



## LOS ANGELES UNIFIED SCHOOL DISTRICT

### PARENT/STUDENT ACKNOWLEDGEMENT FORM 2018-2019 PARENT/STUDENT HANDBOOK

Dear Parent/Guardian:

Education Code 48980 (a) states that School Boards are required by law to notify parents of their rights to services and programs offered by their district school/schools. Parents/Guardians must sign a notification form and return it to their children's schools acknowledging that they have been informed of their rights.

Please sign and return to your child's school the below portion acknowledging receipt of the new Parent/Student Handbook.

Your signature does not constitute consent to take part in any particular program.

----- Tear-Off -----



## LOS ANGELES UNIFIED SCHOOL DISTRICT

### RECEIPT OF ANNUAL NOTIFICATION OF PARENT/STUDENT HANDBOOK 2018-2019 PARENT/STUDENT HANDBOOK

I acknowledge, with my signature below, the receipt of the required annual notification of parent/ student rights on behalf of my son/daughter.

Please PRINT the name, birth date and grade of your child.

Last Name	Middle Initial	First Name	Birthdate	Grade
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\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Signature of Student (Grades 6-12)



# LOS ANGELES UNIFIED SCHOOL DISTRICT PARENT/STUDENT HANDBOOK – 2018-2019

## INFORMATION RELEASE FORM

Under Federal and State law, school districts may share student directory information with authorized individuals, organizations and/or officials. Pursuant to California Education Code section 49073, LAUSD has identified the categories of information listed below as directory information that may be released to the officials and organizations named below. Parents of students 17 years or younger and adult students 18 years or older may request the school principal limit the release of directory information or not release directory information at all. The request to withhold the student directory information is applicable only to the current school year.

Additionally, pursuant to California Education Code Section 69432.9, each grade 12 student will be deemed a Cal Grant applicant, unless the student is opted out. For seniors who have not opted out, school districts are required to submit their grade point averages (GPAs) to the California Student Aid Commission (CSAC) for the purpose of determining Cal Grant eligibility and making appropriate financial aid awards for college. Without the GPA information verified by the school district, CSAC will not be able to determine your child's eligibility. Seniors who are 18 years of age or parents/guardians of seniors under 18 years of age may opt out of being automatically deemed a Cal Grant applicant.

**PLEASE READ AND COMPLETE THE INFORMATION RELEASE FORM BELOW AND RETURN IT TO YOUR SCHOOL PRINCIPAL. UNLESS THIS FORM IS RETURNED, YOUR CHILD'S INFORMATION MAY BE RELEASED AS INDICATED.**

COMPLETE, SIGN AND RETURN THIS PORTION TO YOUR CHILD'S SCHOOL



### LOS ANGELES UNIFIED SCHOOL DISTRICT - 2018-2019 PARENT/STUDENT HANDBOOK DIRECTORY AND GPA INFORMATION RELEASE FORM

SCHOOL NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

STUDENT NAME: (Please Print)	Date of Birth:	Grade:
Address:	City:	
Zip Code:	Telephone Number:	

☐ 1. I **do not** wish to have **any** directory information released to **any** individual or organization.

OR

☐ 2. I request to withhold the directory information according to the box(es) I check below:

	DO NOT RELEASE
ELECTED OFFICIALS	
L.A.COUNTY DEPT OF CHILD AND FAMILY SERVICES	
L.A.COUNTY DEPT OF HEALTH RELATED SERVICES	
L.A.COUNTY DEPT OF MENTAL HEALTH	
L.A.COUNTY DEPT OF PROBATION	
LAUSD SCHOOL-BASED HEALTH CARE PROVIDERS	
LA TRUST FOR CHILDREN'S HEALTH	
PARENT TEACHER STUDENT ASSOCIATION	

	DO NOT RELEASE
1. Name	
2. Address	
3. Date of Birth	
4. Dates of Attendance (e.g. academic year or semester)	
5. Current and most recent previous school(s)	
6. Degrees, honors, and awards received	

3. For 11<sup>th</sup> and 12<sup>th</sup> grade students only: I do not wish to release the name, address, and telephone number of the student named above to the agency or agencies I check below.

