

VALLEY HIGH SCHOOL



HOME OF THE GRIZZLIES

410 N. Hidden Trails Rd

ESCONDIDO, CA 92027

Daniel Barajas, Principal

Christina Wilde, Assistant Principal

Telephone: 760-291-2240

Fax: 760-741-7605

STUDENT HANDBOOK

2017-2018

At the beginning of the first semester or quarter of the regular school term, the governing board of each school district shall notify the parent or guardian of its minor pupils regarding the right or responsibility of the parent or guardian under Sections 35291, 46014, 48205, 48207, 48208, 49403, 49423, 49451, 49472, 51240, and 51550 and Chapter 2.3 (commencing with Section 32255) of Part 19.

TABLE OF CONTENTS

Table of contents.....	2
Principal’s message	3
Important Phone numbers.....	4
MAP	5
Introduction to Continuation Education	6
Enrollment Process for Valley High School.....	6
The Alternative Placement Committee	7
Responsibility Training	8
Grades and Report Cards.....	8
Graduation Plans and Options	9
Transportation	9
Technology Agreement	10
Student Instruction in Human Reproduction, Family Life Education.....	10
Student Evaluation	11
Teaching of Controversial Subjects.....	11
Graduation Requirements.....	12
General School Information	12
Parent Responsibility for Damages	13
ID cards, Lost & Found, SARC, Searches & Seizures.....	14
Hall Pass, Student Parking	14
VHS Code of Behavior.....	15
Absences, Tardiness & Truancy.....	16
SARB process.....	17
Off campus passes, Out of Bounds Areas, Dress Code.....	18
Description of Dress Code Discipline Actions.....	19
Dress Code Regulations	20
Code of Conduct Infractions & Consequences.....	23
Cell Phone Policy	29
Sexual Harassment	30
Academic Honesty/ Ethics Policy	31
Classroom Discipline Actions.....	33
Expulsion Procedures	34
Library Media Center Information	35



Welcome to Valley High School

Principal's Welcome Message

I would like to take this opportunity to welcome students to Valley High School where our vision is "Learning for All – Whatever It Takes!" We believe that all students will learn and achieve success. Valley High School is a school of approximately 400 students where the staff is committed to providing a personal school experience to students in a beautiful, small school environment.

Each month between 25 and 35 new students arrive at Valley High School. For the first four weeks these new students learn how to achieve success at Valley through the Response-ability Training Program (RTP). At the core is the concept of learning how to respect themselves and others, solve problems and manage anger. Ultimately they learn how to turn bad habits into good choices and take advantage of the second chance that Valley provides toward getting their high school diploma.

New students transitioning from RTP into the full-day program will be offered a curriculum that meets the California Content Standards. What that means is, that students will have the requisite skills to continue their education in college, vocational school or move right into the workforce upon graduation. Our staff takes pride in offering students an educational experience that will lead them to success in their future.

I encourage all our new students to take the time to read, absorb, and utilize the materials included in this booklet to help maximize their chances of success. The information contained within these pages will help provide the foundation for a successful, positive and exciting educational experience at Valley High School.

Sincerely,

Daniel Barajas

Daniel Barajas

Principal

IMPORTANT PHONE NUMBERS

Valley High School
410 N. Hidden Trails Rd. Escondido, CA 92027

Receptionist	Lorena Orozco	(760) 291-2240
Principal's Secretary	Heather Mecaro	(760) 291-2241
Principal	Daniel Barajas	(760) 291-2242
Assistant Principal's Secretary	Maricela Ramirez	(760) 291-2246
Assistant Principal	Christina Wilde	(760) 291-2243
Attendance Office	Jessica Escobedo	291-2244
Counselor	Noeimi Iraci	291-2245
Student Registrar	Heather Mecaro	291-2241
Transcripts	Hether Mecaro	291-2241
Cashier	Hether Mecaro	291-2241
Learning Center	Mark Weiler	291-2262
Assets/SOAR	Sharon Clark	291-2311
Student Health Office/Nurse	Mary Lou Villasenor	291-2253
Bilingual (Spanish) B.A.T.	Saul Morales	291-2255
School Social Worker	Adriana Bonilla	291-2257



“MAP Your Future, Reach Your Destination”

AWESOME PROGRAM!!!

A Program Ensuring College Admission to California State University, San Marcos

Are you willing to?

- Attend high school in the Escondido Union High School District for grades 9-12?
- Aim for a 3.0 or higher GPA?
- Do well on the ELM & EPT Exams?
- Complete all A-G coursework?
- Maintain 98% attendance over 4 years?
- Take the SAT Reasoning or ACT with writing exams?
- Be involved with school/community activities?

If you are, then you will be eligible for guaranteed admission to California State University, San Marcos and tuition assistance.

MAP is a simple acronym to help keep school success as a goal for all students and emphasizes these important messages: **Maintain an academic focus, Attend school daily and Participate in school or community activities.**

The Escondido Union High School District, along with the Escondido Union School District, San Pasqual Union School District and California State University, San Marcos (CSUSM) has created a community-wide partnership for academic reform and college admission. Joining these efforts are the Escondido Chamber of commerce and the City of Escondido. With focus and commitment to the three critical areas of **MAP**, students are guaranteed admission to CSUSM and may benefit from tuition assistance.

Beginning with the class of 2011, students who complete all four years of high school on an Escondido Union High School District campus and achieve the following benchmarks will be eligible for guaranteed college admission to CSUSM and eligible to receive tuition assistance:

- M** **M**aintain an academic focus (Complete A through G, UC/CSU admission criteria with a “C” or higher and an overall GPA of 3.0 or higher).
- A** **A**ttend school daily (maintain an average of 98% attendance over 4 years within the Escondido Union High School District).
- P** **P**articipate in school and/or community activities (minimum total of 100 hours over 4 years).

Parents are encouraged to support the student’s efforts and must complete the Free Application for Federal Student Aid (FAFSA) as required in order for the student to meet eligibility standards. For more information, see your student’s school counselor or call EUHSD at 760.291.3200. As a community, we have created a road map to student success. We look forward to working together to inspire and guide the youth of Escondido to MAP their future and reach their destination.

INTRODUCTION TO VALLEY HIGH SCHOOL

Continuation Education overview

Continuation education, an educational option for students since 1919, is a high school diploma program designed for students whose needs are not being met in a comprehensive high school. The characteristics of the typical continuation school include smaller class size, and individualized open-entry/open-exit program, and a competency-based curriculum. In addition, students issued a high school diploma meet minimum competency established by their local school district as well as state-mandated graduation requirements.

Mission and Goals of Valley High School

Valley High School believes that all students will learn whatever it takes and demonstrate mastery in a climate of support and high expectations. The program emphasizes personal safety and growth, pro-social skill development, basic skills, integrated technology and standards based curriculum. The program views the community as a resource, staff as coaches and providers of support services and students as workers and learners.

Enrollment Process:

If this is either a Parent or Student Request and:

- ❑ **You are a student currently attending Del Lago Academy, Escondido, Orange Glen, or San Pasqual High School:**

Make a transfer request to the student's current assistant principal who will meet with student and parent to discuss the request. If a transfer to Valley High School is recommended, both the administrator and the parents sign an Alternative Placement Student Recommendation Form, which is reviewed by the Alternative Placement Committee (A.P.C.). No student placement will be considered by the A.P.C. without a parent signature. You will be notified by phone when final approval is given for the transfer.

- ❑ **If you are a student transferring into the Escondido Union High School District from another alternative placement or a student not currently enrolled in school:**

Call the director of Pupil Services at (760) 291-3261 to schedule an appointment.

- ❑ **If you are a student who does not live in the Escondido Union High School District and wish to enroll at Valley High School:**

Begin the inter-district transfer process at the administrative offices in the student's current district of residency. After approval by the current district, please contact the Director of Pupil Services at (760) 291-3261 to schedule an appointment.

Special Education Students

Classes are offered for students who have prescribed learning disabilities or who require resource specialist services. Students in Special Education classes who wish to attend Valley High School should have an I.E.P. stating placement at Valley High School is in the best interest of the student PRIOR to requesting a transfer. Please contact the Director of Special Education (760) 291-3255 for additional information.

