you to the login page.
7. Log into Aeries using your email address and newly created Aeries password.
8. You will need to input the following information for your student:
   **Refer to the letter sent by AUHSD for the information needed to create your account**
   - Student ID #: ______________________
   - Primary Telephone #: ____________________
   - Verification Code (VCP): ______________________
   - Select your name from the list of contacts and continue.
9. You will now be in Aeries. Select the area you wish to browse (Gradebook, Attendance, etc.)
10. Please contact your F.A.C.E.S if you require further assistance

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**IMMUNIZATIONS REQUIREMENTS**

a. **If needed, get your child’s Tdap and varicella immunization as soon as possible.**
   A large number of students need vaccines between now and the start of school. Avoid the back-to-school rush and make an appointment with your child’s doctor to get the needed vaccines. Free immunization clinics for qualified families are available. Local pharmacies are also available to give the vaccinations for a fee.

b. **Save your proof of immunization.**
   Be sure to keep the written proof of your child’s varicella and Tdap booster vaccines.

c. **Submit your proof of immunization now.**
   We encourage you to bring in proof of your child’s vaccines to your current school before the end of this school year. We will also accept proof of immunization at 7th grade registration.

   If a physician grants a medical exemption, a physician’s written note is required. For additional information, please contact your school or visit shotsforschool.org.
PARENTS’ GUIDE TO IMMUNIZATIONS
REQUIRED FOR SCHOOL ENTRY

Starting July 1, 2019

Students Admitted at TK/K-12 Need:

- Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap, or Td) — 5 doses
  (4 doses OK if one was given on or after 4th birthday.
  3 doses OK if one was given on or after 7th birthday.)
  For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday.
- Polio (OPV or IPV) — 4 doses
  (3 doses OK if one was given on or after 4th birthday)
- Hepatitis B — 3 doses
  (Not required for 7th grade entry)
- Measles, Mumps, and Rubella (MMR) — 2 doses
  (Both given on or after 1st birthday)
- Varicella (Chickenpox) — 2 doses

These immunization requirements apply to new admissions and transfers for all grades, including transitional kindergarten.

Students Starting 7th Grade Need:

- Tetanus, Diphtheria, Pertussis (Tdap) — 1 dose
  (Whooping cough booster usually given at 11 years and up)
- Varicella (Chickenpox) — 2 doses
  (Usually given at ages 12 months and 4-6 years)

In addition, the TK/K-12 immunization requirements apply to 7th graders who:
- previously had a valid personal beliefs exemption filed before 2016 upon entry between TK/Kindergarten and 6th grade
- are new admissions

Records:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. Parents must show their child’s Immunization Record as proof of immunization.
### Fall Semester

*Late Start every Tuesday @ 8:50 am, except December 17, 2019*

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>August 7</td>
<td>First Day of School</td>
</tr>
<tr>
<td>Monday</td>
<td>September 2</td>
<td>Labor Day – No School</td>
</tr>
<tr>
<td>Wednesday</td>
<td>September 4</td>
<td>Back to School Night – Regular Day</td>
</tr>
<tr>
<td>Friday</td>
<td>October 4</td>
<td>End of First Quarter – Minimum Day</td>
</tr>
<tr>
<td>Monday</td>
<td>October 7</td>
<td>Staff Development Day – No School</td>
</tr>
<tr>
<td>Monday</td>
<td>November 11</td>
<td>Veterans Day – No School</td>
</tr>
<tr>
<td>Mon – Fri</td>
<td>Nov. 25-29</td>
<td>Thanksgiving Holidays – No School</td>
</tr>
<tr>
<td>Friday</td>
<td>December 20</td>
<td>END OF FIRST SEMESTER (Minimum day)</td>
</tr>
<tr>
<td>Mon – Fri</td>
<td>Dec. 23 – Jan 3</td>
<td>Winter Break – No School</td>
</tr>
</tbody>
</table>