- ☐ United States Armed Forces (Military) Recruiting Agencies  
☐ Colleges, Universities or Other Institutions of Higher Education  
☐ National Student Clearinghouse (to track college attendance)

4. For 12<sup>th</sup> grade students only:

☐ I do not want the GPA of the student named above submitted to the California Student Aid Commission.

\_\_\_\_\_  
Signature of Parent/Guardian (if student is under 18)

\_\_\_\_\_  
Signature of Student (if student is 18 or older)

## MEMBERS OF THE BOARD

MÓNICA GARCÍA, PRESIDENT  
KELLY GONEZ  
DR. GEORGE J. MCKENNA III  
NICK MELVOIN  
DR. REF RODRIGUEZ  
SCOTT M. SCHMERELSON  
DR. RICHARD A. VLADOVIC



## LOS ANGELES UNIFIED SCHOOL DISTRICT STUDENT HEALTH AND HUMAN SERVICES

333 South Beaudry Avenue, 29<sup>th</sup> Floor  
Los Angeles, California 90017  
Telephone: (213) 241-3840 | Fax: (213) 241-3305

**AUSTIN BEUTNER**  
Superintendent of Schools

## NOTICE OF PRIVACY PRACTICES

This notice describes how medical information about your child may be used and released and how you can get access to this information. Please review this document carefully.

The Los Angeles Unified School District (LAUSD) and its contract agencies/schools are required by federal law, the Health Insurance Portability and Accountability Act (HIPAA), to make sure that your Protected Health Information (PHI) is kept private. PHI includes information that we have created or received about your child's past, present, or future health/medical conditions that could be used to identify your child. Unless you give us written authorization, we will only release your health/medical information for treatment, payment, or health care operations or when we are otherwise required or permitted by law to do so. Not every use is listed, but the ways we can use and release information fall within one of the descriptions below.

- Appointment reminders and health-related benefits or services:** We may use PHI to send you appointment reminders. We may also use PHI to give you information about other health care related treatment and services.
- Treatment:** We may use and release your PHI to those who provide you with health care services or who are involved with your child's care such as doctors, nurses and other health care professionals. PHI may also be used for referrals to hospitals, specialists, or for other treatment alternatives. For example, we may share the PHI with relevant school staff for Individualized Educational Program (IEP) purposes to recommend appropriate Special Education related services to address your child's health needs while at school.
- To receive payment for the treatment that was provided to your child:** We may use and release your PHI in order to bill and receive payment for treatment and services your child received in the school or community setting. For example, LAUSD bills Medicaid for services that are provided to Medi-Cal eligible students.
- Health Care Operations:** We may use and release your PHI in order to administer our school-based health centers. For example, members of our quality improvement team may use information in your child's health record to review the care and outcomes for quality improvement purposes.
- To meet legal requirements:** We may use and release PHI to government officials or law enforcement agencies when federal, state, or local laws require us to do so. We also share PHI when we are required to do so in a court or other legal proceedings. For example, if a law says we must report private information about students, who have been abused, we will provide such information.
- To report Public Health activities:** We may use and release PHI to government officials in charge of collecting certain public health information. For example, we share general information about immunizations, deaths, and some statistical information about diseases such as pertussis or chickenpox.
- For Research purposes:** We do not release PHI for purposes of medical research. We do, however, use PHI to create a collection of information that cannot be traced back to your child.
- To avoid harm:** In order to avoid a serious threat to the health and safety of a person or the public, we may provide PHI to law enforcement, emergency personnel, or others who may be able to stop or lessen the harm.
- Fundraising:** We may use and release the PHI toward applying for grants and/or funding agencies to obtain funds for the enhancement and expansion of our services. (Although allowable by law, it is not LAUSD practice to use or release your PHI in a manner that can be traced back to your child.)

### Your Rights

- See or obtain a copy of information that we have about your child or correct your child's personal information that you believe is missing or incorrect. If someone else (such as your doctor) gave us the information, we will tell you who, so that you can ask them to correct it.
- Ask us not to use your health information for payment or health care operations activities. (We are not required to agree to these requests.)
- Ask us to communicate with you about health matters using reasonable alternative means or at a different address, if communications to your home address could endanger you.
- You have a right to withdraw or revoke your consent in writing at any time. However, we may refuse to continue to treat a child if the parent revokes his or her consent.
- Receive a list of disclosures of your health information that we make on or after April 14, 2003, except when:
  - You have authorized the disclosure;
  - The disclosure is made for treatment, payment or health care operations; or
  - The law otherwise restricts the accounting.