Involuntary Transfer

Also known as administrative placement, are transfers governed by the E.U.H.S.D. Board Policy #7445,b, and are appropriate for students who have: violated the district's conduct codes on repeated occasions; who are chronic truants or are failing to make appropriate progress; or who have committed a serious violation of Board Policy 7440, Standards of Student Behavior, Article VII, B,1,a-1. The procedure for involuntary transfers is:

1. The student is immediately dropped from current placement. Checkout grades, graduation status reports, immunization records, and transcripts are mailed or faxed to Valley High School by the registrar.
2. The Assistant Principal at the current site of enrollment will arrange for an appointments at Valley High School for intake conferences.
3. Any terms of suspension must be completed before a student can be enrolled at Valley High School
4. Involuntary transfer students may be placed on probationary conduct, attendance, or academic achievement contracts at Valley High School.
5. Parents who wish to appeal an involuntary transfer make an appointment to meet with the director of pupil services.

The Alternative Placement Committee

The Alternative Placement Committee reviews all student placements. Students will be advised of their placement the following the A.P.C. Meeting by the school site receiving the referral. The committee meets each Tuesday during the regular school year. Four administrators review the APC recommendations and check the appropriateness of the referral and the completeness of the supporting documentation. Parents and students may appeal the committee decision by requesting to meet and present information to the committee. Students recommended to attend Valley High School should check out of their current school the last school day before enrolling in Valley. No one will be enrolled at Valley until the check out procedure has been completed and all student debts have been cleared. For information on the Alternative Placement Committee meetings please call (760) 291-3261.

Student Intake Conferences

Returning students and students recommended for an intake conference by the Alternative Placement Committee must schedule an intake conference with the continuation school principal or assistant principal prior to enrollment. Allow 20 to 30 minutes for the conference. Both the student and parent/guardian must attend. All students not currently attending a school in the Escondido Union High School District must attend an intake conference. At that time you must furnish your most current transcript, graduation status reports, immunization records, and proof of residency in the district. Any student currently under expulsion orders from another district must declare this during the conference.

Response-Ability Training Program (R.T.P.)

You will be assigned an R.T.P start date either by the Alternative Placement Committee or by the principal of Valley High School. The purpose of the six-week R.T.P. program is:

- To improve student attitudes about regular and daily attendance in school
- To teach personal time management skills
- To review and refine pro-social skills
- To develop and learn the value of personal organizational skills and positive habits
- To reinforce personal accountability for actions
- To become knowledgeable about educational and vocational options and to explore
- future vocational aspirations using the Eureka Computerized Career Information System

RTP is held in Room 5 at Valley High School from 8:15 a.m. to 10:07 a.m. Monday through Friday. Students may not miss or be late for any RTP sessions. If a student through absence or attitude is not able to earn the minimum points to complete RTP they will be referred to the next RTP session at the next available start date. If you have any questions on RTP start dates call 760-291-2240. **Transportation is not provided for R.T.P. students.**

Grades and Report Cards

The school year is divided into three trimesters. During each trimester a student-led parent conference day is scheduled. These conferences are held in lieu of issued report cards and progress reports. It is imperative that the student and parent attend these conferences to meet with the teacher to discuss the student's progress. If parents cannot attend the conference, alternate arrangements must be made with the teacher.

Student Class Schedule

Students are assigned a schedule after they complete R.T.P. Students who are absent must get a readmit from the office before returning to class. Times for classes are as follows:

Monday - Friday

PERIOD 1	8:15-9:10
PERIOD 2	9:12-10:07
NUTRITION	10:07-10:22
PERIOD 3	10:25-11:20
PERIOD 4	11:22-12:17
LUNCH	12:17-12:47
PERIOD 5	12:50 -1:45
*PERIOD 6	1:50 – 2:45
*afternoon credit recovery program (assigned or optional)	

Graduation Plans and Options

Valley High School Diploma: 210 credits. The Valley Diploma is awarded after the student has completed all graduation requirements. An individual graduation celebration is held on campus in front of the student body after students have completed their requirements and exit interview. A formal graduation ceremony is held each year at the end of the school year.

Comprehensive High School Diploma: 230 credits. Students requesting to return from Valley High School to any comprehensive high school in the EUHSD must do so three weeks prior to the start of the semester in which they plan to return. To be eligible to return students must not have the required amount of credits, have a clear disciplinary record and be accepted by the principal of their home school. Students wanting to return meet with their Connections teacher and complete necessary paperwork to be approved by the assistant principal. All requests to return are processed through the Alternative Placement Committee.

Adult School Diploma (Credit Plan): 190 credits. Students should call (760) 739-7300 for academic advising on the Adult Diploma requirements.

HiSET.: The HiSET test is considered as an equivalent to a high school diploma. This test of basic skills can be taken when a student is within 60 days of their 18th birthday. You may take the test through Adult Education. Visit the Escondido Adult School website for more information <http://www.escondidoadultschool-rop.org/>.

California High School Proficiency Exam: This test is a comprehensive test of written skills, reading ability and mathematics. To be eligible to take the test a student must have reached age 16 on the test date. If a student is successful in passing the C.H.S.P.E the student may sign out of required high school attendance and apply to enter the California Community College system. For further information log onto www.chspe.net

TRANSPORTATION

Public Transportation: North County Transit District to Valley High School: Routes 351, 352, 355, 357 and 388 depart from the transit center at approximately 7:30 a.m. and arrive at Valley High School at between 7:50 a.m and 8:10 a.m. North County Transit District departures from Valley High School: The bus departs from Valley High School approximately every 30 minutes. The cost is \$1.75 per ride or \$5 per day or a youth pass may be purchased for \$36.00 per month at the North County Transit District Office located at 700 W Valley Parkway. Call 1-800-266-6883 for additional help on route or schedule information. Or visit the regional transit web site at www.sdcommute.com. Or call the Customer Service Office at 760-966-6500.

TECHNOLOGY USE AND RESPONSIBILITIES

Every student and his/her parent/guardian must complete the Ethical Use Policy Contract before students can use school computer technology systems on campus. Students are not allowed into other areas on the hard drive that are not listed on the main menu. Student's found in an unauthorized area, will lose their computer privilege for the rest of the school year and be subject to additional discipline. The computer Ethical Use Contract can be found in the Parent Handbook.

TECHNOLOGY ETHICAL USE POLICY CONTRACT: DETAIL: CYBERBULLYING

Within the document: [EUHSD Examples of Technology Infractions](#) it clearly states that technology used for “Any form of Harassment” is considered an infraction of the policy. All forms of harassment in cyberspace, often called Cyberbullying, are unacceptable. Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening or terrorizing another person by sending or posting inappropriate and hurtful email messages, instant messages, text messages digital pictures or images, or Web site posting (including blogs and social networks).

Student Instruction In Human Reproduction Family Life Education, Health Education And Sexually Transmitted Disease Education

The California Education Code, Sections 51550, 51240 and 58120, requires that no school district governing board shall require students to attend a course in which human reproduction, family life education, health education or venereal disease education is taught and parents/guardians must be notified prior to instruction in any of these topics. Please consider this section of the brochure as a statement of notification.

Listed following are brief descriptions of the courses in which the above topics are taught:

BIOLOGY

These courses include instruction in the functions and processes of the human reproductive organs.

HEALTH EDUCATION

Topics in the Family Life Education Unit may include: self-esteem, decision-making, communication skills, sex roles, friendships/relation-ships, sexually transmitted diseases, contagious disease prevention (AIDS), reproductive anatomy and physiology, pregnancy, birth, adoption, abortion, parenting, child abuse, contraception, and sexual assault.

PSYCHOLOGY AND SOCIOLOGY

These courses include instruction in: (1) Understanding Self; (2) Personal Responsibility; (3) Human Relationship; (4) Boy-Girl Relationships; (5) Preparation For Marriage; (6) Family Functions and Responsibilities; and (7) Family and Social Relationships.

The written and audiovisual materials used in these courses are available for your inspection at the schools. If your child is enrolled in one or more of the above courses and you desire that he/she not participate in those phases of the instruction enumerated above, please send a written request to the school counselor. Such requests shall be valid for the school year in which they are submitted and may be withdrawn by the parent or guardian at any time. Other activities will be scheduled for students excused from this instruction. Please feel free to contact the school principal if you have any questions on the above information.

Teaching Of Controversial Subjects:

Board policy and good teaching practice require that teachers be sensitive to the needs of students in teaching controversial subjects, and in using materials in the classroom which may be controversial, or which may affect the beliefs or feelings of students. (See Board Policy No. 6144) This is particularly true of materials that may contain derogatory racial, ethnic, or sexual expressions, or profanity. Care should be exercised to use the material in an appropriate and sensitive manner, remembering that teachers have an affirmative responsibility under state law to teach students to avoid the use of profanity, and to "instruct them in manners and morals. Questions about the appropriate use of materials should be referred to the principal. Please feel free to contact the school principal if you have any questions on the above information.

