

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

**Certification of District Policies
2014-2015**

Please refer to the bulletins listed below for more detailed information regarding the policies reviewed in this training.

Section 1

- BUL-5212.1 Bullying and Hazing Policy

Section 2

- BUL-5167.0 Code of Conduct with Students

Section 3

- BUL-4748.0 Ethics Policies

Section 4

- BUL-1205.1 Family Medical Leave Act/California Family Rights Act Policy
- BUL-4659.0 Reasonable Accommodations for Individuals with Disabilities

Section 5

- BUL-3772.2 Injury & Illness Prevention Program Requirements

Section 6

- BUL-5181.2 Policy Regarding Internet Safety for Students
- BUL-5688.0 Social Media Policy for Employees and Associated Persons
- BUL-999.8 Acceptable Use Policy (AUP) For District Computer and Network Systems

Section 7

- BUL-1893.1 Sexual Harassment – Employees
- BUL-3349.0 Sexual Harassment – Students
- BUL-2521.1 Title IX Policy/Complaint Procedures

Section 8

- BUL-962.1 Organizing for Crisis Intervention
- BUL-2637.1 Suicide Prevention, Intervention and Postvention (Students)
- BUL-5799.0 Threat Assessment and Management (Student-to-Student, Student-to-Adult)

Section 9

- BUL-5159.3 Uniform Complaint Procedures

Also, in this document are the following associated handouts for your information:

- Code of Conduct with Students
- Employee Code of Ethics
- Nondiscrimination Statement
- Sexual Harassment Policy
- Uniform Complaint Procedures



Los Angeles Unified School District

Code of Conduct with Students



The most important responsibility of the Los Angeles Unified School District (District) is the safety of our students. All employees, as well as all individuals who work with or have contact with students, are reminded that they must be mindful of the fine line drawn between being sensitive to and supportive of students and a possible or perceived breach of responsible, ethical behavior.

While the District encourages the cultivation of positive relationships with students, employees and all individuals who work with or have contact with students are expected to use good judgment and are cautioned to avoid situations including, but not limited to, the following:

1. Meeting individually with a student behind closed doors, regardless of gender.
2. Remaining on campus with student(s) after the last administrator leaves the school site. (There are exceptions, such as teachers rehearsing with students for a drama/music activity or coaching academic decathlon students, with approval of the site-administrator in advance.)
3. Engaging in any behaviors, either directly or indirectly with a student(s) or in the presence of a student(s), that are unprofessional, unethical, illegal, immoral, or exploitative.
4. Giving student(s) gifts, rewards, or incentives that are not school-related and for which it is directly or implicitly suggested that a student(s) is (are) to say or do something in return.
5. Making statements or comments, either directly or in the presence of a student(s), which are not age-appropriate, professional, or which may be considered sexual in nature, harassing, or demeaning.
6. Touching or having physical contact with a student(s) that is not age-appropriate or within the scope of the employee's/individual's responsibilities and/or duties.
7. Transporting student(s) in a personal vehicle without proper written administrator and parent authorization forms on file in advance.
8. Taking or accompanying student(s) off campus for activities other than a District-approved school journey or field trip.
9. Meeting with or being in the company of student(s) off campus, except in school-authorized and/or approved activities.
10. Communicating with student(s), in writing, by phone/Email/electronically, via Internet, or in person, at any time, for purposes that are not specifically school-related.
11. Calling student(s) at home or on their cell phone, except for specific school-related purposes and/or situations.
12. Providing student(s) with a personal home/cell telephone number, personal Email address, home address, or other personal contact information, except for specific school-related purposes and/or situations.

Even though the intent of the employee/individual may be purely professional, those who engage in any of the above behavior(s), either directly or indirectly with a student(s) or in the presence of a student(s), are subjecting themselves to all possible perceptions of impropriety. Employees/individuals are advised that, when allegations of inappropriate conduct or behavior are made, the District is obligated to investigate the allegations and, if warranted, take appropriate administrative and/or disciplinary action.

Employees/individuals who have questions or need further information should contact their site administrator or supervisor, or may call the Educational Equity Compliance Office at (213) 241-7682.

