



1755 Tuolumne Road • Tuolumne, CA 95379 • [www.summbears.net](http://www.summbears.net)

2025 - 2026

## PARENT HANDBOOK

### SUMMERVILLE HIGH SCHOOL

1755 Tuolumne Road  
Tuolumne, CA 95379  
209.928.4228

### CONNECTIONS VISUAL & PERFORMING ARTS ACADEMY

1755 Tuolumne Road  
Tuolumne, CA 95379  
209.928.4228

### COLD SPRINGS HIGH SCHOOL

25910 Long Barn Road  
Long Barn, CA 95335  
209.586.3011

### MOUNTAIN HIGH SCHOOL

2 Pinecrest School Road  
Pinecrest, CA 95364  
209.965.4046

### LONG BARN HIGH SCHOOL

25910 Long Barn Road  
Long Barn, CA 95335  
209.586.3011

### SOUTH FORK HIGH SCHOOL

25611 Lyons Dam Road  
Twain Harte, CA 95383  
209.586.5672

### ANNUAL NOTICE REGARDING YOUR RIGHTS AND RESPONSIBILITIES

As required by law, this is to notify of your rights and responsibilities. Please take time to carefully review the information in this booklet. If you have any questions regarding this information, please feel free to contact the District office.

Education Code Section 48982 requires parents or guardians to acknowledge receipt of this information, which is included in the online registration forms.

## Welcome back to school!

We are all looking forward to the arrival of our students for the 2025-2026 school year. Our mission to provide excellent educational opportunities in a safe and caring environment continues as we prepare students for college, career and life. We take pride in the multitude of learning opportunities in academics, the arts, and athletics that are provided to our Summerville High School District Students.

The Summerville Union High School District will be using **online registration** again this year. All families will complete the registration process through PowerSchool by way of the Summerville High School District website, [summbears.net](http://summbears.net). Please refer to the letter you received by mail which has directions and information to complete your student's registration! The registration window will open August 1st, 2025. If you do not have access to a computer and printer at home, you may contact the school office at (209) 928-4228 to schedule a time to use one of the library computers to register.

To register, please go to our website, [summbears.net](http://summbears.net). Go to **Students**, and follow the dropdown menu to **Online Registration**. Click on Online Registration and follow the instructions to register your student.

Students will follow an alternating A/B block schedule this year. A and B days for the entire school year are posted on the school calendar.

**"A" Days:** periods 1A through 4A

**"B" Days:** periods 5B through 8B

Mondays, Tuesdays, Thursdays, and Fridays will be full days, 8:00 A.M. to 3:05 P.M.

Wednesdays will be early release days, 8:00 A.M. to 2:15 P.M.

The first day of school is Tuesday, August 20, 2025; and it will be an "A" day.

Detailed information about back-to-school orientation will be mailed the last week of July

If you have any questions, please contact the following administrators:

Brett Christopher; Principal, Summerville High School and Connections Visual & Performing Arts Academy Phone: (209) 928-4228 ext. 6228 ..... [bchristopher@summbears.net](mailto:bchristopher@summbears.net)

Kellene Dittler; Grade Level Coordinator for Summerville Grades 9-12, Last Names A thru L Phone: (209) 928-4228 ext. 6232 ..... [kdittler@summbears.net](mailto:kdittler@summbears.net)

Jennifer Weller; Grade Level Coordinator for Summerville 9-12, Last Names M thru Z Phone: (209) 928-4228 ext. 6230 ..... [jweller@summbears.net](mailto:jweller@summbears.net)

Andrea Fray; Grade Level Coordinator for Connections VPAA 7th through 12th graders Phone: (209) 928-4228 ext. 6229 ..... [afray@summbears.net](mailto:afray@summbears.net)

We are all very excited for the 2025-2026 school year to begin. We look forward to meeting our new students and working with our returning students this year!

Sincerely,

*Brett Christopher, Andrea Fray, Kellene Dittler, and Jennifer Weller*  
Administrative Team, Summerville High School and Connections VPAA

# Summerville Union High School District

Vision ★ Mission ★ Beliefs

Vision: Preparing students for college, career, and life.