If you have any questions, please call Margarita Bobe at (213) 241-0558.

**Complaint Process:** If you believe that we may have violated your Privacy rights, you may send your written complaint to: Margarita Bobe  
Los Angeles Unified School District - Student Health and Human Services  
333 South Beaudry Avenue, 29<sup>th</sup> Floor, Los Angeles, CA 90017

### Alternative method of processing a complaint:

Privacy Complaints  
P.O. Box  
U.S. Department of Health and Human Services Centers for Medicare and Medicaid Services  
7500 Security Boulevard, Baltimore, Maryland  
1-800-633-4227

**LOS ANGELES UNIFIED SCHOOL DISTRICT**  
**2018-2019**  
**ANNUAL PESTICIDE USE NOTIFICATION**

The District has adopted an Integrated Pest Management (IPM) policy. This policy includes notifying parents/guardians of pesticide use. During the school year, it may be necessary to apply pesticides at your child's school to avoid serious health problems posed by pests and/or maintain the integrity of a structure. However, should you feel that your child's or your (for school staff) health and/or behavior could be influenced by exposure to pesticide products, you are notified as follows:

- An application of products on the Approved List may be applied during the school year (see attached list of pesticide products that have been approved for use at District sites).
- In the event the use of a product is required that is not on the Approved List, you will be notified 72 hours in advance. (Exception: Emergency circumstances that warrant an immediate response).
- Additional information regarding pesticide products, including those on the District's Approved List, is available online at <http://www.cdpr.ca.gov>.

Please complete, detach, and return the form below to the school's main office, indicating whether you wish to be pre-notified each time a pesticide is scheduled to be used at the school.

-----Cut here and return if applicable-----

**PARENT/GUARDIAN REQUEST FOR NOTIFICATION**

- ☐ **I would like to be notified** every time a pesticide application is to take place at my child's school (i.e., in addition to annual notification). I understand that the notification will be sent home with my child or provided to me by a school staff member at least 72 hours before application. (Exception: Emergency circumstances that warrant an immediate response).
- ☐ **I do not need to be notified** every time a pesticide is to take place at the school. I understand that I will receive an annual notification in the Parent Student Handbook, or by other means, of pesticides approved for use at schools.

Child's name (print): \_\_\_\_\_

School: \_\_\_\_\_ Room Number \_\_\_\_\_

Name of parent/guardian (print): \_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Note to Site Administrator**

**File the original in the Main Office.** If the above "I would like to be notified" box is checked, forward a copy of this notice via school mail to Pest Management Unit.

**Maintenance and Operations Central 3 and Special Services**  
**Attn. Pest Management Unit**

**Los Angeles Unified School District**  
**Approved Pesticide Product List 2018-19**

The Los Angeles Unified School District is committed to the Precautionary Principle and Right to Know. All of the products listed below have been approved by LAUSD for use at District sites. However, this list does not indicate that all approved products listed below are used. In fact, some of these products are used rarely, if ever.

Some of the listed products require Pest Supervisor approval and/or direct supervision during application, and are used only when health or safety concerns are present as outlined within The IPM Policy. These products are listed at the bottom of this list, and restrictions are also indicated in the "comments" column.

