

October

INTERCOM

2001

Official Publication of the California Association of Child Welfare and Attendance

William P. Booth Edition

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Mr. Bill Booth, "Thirteen years ago Francis Tucker stepped down as the "CASCWA Editor" and William Booth stepped forward. Bill turned the "Intercom" into the finest newsletter in the field and has contributed greatly to all of our members. After an outstanding career as a teacher, counselor, and Director of Pupil Services in the Fresno Unified School District, Bill is now retiring as an accomplished editor. On a personal basis, the entire executive board will miss hearing Bill's "Common Sense" thoughts on our everyday CWA/CASCWA issues. Everyone wishes Bill and Patricia the best for years to come!



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Frank Boehler, Editor

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A Message from the President

Welcome to a new school year! This year superintendents and school principals will continue to stress high Stanford 9 scores, worry about the class

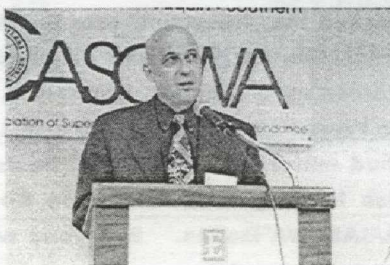


of 2004's ability to pass the High School Exit Examination and be concerned about their own professional future. At the same time, Child Welfare and Attendance personnel will center on providing individual attention to a multitude of students in assuring they are safe and attending school. For we know that good attendance within a safe school

environment is the basis for a sound education. Being at the top of our professional skills is a must to assure quality programs and services for all kids.

This year, CASCWA will continue with our efforts as a professional organization that will provide a network of mutual support and growth for all its members. We will focus on having the best State Conference (it will be hard to top the last one!), increasing our membership and submitting legislation that cleans up the flaws we have discovered while doing our jobs. Section workshops, membership drives and those wonderful student scholarships will surely highlight the year!

Special thanks to past-president **Rob Gerig** for a great job as our president in 2001-2002! This year he and **Phil Kauble** will guide me through the presidency. Our State Executive Board is perhaps the strongest in year. Along with our past presidents, our members include a bright **Sue Chambers** as president-elect and an exciting **Frank Boehler** as our vice-president and Intercom editor. **Debbie Morris** is our newest star and a fine State secretary. Our treasurer, the competent **Dale Parent**, will handle the books. **Joe Taylor** and **Sherman Garnett** as our



legislative team will always have the latest in Assembly and Senate bills. Two section presidents not holding a State office are **Robert Pankratz** and **Betty Folsom**. They keep everyone agreeable! Finally, perhaps our most important leader is **Jerry Hime**. This year, Jerry's role will be to maintain an "accurate" membership roster to assure we can maintain and increase our membership. Jerry opens every conversation with "have you renewed your membership?"

It's going to be a busy but great CASCWA year!

Joe Brucia
President

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MR. ROB GERIG IS PRESENTED WITH THE "LEE LUNDBERG" STATE SERVICE AWARD

Congratulations Mr. Gerig!

Our annual "STATE CASCWA" service award is named in the memory of the late "Lee Lundberg". Mr. Lundberg was a giant in the field and spent many years working on the behalf of CASCWA.



Mr. Rob Gerig is one of today's most outstanding CASCWA educators. His career has been filled with accomplishments. He has served our organization for the past several years on our "State Executive Board" and most recently, he provided leadership, as our "State President" for the 2000-01 school year. Rob is active in ACSA and numerous other organizations. He

is a soft spoken man and is respected by our membership. The Sacramento City U.S.D. can take great pride in Mr. Gerig and his efforts. CASCWA says, "Thank You" to Mr. Gerig, who has truly earned our 2000-01 "Lee Lundberg Service Award".



BAY SECTION - PRESIDENT'S MESSAGE

Sue Chambers - Bay Section President - Mt. Diablo Unified School District

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Fall Happenings and Updates: Bay Section held its annual spring meeting in May at the Stony Ridge Winery in Livermore. The afternoon luncheon was attended by 45 members who enjoyed good food, great conversation and an informative and fun program. Judge Larry Katz, from the Contra Costa Juvenile Department, and Walther Jackson from the Alameda County District Attorney's office, discussed the truancy process in their respective counties. The major theme of both presentations centered on the need to address attendance problems in the elementary school, before children become involved in the juvenile justice system.