July 15, 2008



Los Angeles Unified School District

Employee Code of Ethics

Adopted: 9/98; Revised: 12/00, 2/03

As employees of the Los Angeles Unified School District (LAUSD), our mission is *to educate all students to their maximum potential*. Our success depends on our teamwork, trust and commitment. Our Code of Ethics is intended to help us achieve success by setting common expectations and increasing trust, commitment and teamwork within the District, and between the District and the community.

Core Principles

To help us achieve our mission, we are committed to three core ethical principles:

- Commitment to Excellence
- District and Personal Integrity
- Responsibility

Purpose

Our *Code of Ethics* helps develop trust by describing what the public can expect from us, and what we can expect from each other and our District. It plays a central role in our District's commitment to help District personnel achieve the highest ethical standards in their professional activities and relationships. Our goal is to create a culture that fosters trust, commitment to excellence and responsibility, personal and institutional integrity, and avoids conflicts of interest and appearances of impropriety.

Application and Enforceability

The Code of Ethics applies to all District personnel including Board Members. Provisions of this *Employee Code of Ethics* are supported by State law, and District Board and Personnel Commission Rules, regulations, bulletins and collective bargaining agreements. Violations of this *Code of Ethics* may result in administrative or disciplinary action under those laws, rules, regulations, bulletins and agreements.

Making Ethical Decisions

While the Code of Ethics provides general guidance, it does not provide a complete listing or a definitive answer to every possible ethical situation. When making decisions, we should use good judgment to fulfill the spirit as well as the letter of the Code. The References section of the Code lists other documents such as laws, rules, policies and bulletins that provide more detailed guidance. When making decisions:

- Evaluate the situation and identify the ethical issues.
- Follow the rules. Consult the Code of Ethics, law, and District rules, regulations, bulletins, policies and procedures, and apply them to the situation.
- Ask for guidance from your supervisor. If your supervisor is involved in the problem, contact his or her supervisor, or the Ethics Office for help. Ask for help early—before you act.
- Make and carry out a decision that is consistent with the rules and develops excellence, integrity and responsibility.

Contacting the Ethics Office

For advice, help, training, copies of ethics publications, or more information on the ethics program visit our website or contact us directly.

LAUSD Ethics Office

333. S. Beaudry Ave, 20th Floor
Los Angeles, California 90017
T: 213-241-3330
www.lausd.net/ethics

Commitments and Expectations

To achieve our mission of educating students, we strive to create a District culture that fosters trust and focuses on excellence. Our goal is to develop a culture that is personally fulfilling, supports ethical decision-making, and provides an environment where hard work, creativity and innovation are the norm. To succeed, we must have the same expectations about how we will practice our commitment to excellence, integrity and responsibility in our everyday work.