Mission: Committed to excellence through innovative teaching and learning. Inspiring and empowering all students by providing the tools they need to be prepared for their future in an ever-changing world.

We Believe:

- Every student can learn.
- In building a highly qualified and motivated staff with high expectations.
- It is our responsibility to provide every student with challenging and rigorous experiences so that they can become critical thinkers and problem solvers.
- In continually improving all aspects of the organization.
- In sound financial planning to achieve district goals.
- In doing what is best for all students.
- In engaging in and adapting to modern technology to prepare all students for their futures.
- That a clean, safe, healthy, and nurturing environment is essential for learning.
- All students should be engaged and academically challenged while accepting the responsibility for their learning.
- In co-curricular/extracurricular activities to enhance student development.
- Teamwork is vital for students, staff and the school community in support of student learning.

# CONTENTS

SCHOOL CALENDAR . . . . .	5
DAILY SCHEDULES . . . . .	6
SNOW DAY INFORMATION . . . . .	7
ATTENDANCE . . . . .	7
Clearing an Absence . . . . .	9
Partial Day Check Out Procedures . . . . .	10
INSTRUCTION & CURRICULUM . . . . .	16
Academic Standards and Assessments. . . . .	16
Grades, Eligibility, Graduation Requirements. . . . .	18
College and Career Planning Tools . . . . .	20
University Admissions . . . . .	20
SCHOOL RECORDS & STUDENT ACHIEVEMENT. . . . .	22
School Safety Plan . . . . .	23
STUDENT SERVICES . . . . .	23
Student Internet Use . . . . .	24
Services to Students with Disabilities . . . . .	25
HEALTH SERVICES. . . . .	26
Immunizations . . . . .	26
Physical Examinations . . . . .	27
Access to Mental Health Services. . . . .	29
Diabetes Information . . . . .	29
STUDENT BEHAVIOR & SAFETY . . . . .	31
Safe Place to Learn. . . . .	31
Positive Campus Behavior . . . . .	32
Dress and Appearance Guidelines. . . . .	32
Safety Beyond School. . . . .	33
DISCIPLINE . . . . .	34
Campus Philosophy . . . . .	34
Cell Phone and Personal Electronic Device Use Policy. . . . .	36
DISCRIMINATION, PROTECTIONS, COMPLAINTS & PROCEDURES . . . . .	42
Nondiscrimination/Harassment . . . . .	42
Hate-Motivated Behavior . . . . .	45
SCHOOL FACILITIES . . . . .	48

As the parent of a student you have many rights and responsibilities. This booklet talks about many of those and laws, policies and statutes which cover them. We urge you to read it.

Teachers build your child's education one day at a time, so every day is essential. Promotion or even graduation can be put in jeopardy if too many days are missed. Work with the teacher when a child must miss school. Get homework assignments and review work. There is only one chance to get a great education.

■ August 2025 ■

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

■ September 2025 ■

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

■ October 2025 ■

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

■ November 2025 ■

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

■ December 2025 ■

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### AUGUST

- 13-18 Teacher Orientation, Buy-Back days, Workdays
- 19 First Day of School

### SEPTEMBER

- 1 Labor Day

### OCTOBER

- 17 End of Quarter; End of Grading Period

### NOVEMBER

- 11 Veterans Day Holiday observed
- 24-28 Thanksgiving Recess

### DECEMBER

- 19 Minimum Day Schedule
- 19 End of First Semester; End of Grading Period
- 22-31 Winter Break

### JANUARY

- 1-2 Winter Break
- 5 School Resumes
- 19 Martin Luther King Jr. Holiday

### FEBRUARY

- 9 Lincoln's Birthday Holiday
- 16 Presidents' Day Holiday
- 18 Summerville Showcase

### MARCH

- 13 End of Quarter; End of Grading Period
- 30-31 Spring Break

### APRIL

- 1-3 Spring Break
- 6 Possible Snow Make Up Day

### MAY

- 25 Memorial Day Holiday
- 26-27 Senior Boards / Minimum Days

### JUNE

- 3 Alternative Ed. Graduation / Minimum Day
- 4 Last Day of School; 8th Grade Graduation
- End of /QuarterSemester; End of Grading Period
- 5 High School Graduation / Possible Snow Make Up Day