Alan Del Simone, chair of our renewed scholarship program, presented the scholarship winners, Aaron Anicete, from Pinole Valley high School, and Idalee Montgomery, from De Anza High School. Alan presented the scholarships at their respective graduation ceremonies, since the students were unable to attend the program. Alan stated the audiences at both graduations were very impressed with the fact these scholarships were being given to students who, at one time, had difficulty in school. Each student was given a \$500 scholarship, which will be awarded upon confirmation of enrollment in a school or a training program.

Past president Alan Del Simone installed the new officers for the 2001-2002: **President**, Sue Chambers, Student Services Mt. Diablo School District; **Vice President**, Audrey Keebler, Ph.D., Director Student Services, Pittsburg Unified School District; **Secretary**, Jan Passama, Alameda County Office of Education; and **Treasurer**, Darlene Rourke, Alternative Education Director, John Swett Unified School District. Alan Del Simone has agreed to serve again as the scholarship and nominations chair.



BAY SECTION - PRESIDENT'S MESSAGE - CONTINUED

Just a reminder to all Bay Section members, the Bay Section Board meetings are open to all members and your input is greatly appreciated. A list of the meetings times and dates are posted on the CASCWA Web site for Bay Section. Two exciting activities are currently being planned for this fall. The Bay Section Fall Conference titled, "**FACES OF THE NEW CALIFORNIA, WHO DO WE REALLY SERVE?**" will be held on Friday October 26, 2001 from 8:00 am to 3:00 p.m. at the PG&E Learning Center, in San Roman California. Three sessions will be held in the morning, and one will include a student panel. The morning presentations include diversity issues "**Some Real Diversity**", decision making, "**By Choice or By Chance**" and "**Who are They and How Can We Serve Them**" a presentation on homeless, neglected and foster youth. Following a buffet lunch and some fun activities there will be one final afternoon presentation. "**ARF and Mental Health**" probation program for girls in collaboration with the Tony La Rusa Animal Rescue Foundation (ARF) and Mental Health. A highlight of this program will be meeting the girls and the "Four Paws" they have bonded with to make some amazing changes in their lives. The second activity Bay Section is planning is for November in collaboration with the Northern California Juvenile Officers Association (NCJOA). "**Ecstasy and Today's Drugs of Choice**" will be a full day training program and will address the topics of, The Rave Phenomenon, MDMA (ecstasy) Internet Rave Intelligence, and Enforcement and Prosecution Issues. More information concerning this training will be available in September. In closing, I wish you all a wonderful year. Thank you for the network of support you provide and the great work you do on behalf of children.

Alan Del Simone - 2001 Outstanding Service Award

Bay Section was very pleased to award their 2001 Outstanding Service Award to Alan Del Simone. Alan has been a teacher, counselor, served as the Dean of students of El Cerrito high school & was Vice Principal for four years at Richmond High School. In his current position as Director of Child Welfare & Attendance for the West Contra Costa School District, Alan provides leadership in developing prevention and intervention programs that help youth stay involved & active in school.

Alan has been active and involved in the Bay Section CASCWA and State CASCWA for the past 8 years. He has served on the Bay Section Board in various positions including two years as President. In his position as President, Alan helped design and implement some outstanding conferences and training sessions for CASCWA members. Alan has been one of the true guiding lights in Bay Section and has provided guidance, leadership, and expresses a true concern for helping



DELTA SECTION - PRESIDENT'S MESSAGE



PRESIDENT - JOE TAYLOR, Sacramento County Office Of Education 9738 Lincoln Village Drive Sacramento, CA 95827 (916) 228-2490 Fax:(916) 228-2290 jtaylor@sac-co.k12.ca.us