- A. Commitment to Excellence.** *We are committed to being the best school district and personnel we can be, educating our students to their maximum potential. Everything we do has an impact on the classroom.*
1. **Set the example.** *We are committed to providing the best example we can, striving to demonstrate excellence, integrity and responsibility in our work.*
 2. **Create an environment of trust, respect and non-discrimination.** *We are committed to creating an environment of trust, care and respect. We will not tolerate discriminatory or harassing behavior of students or colleagues.*
 3. **Provide honest, accurate and timely information.** *We are committed to candor in our work relationships, providing other District personnel including supervisors, senior staff and Board members with accurate, reliable and timely information. We will not tolerate falsification or cheating.*
 4. **Identify problems and help create solutions.** *We are committed to identifying areas for improvement within our District, and suggesting and implementing solutions that make us more successful.*
 5. **Keep policies, procedures and rules.** *Our rules, policies and procedures are the foundation of trust and how our District conducts everyday business. They define our expectations and evaluation criteria. We are committed to following our Code of Ethics, laws, and District rules, regulations, bulletins, policies and procedures, recommending changes required to make them better, and will not tolerate improper conduct.*
 6. **Report improper conduct.** *When someone does well, it reflects well on all of us. When we make a mistake, we strive to correct it and learn from it. We are committed to reporting gross mismanagement, significant waste of funds, abuse of authority, threats to safety, violations of our Code of Ethics, laws, rules, regulations, bulletins, policies and procedures, or other conduct that damages our integrity or reputation, to our supervisor, the Ethics Officer or the Inspector General.*
 7. **Keep colleagues safe from retaliation.** *We are committed to creating a work environment where problems can be reported and solved. We are prohibited from threatening, harassing, punishing or retaliating against employees who make good faith complaints.*
- B. District and Personal Integrity.** *To maintain our integrity, we are committed to making decisions in the best interests of the District. We will avoid conflicts of interest and the appearance of impropriety.*
8. **Avoid conflicts of interest and improper outside income.** *A conflict of interest can exist anytime our position or decisions provide us a financial benefit or improper advantage. We are permitted to receive outside income as long as it does not create a conflict with our District work. We are committed to declining outside income that might be perceived as inconsistent, incompatible or in conflict with our official duties. We will not make decisions or use our position for personal benefit or to gain an improper advantage.*
 9. **Decline gifts.** *A gift is a benefit we receive for which we did not pay. Gifts can include merchandise, food, tickets, use of facilities, investments, rebates or discounts not offered to the public, or forgiveness of debt from vendors, lobbyists, parents, students or others. We will not accept gifts or gratuities in excess of \$100 from a single source in a single year (aggregate retail value) or that give the appearance that the gift improperly influenced our decisions regardless of the amount. We will not solicit vendors, lobbyists, parents or others for anything that provides us a personal benefit different from the public.*
 10. **Improper influence of family members and associates.** *We are committed to abstaining from decisions that could result in a direct benefit to a close relative or co-habitant including, but not limited to, hiring, promotion, discipline, evaluation or direct supervision.*

11. **Maintain appropriate relationships with students.** *We are committed to ensuring that employee-student relationships are positive, professional and non-exploitative. We will not tolerate improper employee-student relationships.*
12. **Keep procurement information confidential.** *To reinforce public trust and confidence in our procurement processes, we are committed to ensuring that procurement information is kept confidential, used only in the performance of our duties, and not released early to potential contractors.*
13. **Keep the contracting process objective.** *We are committed to making contract award recommendations in the best interest of the District. From the time an RFP, specification or other contract document is issued until the staff recommendation is made public (the contract's board report is published by the Board Secretariat), we will not have contact concerning the contract with contractors participating in the process or their representatives.*
14. **Future employment.** *In order to prevent conflicts of interest, District personnel are not permitted to discuss the possibility of future employment with a person or organization that might benefit from their official decisions. Contractors are required by the District to disclose all personnel, consultants and sub-contractors who were employees of the District in the previous three years. The District will not contract with a contractor who compensates a former District employee to influence an action on a matter pending with the District if that employee, within the last twelve (12) months, held a District position in which the employee personally and substantially participated in that matter. The District will not contract with a contractor that employs a former District employee who, while serving in a District position within the last two years, substantially participated in the development of the contract's RFP, requirements, specifications or in any other part of the contracting process. No former District official is permitted to lobby the District for one year after leaving the District. We are committed to avoiding discussions about future employment with people or organizations who can benefit from our decisions, and will not take or influence official actions that might benefit that person or organization.*
15. **Uphold District interests in hiring and promotion.** *We are committed to hiring and promoting District personnel based on their qualifications and the job-criteria of the position, and will not tolerate improper practices.*

C. **Responsibility.** *We are committed to holding each other responsible for our performance as a District and as individuals.*

16. **Proper use of public position.** *We are committed to ensuring that our power and authority are used in an appropriate, positive manner that enhances the public interest and trust. We will not use our authority to improperly influence people or obtain preferential treatment.*
17. **Proper use of public resources.** *Except for occasional and limited personal use that does not interfere with performance of duties or create an appearance of impropriety, we are committed to ensuring that District facilities, equipment, supplies, mailing lists or other District resources are used for District purposes only. Except for occasional and limited personal use, we will not tolerate improper use of public resources, and will report and reimburse the District for significant costs of any limited personal use.*
18. **Leadership of District personnel and use of District time.** *We are committed to ensuring that District personnel are tasked to perform only District work on District working-time. We will not direct or permit District personnel to perform personal services on District working time and will report such incidents to our supervisor, Ethics Officer or Inspector General.*
19. **Uphold confidentiality.** *To achieve excellence, our District employees, parents and students must be able to discuss issues frankly, and when appropriate, in confidence. We are committed to abiding by all laws and District policies concerning confidential information, including student records, personnel files, agreements, and District records and policies. We will not reveal confidential information, including meeting content and the sources of comments, from staff, faculty, parent and closed Board of Education meetings.*
20. **Waivers.** *The LAUSD General Superintendent or his/her designee upon a showing of good cause may waive an ethics prohibition in writing with notification to the Board of Education.*