Student Evaluation

The school year is divided into three trimesters. During each trimester a student-led parent conference day is scheduled. **These conferences are held in lieu of issued report cards and progress reports.** It is imperative that the student and parent attend these conferences to meet with the teacher to discuss the student's progress. If parents cannot attend the conference, alternate arrangements must be made with the teacher.

The following symbols will be used to record pupil's academic grades:

A	Superior	4 grade points
B	Better than Average	3 grade points
C	Average	2 grade points
D	Below Average	1 grade point
F	Failure	0 grade points
I	Incomplete, without final mark to be replaced by a final mark A-F if made up within 2 weeks. (Counts as an "F" toward athletic eligibility.)	
NM	No Mark, 0 grade points (Doesn't count toward athletic eligibility.)	
P/F	Pass/Fail, 0 grade points ("P" counts as a "C" and a class 2 grade points for athletic eligibility.)	

Citizenship grades will be determined on the pupil's responsibility, effort, class conduct, and courtesy.

The following symbols will be used to record pupil's citizenship grades:

E	Excellent
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

NOTE: Students involved in co-curricular activities must be working toward graduation to participate.

Grade Marking:

The following percentages will normally be followed for marking grade cards and also represent the Escondido Union High School District standard for English, Mathematics and Reading Proficiency Tests:

A	90% to 100%
B	80% to 89%
C	70% to 79%
D	60% to 69%
F	Below 60%

Graduation Requirements

Students must earn 210 credits to qualify for a high school diploma, which must include the following course requirements:

American Government	5	Economics	5
U.S. History	10	World Cultures	10
English	40	Fine Arts or Foreign Language	10
Health/Safety Education	5	Mathematics	20
Biological Science	10	Career Technical Education	10
Physical Science	10	Physical Education	20
		Electives	55
		Total credits	210

Note: No more than 10 credits earned as a student assistant and/or office training may be applied to the total number of credits required for graduation.

GENERAL SCHOOL INFORMATION

VISITORS:

Classroom visits by parents are encouraged, but must be scheduled through the Assistant Principal's office prior to the visit. Students may not bring friends, acquaintances, or relatives to school. No guest passes will be issued.

CLOSED CAMPUS:

The Escondido Union High School District maintains a CLOSED CAMPUS at all times. Students may bring their lunch or buy it at the food service area. Students leaving campus without an off campus pass may receive disciplinary consequences and parent notification. Also, please see the "Out of Bounds Areas" section.

HEALTH OFFICE/SCHOOL NURSE:

All injuries on campus must be reported to the Health Office. Injured and ill students must report to the Health Office before leaving campus. Students who are excused from P.E. for two or more days need to bring a note from a parent/guardian or doctor to the Health Office. Students are encouraged to discuss any medical problems with Health Office personnel.

MEDICATION:

Students are not allowed to bring or carry any medication with them, except for those allowed by law. The school nurse may assist any pupil who needs to take medication during the school day if the school receives:

A written statement from the doctor detailing the method, amount, and time the medication is to be taken (form available from the school). A written, signed statement from the parent/guardian asking the school to assist the student.

After the required forms are brought to school, the prescribed medication should be brought to school in a labeled prescription container by a parent/guardian. School personnel without the written authorization of the student's physician and parent or guardian can dispense no medication of any kind.

Please contact the school nurse about any changes in your students' health status that may affect her/his school day. If students are diagnosed by physicians as having an infectious disease, please contact the school nurse. Students requiring home instruction due to long term illness or disability must pick up home instruction forms from the school nurse.

DEBTS TO THE SCHOOL:

Students are issued schoolbooks and equipment for the proper use in the classes in which they are enrolled and for athletic and activity participation. Normal wear and tear is expected. Lost, stolen, destroyed or misused books (including writing in the book) will result in a student fine. Students will not be issued replacement books until book and equipment debts to the school are cleared. Seniors will not be allowed to participate in graduation ceremonies until these debts are cleared.

PARENT RESPONSIBILITY FOR DAMAGES

Each student in the EUHSD has the responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use. In accordance with the law, students who vandalize school property are subject to disciplinary measures. As an integral part of student discipline and parental responsibility, Education Code Section 48904 states, "Parents may be held financially liable for willful damage or injury caused by their minor child or for school property not returned by the minor."

ID CARDS

Students must carry their ID cards at all times. Lost ID cards will cost \$5 to replace. See the front office personnel for a new card and picture.

LOST AND FOUND:

Lost and found items should be brought to the Assistant Principals' office. Do not bring valuable items to school. **The school is not responsible for lost or stolen items.**

SEARCHES & SEIZURES (CA Ed Code and Board Policy 5145.12):

The law provides school officials with wide latitude to search students, their possessions, and automobiles, in the ongoing effort to maintain a safe and secure campus. When a school official has a "reasonable suspicion" that a student may be in possession of contraband or dangerous objects, the student will be asked to empty all pockets and provide the official access to other personal items (backpacks, lockers, cars, etc.) which may contain contraband or dangerous objects. Metal detectors may be used when searching an individual for weapons. It is expected that all students will be cooperative, and the school official will make every attempt to be unobtrusive and respectful of privacy. Students should be aware that a ground for suspicion commonly includes being "out-of-bounds" without permission or a report by another student, parent or staff member of possession of contraband or dangerous objects. (Students should also be aware that any contraband or dangerous objects found in their possession will be assumed to belong to them.)

If a student should discover contraband or dangerous objects on campus, he or she should go directly to an Assistant Principal or other adult staff member and turn it over without any delay.

USE of TRAINED DOGS (Board Policy 5145.12(b)):

In order to provide a safe environment, the Escondido Union High School District has approved the use of trained dogs which are used to detect the presence of substances prohibited by law or district policy and gunpowder-related weapons. Dogs may be brought onto campus without notification to students and parents.

USE of METAL DETECTORS (Board Policy 5145(a))

Where possible, staff will use a metal detector in searching for a student for weapons. The Board finds that a growing presence of weapons in the schools threatens the district's ability to provide a safe and orderly learning environment. Metal searches may be conducted in a random fashion that excludes individual discretion regarding who will be searched.

CRIME STOPPERS:

Campus Crime Stoppers is a partnership between the school district, Escondido Police Department and Crime Stoppers. Anonymous tips regarding possible crimes can be made by students or parents. The 24 hour tip phone number is **888 580-8477** or text **SD Tips to 274637** or on the web at **www.sdcrimestoppers.com** Students can receive a monetary reward, of up to \$1,000, for a tip that leads to an arrest or disciplinary action by the school.

HALL PASS:

Students are required to have an approved VHS hall pass in their possession any time they are outside the classroom during class period. One pass is necessary for each student. **Students may not use their cell phones while using a hall pass during class time.** See Cell Phone Policy.

STUDENT PARKING:

Student parking is provided on a limited basis and is provided as a convenience to students. The school is not responsible for theft or damage to vehicles parked on school grounds. All vehicles parked on school property are subject to search. Each registered student is responsible for all contents contained in his/her vehicle including contraband

Vehicles parked on school property or at school activities are considered within the jurisdiction of school officials for purposes of search and seizure with reasonable cause.

Crime Stoppers

Did you know???

Students and parents can anonymously report crimes to Crime Stoppers, call 888 580-8477 or text SD Tips to 274637 or on the web at www.sdcrimestoppers.com

VALLEY HIGH SCHOOL RULES AND REGULATIONS

STUDENTS HAVE THE RIGHT TO:

- Receive a meaningful education to prepare them to take their place in an adult society.
- A positive learning environment that includes: A reasonably quiet and comfortable place to work.
- Curriculum materials that are current.
- A reasonable amount of individual attention and instruction.
- Knowledge of what is expected of them.
- A clean, attractive and functional school plant.
- Learn according to their ability and achievement level and to be elevated according to their ability and achievement.
- Receive fair and consistent treatment in class.
- Attend without fear or threat to person or property.
- Learn non-violent skills that aid in self-discipline and problem solving.
- Learn human relation skills that promote positive interpersonal communication.
- Learn in a drug free environment.
- Freedom from sexual harassment.