As President for 2001-2002, I bring you greetings from the Delta Sierra Section. Fellow Board Members for this upcoming year include: President Elect, Matt Collier, Elk Grove Unified School District; Vice President, Robert Kruse, Yuba City Unified School District; Secretary, Ted Hobbs, Retired; Treasurer, Sherri Hanni, Butte County Office of Education; Retired Members Representative, Richard Davis; Immediate Past President, Debbie Morris, North Sacramento School District; Consultant, Tad Kitada, Placer County Office of Education; Member at Large, Karen Frost, Shasta County Office of Education; and Member at Large, Kenneth Hoffman, Sacramento City Unified School District. As you can see, our Board has representation from various communities in the wide geographical area of the Delta Sierra Section. I look forward to working with this talented group of individuals and having another successful year. After hosting a very successful State Conference in April 2001, Delta Sierra looks forward to our annual Fall Conference. This year's event will be held September 27-28, 2001, in Redding, California. The conference is being held jointly with the Shasta County Office of Education. It is the 4th Annual Truancy Symposium and is titled "Staying Connected: Promoting Positive Attendance". Workshop topics include: SARB Process From Contract to Court, Agency Collaboration, Legal Issues and Legislative Agenda 2002.



DELTA SECTION - PRESIDENT'S MESSAGE - CONTINUED

Participants to the Conference will include our Richard Davis Student Scholarship award winners: Sheila Brooks, Oroville, California and Mary Keasey, Corning, California. Delta Sierra is working closely with the Shasta County Office of Education to put on what promises to be an outstanding Conference. Plans are being discussed for Delta Sierra's annual Spring Workshop. The date, topic and place will be announced in the near future.

Delta Sierra is sponsoring a member participation and appreciation event. This activity will take place on September 14, 2001, in conjunction with a scheduled Board meeting. President Elect Matt Collier will host this event at his place in Elk Grove. There will be many activities for Delta Sierra members and their families to enjoy including picnicking, swimming, a big barbecue and a chance to socialize with many Delta Sierra members. Special recognition will be given to Delta Sierra member Debbie Morris, Immediate Past President, for doing an outstanding job coordinating the State Conference, winning the Section award for her contributions to CASCWA and for her continuing participation in CASCWA currently as Secretary on the State Board. Recognition will also be given to May Powell, former Delta Sierra Treasurer, for over twenty years of outstanding participation in Delta Sierra. Dates and location for Delta Sierra Section Board Meetings are: September 14, 2001, Elk Grove, California; November 9, 2001, Yuba City Unified School District; January 18, 2002, Sacramento County Office of Education; March 8, 2002, Placer County Office of Education; April 2002, State Conference, Fresno, California; May 17, 2002, Elk Grove, California. All meetings are held from 10:00am to 3:00pm. The time for the April 2002 meeting at the State Conference is to be announced. Delta Sierra Board Meetings are open to any member who would like to attend. Questions, issues and concerns can be directed to any Board member or contact us on the CASCWA web site in our Delta Sierra Section.

Debbie Morris - 2001 Outstanding Service Award

The presentation of the Delta Section's 2001 Outstanding Service Award to Debbie Morris brought was a fitting conclusion to the fantastic State CASCWA Conference in Lake Tahoe. Debbie Morris served on the State's Executive Board last year and was the Delta Section's President. We are all please that she is continuing on this year's executive board as our State's CASCWA Secretary. The success of the recent State Conference was the result of effective planning and a lot of hard work. Debbie Morris was the driving force behind the conference success. Debbie is truly deserving of the "Delta 2001



Outstanding Service Award". You can find Debbie working with students and families in the North Sacramento Elementary School District.

SAN JOAQUIN SECTION - PRESIDENT'S MESSAGE

PRESIDENT ROBERT PANKRATZ, Fresno U.S.D. -1350 "M" Street Fresno, CA 93721 (559) 457-3351 Fax: (559) 457-3373 rxpankr@fresno.k12.ca.us

Greetings to all CASCWA members, welcome back to another year of exciting, but hard work! Given the state budget for the new year, the ongoing assessment issues for schools, and the new graduation test for high school students, this year will not be business as usual!