### Spring Semester

*Late Start every Tuesday @ 8:50 am, except January 29, May 12 & May 19, 2020*

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>January 6</td>
<td>Second Semester Begins</td>
</tr>
<tr>
<td>Monday</td>
<td>January 20</td>
<td>Martin Luther King Holiday – No School</td>
</tr>
<tr>
<td>Friday</td>
<td>January 31</td>
<td>Staff Development Day – No School</td>
</tr>
<tr>
<td>Monday</td>
<td>February 10</td>
<td>Lincoln’s Birthday – No School</td>
</tr>
<tr>
<td>Monday</td>
<td>February 17</td>
<td>President’s Day – No School</td>
</tr>
<tr>
<td>Friday</td>
<td>March 6</td>
<td>End of Third Quarter – No School</td>
</tr>
<tr>
<td>Mon – Fri</td>
<td>March 23-27</td>
<td>Spring Break – No School</td>
</tr>
<tr>
<td>Wednesday</td>
<td>April 22</td>
<td>Open House – Minimum Day</td>
</tr>
<tr>
<td>Thursday</td>
<td>May 21</td>
<td>END OF SECOND SEMESTER (Minimum day)</td>
</tr>
</tbody>
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### PARENT MEETINGS

**Sycamore’s Fiesta**  
(Welcome Night)

*Monday, August 5th @ 5:00 PM*  
Come visit the school and learn all about Sycamore.  
This is the time for SSC Nominations

**Monthly Parent Meetings**

- September 18, 2019
- October 16, 2019
- November 20, 2019
- December 18, 2019
- January 15, 2020
- February 19, 2020
- March 18, 2020
- April 15, 2020
- May 20, 2020
CONTACT INFORMATION

ADMINISTRATION
Principal: (714) 999-3616
Gary Brown
Gaby Carrillo, Admin. Assistant

Assistant Principals: (714) 999-3616
Dr. Imelda Phillips A – F
Sonia Cortez G – O
Ramon Palomino P – Z
Christina Pereyra, A/P Secretary

OFFICES
Main Office: (714) 999-3616
Joseph Baez, Office Assistant
Breanna Gildo
Attendance: (714) 999-3797
Cheri Ruddell
Rosy Luna
Registrar Office: (714) 999-2178
Laura Reynoso-Duran

Health Office: (714) 999-3616
Heather Guillen

Parent Center
Family and Community Engagement
Specialist: (F.A.C.E.S)
(714) 999-3616
Araceli Huerta

FOOD SERVICE
1. Free & Reduced Price Meal Applications can be submitted throughout the school year. SY19/20 applications will be available online the first week of July 2019: https://anaheimuhsd.rocketscanapps.com/. It can take up to 10 days to process an application; please send your child to school with money or a lunch until your application is processed.
2. Parents/guardians can pre-pay for full price meals and check account balances online at: www.schoolpay.com.
3. Meal prices: Breakfast - $1.75, Lunch - $3.00 (prices for SY1920 will be posted online and in all cafeterias).
4. Credit limit for AUHSD students: Students will have a $6.00 credit limit. After this limit is reached, students will receive an alternate meal.
5. Special diet information and requirements are available on the Food Services website.
6. Breakfast & lunch menus are available on the Food Services website and are posted in all cafeterias.
EARNED INCOME TAX CREDIT INFORMATION ACT COMMUNICATION

Notice: The California Revenue and Taxation Code (RTC) Section 19853(b) requires local educational agencies (LEA) that operate the National School Lunch Program (NSLP) to annually notify households about the Earned Income Tax Credit (EITC) Information Act.

Based on your annual earnings, you may be eligible to receive the Earned Income Tax Credit from the Federal Government (Federal EITC). The Federal EITC is a refundable federal income tax credit for low-income working individuals and families. The Federal EITC has no effect on certain welfare benefits. In most cases, Federal EITC payments will not be used to determine eligibility for Medicaid, Supplemental Security Income, food stamps, low-income housing, or most Temporary Assistance For Needy Families payments. Even if you do not owe federal taxes, you must file a federal tax return to receive the Federal EITC. Be sure to fill out the Federal EITC form in the Federal Income Tax Return Booklet. For information regarding your eligibility to receive the Federal EITC, including information on how to obtain the Internal Revenue Service (IRS) Notice 797 or any other necessary forms and instructions, contact the IRS by calling 1-800-829-3676 or through its Web site at www.irs.gov.

You may also be eligible to receive the California Earned Income Tax Credit (California EITC) starting with the calendar year 2015 tax year. The California EITC is a refundable state income tax credit for low-income working individuals and families. The California EITC is treated in the same manner as the Federal EITC and generally will not be used to determine eligibility for welfare benefits under California law. To claim the California EITC, even if you do not owe California taxes, you must file a California income tax return and complete and attach the California EITC Form (FTB 3514). For information on the availability of the credit eligibility requirements and how to obtain the necessary California forms and get help filing, contact the Franchise Tax Board at 1-800-852-5711 or through its Web site at www.ftb.ca.gov.