STUDENT RESPONSIBILITIES

- Attend school each day.
- Follow school and classroom rules in order to benefit from the education provided.
- Be on time each day for all classes in order to develop a habit of promptness.
- Show courtesy and cooperation towards school personnel and peers.
- Promote an effective and positive school climate, thus assuring the opportunity to an uninterrupted education.
- Carry a pass at all times when not in class and to show the pass upon request.
- Carry a student identification card at all times and to show the card upon request.
- Complete class assignments and homework.
- Be personally responsible for textbooks and other instructional responsibilities.
- Remain free of drugs or illegal substances.

ABSENCES

Attendance is an important factor in being successful in any school program. It is the parent/guardian responsibility and they are encouraged to phone the school to report the student's absence at (760) 291-6012. . **If an absence is not cleared within two (2) school days after the student returns to school, school discipline may apply.**

TARDINESS AND TRUANCY

Any student who is absent from school, without valid excuse, more than three days or tardy in excess of thirty (30) minutes on each of more than three days in one school year is a truant (E.C. 48260). It is the parents'/guardians' responsibility to determine whether or not there is a compelling reason for a student to be absent from school. An absence from school without the parents'/guardians' or school's permission constitutes a truant. The student who is tardy or truant will be subject to one or more of the following disciplinary consequences: referral to the attendance supervisor, after-school tutorial; Saturday Tutorial; parent conference; and/or a referral to the North County School Attendance Review Board (SARB).

TEACHER MANAGEMENT OF TARDINESS AND TRUANCY

Classroom Corrective Actions for Disruptive Behavior and Attendance Infractions:

First Referral - Student is referred by a teacher or staff member to the Assistant Principal or Counselor due to a serious or continued violation of school or classroom rules, including three or more tardies or trancies. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will discuss and document the inappropriate behavior with the student and Corrective Action I may be issued.

Second Referral - Student is referred by a teacher or staff member to the Assistant Principal. A parent contact is made by the teacher. The Assistant Principal sets up a parent/teacher/student conference in an attempt to resolve the issue. A behavior contract may be drawn up. Corrective Action II may be issued by Assistant Principal.

Third Referral - Student is referred by a teacher or staff member to the Assistant Principal's office. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will meet with the student and the parent and Corrective Action III may be issued.

HABITUAL TRUANCY:

Students who fail to meet the Education Code 48260 requirements may be declared habitually truant from school. Parents who excuse absence from school for more than ten days or ten percent in a school year may be warned in writing that no further excused absence will be accepted by the attendance office without an accompanying doctors note.

Education Code 48260 Article 5. Truants. Truancy.

Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school-day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

Education Code 48260.5

Parental notification upon student's classification as truant

Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by first-class mail or other reasonable means, of the following:

- (a) That the pupil is truant.*
- (b) That the parent or guardian is obligated to compel the attendance of the pupil at school.*
- (c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to penalties pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.*
- (d) That alternative educational programs are available in the district.*
- (e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.*
- (f) That the pupil may be subject to prosecution under Section 48264.*
- (g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the Vehicle Code.*
- (h) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.*

SARB (SCHOOL ATTENDANCE REVIEW BOARD)

The Education Code of California, EC48260, states that any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse three full days in one school year or tardy or absent for more than any 30 minute period during the school-day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district. Students who continue to be excessively truant or absent without acceptable cause may be declared habitually truant and referred to the local School Attendance Review Board for further action. EUHSD Board Policy 5113 states that parents/guardians of children aged six to 18 are obligated to send their children to school unless otherwise provided by law. The SARB process begins with a series of letters sent by mail to the parent(s).

The first letter declaring the student to be a habitual truant is mailed home after the student accumulates three or more days of truancy or if the student is more than thirty (30) minutes late to class three or more times. If a student continues to be truant after being declared a habitual truant the student is referred to the School Attendance Review Board. The SARB board meets at the Escondido Police Department each month. Students who are ordered by SARB to improve their attendance and who fail to meet their contract may be cited to appear in juvenile court.

OFF CAMPUS PASSES:

Our primary concern is for the safety and welfare of all students. Any student who must leave early from school must obtain an off-campus pass from the attendance office prior to leaving. Only Parent or guardian phone calls, notes, or faxes (with a parent signature on it) are accepted for off-campus passes. Parents/guardians can also come to school to make their request. Off-campus passes are available for medical or dental appointments or family emergencies. No off-campus passes will be issued for off-campus lunch. Failure to obtain an off-campus pass will result in the absence being considered a truancy and a referral to the Attendance Supervisor may be assigned.

FIELD TRIPS/SCHOOL-SPONSORED ABSENCES:

Teachers will be notified in advance of all school-sponsored activities to release participating students. If a teacher feels improper student performance warrants non-attendance, teachers may recommend that a student not attend. All teachers must clear a student in order for the student to attend a field trip. For regularly scheduled events a roster is given to teachers in advance of the event identifying participating students.

OUT OF BOUNDS AREAS:

Students are expected to remain in areas on campus where adequate supervision is provided by the staff. Out of bounds areas include parking lot, main streets leading to campus, and the nearby park.

LEAVING CAMPUS WITHOUT PERMISSION:

The Escondido Union High School District maintains a CLOSED CAMPUS at all times. Whenever a student needs to leave school, during school hours, he/she must first obtain an off-campus pass from the attendance office. All students leaving campus without prior permission will be subject to disciplinary consequences, which may include being searched for contraband. There is no excuse for being off campus without either administrative or parental permission.

DRESS CODE

All students must wear clothing which is clean, safe and in good repair.

The clothing should promote the health and welfare of the wearer.

Student dress, personal appearance, and conduct are expected to be of such character and decency as not to disrupt or distract from the instructional process, nor diminish the disciplinary control of the teacher.

The two standards of the Dress Code are modesty and safety.

The Dress Code is a dynamic document. Changes may be made at any time during the school year. Discretion may be used to determine appropriate attire for the classroom by administration. Students and parents will be notified of any changes through a parent newsletter and / or a letter mailed home.

Dress Code Implementation Guidelines & Administrative Regulations

California Education Code EC35183 states: Both students and staff of the senior high school campuses have the constitutional right to be safe and secure in their persons at school.

GANG ATTIRE AND GANG-LIKE BEHAVIOR:

"Gang-related apparel" is hazardous to the health and safety of the school environment. Students often conceal weapons by wearing clothing, such as jumpsuits and overcoats, and by carrying large bags. A "gang," as defined in this policy is "any group of persons who commit illegal acts, willful disobedience and/or the disruption of school activities." The Escondido Union High School District desires to keep district schools and students free from the threats or harmful influence of any groups or gangs that advocate disruptive behavior and has adopted a reasonable dress code policy that prohibits pupils from wearing "gang-related apparel". All students must wear clothing which is clean, safe and in good repair. Any attire that is worn in such a way as to identify students with a "gang," or distracts from the educational process, is not allowed. Any attire or accessory such as bandannas, do-rags, or hairnets is prohibited attire if the school administration believes the attire or accessory is worn as a display of gang association affiliation or sympathy.

The school district and the site administration by this notice reserves the right to contact the Escondido Police or other local law enforcement agencies to determine what is considered to be gang attire or a display of affiliation, association or sympathy. Any such object so identified by the law enforcement agency will immediately become prohibited on any district campus or at any school activity until such time as the district is noticed otherwise by this same agency.

Progressive Discipline for Dress Code Violations:

FIRST INFRACTION: Warning (possible parent contact)

SECOND INFRACTION: Referral and Parent Contact

THIRD INFRACTION: Saturday Scholars/Tutorial

FOURTH INFRACTION & BEYOND: Upon the 4th violation, the administration may assign progressive days of suspension starting at 1 day. Student to be placed on a Level 1 Safe Schools Contract and may be suspended for up to 5 days if behavior continues.

**After any identified dress code violation, parent may be contacted and asked to bring appropriate clothing to school or agree to an alternative school provided substitute.

DRESS CODE Regulations

Referrals for dress code violations accumulate. Violations are not cleared from student discipline records each year.

Administrative Regulation #1	Clothing must be modest and provide adequate coverage
Guidelines	<ul style="list-style-type: none"> • Garments that are see-through, low cut or expose midriff are not acceptable. • Prohibited tops to include any top with scooped arms that show undergarments. Sleeveless blouse/shell is OK if no undergarments are visible. • Sleeveless undershirts in any color are prohibited as outerwear. • Low or revealing neckline is a violation of dress code. • No bare midriffs or bathing suits. • No spaghetti straps or sundresses with spaghetti straps are allowed without an appropriate shirt underneath. • No open back tops, halter-tops, tube tops, or strapless tops. • Certain clothing will not be allowed if it is determined by administration to interfere with the learning environment. • Shoes must be worn at all times. Specific classes may require appropriate footwear for safety reasons.