References

These references can also provide additional information for sections 6-19. If you need further guidance, please contact the Ethics Office or check the resources on our website at: www.lausd.net/ethics.

6. Report improper conduct.

- California Education Code 44110 (<http://leginfo.ca.gov>)

7. Keep colleagues safe from retaliation.

- LAUSD Whistleblower Policy
- Education Code 44113 (<http://www.leginfo.ca.gov>)
- LAUSD Personnel Commission Rule PC 902

8. Conflicts of interest and outside income.

- California Government Code Sections 87100, 87103, 87200, 1090, 1098, 1126 (<http://www.leginfo.ca.gov>)
- California Fair Political Practices Commission (www.fppc.ca.gov)

9. Decline gifts.

- California Government Code Sections 89500, 89503
- LAUSD Board Rule 1721
- California Fair Political Practices Commission (www.fppc.ca.gov)

10. Improper influence of family members and associates.

- California Government Code Sections 87100-87103 (<http://www.leginfo.ca.gov>)
- LAUSD Board Rule 1911
- LAUSD Personnel Commission Rule PC 720

11. Maintain appropriate relationships with students.

- California Education Code Section 44932
- LAUSD Personnel Commission Rule PC 902

12. Keep procurement information confidential.

- California Government Code Section 1098
- LAUSD Contractors and Consultants Code of Conduct Sections 11 and 12

13. Keep the contracting process objective.

- California Government Code Section 1098 (<http://www.leginfo.ca.gov>)
- LAUSD Board Rule 1821
- LAUSD Contractors and Consultants Code of Conduct Section 13a

14. Future employment.

- LAUSD Contractors and Consultants Code of Conduct Section 15
- California Business and Professions Code (<http://www.leginfo.ca.gov>)

15. Uphold District interests in hiring and promotion.

- LAUSD Board Rules 4200 and 4201 (<http://www.lasdpd.com/lausdboardrules.asp>)
- LAUSD Personnel Commission Rules Sections VI and VII

19. Uphold confidentiality.

- California Government Code Section 1098 (<http://www.leginfo.ca.gov>)
- California Education Code Sections 49073-49079 (<http://www.leginfo.ca.gov>)
- LAUSD Board Rules 4200 and 4201 (<http://www.lasdpd.com/lausdboardrules.asp>)

LOS ANGELES UNIFIED SCHOOL DISTRICT

NONDISCRIMINATION STATEMENT

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation and/or bullying. The District prohibits discrimination, harassment, intimidation and/or bullying based on the actual or perceived characteristics set forth in Penal Code § 422.5, Education Code § 220 and actual or perceived sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity it conducts or to which it provides significant assistance.

Discrimination is different treatment on the basis of a protected category in the context of an educational program or activity without a legitimate nondiscriminatory reason and interferes with or limits the individual's ability to participate in or benefit from the services, activities, or privileges provided by the District.

Harassment occurs when: (1) the target is subjected to unwelcome conduct related to a protected category; (2) the harassment is both subjectively offensive to the target and would be offensive to a reasonable person of the same age and characteristics under the same circumstances; and (3) the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit an individual's ability to participate in or benefit from the services, activities, or opportunities offered by the District.

Upon witnessing an act of discrimination, harassment, intimidation and/or bullying based on actual or perceived characteristics of a protected category (as enumerated above), school personnel are required to take immediate steps to intervene when it is safe to do so. Once a school or office has notice of discriminatory, harassing, intimidating and/or bullying conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred and take prompt and effective steps reasonably calculated to end the conduct, eliminate a hostile environment, if one has been created and prevent the conduct from occurring again. These steps should be taken whether or not an individual makes a complaint or asks the school or office to take action.