For additional information, refer to the IRS EITC Web page at:
https://www.irs.gov/credits-deductions/individuals/earned-income-tax-credit

or the California EITC Web page at:
https://www.ftb.ca.gov/individuals/faq/net/900.shtml

If you have questions regarding this subject, please contact the IRS by phone at 800-829-3676 or through its Web site at www.irs.gov. You can also contact the Franchise Tax Board by phone at 800-852-5711 or through its Web site at www.ftb.ca.gov.
The PTSA is dedicated to providing assistance and support to the students and staff of Sycamore Junior High School. We provide this assistance through a combination of volunteer activities and fund-raising efforts. Please help us in this effort by actively participating in the Sycamore PTSA.

Your PTA membership dues help support valuable programs and services for student learning and family engagement. PTA support events and activities that promote family engagement at school, to strengthen home and school relationships. Your local PTA dues of $10 stay with your school site, and a portion is sent up to support the work of California State and National PTA. Become a member during registration.

Join PTSA! Make Our School Better!

Parents and Family Engagement Policies
2019-2020

SYCAMORE JUNIOR HIGH SCHOOL

Sycamore Junior High School has developed this written Parents and Family Engagement Policy based on the requirements according to Every Student Succeeds Act (ESSA).

Such policy shall describe the means by which the school will complete the required activities in each of the following elements:

GENERAL POLICY EXPECTATIONS

According to the Title I – Education Code Section 1118, (b)

- Sycamore Junior High School has developed jointly with parents/guardians on the School Site Council, the ELAC committee, the PTSA committee, and the input of all parents at meetings, a written policy on parent involvement. This policy is to be agreed upon by such parents and annually reviewed and updated to reflect the changing needs of the parents and the school.

- Sycamore Junior High School will notify parents of the policy in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. This policy shall be distributed to parents in the registration packet. It will also be posted on the Sycamore Junior High website: http://sycamore.auhsd.k12.ca.us/. It will be reviewed and explained in detail at parent meetings at the beginning of the school year so that parents are aware of their rights and given the opportunity to provide input.

- Sycamore Junior High School will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports, in language parents understand.

PARENT INVOLVEMENT IN DEVELOPING/MONITORING POLICY
Title I – Education Code Section 1118, (c)

1. Sycamore Junior High School shall convene an annual meeting to inform parents of Title I requirements and their right to be involved in the Title I program.
The annual Title I informational meeting is held in August. A letter outlining the school wide Title I program is included in the registration packet.

2. Sycamore Junior High School shall offer ten parent meetings a year, at a convenient time in order to accommodate the diverse schedules of our parents.

   The meetings are held once a month.

   A sheet with important dates is distributed to parents during the Fiesta/Orientation Night.

   Meetings are held in connection with other events occurring at the school.

   School Site Council and ELAC Meetings are held immediately concurrently after school.

   Title I and PTSA meetings are held right before the monthly parent meeting.

   Various classes and informational meetings are held at a variety of times with childcare provided.

3. Sycamore Junior High School shall involve parents in an organized, ongoing, and timely manner to review and plan improvements to school programs regarding parent involvement.

   Parents and Family Engagement Policy review is included in the annual review of the Single Plan for Student Achievement (SPSA).

   Input is gathered throughout the year through surveys and/or discussions with parents at parent activities.

   The meeting at the end of each school year shall involve parents in the evaluation and revision of the Parents and Family Engagement Policy and the SPSA.

   Suggestions will be noted and revisions made based on funding availability and practicality. If the plan is found unsatisfactory, such findings will be noted and included in the SPSA.

4. Sycamore Junior High School shall provide parents with:

   A. **Timely information about programs.**

   Title I Information Letter, Calendar of Parent Involvement Activities and Volunteer Opportunities included in registration packet.

   Invitations to meetings/events sent home in advance.

   Phone call reminders (Aeries Communication) sent in advance of events.

   Sycamore Junior High website updated regularly.

   Family and Community Engagement Specialist (F.A.C.E.S.) communication.

   Student planner.
Aeries Parent Portal provides current attendance, grade, etc. information.

**B. A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet.**

Curriculum Letters distributed in all classes and proof of receipt required from parent.

Standards for all classes available at Sycamores Title I Office and online at http://www.cde.ca.gov/ci/.

5. If parents find the School wide plan unsatisfactory, Sycamore Junior High shall submit any parent comments to the district with the submission of the school wide program plan revision/update.