I want to thank our San Joaquin Executive Board for a job well done this past year, and to remind everyone that since we voted the entire board for two year terms last year, our executive staff will stay the same for the 2001-2002 school year. The board includes our new State CASCWA President, Joe Brucia from Merced, as our legislative representative. We are proud of his accomplishments, and feel fortunate to have his experience and expertise at our disposal. Dennis Weichman from Sanger is our Vice President, Tom Neeb from Los Banos is our Secretary, our Treasurer is Phil Swearingen from Ceres, and John Bryon from Modesto is our Past President. We have a fully functioning board, with each member contributing this past year.



SAN JOAQUIN SECTION - PRESIDENT'S MESSAGE - CONTINUED

You can reach any of us by phone or e-mail, and our numbers and addresses are on the CASCWA web site. I also want to congratulate Ruben Rodriguez for receiving the San Joaquin Section "Outstanding Service Award" this Spring. Ruben has served his district (Fresno Unified) and CASCWA in our valley for many years and we will miss his leadership and support as he retires.

This spring also saw our first winners of the CASCWA San Joaquin Section, "Anthony Brucia Success Award." These students each received \$400.00 scholarships: Emilio Rodriguez, Mendota High School; Connie Pagan, W.E.B. Dubois Charter School, Fresno; Jennifer Lynn Lopez, Redwood High School, Visalia. Congratulations to each of our first year winners, and we expect many more to follow in their footsteps. This year's events have already been calendared and planning is under way by our board. Events include:

October 5-6: **Bass Lake Annual Fall Conference**; January 25: **Mid-Year Luncheon** (again at the Wool Growers in Lost Banos by Popular demand!); April 24-26: **Annual State CASCWA Conference** (Picadilly Inn, Fresno). Our goals for this year are simple, and we invite all in our area to be involved: 1) Get to know all the good people and programs going on in the valley; 2) Increase our membership; 3) Prepare for a great Annual Conference. Each of us have a most difficult job in our era of tight energy costs, heavy accountability by schools for academic improvement, a stronger need for safe school procedures, increased scrutiny on Special Education and 504 issues, and rising

RUBEN RODRIGUEZ - 2001 Outstanding Service Award



Mr. Ray Rodriguez is the recipient of this years San Joaquin Outstanding Service Award. Ruben Rodriguez has served as the "Student Services Coordinator, Fresno Unified School District". Ruben has spent the 35 years as an educator with the past 23 years in the F.U.S.D. This last year Ruben developed a centralized transfer process for the district's 80,000 students.

Ruben has served CASCWA for many years faithfully, including several officer positions and presidency of the San Joaquin Section. He has added greatly to the spirit of our section through the years! Ruben is a thorough professional, a great advocate for kids, and a tremendous resource to our schools. He is highly respected by principals in FUSD, as well as the surrounding districts in the San Joaquin Valley. He receives daily calls from principals asking advice on legal, suspension, expulsion, discipline and attendance issues. Ruben retired this summer, and the valley will truly miss his expertise, professionalism and leadership.

SOUTHERN SECTION - PRESIDENT'S MESSAGE

**BETTY FOLSOM, Riverside County Office of Education - 3939 13th Street
P.O. Box 868 Riverside, CA 92502-0868 (909) 826-6244 Fax: (909) 778-0487**

Bfolsom@rcoe.k12.ca.u

The CASCWA Southern Section Executive Board met for a strategic planning session in July. We're prepared to continue to offer dynamic leadership and support to our members as we face changes and challenges in the coming year. The current school climate seems to be dominated by academic accountability and school safety; issues that will require a major restructuring of the current roles and functions of school psychologists, counselors, social workers and other pupil service personnel. As your Southern Section president for the next two years, I consider it a privilege and duty to promote the stated goals of CASCWA. I will be emphasizing implementation of the multi-disciplinary team approach, a focus on Youth Accountability Boards, Student Assistance Programs and Positive Youth Development models that can all enhance the effectiveness of the SARB process and address barriers to learning. The Fall conference, scheduled for October 25, 2001, is titled "HIDE AND SEEK, District Responsibilities for Children Who Are Not in School". We are co-sponsoring that day with the State SARB and are proud to be featuring Carolyn Pirillo, Assistant General Counsel at CDE, who will address "Home Schooling Truancies – Legal vs Illegal Independent Study Programs". The symposium will be held at the Radisson Resort, Knott's Berry Farm. Watch for the flyer!