This nondiscrimination policy applies to all acts related to school activity or school attendance within any school or office under the jurisdiction of the Superintendent of the Los Angeles Unified School District.

For inquiries or complaints related to discrimination, harassment, intimidation and/or bullying of students based on the actual or perceived characteristics listed above, contact your school's administrator, the school's Title IX /Bullying

Complaint Manager or:

Julie Hall-Panameño

**Educational Equity Compliance Office
District Section 504 and Title IX Coordinator
(213) 241-7682**

For inquiries or complaints related to employee-to-employee, student-to-employee, or work/employment related discrimination, harassment, and/or intimidation, contact your school administrator or:

**Equal Employment Opportunity Section
(213) 241-7685**

Both Offices located at:

**Los Angeles Unified School District
333 South Beaudry Avenue – 20th Floor
Los Angeles, CA 90017**

LOS ANGELES UNIFIED SCHOOL DISTRICT

SEXUAL HARASSMENT POLICY

The Los Angeles Unified School District (LAUSD) is committed to providing a working and learning environment free from sexual harassment. The District prohibits sexual harassment of or by employees, students, or persons doing business with or for the District on the basis of actual or perceived sex, sexual orientation, gender, gender identity or gender expression. Failure to follow this policy is a violation of state and federal law.

Sexual harassment is defined by California Education Code § 212.5 as any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Upon witnessing an act of discrimination, harassment, intimidation and/or bullying based on actual or perceived characteristics of a protected category (as enumerated above), school personnel are required to take immediate steps to intervene when it is safe to do so. Reporting such conduct to an administrator or Title IX/Bullying Complaint Manager can be an appropriate intervention. Once a school or office has notice of discriminatory, harassing, intimidating or bullying conduct, whether carried out by employees, students, or third parties, it should take immediate and appropriate steps to investigate or otherwise determine what occurred. School personnel are to take prompt and effective steps reasonably calculated to end the conduct, eliminate a hostile environment, if one has been created, and prevent the conduct from occurring again. These steps should be taken whether or not an individual makes a complaint or asks the school or office to take action. This policy applies to all acts related to school activity or school attendance within any school or office under the jurisdiction of the Superintendent of the Los Angeles Unified School District.

Any student or employee of the District who believes that she or he has been a victim of sexual harassment should bring the problem to the attention of the school-site administrator or the school's Title IX/Bullying Complaint Manager so that appropriate action may be taken to resolve the problem. The District prohibits retaliatory behavior against anyone who files a sexual harassment complaint or any participant in the complaint investigation process. Complaints must be promptly investigated in a way that respects the privacy of the parties concerned.

**For inquiries about District policies and procedures related to sexual harassment,
including how to file a sexual harassment complaint contact:**

Educational Equity Compliance Office
Julie Hall-Panameño
LAUSD Section 504 and Title IX Coordinator
(213) 241-7682

**For inquiries or complaints related to employee-to-employee, student-to-employee, or
work/employment related discrimination or harassment, contact:**

Equal Employment Opportunity Section
(213) 241-7685

Both Offices located at:
Los Angeles Unified School District
333 South Beaudry Avenue - 20th Floor
Los Angeles, CA 90017

How to Submit a Complaint

Any person, organization, or public agency may mail or fax a written complaint to:

Julie Hall-Panameño, Director
Educational Equity Compliance Office
Los Angeles Unified School District
333 South Beaudry Avenue - 20th Floor
Los Angeles, CA 90017
Fax: (213) 241-3312

Any person with a disability or who is unable to prepare a written complaint can receive assistance from the site administrator/ designee or by calling the Educational Equity Compliance Office at (213) 241-7682.

The District assures confidentiality to the maximum extent possible. The District prohibits retaliation against anyone who files a complaint or participates in the complaint investigation process.

Pursuant to Education Code §262.3, Complainants are advised civil law remedies may also be available under state or federal discrimination, harassment, intimidation, and/or bullying laws.

A copy of the District's UCP policy and complaint procedures shall be available free of charge.

For questions regarding the UCP, contact Stephen Jimenez, UCP Coordinator at (213) 241-7682.