Administrative Regulation #2	No clothing, accessories, belts, jewelry displaying alcohol, tobacco or other drugs or look-alikes, sex, illegal substance or messages promoting violence, unsafe or illegal activity.
Guidelines	<ul style="list-style-type: none"> • Students shall not wear clothing items that contain messages that are vulgar, offensive, obscene, or libelous, that denigrate others on the basis of race, color, religion, creed, national origin, gender, sexual orientation, or disability, that promote alcohol or drug use or violence, or that are otherwise contrary to the school's educational mission. This includes look-alike advertising, tobacco messages/ advertising, slogans or any text promoting unsafe or illegal activity.

Administrative Regulation #3	Size appropriate clothing only.
Guidelines	<ul style="list-style-type: none"> • Students may not dress in brief or revealing clothing. • Pants must fit at waist, buttocks, crotch and legs. • Dress code criteria are for <u>student safety</u>. If the pant fit is baggy enough to conceal contraband and/or weapons the pant does not meet the dress code requirement for safety. • If the waist size is loose enough for student pant/short to sag, the pant/short does not meet the requirement for appropriateness for school. • No pant may be worn that has a waist or a cut that shows underwear or is cut to be worn below the waist level. Pants must be fastened.

Administrative Regulation #4	No see through clothing.
Guidelines	<ul style="list-style-type: none"> • Garments that are see through, cut low or expose the midriff are not acceptable. Bib top overalls worn without appropriate top are prohibited. • Undergarments must not be visible. • See through clothing is permitted only if worn with opaque clothing underneath. • If underneath clothing is underwear or otherwise violates the dress code then see through clothing item is also contraband.

Administrative Regulation #5	Dress code compliant headgear
	<ul style="list-style-type: none"> • No addition of name written or otherwise sewn attachment to headgear • Student given name written under the brim for purposes of identification is okay. • Sun protective headgear is okay. • Sun protective is a fully brimmed hat. • No headgear, head covering, or hoods to be worn indoors. • All headgear must meet Dress Code Administrative Regulations 2,6,7,8 and 9. • Headgear will not be allowed if it is determined by administration to have a negative impact or gang affiliation. Examples - Detroit Tigers or Washington Nationals baseball hat. • No Rags, bandannas, do-rags, hairnets, or skull caps. Scarf-style bandanas, currently a female fashion trend, are acceptable.

Administrative Regulation #6	Clothing promoting/representing a professional athletic team.
Guidelines	<ul style="list-style-type: none"> • Professional or college sports attire is allowed as long as it is not determined by the administration to have a negative impact or gang affiliation. Examples - #23 Jersey (Westside) , #4 Jersey (Diablo's), #88 Jersey (Heil Hitler).

Administrative Regulation #7	No clothing with altered logos/emblems.
	<ul style="list-style-type: none"> • No clothing with logos that are altered and may violate dress codes in areas such as vulgarity, by representing gang affiliation or other regulations. See gang or gang like behavior following this section.

Administrative Regulation #8	No chains or spiked clothing.
Guidelines	<ul style="list-style-type: none"> • No heavy gauge chain to be worn as jewelry. • Wallet chains okay if light gauge and less than 6”. • No clothing, rings or other attire with spikes that present a possible danger to the wearer or other. • No clothing rings or other attire that may be used as a weapon or otherwise qualify as dangerous objects.

Administrative Regulation #9	No Gang related clothing or apparel.
	<ul style="list-style-type: none"> • No Plaid or Pendleton style shirts buttoned to the neck. • No “Wife Beater” tank tops • No Long shorts and pulled up white socks as not to expose skin on legs. • No Nazi or confederate symbols, patches on piece of clothing or hat. • Gloves or mittens are permitted during inclement weather only. • Certain clothing will not be allowed if it is determined by administration to have a negative impact or gang affiliation.

Escondido Union High School District Code of Conduct Infractions & Consequences

Recommendations: MUST EXPEL: The principal shall recommend expulsion of a pupil that he or she determines had committed any of the following acts at school or at a school activity off school grounds.	Consequence: Mandatory Expulsion per Education Code 48915 (c)
Possessing, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal.	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education.
Brandishing a knife at another person.	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education
Unlawfully selling a controlled substance.	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education
Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education
Possession of an explosive	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education
Possession of any type of firearm, including an imitation firearm at school, at a school activity on or off school grounds or in a vehicle parked on school property. Selling or furnishing a firearm.	Immediate suspension from school five days. Extension of Suspension for cause to accommodate Administrative Hearing Panel timeline. Board of Education to expel for one calendar year if found guilty. Notification to the Escondido PD. Report to the State Department of Education

SCHOOL JURISDICTION OVER STUDENT CONDUCT

A pupil may be suspended or expelled for group I – IV violations that are related to school attendance or a school activity that occur at any time, including, but not limited to, any of the following:

- **While on school grounds.**
- **While going to or coming from school.**
- **During the lunch period whether on or off the campus.**
- **During, or while going to or coming from, a school sponsored activity.**

Group I Violations	Maximum Consequence	Minimum Consequence
Unless the Principal, Superintendent or designee finds that expulsion is inappropriate due to particular circumstances, the Principal, Superintendent or designee shall recommend a student's expulsion for any of the following acts:		
Possession of any knife or other dangerous object of no reasonable use to the pupil at a school activity on or off school grounds or in a vehicle parked on school property.	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Recommended for anger management. Notification to the Escondido Police Department.	
Unlawful possession of any controlled substance except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis. Possession, use of or being under the influence of a controlled substance	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Mandatory alcohol or drug counseling. Notification to the Escondido PD.	Three days suspension from school. Parent conference. Safe Schools Contract. Mandatory alcohol or drug counseling. Possible notification to the Escondido PD.
Robbery or extortion.	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Mandatory anger management counseling. Notification to the Escondido PD.	Three days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling.
Assault/ battery upon any school employee.	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Recommended for anger management counseling. Notification to the Escondido PD.	Five days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling.
Causing serious physical injury to another person, except in self-defense (battery).	Immediate suspension from school five days. Safe Schools Contract. Possible expulsion or involuntary transfer to alternative school. Recommended for anger management counseling. Notification to the Escondido Police Department.	Three days suspension from school. Parent conference. Safe Schools Contract. Mandatory anger management counseling. May be required to participate in student mediation.

Group II Violations	Maximum Consequence	Minimum Consequence
Harassing threatening or intimidating a student who is a complaining witness in a school disciplinary hearing for either retaliation or to prevent that witness from testifying	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Recommended for anger management counseling.	One day suspension. Parent notification/conference. Safe Schools Contract. May be recommended for anger management counseling.
Aiding and abetting - inflicting or attempted inflicting of physical injury on another. This includes any student who uses a camera phone or other video recording device that may further disseminate the action and abet additional campus disruption	Five days suspension. Recommended for anger management counseling. Involuntary transfer to alternative school.	One day suspension. Parent notification/conference. May be placed on Safe Schools Contract. May be required to participate in student mediation. Confiscation of camera phone/video recording device and removal of inflammatory content.
Hate Violence	Five days suspension. Threat assessment. Possible recommendation for expulsion or involuntary transfer to alternative school. Recommended for appropriate counseling.	Three days suspension. Threat Assessment. Parent conference. Safe Schools Contract. May be recommended for decision making counseling.
Hazing	One to five days suspension. Recommended for anger management counseling. Possible involuntary transfer to alternative school.	One day suspension. Parent conference/notification. Safe Schools Contract. May be recommended for anger management
Offering for sale, arranging to sell, furnishing a look-a-like drug, alcoholic beverage or controlled substance.	Five days suspension. Mandatory alcohol or drug counseling. Possible recommendation for expulsion or involuntary transfer to alternative school for repeated violations.	One day suspension. Safe Schools Contract. Parent conference.
Possession/ use or under the influence of alcohol, drugs or intoxicants of any kind	Five days suspension. Mandatory alcohol or drug counseling. Possible recommendation for expulsion or involuntary transfer to alternative school for repeated violations.	Three days suspension. Mandatory alcohol or drug counseling. Parent conference.
Fighting. Mutual Combat	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school for repeated violations.	One day suspension. Parent conference. Safe Schools Contract. Mandatory anger management counseling. May be required to participate in student mediation. Possible involuntary transfer to alternative school
Possessing a replica firearm	Five day suspension. Threat assessment. Possible recommendation for expulsion. May be recommended for appropriate decision making counseling.	One day suspension. Parent conference/notification. Safe Schools Contract. Possible involuntary transfer to alternative school.
Terrorist Threats.	Five day suspension. Threat assessment. Possible recommendation for expulsion or involuntary transfer to alternative school.	One day suspension. Threat Assessment. Parent conference. Safe Schools Contract. May be recommended for counseling.