PESTICIDE NAME	ACTIVE INGREDIENT (1)	PHYSICAL FORM	APPLICATION METHOD	TARGET PEST	USEPA TOXICITY CATEGORY	LABEL DESIGNATION (2)	COMMENTS	EPA REG. NO. or CA. REG. NO.
Advance Granular Ant Bait	abamectin B1 0.011%	Granule	Indoor cracks, crevices and voids Outdoors per the label.	Ants	3	Caution	Bait attractant <b>Applicator refer to product label for appropriate PPE</b>	499-370
Alpine Cockroach Gel Bait	Dinotefuran	Gel	Indoor cracks, crevices and voids.	Cockroaches	3	Caution	Bait attractant <b>Applicator refer to product label for appropriate PPE</b>	499-507
Avert Dry Flowable Cockroach Bait (Formula 1)	abamectin B1 0.05%	Dust	Crack & crevice bait dust	Cockroaches	3	Caution	Bait attractant <b>Applicator refer to product label for appropriate PPE</b>	499-294
Bora-Care Termiticide, Insecticide and Fungicide Concentrate	disodium octaborate tetrahydrate 40%	Liquid suspension	Spray used for wood boring insects	Termites	3	Caution	<b>Applicator refer to product label for appropriate PPE</b>	64405-1
Contrac Blox	bromadiolone 0.005%	Solid Bait Block	Rodent bait Used in bait stations only	Rodents	3	Caution	Used infrequently in bait stations <b>Applicator refer to product label for appropriate PPE</b>	12455-79
Distance IGR	Pyriproxyfen 0.5%	Granule	Local or broadcast	Fire ants	3	Caution	<b>Applicator refer to product label for appropriate PPE</b>	1021-1728-59639
Drax Ant Kil Gel	orthoboric acid 5%	Gel	Interior and exterior crack and crevice sugar based bait	Ants	3	Caution	<b>Applicator refer to product label for appropriate PPE</b>	9444-131
M-Pede	potassium salts of fatty acids 49%	Liquid	Direct spray to pest	Africanized honey bees, thrip, and white fly	2	Warning	<b>Applicator refer to product label for appropriate PPE</b>	53219-6
MotherEarth 2% PY	Pyrethrin 2% (a botanical insecticide)	Aerosol	Use according to label.		3	Caution	<b>Follow food handling precautions when using this product. Applicator refer to product label for appropriate PPE</b>	499-520
MotherEarth D	Diatomaceous Earth 100%	Dust	Use according to label.	Various insects	3	Caution	<b>Applicator refer to product label for appropriate PPE</b>	499-509

**Los Angeles Unified School District**  
**Approved Pesticide Product List 2018-19**

Niban Granular Bait and Niban-FG	Orthoboric Acid-5%	Granules and Fine Granules	Interior and exterior bait	Various insects	3	Caution	Applicator refer to product label for appropriate PPE	64405-2
NiBor-D	Disodium Octaborate Tetrahydrate-98%	Dust	Applied wet or dry	Various insects	3	Caution	Applicator refer to product label for appropriate PPE	64405-8
Recruit IV AG (Sentricon)	Noviflumuron 0.5%	Solid	Bait used in station only	Subterranean Termites	3	Caution	Applicator refer to product label for appropriate PPE	62719-454
Recruit IV (Sentricon)	Noviflumuron 0.5%	Solid	Bait used in station only	Subterranean Termites	3	Caution	Applicator refer to product label for appropriate PPE	62719-453
Tim-Bor Professional	disodium octaborate tetrahydrate 98%	Powder	Applied wet or dry	Wood destroying organisms and fungus	3	Caution	Applicator refer to product label for appropriate PPE	64405-8
ProFoam Platinum	Sodium Decyl Sulfate, Sodium Lauroampho Acetate, Sodium Lauryl Sulfate.....60%	Foam	Foaming agent; non pesticide	Various uses	3	Caution	Applicator refer to product label for appropriate PPE	Ca. Reg. 1051148-50001-AA
Summit Bti Briquets	Bacillus thuringiensis subspecies israelensis solids, spores and insecticidal toxins-10%	Solid briquet	Floating larvicide	Mosquito larvicide	3	Caution	Applicator refer to product label for appropriate PPE	6218-47
Ecovia EC	Thyme Oil- 20% Phenethyl Propionate- 14% Rosemary Oil- 8%	2- Liquid	Spray	As indicted per label	3	Caution	Applicator refer to product label for appropriate PPE	Exempt- FIFRA 25 (b)
Ecovia WD	Thyme Oil- 10% Phenethyl Propionate- 7%	2- Dust	Use according to label	As indicted per label	3	Caution	Applicator refer to product label for appropriate PPE	Exempt- FIFRA 25 (b)

The following products are to be used according to the specific instructions as indicated, per product. These products are not routinely used. Pest supervisor or other approvals as indicated are necessary prior to use.