Complaint Investigation and Response

Each complaint is investigated by the appropriate District office, unit, division,

branch, or Educational Service Center (ESC) office. The investigation and District response:

1. Provides an opportunity for complainant and District personnel to present information relevant to the complaint.
2. Obtains relevant information from other persons or witnesses who can provide evidence or information.
3. Reviews related documents.
4. Prepares a written "Report of Findings" in English, or in the primary language of the complainant, which contains the investigative findings and District's decision, including corrective action(s), if any, and suggested remedies, if applicable.
5. Concludes the investigation within 60 days from the date of receipt of the written complaint, unless the complainant agrees in writing to extend the investigative timeline.
6. Notifies the person or organization of appeal procedures.

How to Appeal

Persons or organizations disagreeing with the investigative findings and District's decision, or local site decisions involving Title VI or Title IX, have 15 days after receipt of the "Report of Findings" to file an appeal.

The appeal must be in writing and include a copy of the original complaint, as well as a copy of the District's decision. The appeal should be sent to:

California Department of Education
1430 N Street
Sacramento, CA 95814

**The 60 day timeline
for investigation and District
response shall begin when
the written complaint is received.**

Uniform Complaint Procedures (UCP)



**Educational Equity
Compliance Office**

(213) 241-7682

Why This Brochure?

The Los Angeles Unified School District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations, and shall investigate complaints alleging failure to comply with those laws and regulations including those alleging discrimination, harassment, intimidation, and/or bullying, unauthorized charging of pupil fees for educational activities, and failure to comply with legal requirements pertaining to the Local Control Accountability Plan (LCAP). The District shall seek to resolve those complaints in accordance with the procedures set out in California Code of Regulations §§4600-4687 and the policies and procedures of the District.

Protected Classes Covered Under UCP:

Allegations of discrimination, harassment, intimidation, and/or bullying of students based on protected classes/characteristics, set forth in Penal Code §422.55 and Education Code §220, include actual or perceived sex, sexual orientation, gender, gender identity, gender expression, race or ethnicity, ethnic group identification, ancestry, nationality, national origin, religion, color, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived categories, in any program or activity it conducts or to which it provides significant assistance.

Complaints of discrimination, harassment, intimidation, and/or bullying must be filed within six months from the date the alleged incident occurred or the date when knowledge of the facts of the alleged incident was first obtained.

Programs Under UCP:

1. Discrimination, harassment, intimidation, and/or bullying
 - a. Employee to student
 - b. Student to student
 - c. Third party to student
2. Programs that use categorical funds
 - a. Adult Education
 - b. Consolidated Categorical Aid
 - c. Migrant Education
 - d. Career Technical/Technical Education/Technical Training
 - e. Child Care and Development
 - f. Child Nutrition
 - g. Special Education
3. Unauthorized charging of pupil fees* for educational activities
 - a. District pupils shall not be required to pay pupil fees for participation in educational activities.
 - b. Supplies, materials, and equipment needed to participate in educational activities shall be provided to pupils free of charge.

** "Pupil fee" means a fee, deposit, or other charge imposed on pupils, or a pupil's parents or guardians, in violation of Education Code §49011 and §5 of Article IX of the California Constitution.*

A pupil shall not be required to pay a pupil fee for participation in an educational activity, unless the charge for such a fee is specifically authorized by law and does not violate Education Code §49011. A complaint of noncompliance should be filed first with the principal under the UCP. A complainant unsatisfied with the decision of the school

may appeal the decision to the District's UCP Coordinator and shall receive a written appeal decision within 60 days of receipt of the school site decision.

4. Failure to comply with legal requirements as to development, adoption and annual update of the LCAP, which includes identification of annual goals, actions to implement goals, and measuring student subgroup progress across indicators based on the States' eight priorities and aligned with the District's spending plan.

The State's priorities are: providing students access to credentialed teachers, instructional materials aligned with standards and safe facilities; implementation of California's academic standards; parent involvement and participation; improving student achievement and outcomes along multiple measures; supporting student engagement; highlighting school climate and connectedness; ensuring all students have access to classes that prepare them for college and careers; and measuring other important student outcomes related to required areas of study.