SOUTHERN SECTION - PRESIDENT'S MESSAGE - CONTINUED

As a county school administrator, I am fond of saying that I provide technical assistance to both the "Hug 'Em and Help 'Em" folks and the "Trail 'Em, Nail 'Em, and Jail ;Em" folks. You know, the task is fairly straight forward when it requires us to count the calendar days or school days required for due process during a suspension or expulsion. It's another story when we attempt to assist a child or a family dealing with barriers to learning that seem insurmountable. Using suspension as an opportunity for dialogue is my favorite Student Assistance Program model.

Membership in CASCWA provides pupil support service professionals a wellspring of knowledge and legal resources as well as an array of programs to help kids become successful. If you are one of those professionals, employed by a school district, you know there are many more youngsters with commonplace behavior, learning and emotional problems (unrelated to special education) than you can hope to help. CASCWA is here to keep the HOPE alive and to keep the HELP coming! COME HOPE WITH US AND BRING A FRIEND!



Mark Michels

2001 Outstanding Service Award

Mr. Mark Michels was the unanimous choice for Southern Section's Outstanding Service Award. Mark is one of the most caring, responsible men you will ever meet. He has served on the Southern Section's Executive Board in almost every capacity. He has been our president and has served on the State's Executive Board. His history with our organization provides insight into our past as we move forward towards our future.

Mark has provided leadership and coordination in "Southern Section's Scholarship Program" and has seen the smiles on these "at-risk" successful students through their awards ceremony and financial grant. Mark has been deserving of this award for several years. We are all proud of Mark and what

he means to CASCWA. He is truly our M.V.P. You can find Mark working for the Los Angeles Unified School District where he is a central administrator in their expulsion process. He has significant responsibilities and is a recognized expert in his field. Thank you Mark!

School Answering Machine Message

The following "School Answering Machine Information" has been faxed to CWA offices throughout the state. We are not sure of the source, but we know that if you are involved with school attendance, you will enjoy this message.

MESSAGE: You have reached the answering service of your school. "In order to assist you in connecting to the right staff member, please listen to all options before making a selection:

- To lie about why your child is absent Press 1
- To make excuses for why your child did not do his work Press 2
- To complain about what we do Press 3
- To cuss out staff members Press 4
- To ask why you didn't get needed information that was already enclosed in your newsletter & several bulletins mailed to you Press 5
- If you want us to raise your child Press 6
- If you want to reach out and touch, slap, or hit someone Press 7
- To request another teacher for the third time this year Press 8
- To complain about bus transportation Press 9
- To complain about school lunches Press 0

If you realize this is the real world and your child must be accountable/responsible for his/her own behavior, classwork, homework, and that it's not the teachers fault for your child(ren)s lack of effort--Hang up and have a nice day!!!

PHIL KAUBLE'S - ADMINISTRATIVE HEARINGS "THE RED FLAG LIST"

The Los Angeles County Office of Education has been and continues to be the "Giant" in the field of Child Welfare and Attendance. Under the direct leadership of Mr. Phil Kauble, his division of "Attendance and Administrative Services" provide inservices and "keep current" numerous publications to clarify the complex issues faced by educators throughout California. Mr. Kauble has developed several "RED FLAG FILES" that provide insight into key CWA issues. His division is responsible for numerous appeal hearings where the district's hearing process is carefully reviewed. In order to minimize potential mistakes, the following "Red Flag List" has been prepared. Please take the time to review this information and refer to it on a regular basis. For more information, please contact (562) 922-6233.



ADMINISTRATIVE HEARINGS - THE RED FLAG LIST

THE CHAIRPERSON SHOULD:

- Have a good understanding of the hearing process.
- Set the tone for the hearing during the opening statement. This is the time to set the stage and establish parameters.
- Model the behavior expected from participants.
- Anticipate potential problems and be prepared to address them.