Demize EC	Linalool 37% Piperonyl butoxide 40%	Liquid	Spray application	Fleas	1	Danger	Pest Supv. to approve each use, in consultation with either the IPM Coordinator or the independent IPM Expert. To be used in unoccupied facilities only. IPM Team to be notified at following Team meeting. Applicator refer to product label	2724-769-57076
Generation Mini-Block	difethialone 0.0025%	Solid Bait Block	Bait used in stations only	Rodents	3	Caution	To be used in tamper proof bait stations. <b>Applicator refer to product label for appropriate PPE</b>	7173-218

**Los Angeles Unified School District**  
**Approved Pesticide Product List 2018-19**

Gentrol IGR Concentrate	hydroprene 9%	Liquid	Crack & crevice spray	Cockroach, fleas, storage pests	2	Warning	Structural use only. Insect growth regulator <b>Applicator refer to product label for appropriate PPE</b>	2724-351
PT 565 Plus XLO Formula 2	pyrethrins-0.5% piperonyl butoxide - 1% n-octyl bicycloheptene dicarboximide 1%	Aerosol	Use according to label.	Fleas, gnats, mosquitos, bees, bird mites	3	Caution	Restrict re-entry to occupied areas for 24 hours after application. Follow food handling precautions when using this product. <b>Applicator refer to product label for appropriate PPE</b>	499-290
PT Wasp Freeze	phenothrin 0.12% d-trans allethrin 0.129%	Aerosol	Outdoor aerosol spray directly to wasps and bees	Wasps, hornets, & bees	3	Caution	Obtain supervisor approval prior to each use. <b>Applicator refer to product label for appropriate PPE</b>	499-362
Rozol Pocket Gopher Bait	Chlorphacinone.....0.005%	Grain bait	Place in gopher burrows only	Gophers	3	Caution	Application to fields and landscape areas when students are not in immediate area. <b>Applicator refer to product label for appropriate PPE</b>	7173-184
Suspend SC	deltamethrin 4.75%	Liquid	Spray	Fleas, ticks, fire ants, and large roaches in ground boxes	3	Caution	Use for exterior only on fleas, ticks, and fire ants, and large roaches in ground boxes. Restrict re-entry of area for 24 hours after application. <b>Applicator refer to product label for appropriate PPE</b>	432-763
Wilco Ground Squirrel Bait	Diphacinone 0.005 %	Grain bait	Placed in bait stations only.	Ground Squirrels	3	Caution	Do not use when rain is eminent. Obtain supervisor approval before each use. <b>Applicator refer to product label for appropriate PPE</b>	36029-20
Mosquito Larvicide GB 1111	Aliphatic Petroleum Hydrocarbons- 98.7%	Liquid	Apply to surface of water	Mosquito larvicide	3	Caution	Any application of this product is subject to caution tape or barricade use in the application area and use of warning signs. All uses shall be reported to the IPM Team at the following Team meeting. Inventory management measures shall be used. <b>Applicator refer to product label for appropriate PPE</b>	8329-72
Altosid Briquets	S-Methoprene- 8.62%	Briquet	Floating larvicide	Mosquito larvicide	3	Caution	This product is not to be used in flowing water in areas such as storm drains and catch basins and any other areas where it is reasonable to assume that there will be flowing water. <b>Applicator refer to product label for appropriate PPE</b>	2724-375





# School Climate Bill of Rights

The Los Angeles Unified School District (LAUSD) is committed to providing safe and healthy school environments that support all students in every aspect of their well-being. LAUSD students, staff and parents/guardians value fair and consistent guidelines for implementing and developing a culture of discipline based on positive behavior interventions and away from punitive approaches that infringe on instructional time.

The Los Angeles Unified School District is committed to providing students a vigorous education that promotes opportunities to select college or career paths that will lead them to becoming productive members of society. All Los Angeles Unified School District students will attend schools with climates that focus on safety, teaching and learning, interpersonal relationships, and the institutional environment that influence student learning and well-being. These positive school climates will offer:

- **School-Wide Positive Behavior Intervention and Support (SWPBIS)**

Interventions that reduce suspensions, increase attendance, improve test scores and have support from all school personnel.

- **Alternatives to suspension and positive behavior interventions and supports**

Alternatives to suspension strategies will be used for all students in a consistent and age-appropriate manner prior to any suspensions, except those limited offenses where suspension is required under California Education Code §48915(c). As of 2013, no student shall be suspended or expelled for a “willful defiance” (48900(k) offense).