Group II Violations	Maximum Consequence	Minimum Consequence
Engaging in gang activity or gang like behavior.	Five days suspension. Possible recommendation for expulsion and/or police intervention. Require gang diversion counseling.	Warning. One day suspension. Parent conference/notification. Safe School Contract. May require gang diversion counseling. Parent conference.
Creating a hostile and intimidating environment by harassing or intimidating other students.	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Require appropriate counseling.	One day suspension. Parent conference. Safe Schools Contract. May require appropriate counseling. May be required to participate in student mediation.
Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alternative school. Require appropriate counseling.	One day suspension. Parent conference/notification. Safe School contract. Require appropriate counseling. May be required to participate in student mediation.
Group III Violations	Maximum Consequence	Minimum Consequence
Aiding and abetting students leaving campus without permission.	Three to five days suspension for repeated violations. Possible involuntary transfer to alt. school for persistent violations.	Warning. Saturday School. One day suspension. Parent conference.
Computer Violations: include, but not limited to examples found in the EUHSD Ethical Use Agreement	Five days suspension. Possible recommendation for expulsion or involuntary transfer to alt. school.	Warning. Loss of computer privileges. Restitution for cost of repair. Parent conference.
Forgery of a note Unauthorized use of school forms or misrepresentation to secure release/excusing absence.	Three to five days suspension for repeated violations.	Warning. Saturday School. One day suspension. Parent conference.
Gambling	Three to five days suspension repeated violations. Possible involuntary transfer to alt. school for persistent violations.	One day suspension. Parent conference. Warning. Saturday School.
Parking lot violations that include unsafe driving or parking in staff parking lot and aiding or abetting students leaving campus.	Three to five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations. Loss of parking privileges.	Warning and Saturday School. Up to three days suspension for first offense. Parent conference. Possible recommendation to safe driving classes.
Possessing or igniting firecrackers.	Three to five days suspension. May be recommended for appropriate counseling. Possible involuntary transfer to alternative school for repeated violations.	One day suspension. Safe Schools Contract. Parent notification/conference.
Possession of a graffiti marker, graffiti tools or possession of materials with graffiti writing or monikers.	Five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations. Notification to EPD	Warning and Saturday School. Up to three days suspension for 1 st offense if serious damages. Restitution for damage to school property. Parent conference.

Possession, offering for sale or negotiating to sell any drug paraphernalia.	Five days suspension. Possible recommendation for expulsion for repeated violations.	Three day suspension. Mandatory substance abuse education diversion counseling. Parent conference.
Group III Violations	Maximum Consequence	Minimum Consequence
Possession/ use of any tobacco or nicotine products, including nicotine delivery devices/other vapor emitting electronic devices, except for prescription products with prior notice to school authorities.	Up to five days suspension for repeated violations. Possible involuntary transfer to alternative school for persistent violations.	Warning 1 st offense & mandatory Tobacco Education Program. One day suspension repeated offense. Parent conference. Escondido Police may issue ticket.
Possession of vulgar or obscene print material including computer generated images.	Restriction/ Loss of computer privilege. Up to three days for first offense. Five days suspension for repeated violations.	Warning. Saturday School. One day suspension. Parent conference.
Throwing water balloons or other objects. Possession or release of any noxious fluid or gas stink bomb.	Up to three days suspension for first offense. Involuntary transfer to Continuation School.	Warning. Saturday School. Parent conference.
Destruction of School property, vandalism, theft or possession of school or private property.	Up to five days for first offense. Possible police contact. Restitution of damages. Involuntary transfer to alternative school for persistent violations. Damages totaling more than \$400 may be considered as a Group I violation	Warning. Saturday School. One day suspension. Parent conference.
Willful defiance of authority or disruption of academic, athletic, or activity programs or willful defiance of school personnel engaged in performing their duties to include initiating false emergencies such as 911 calls, fire alarm pulls, etc.	Three to five day suspension for persistent violations. Possible involuntary transfer to alternative school.	Warning. Behavior contract. Saturday School. Parent conference/notification. Recommendation for decision making or anger management counseling for persistent violations.

Group IV Violations	Maximum Consequence	Minimum Consequence
Bicycles, skateboards, scooters, in-line skates or other means of human powered transportation will not be ridden or brought on campus without being placed in school secured storage. (Not student locker)	Confiscation of item. Parent pick-up for repeated violations. Suspension one to three days for persistent infractions. School personnel not responsible to investigate lost or stolen personal items.	Warning. Parent conference/notification.
Cheating.	See Academic Honesty Policy.	See Academic Honesty Policy.
Possession of the following items on campus: lighters, electronic games or devices, squirt guns, laser pens, and other similar electronic devices. Cell phones are allowed but must be turned off at teacher request.	1 st Offense: Confiscation of item. 2 nd Offense: Parent pick-up. 3 rd or repeated violations: Suspension from class and/or school. School personnel not responsible to investigate lost or stolen personal items.	Warning only for 1 st offense. Parent conference/notification. If cell phone or other electronic device is used for cheating on any assessment/test, the consequences for Academic Honesty will also apply.
Littering.	Detention. Community-service. Saturday School	Warning. Parent conference/notification.
Leaving class during the period without a pass or teacher permission.	Two detentions. Saturday School.	Warning. Parent conference/notification.
Leaving campus or on campus in designated out of bounds areas.	Student may be subjected to search on re-entry to school. One to three day suspension for repeated violations.	Saturday School. Parent conference/notification.
Group IV Violations	Maximum Consequence	Minimum Consequence
Misbehaving on the bus.	Loss of bus privileges for repeated violations.	Detention. One day suspension from the bus. Parent notification.
Use or activation of electronic signaling device during class time such as cell phone	Referral and confiscation of item for 2 nd offense. Referral and confiscation and parent pick-up for 3 rd offense. Suspension up to five days if continues.	Warning for 1 st offense.
Using profanity or obscene language and/or committing vulgar or obscene acts or making inappropriate displays of affection.	Suspension for repeated violations.	Warning & detention. Student referral to counselor. Parent notification.

CELLULAR PHONES AND OTHER ELECTRONIC DEVICES:

The School Administration is not responsible for the recovery of lost or stolen items. Bring them at your own risk.

Students may possess cell phones or use electronic devices provided that such devices *do not disrupt* the educational program or school activity. **Cell phones must be turned off during class time** and at any other time directed by a teacher or staff member/district employee. If disruption occurs, the employee may direct the student to turn off the device and/or confiscate the device, according to school policy. If a cell phone is confiscated by a teacher or staff, the student's parent /guardian must come in to pick up the cell phone from the Assistant Principal's office.

No student shall be prohibited from possessing or using an electronic device that is determined by a licensed physical or surgeon to be essential for the student's health and the use of which is limited to health-related purposes (Education Code 48901.5)

Use of photographic equipment is prohibited in locker rooms or restrooms. Students are prohibited from taking pictures/videos/sound without the consent of the person(s) in the image(s)/recording(s).

WEAPONS, EXPLOSIVES, RELATED DEVICES:

Any student proved to be in possession of firecrackers or any other explosive device will be subject to suspension with possible consideration for expulsion.

- Any student found guilty of setting off an explosive device will result in a suspension pending consideration of being recommended for expulsion.
- Any student in possession of any instrument or object that could be construed as a weapon is consideration of being recommended for expulsion. This includes look alike firearms.
- Pellet guns, B.B. guns and Paint Ball guns on a school campus are considered firearms. Students bringing such weapons could face possible arrest, suspension and/or recommendation for expulsion.
- Any weapons or simulated weapons brought on campus will be confiscated. The result could be possible arrest, prosecution, suspension and/or expulsion.
- Any person except a police officer, who brings or possesses on school grounds, of or within, any public school, any dirk, dagger, knife with blade 3.5'' long or folding knife with locking-blade, razor with unguarded blade, or sharpened blade fitted primarily for stabbing, Taser or stun gun is in violation of the law.