ALL MEMBERS OF THE HEARING PANEL (OR GOVERNING BOARD) SHOULD:

- Avoid personal opinions.
- Remember the intent of the hearing and stick to the purpose thereof.
- Avoid lectures or counseling sessions. Save them for another time.
- Remain objective: Don't allow comments of a personal nature to affect your thinking.
- Always maintain your composure. Don't allow participants to push your button.
- Be a good listener. This may be your most important role. Remember, you don't have to say anything.
- Model the behavior you expect from participants.

DISTRICTS SHOULD AVOID:

- An inadequate record.
- Delays in processing.
- Inadequate notice.
- Unfairness.
- "Paper Case"...i.e., No live witness to cross-examine.
- Ex Parte evidence...i.e., evidence submitted without the presence or knowledge of the pupil.

FINAL THOUGHTS:

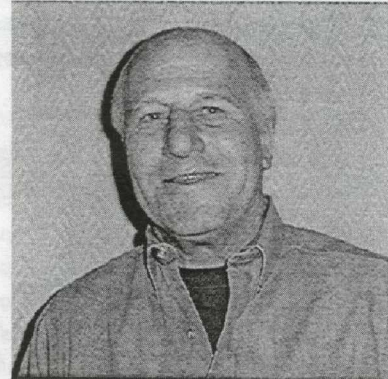
- Administrative hearings are designed to provide due process without being tied to the technical rules identified with court procedures.
- Be sure that your procedures are clearly defined and designed to unravel the truth.
- Practices that "quash" relevant evidence, lead participants down the "primrose path" or give the appearance of "sweeping things under the carpet" usually lead to claims of "unfair hearings."
- District practices and procedures should clearly reflect a sense of fairness throughout the entire process.

BRUCIA INTERVIEWS JOHN BURTON <http://www.fusd.net/burton/>

President Joe Brucia interviews CASCWA's Internet "founder"

John Burton <http://www.fusd.net/burton/index.html>

John Burton's "Cyberspace Bookmarks" was the first web page in the United States devoted to links useful to "Child Welfare & Attendance Administrators". Today, new links continue to be added and updated. The result is the country's most popular and informative Student Services research portal.



Joe: *Why did you develop your web page?*

John: During the time that I served as a consultant with Superintendent of School's Offices in Los Angeles and San Bernardino Counties, I found that administrators were often unable to keep current in the area of due process, civil rights, legislation and court decisions. I felt that the Internet would offer to district and site personnel the opportunity to quickly find the laws or programs, needed to carry out their jobs.

Joe: *Your web page is always up-to-date. How have you enhanced it over the years?*

John: Over the years, I've added search engines, court decision, legislation and most importantly, an area for each member of the "team" - be it law enforcement, administration, special education, etc. I have additionally added sites of personal interest, such as travel, phone numbers, personal finances so that visitors would use it on a regular bases. Too often we receive resources at conferences or workshops only to forget later that they still exists in our offices.

Joe: *You are adding some Fontana Unified original material. What will it be?*

John: We have begun to post our administrative guides and handbooks on our web page. Currently, as documents are updated for this school year, they will be added to the web page. The first document to be updated was the Administrator's Quick Reference manual. This manual gives assistance in all area of Student Support Services, hopefully bringing a fast and successful conclusion to the issue. In August, we added an area on student records. In the months to come other guidelines on summer school, independent study, Section 504/SST and due process will also be placed on the Internet.

Joe: *So many districts prepare similar documents (i.e. mandatory parent notices, crisis booklets, expulsion documents, etc.), do you think a "cut and paste" from other district sites will make our job simpler?*

John: "Cut and paste" allows us to provide a broader and stronger service based in meeting the needs of students and staff. Each of us still have the responsibility to review the "cut and paste" material for correctness as it relates to our own board policies, current laws and the district's staff development.