The process for obtaining those comments contemplates the evaluation and revision of the Parents and Family Engagement Policy at the end of the year meeting and at the beginning of the year when the Single Plan for Student Achievement is evaluated by parents.

**SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT**

*Title I – Education Code Section 1118, (d)*

1. Sycamore Junior High School shall jointly develop with and distribute to parents the School-Parent Compact each year. The purpose of this School-Parent Compact is to outline

   - The school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment
   - How parents, the entire school staff and students will share the responsibility for improved student academic achievement
   - Establishes the means by which the school and parents will build and develop a partnership to help children achieve California’s high standards

2. Sycamore Junior High shall ensure that the School-Parent Compact describes

   - The school’s responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment
   - The ways in which each parent will be responsible for supporting their children’s learning
   - Other discretionary options for parents to participate (as appropriate) in decisions relating to the education of their children

3. Sycamore Junior High shall address the importance of ongoing communication between teachers and parents through the following venues:

   - Annual parent/teacher conferences during which time the School-Parent Compact is discussed as it relates to each individual child’s achievement
   - Frequent progress reports to parents
   - Reasonable access to staff
   - Opportunities to volunteer and participate in their child’s classroom
   - Observation of classroom activities
• Aeries Parent Portal
• Aeries Communication messages

*A copy of the Parent/Student/Teacher Compact is included at the end of this document.

**BUILDING CAPACITY FOR INVOLVEMENT**
Title I – Education Code Section 1118, (e)

1. Sycamore Junior High shall provide assistance to parents in understanding the following:

- State’s academic content and achievement standards
- State and local academic assessments
- Requirements for parent involvement
- How to monitor their child’s progress
- How to work with educators to improve the achievement of their children

To this purpose the school will held:
- Fiesta/Orientation Night
- Parent Leadership Academy
- Back to School Night Meetings
- Back to School Night Classroom Visitations
- Curriculum Letters
- Parent-Student-Teacher Compact
- Student Agenda Provided for Student Use and Parent Contact
- Aeries Computer System Posts Grades, etc.
- Sycamore Junior High Website with Parent and Teacher Links
- Counselor At Risk Student and Parent Meetings
- Parent or Teacher Requested Conferences
- ELAC Committee Meetings
- School Site Council Meetings
- Open House Meetings
- On Site Family and Community Engagement Specialist.

2. Sycamore Junior High shall provide materials and training to help parents work with their children to improve their children’s achievement by:

- Parent Website Training
- Alcohol, Tobacco, Drug, Awareness Training
- Gang Awareness Training
- Bullying Prevention Training
- Understanding State Testing Training
- Information on Public Library Literacy Programs

3. Sycamore Junior High shall educate teachers, pupil services personnel, principals and other staff in the following ways:

- Emphasis in customer service to provide assistance to parents
- Recognize the value and utility of contributions of parents offering opportunities for volunteering, allowing suggestions and addressing concerns.
- How to reach out to, communicate with and work with parents as equal partners thru a variety of venues such as Aeries Communication, advisory committees, monthly letters
4. Sycamore Junior High shall conduct the following activities to encourage and support parents in a more fully participation in the education of their children.
   - Use at least the percent of Title I funds reserved for parental involvement.
   - Bring knowledgeable speakers to the meetings thus parents will be eager to attend.
   - Raffle different prizes donated by the community
   - Provide assistance to parents in need with the support of the community the community liaison.

5. Sycamore Junior High shall translate information into a language or languages for parents to understand the following:
   - Information/documents regarding school programs
   - Information/documents about parent programs
   - Meeting notices, agendas, minutes and handouts
   - Curriculum letters
   - Aeries Communication calls sent in home language
   - Bilingual translations at meetings and other activities.

6. Sycamore Junior High, upon consultation with parents, staff and students, may implement the following discretionary activities:
   - The school may involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of such training.
   - The school may provide needed literacy training if the district has exhausted all other available resources of funding for such training.
   - The school may pay reasonable and necessary expenses, such as transportation and childcare to enable parents to participate in school-related meetings and trainings.
   - The school may train parents to enhance the involvement of other parents.
   - The school may arrange school meetings at a variety of times, or conduct in-home conferences, if parents are unable to attend at school.
   - The school may adopt and implement model approaches to improving parental involvement.
   - The school may develop appropriate roles for community-based organizations and businesses in parent involvement activities.