SMOKING OR USE OF TOBACCO PRODUCTS ON CAMPUS:

State law prohibits the smoking, possession or use of tobacco, or any product containing tobacco or nicotine, by students or adults while on campus or while attending school sponsored activities. Includes: any nicotine delivery devices such as e –cigarettes and hookah pens etc...

NO SMOKING RULE:

This includes before and after school, at all school activities. Smoking is prohibited in the parking lot, in or out of cars, outside school entrances and areas adjacent to and around school property. This applies to both students and adults. Chewing tobacco is not permitted on campus. Students using or in possession of tobacco products on campus or at school events will be subject to disciplinary action and will be required to attend a mandatory tobacco education class. The class is taken at a facility off-site over the course of one Saturday.

SEXUAL OFFENDER NOTIFICATION:

In order to help protect students while traveling to and from school or attending school and school related events, our district works in cooperation with law enforcement when notified about registered sex offenders who may reside within our boundaries. Additionally, our district maintains a link (<https://www.nsopw.gov>) to the Department of Justice Registry which allows public access to information regarding registered sex offenders.

SEXUAL HARASSMENT:

Definition: Any unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature. Uninvited behavior that makes being in school offensive, negative, unfriendly and/or intimidating and leads to a hostile environment that makes learning difficult.

CONDITIONS:

- Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, progress, or promotion.
- Submission to, or rejection of, the conduct by the individual is used as the basis for employment or academic decisions affecting the individual.
- The conduct has the 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.

FLIRTING VS. SEXUAL HARASSMENT

FLIRTING

Welcomed behavior
Leaves you feeling positive
Respectful
Fun
Wanted
Flattering
Enjoyable

SEXUAL HARASSMENT

Unwelcomed behavior
Leaves you feeling negative
Disrespectful
No fun
Unwanted
Unpleasant
Illegal

WHAT CAN BE DONE?

ASSERT YOURSELF: Tell the harasser to stop the behavior. Tell him or her aloud or in writing what behaviors you find offensive.

CALL FOR HELP: Ask for the help of someone you trust - your friends, parents or a person in authority. Tell them of your problem. Enlist friends as witnesses.

TAKE NOTES: Keep a detailed, written record of what was said and done to share with the person who investigates your complaint.

INFORM AUTHORITIES: Report the offensive behaviors to a teacher, counselor or principal. Give details and provide witnesses. This action may stop the behavior.

OPEN A CASE: File a complaint against the person who is harassing you. (See uniform complaint policy.)

NEVER GIVE IN: If you are not satisfied with the results of your complaint, continue to take action and get help.

Sexual harassment is based upon the impact on the victim.
It is not based on the intentions of the perpetrator.

ACADEMIC HONESTY/ ETHICS POLICY

Academic Honesty: Academic honesty is a strict expectation of all students enrolled in the Escondido Union High School District. Students are to do their own work on all school assignments and tests (unless otherwise directed by the teacher). Acts of academic dishonesty, which will not be tolerated, are listed and defined below:

- **Cheating on Tests:** Any intentional giving or use of external assistance relating to an examination, test or quiz, without express permission of the teacher. No cell phones will be permitted to be out during testing.
- **Fabrication:** Any intentional falsification or invention of data, citation, or other authority in an academic exercise.
- **Unauthorized Collaboration:** Intentional collaboration on an assignment between a student and another person, if the teacher does not expressly permit such collaboration.
- **Plagiarism:** Any intentional use of another's ideas, words, or work as one's own. Plagiarism includes the misuse of published material and the work of other students.
- **Theft or Alteration of Materials:** Any intentional and unauthorized taking, concealment, or alteration of student, teacher, or library materials, this includes the use of cameras and cell phones.

CONSEQUENCES:

Students who commit any of the above violations of the District ethic policy including cheating or plagiarizing on any test, quiz, report, homework, in-class assignment or any school related test (PSAT, SAT, ATC, etc.) are subject to the Ethics Policy. Helping another student on an exam or assignment is also a violation of the Ethics Policy if the instructor designates students are to work on their own. Violations on a national exam (PSAT, SAT, etc.) will result in removal from any leadership position for the rest of the year.

1st OFFENSE

- Teacher contacts parent.
- “Information Only” Referral to Assistant Principal.
- Parent conference with Assistant Principal or Dean, if necessary.
- Automatic "0"/failure on assignment or test.
- "U" in citizenship.
- Academic probation in the class of infraction for the remainder of the year and required to sign the SPHS ethics policy.
- Cheating on a national test will result in a cancellation of the student’s score.
- Other discipline may apply.

2nd OFFENSE

- Teacher contacts parent.
- Referral and parent conference with Assistant Principal and teacher.
- Parent conference with Assistant Principal and teacher.
- Automatic "0"/failure on assignment or test.
- “U” in citizenship and work habits for the semester.
- Academic probation for all classes for remainder of semester, plus the entire next semester.
- Student may be removed from any and all elected or appointed leadership positions for the remainder of the school year.
- Student may receive a W/F in class where the infraction occurred.

3rd OFFENSE (Student on Probation):

- Student may be removed from any class in which the violation occurs.
- If the student commits the 3rd offense in an online course, the student will no longer be allowed to take a course in the Learning Center.

DESCRIPTION OF DISCIPLINE ACTIONS

Classroom Corrective Actions for Disruptive Behavior and Attendance Infractions:

First Referral - Student is referred by a teacher or staff member to the Assistant Principal or Counselor due to a serious or continued violation of school or classroom rules, including three or more tardies or truancies. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will discuss and document the inappropriate behavior with the student and Corrective Action I may be issued.

Second Referral - Student is referred by a teacher or staff member to the Assistant Principal. A parent contact is made by the teacher. The Assistant Principal sets up a parent/teacher/student conference in an attempt to resolve the issue. A behavior contract may be drawn up. Corrective Action II may be issued by Assistant Principal.

Third Referral - Student is referred by a teacher or staff member to the Assistant Principal's office. The teacher/staff member must contact the parents to notify them that the referral has been issued. The Assistant Principal will meet with the student and the parent and Corrective Action III may be issued.

SAFE SCHOOL CONTRACTS

SAFE SCHOOLS CONTRACT – LEVEL I

Students who disrupt school activities and/or take away from the educational process may be placed on a Safe Schools Contract, Level I. This contract is comprehensive and will stay in the student's discipline file for all four years.

SAFE SCHOOLS CONTRACT – LEVEL II

The second occurrence of a violation of school rules that disrupts school activities and/or takes away from the educational process will result in issuance of a Safe Schools Contract, Level II. Administrators may issue additional disciplinary action at this time.

SUSPENDED FROM CLASS

Students may be suspended from a class for one or more days for serious discipline infractions. When removed for a day or two, the student is expected to make up all the work missed.

SUSPENSION PROCEDURE:

For serious disciplinary infractions, students may be suspended from school. Such home suspension means the student must remain at home during school hours and may not attend any school-sponsored activities such as sporting events, dances, or plays for a maximum of five days at any one time.

DEFINITION:

A suspension is a temporary removal from school or regular classroom by the principal for violation of school rules.

- A student may not be suspended for more than five days at a time nor for more than twenty days in a school year, unless the Superintendent extends the suspension. Special Education students may be suspended for up to ten days to allow for assessments if they are being considered for a recommendation to expel.
- A teacher may allow a suspended student to complete all work and tests missed during the suspension. When the makeup work is completed, it will be graded. If it is satisfactory, the student will receive full credit.

AFTER SCHOOL TUTORIAL OPPORTUNITIES

After School Tutorial are open to all students after school on campus. Students assigned to tutorial shall be prompt, bring study materials and follow directions of the tutorial supervisor at all times. No food, drink, toys, games, walk mans, etc. will be permitted in the room. This is entirely the responsibility of the student. Failure to attend an assigned Tutorial may result in further disciplinary action: Additional tutorials, in-house suspension or suspension from school.

EXPULSION PROCEDURES

Expulsion

An expulsion means that the student is removed from the Escondido Union High School District (EUHSD) and must seek an education in an alternative setting for a specified amount of time. Only the EUHSD Board of Education may expel a student.

Due Process for Expulsion

All recommendations for expulsion are made by the principal to the Superintendent when a student has been suspended for a serious violation of school rules. Following this recommendation, the student and parent are invited to a meeting whereby the student will be given an opportunity to be heard and the suspension may be extended until the Board has made a final decision. The student is entitled to an expulsion hearing to determine whether the student should be expelled. The hearing will be conducted within 30 school days after the principal, superintendent or designee determines that on the acts listed under “Grounds for Suspension and Expulsion”, Ca. Education Code 48900 has occurred.