Joe: *What do you foresee as the future for the WEB and CWA administrators?*

John: The WEB will allow a district's staff, students, parents and the media to be on the "same page". A WEB page allows us to give everyone an updated set of codes, policies and the needed resources to meet their personal "duties". In the future, CWA administrators could post problems and request assistance from their counterparts in finding the needed resources. Additionally, CASCWA (<http://www.cascwa.org>) could post bulletins and alerts on new laws, court decisions and CWA issues, allowing its members to be on top developing issues.

Joe: *Thanks John, see you at the State Conference in Fresno, April 24-26, 2001!*

PRIVATE HOME SCHOOL TO LOCAL DISTRICT TRANSFERS



SUBMITTED BY SHERMAN GARNETT, Coordinator, Child Welfare and Attendance, San Bernardino County Office of Education, 601 North E Street, San Bernardino, CA 92410 (909) 386-2903 Fax:(909) 386-2940 sherman_garnett@sbcss.k12.ca.us

WHAT WOULD YOU DO?

Sample Scenario 1: Parents of Student John Doe (age 17) wish to register their child at the local comprehensive high school for the second semester. Parents produce documents that indicate that the student has been home-schooled by parents for 11 years and six months. Parents indicate that they wish for their son to graduate with his class and participate in activities normally reserved for students of senior, status such as graduation. Various course work is indicated on a document which appears to resemble a transcript which the parent prepared for school officials.

Sample Scenario 2: Parents of Student Jane Doe (age 11) wish to register their child at the local middle school (grade 6) at the beginning of the school year. Parents produce documents, which indicate that the student has been home-schooled by parents for five years using curriculum from a publishing company that specializes in home-school curriculum. The documents indicate that the child has satisfactorily completed schooling through grade 5.

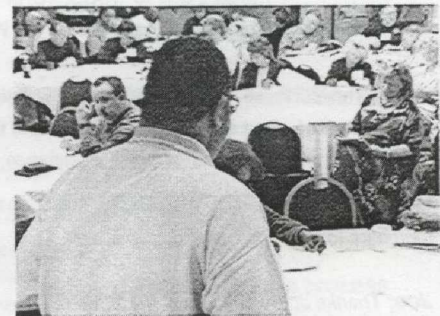
On many occasions during the school year, students who formerly attended home based instruction programs or private schools transfer to public schools. A frustrating and sensitive issue for school administrators statewide deals with proper student grade placement and/or acceptance of credits toward a high school diploma. Current education code is vague in this area. The responsibility in determining proper grade placement and acceptance of credits lies with the local school district.

PRIVATE HOME SCHOOL TO LOCAL DISTRICT SCHOOL TRANSFER CHECKLIST

Directions: In order to assist local school districts, a sample checklist has been prepared to assist you in determining grade placement and credit value for students who have transferred from a home-based private school to your school district.

- Private school has completed and filed an affidavit with their respective county office of education. (Ed. Code 33190)
- Private school offered daily classroom in instruction in several branches of study required to be taught in the state. (Ed. Code 51210 & 51220)
- Instruction was received by a private tutor for at least three hours a day. The private tutor holds a valid California State teaching credential for the grade taught. (Ed. Code 48222)
- School has approval of candidacy for accreditation or is accredited via Western Association of School and Colleges.
- Classes were conducted in the English language. (Ed. Code 30)
- Student is not subject to a current expulsion or other type exclusion order from another school district. (Ed. Code 48915.1)
- Child has met minimum age requirements for admission. (Ed. Code 48010, 49002, 480111)
- Student is a foreign-born student in possession of a F-1 Visa (Ed. Code 52613 (B))
- Student was/is enrolled in special education classes.
- Student was/is under supervision of a 504 plan.

"School Linked Programs and Partnerships Divisions of the San Bernardino County Office of Education" has developed the above checklist utilizing current education codes. They have also prepared a sample parent letter to assist school districts that encounter these issues. Please note that it is strongly encourage that you revisit and consider modifying your district's current language based upon the checklist above. In the event of any questions or for additional information, please contact Mr. Sherman Garnett at (909) 386-2903.



CASCWA HOT PAGE

This page is dedicated to the latest information in our field



SB 166 Poochigian Senate Bill 166 requires the governing board to order the expulsion of a pupil possessing an explosive. This Bill is now Chaptered and will change E.C. 48915. The term "Explosive" means "destructive device" as described in Section 921 of Title 18 of the United States Code.