- **School discipline and school-based arrest and citation data available for viewing**

Every student and parent/guardian has a right to obtain school-wide monthly data on discipline via the District website including: suspension, involuntary transfer, opportunity transfer, expulsion, school-based arrests and citations. Such data will be provided in a manner designed to maintain the privacy of individual students.

- **Restorative Justice (RJ) approaches that resolve student interpersonal conflict**

Beginning in the 2015-2016 school year all schools will have developed and begun using RJ approaches as an alternative to traditional school discipline, when

appropriate, as an intervention consistent with the School-Wide Positive Behavior Intervention and Support strategies.

- **A District SWPBIS Task Force**

The SWPBIS Task Force shall include a teacher, student, administrator and parent representatives from each Educational Service Center as well as members from community organizations to make recommendations for full implementation of SWPBIS.

- **Guidelines regarding the roles and responsibilities of School Police Officers on campus**

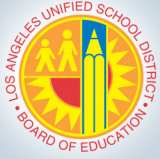
Students have the right to safe and healthy school environments that minimize the involvement of law enforcement, probation and the juvenile and criminal justice system, to the greatest extent possible and when legally feasible.

- **A system to file a formal complaint if School-Wide Positive Behavior Intervention and Support is not implemented**

Students and parents/guardians have the right to file a formal complaint if SWPBIS is not implemented within 60 days of a request.







# School Climate Bill of Rights

The Los Angeles Unified School District (LAUSD) is committed to providing safe and healthy school environments that support all students in every aspect of their well-being. LAUSD students, staff and parents/guardians value fair and consistent guidelines for implementing and developing a culture of discipline based on positive behavior interventions and away from punitive approaches that infringe on instructional time.

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- **School-Wide Positive Behavior Intervention and Support (SWPBIS)**

LAUSD will implement alternatives to suspension along with the positive behavior interventions in the Discipline Foundation Policy. Appropriate prevention and intervention approaches provide accountability and reconciliation through understanding the impact of the discipline incident and repairing the harm caused through a shared decision-making process.

- **Alternatives to suspension and positive behavior interventions and supports**

Alternatives to suspension strategies will be utilized for all students and in a consistent and age-appropriate manner prior to any suspensions except those limited offenses where suspension is required under California Education Code §48915(c). As of 2013, no student will be suspended or expelled for a “willful defiance” (48900(k) offense.

- **School discipline and school-based arrest and citation data available for viewing**

LAUSD will publish monthly in and out-of-school suspension, opportunity transfer, expulsion, citation, and school-based arrest data for the school-site or the District. Such data, when applicable and available, will be disaggregated by subgroups, including race, ethnicity, English Learner status, disability, gender, socioeconomic status and offense, but provided in a way to maintain the privacy of individual students.

- **Restorative Justice (RJ) approaches that resolve student interpersonal conflict**

Beginning in 2015-2016 schools will have developed and begun implementation of Restorative Justice (RJ) approaches, when appropriate, that resolve school disciplinary incidents by having personnel trained in restorative strategies and all parties involved willingly come together, identify the harm

that was caused, and develop an agreement on how to restore harmony.

Through the restorative process, the group develops a shared agreement for repairing harm and addressing root causes to prevent future harm. Restorative Justice (RJ) approaches may be used as an intervention consistent with the School-Wide Positive Behavior Intervention and Support (SWPBIS) policy for all school disciplinary incidents unless a recommendation for expulsion is required as under California Education Code Section 48915 or when safety is at risk.

- **A District SWPBIS Task Force**

The SWPBIS Task Force shall include a teacher, student, administrator and parent representatives from each Educational Service Center as well as members from community organizations to make recommendations, and will make recommendations for implementing a District-wide culture of positive and Restorative Justice (RJ) approaches to working with students, staff and parents/guardians.

- **Guidelines regarding the roles and responsibilities of School Police Officers on campus**

Students have the right to safe and healthy school environments that minimize the involvement of law enforcement, probation and the juvenile and criminal justice system, to the greatest extent possible and when legally feasible.

- **A system to file a formal complaint if School-Wide Positive Behavior Intervention and Support is not implemented**

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