7. Sycamore Junior High will provide the following support, if requested, by the parents:
   - Transportation to the meetings

ACCESSIBILITY
Title I – Education Code Section 1118, (f)

1. Sycamore Junior High shall provide full opportunities for parents to participate with accessibility for Limited English proficiency and/or disabilities by:
   - Translating the law, rules and other pertinent information to the appropriate language.
   - Providing verbal information through audio, video or personal presentations.
   - The school shall provide information and school reports required under Section 1111 in a format and a language or languages parents understand.

This policy will be reviewed by the SSC on: May 16, 2019
SCHOOL SITE COUNCIL

The Sycamore School Site Council (SSC) will follow State guidelines and be consistent with policies of the Anaheim Union High School District. The SSC is expected to:

1. Advise the school regarding the planning, budgeting, implementation and evaluation of the School Site Plan. (Ed Code 52853.)

2. Study and refine the Single Plan for Student Achievement to meet the educational needs and learning styles of all students. At Sycamore Junior High School the needs of all students will be supported as deemed by student data.

3. Support the Goals of the District:
   a.) Access & Equity: Make social justice a reality.
   b.) Student Achievement: Engage high achieving and joyful learners.
   c.) Accountability: Keep our promises to students and families.

4. Emphasize the role of the parent as the first teacher of the child and provide opportunities for all parents develop the intellectual, social, and physical abilities of their children.

5. Take other actions as required by the California Education Code.

Election of Members and Term of Office

1. Elections for SSC members and alternates will occur every year to fulfill vacancies left. Elected members and alternates will serve for two years until their successors have been elected and qualified. Members of the SSC may be re-elected if their peer group hence decides. Newly elected members will assume their office at the regular meeting during the month of October.

2. The SSC would have to consist of at least 12 people: 1 principal, 4 teachers and 1 other school employees (6 total) and 3 parents or other community members as well as 3 students (6 total)

3. Four (3) parents and a minimum of two (2) alternate parents will be voted into the SSC at a regular election.
   a. A presentation about the role of SSC will be made at the Sycamore Fiesta.
   b. Interested parents will have an opportunity to submit their name or nominate others to be placed on a ballot.
   c. Voting for SSC members will take place at Back to School Night in front of the cafeteria

MCKINNEY-VENTO (HOMELESS) ASSISTANCE PROGRAM

Rights of Youth under McKinney-Vento (Homeless) Assistance Act

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while you or the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is in the best interest of the student and is feasible.
- If the school district believes that the school you select is not in the best interest of your children, then the district must provide a written explanation of its position and inform student/parent(s) of the right to appeal its decision.
- Receive transportation to and from the school of origin, if requested.
- Receive educational services comparable to those provided to other students, according to your children’s needs.

You are guaranteed enrollment in school of residence or school of origin (the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled) by the federal McKinney-Vento Act and California state law if you live:
- In a shelter (family, domestic violence, or youth shelter or transitional living program)
- In a motel, hotel, or weekly rate housing
- In a house or apartment with more than one family because of economic hardship or loss
- In an abandoned building, in a car, at a campground, or on the street
- In temporary foster care or with an adult who is not your parent or guardian
- In substandard housing (without electricity, water, or heat)
- With friends or family because you are a runaway or an unaccompanied youth

**NEED ASSISTANCE** - Call the district's McKinney-Vento (Homeless) Liaison
Dr. Adela Cruz, LCSW, PPSC
Program Administrator, McKinney-Vento & Foster Youth
Office: 714-999-7734

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### SARC HARD COPY AVAILABILITY NOTIFICATION

**School Accountability Report Card (SARC) Hard Copy Availability Notification**

The School Accountability Report Card (SARC) is intended to provide parents and community members with a quick snapshot of information related to individual public schools.

On Sycamore’s Website [http://sycamore.auhsd.us/](http://sycamore.auhsd.us/) you will find the SARC report for our school in English and Spanish. As required by law, most data presented in this report are reported for the 2018-2019 school year. School finances and school completion data are reported for the 2017-2018 school year. If you would like a hard copy of this report, please contact the Family and Community Engagement Specialist (FACES) of the school in the Parent Center. Phone: (714) 999-3616. Email: Huerta_a@auhsd.us or in person in room 8.

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### RULES & POLICIES

The school Rules and Policies are included in the student planner. If you would like a hard copy of the School Rules and Policies, please contact the Family and Community Engagement Specialist (FACES) of the school in the Parent Center. Phone: (714) 999-3616. Email: Huerta_a@auhsd.us or in person in room 8.