SAVE THE DATE - SAN JOAQUIN HOST 2002 STATE CONFERENCE

Mark your calendars for April 24, 25, & 26, 2002. San Joaquin Section is hosting this years "State CASCWA Conference. The location will be the Piccadilly Inn in Fresno, California. This year's conference is designed for all CASCWA members as well as Board Members, Superintendents, Principals, Vice-Principals, Special Education Administrators, Psychologists, SRO's, District and Site Attendance and Discipline Related Personnel. For information contact **PRESIDENT ROBERT PANKRATZ Fresno U.S.D.** - 1350 "M" Street Fresno, CA 93721 (559) 457-3351 Fax: (559) 457-3373 rxpankr@fresno.k12.ca.us

2001-2002 GUIDELINES ON STUDENT SUSPENSION, EXPULSION APPEALS

The Office of the San Bernardino County Superintendent of Schools produces a guidelines handbook related to Student Suspension, Expulsion and Appeals. The 2001-02 edition is hot off the press and available. This year's edition is unique in that a collaborative group of Child Welfare and Attendance Administrators from Riverside and San Bernardino County collaborated in producing this outstanding document.



All new laws related to student discipline, sample forms for usage in your district, question and answers related to special education and 504 student discipline and stipulated expulsions are examples of chapters in the new book created and produced by Child Welfare and Attendance Administrators and edited by San Bernardino County CWA, Sherman Garnett. The book is available at a cost of \$20.00 each, which includes sales tax, shipping and handling. To order your copy, please contact the Office of the San Bernardino Superintendent of Schools, Sherman Garnett at (909) 386-2903.

STATE SARB & CASCWA SOUTHERN SECTION HOST JOINT CONFERENCE

Southern Section and State Sarb will be hosting a joint "HIDE AND SEEK" conference on October 25, 2001 at the Radisson Resort - Knott's Berry Farm, 7675 Crescent Ave - Buena Park, California. The conference will focus on "DISTRICT RESPONSIBILITIES FOR CHILDREN NOT IN SCHOOL". The conference will address issues of attendance and will include LA District Attorney's "SARB CERTIFICATION" for attendees. We hope that all of our friends in Los Angeles County will be attending, as well as all other counties. For those of you who attended Orange County's Truancy Response Project with D.A. Tony Rackauckas, Probation's Stephanie Lewis, and Presiding Juvenile Judge Hutson, this conference is a must! The conference will also target issues of welfare eligibility, home schooling, truancy and independent study. The total cost is \$35.00 for CASCWA Members. For more information, please contact Linda Johnson at (562) 922-6234. Hope to see you there!



CALIFORNIA LAWS RELATING TO MINORS

We receive several requests from CASCWA members on how to obtain Jack Erickson's reference book, "SCHOOL LAWS RELATING TO MINORS". For those of you who are interested, contact:

Legal Books Distributing

4247 Whiteside St.

Los Angeles, Ca 90063

Phone: (323) 526-7110 Fax: (323) 526-7112



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**California Association of Supervisors
 of Child Welfare and Attendance
 Annual Membership Application Form**

First Name _____ Last Name _____ School Year _____ Today's Date _____

Mailing Address _____ City _____ Zip _____ County _____ () _____ Home Phone Number _____

Name of School or Place of Employment _____ School and District _____ County _____ () _____ Business Phone Number _____

New Membership Renewal: Section Affiliation (Please Check One): Bay Delta San Joaquin Southern

Send Application Form to:	Annual Dues (Pease check one-No Purchase Orders Please) Checks Payable to CASCWA MEMBERSHIP
Jerry Hime P.O. Box 4223 Huntington Beach, CA 92605	<input type="checkbox"/> Active - \$40.00 <input type="checkbox"/> Associate - \$30.00 <input type="checkbox"/> Institutional - \$40.00 <input type="checkbox"/> Retired - \$15.00 <input type="checkbox"/> Student - \$15.00