Written notice of the expulsion hearing shall be forwarded to the student and student’s parent/guardian at least 10 calendar days before the date of the hearing and will include:

- The date, time and place of the hearing
- The specific charges upon which the proposed expulsion is based
- Copies of all relevant disciplinary rules

The student is entitled to be represented by council at the hearing, obtain copies of all documents to be used at the hearing, question witnesses and present evidence on his/her behalf. The administrative panel shall, within 3 days after the hearing, determine whether to recommend expulsion to the Board or overturn the expulsion recommendation. If the expulsion is recommended by the administrative panel, the Board will make the decision within 40 school days after the date the student was removed from school and the action will take place at a public meeting. If the Board decides to overturn the expulsion recommendation, the student will be immediately reinstated and returned to an educational program in the district.

Library Media Center Information

Library Media Technician: **Lorena Orozco**

(760) 291-2240

lorozco@euhsd.org

ID CARDS

- Students must show their **current ID card** when checking out textbooks/library materials. Lost ID cards and ID cards for new students are issued in the library. The replacement cost for a lost ID card is \$5.00 and is to be paid to the cashier.

CHECKING OUT BOOKS/MATERIALS

- Students are responsible for examining all textbooks/library materials issued to them, checking for any damage that is NOT stamped "Damage Noted." If student finds damage that has not been stamped, he/she has two weeks, from date of issue, to report it to library staff. If it is not reported within the two-week grace period, we will assume that the damage was done while the book was issued to the student and a fine will be charged.
- Students are responsible for the proper care of all textbooks/library materials checked out to them including books left in classrooms, on campus or other various places, stolen, damaged or lost.
- Students shall return all textbooks/library materials issued to them at the time they leave the school, drop/change a class or at the end of the school year. For one-semester courses, books are due back on or before the last day of the semester. Class novels should be returned as soon as the class has finished the book. If student leaves the current school to attend another school, he/she **MUST** return all books on or before the last day at current school before an official transcript will be released.

RETURNING BOOKS/MATERIALS

- Each student or their parents/legal guardian is responsible for textbooks not returned by the student.
- A \$5.00 fine will be assessed for **each** book not turned in by **3:00 p.m. on the last day of school**.
- Students are responsible for the exact book(s) issued to them (each book has its own unique barcode number). If a student returns a book with a barcode different from the one that was issued to him/her, he/she will still be responsible for the original book.

REFUNDS

- If a lost book is paid for, then found, (in the same condition as when it was issued) a refund will be issued. Please allow 3-4 weeks to receive your refund by mail.

EUHSD FINES

Fines will be assessed in accordance with BP 6161.2 and AR 5125.2 of the Escondido Union High School District and California State Educational Code Section 48904. Unresolved debts will be attached to the student's permanent record and the district may withhold grades, diploma or transcripts from the student and parent/guardian until reparation is made. Fine amounts for damage and/or vandalism to library materials varies depending on the type and severity of the damage. Fines range from \$5.00 up to the full replacement cost.

Type of Damage	Library	Textbooks/Class Novels
Lost	Full replacement cost (ranges from \$5 to \$50)	Full replacement cost (ranges from \$50 to \$160)
Damaged Beyond Repair (including, but not limited to: excessive liquid damage, mold, excessive writing in book, etc.)	Full replacement cost (ranges from \$5 to \$50)	Full replacement cost (ranges from \$50 to \$160)
Damage to Cover or Spine	\$12.50 Bindery cost or cost of book (whichever is less)	\$12.50 (Bindery cost)
Damaged: In House Repair (including, but not limited to: torn/missing pages, damage to binding, corner or edges of book, partial liquid damage, etc.)	\$5.00 Repair cost	\$5.00 Repair cost
Writing in Book	\$5.00 and referral to Assistant Principal's Office	\$5.00 and referral to Assistant Principal's Office
Barcode Damage or Removal	Referral to Assistant Principal's Office	Referral to Assistant Principal's Office
Overdue/Late	\$0.10 per day/\$5.00 max	\$5.00



School-Wide Learner Outcomes

Respect

- ❖ Be responsible and accountable for your actions
- ❖ Respect your space and the space we share
- ❖ Demonstrate integrity in the choices you make

Think

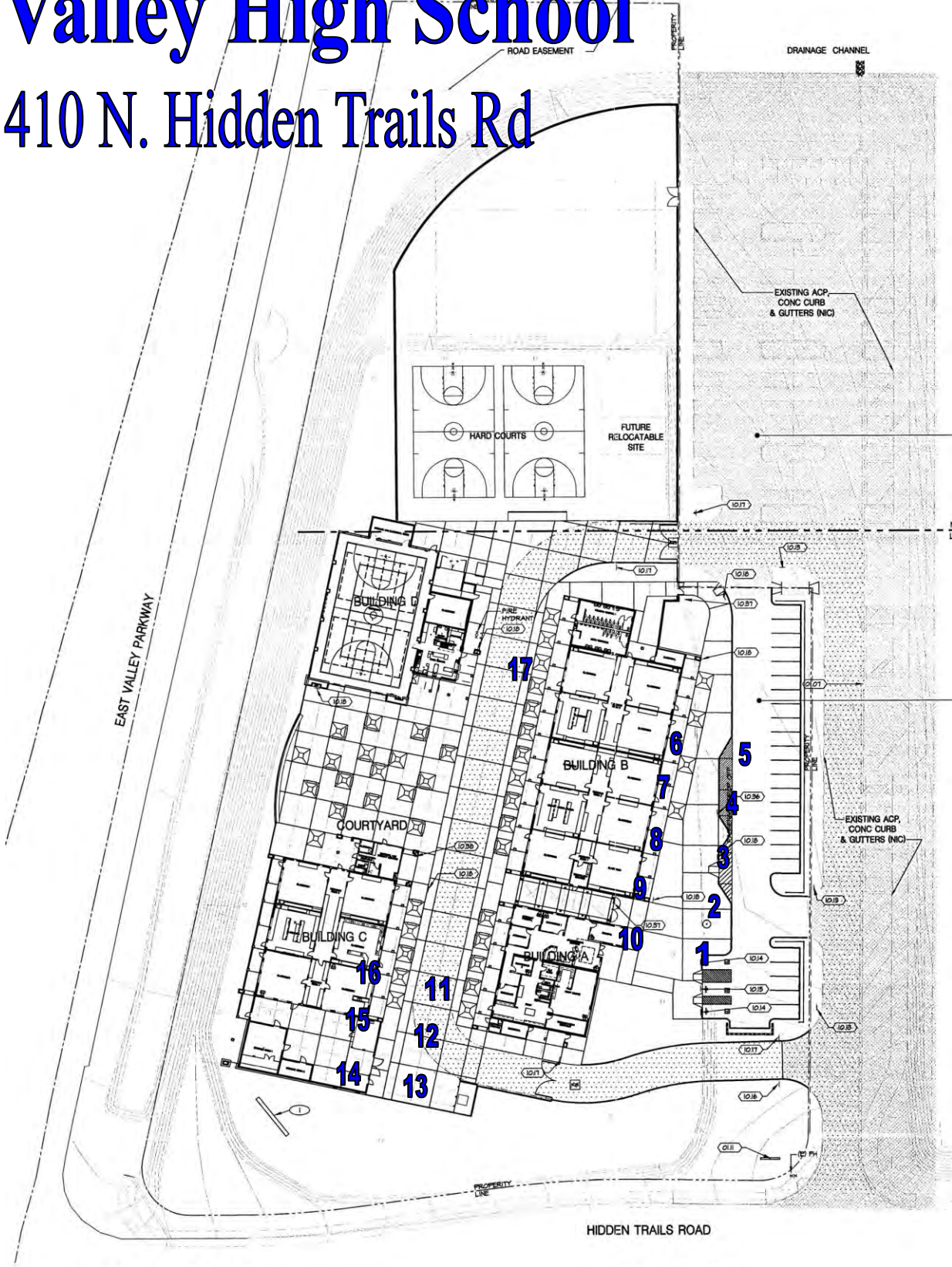
- ❖ Demonstrate academic and life skills through the use of technology and collaboration
- ❖ Develop creative and critical thinkers who make meaningful decisions

Participate

- ❖ Take an active role in your education
- ❖ Prepare for college and career
- ❖ Contribute to school and community
- ❖ Be lifelong learners

Valley High School

410 N. Hidden Trails Rd



OVERALL SITE PLAN

SCALE: 1" = 30'-0"