■ January 2026 ■

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

■ February 2026 ■

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

■ March 2026 ■

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

■ April 2026 ■

S	M	T	W	T	F	S
			1	2	3	4
5	6*	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

■ May 2026 ■

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

■ June 2026 ■

S	M	T	W	T	F	S
	1	2	3	4	5*	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Early Release  
Wednesday

- A Day (periods 1, 2, 3, 4)
- B Day (periods 5, 6, 7, 8)
- No School
- Minimum Day Schedule (12/19; 5/26; 5/27; 6/4)

\* Snow Make-up Day (4/6; 6/5)

Dates and events are subject to change; please check the School's website, [summbears.net](http://summbears.net) for up-to-date information.

## DAILY SCHEDULES

Regular Schedule (8:00 AM – 3:05pm) Monday, Tuesday, Thursday & Friday			
Period	Start	End	Duration
0	7:00 AM	– 7:45 AM	45 MIN
1A / 5B	8:00 AM	– 9:20 AM	80 MIN
————— Brunch —————			
2A / 6B	9:30 AM	– 10:50 AM	80 MIN
3A / 7B	11:00 AM	– 12:20 PM	80 MIN
————— Lunch —————			
FLEX	12:55 PM	– 1:35 PM	40 MIN
4A / 8B	1:45 PM	– 3:05 PM	80 MIN

Early Release (8:00 AM – 2:15 PM) Wednesday			
Period	Start	End	Duration
0	7:00 AM	– 7:45 AM	45 MIN
1A / 5B	8:00 AM	– 9:20 AM	80 MIN
————— Brunch —————			
2A / 6B	9:30 AM	– 10:50 AM	80 MIN
3A / 7B	11:00 AM	– 12:20 PM	80 MIN
————— Lunch —————			
4A / 8B	12:55 PM	– 2:15 PM	80 MIN

Minimum Day (8:00 AM – 12:40 PM)			
Period	Start	End	Duration
0	7:00 AM	– 7:45 AM	45 MIN
1A / 5B	8:00 AM	– 9:00 AM	60 MIN
————— Break —————			
2A / 6B	9:10 AM	– 10:10 AM	60 MIN
————— Brunch —————			
3A / 7B	10:30 AM	– 11:30 AM	60 MIN
————— Break —————			
4A / 8B	11:40 AM	– 12:40 PM	60 MIN

Two-Hour Delay (10:00 AM – 3:15 PM)			
Period	Start	End	Duration
1A / 5B	10:00 AM	– 11:05 AM	65 MIN
————— Brunch —————			
2A / 6B	11:15 AM	– 12:20 PM	65 MIN
3A / 7B	12:30 PM	– 1:35 PM	65 MIN
————— Lunch —————			
4A / 8B	2:10 PM	– 3:15 PM	65 MIN

\* Includes Wednesdays

The references at the end of the sections in this booklet include the following codes:

BP . . . . District Board Policy

AR . . . . Administrative Regulation

EC . . . . Education Code

HSC . . . . Health and Safety Code

PC . . . . Penal Code

WIC . . . . Welfare and Institutions Code

CCR . . . . California Code of Regulations

CC . . . . Civil Code

FC . . . . Family Code

GC . . . . Government Code

VC . . . . Vehicle Code

BPC . . . . Business and Professions Code

FAC . . . . Food and Agriculture Code

USC . . . . United States Code

CFR . . . . Code of Federal Regulations

ESEA . . . . Elementary and Secondary Education Act

PPRA . . . . Pupil Privacy Rights Amendment

FERPA . . . . Family Educational Rights and Privacy Act

PPACA . . . . Patient Protection and Affordable Care Act

Title VI . . . . Title VI (or VII, or IX) of the Civil Rights Act of 1964

ADA . . . . Americans with Disabilities Act

IDEA . . . . Individuals with Disabilities Education Act

504 . . . . Section 504 of the Rehabilitation Act of 1973

EOA . . . . Equal Opportunities Act

CIF . . . . . California Interscholastic Federation

## SNOW DAY INFORMATION

Summerville Union High School District students live in a “snow belt” area which may result in sudden storms, and with them, difficult driving conditions. Summerville High School adjusts to these conditions in several ways:

1. Only the most severe storm(s) will affect closing school. Two additional “snow days” are included in the yearly schedule. Closure of school beyond these days may result in either reducing spring vacation or extending the school year. Attendance at school is always reduced when the calendar is altered for make-up days.
2. School may start two hours later to allow snow plows more time to clear the roads. Notification of school closure or delayed start will be made by the district to alert all students and families. Notification to radio stations KKBN, 93.5 FM, KVML 1450 AM, and KZSQ 92.7 FM which broadcast these changes frequently throughout the morning. You may

also log on to [mymotherlode.com](http://mymotherlode.com) for current school delays and closures.

3. Bus routes that are most affected by winter conditions may have a snow bus schedule that will be distributed to students riding those buses in the Fall.
4. Parents are encouraged to send their students to school on the regular school buses. The buses are equipped to deal with the elements, and drivers are trained to operate the buses in a safe and effective manner. Absent students are required to make up their class work.
5. During snowfalls, Summerville High School encourages parents to have students remain at school until the end of the school day so they may be in a safe environment and continue their education.

If you have any questions or concerns about these procedures, please feel free to contact the school at (209) 928-4228.

---

## ATTENDANCE

Students are responsible for attending school with a positive attitude toward studying and learning as evidenced by regular, punctual attendance and completion of class work. School law requires that students attend full-time classes until they are 16 years old. Between 16 and 18 years of age they are required to attend full-time classes in the regular school or continuation high school. Parents and students are urged to schedule medical appointments during non-school hours. Vacations and out-of-town trips should also be planned during breaks throughout the year.

### ■ School Attendance Regulations

#### Arriving Late to School (Tardy)

All students arriving at school after 8:00 a.m. must report to the Attendance Office and obtain a “Tardy” slip before going to class.

An excessive tardy occurs any time a student is 30 or more minutes late (8:30 a.m.). Students who

continually show up to school excessively tardy are considered truant.

Please note that the school will only accept three parent excused tardies ie: note, call or email within the first 30 minutes of school starting (8:30 a.m.), per semester to excuse a tardy. All other tardy notes must be issued by a medical practitioner.

#### **Detention will be assigned for all tardies in a progressive fashion:**

- Tardy 1-3 – No disciplinary actions taken
- Tardy 4+ – 30 minute detention to be served after school or a Saturday School for each tardy recorded.

#### Absences

All absences must be cleared within 72 hours (3 days) by calling the attendance office at (209) 928-4228 ext 6223

or sending an email to

[attendance@summbears.net](mailto:attendance@summbears.net)

Parents may also send a note with their students on the day they return to school following an absence. Absences not cleared will be considered unexcused. Attendance records cannot be revised after this period.

Students participating in Athletics or other extracurricular activities can have no more than one unexcused absence on the day of competition or activity to participate.

**Excused** – Absence verified by parent for illness, medical appointment, legal appointment or death in the family.

**Unexcused** – Absence of reasons other than excused.

**Cut** – Absence unverified by parent/guardian and a 30 minute detention.

## ■ General Absences

The majority of school districts are funded based on their daily attendance. **The state only awards funding to school districts for actual attendance;** they do not fund districts for the excused absences listed below. There are two types of absences – excused and unexcused. Always review the school calendar and plan activities and vacations during days off.

Other attendance reports, such as truancy, rely on excused and unexcused absences. There are legal consequences if your child misses too much school. **You must send a note and/or phone the school within 72 hours to clear any excusable absences.** Parents/Guardians have the right to be notified on a timely basis if their child is absent from school without permission. Unexcused absences are recorded as a truancy.

### Excused Absences

Children cannot learn if they are not in school. Children ages 6 to 18 years are required to attend every school day. Daily school attendance improves student achievement. Research shows that a student that is absent 10 percent of the time (called a chronic absentee whether or not the absences are excused) is more likely to have

difficulty learning, achieving, and graduating from high school. Teach your child(ren) that school attendance is an important family value.

Student absences from school shall be excused for the following reasons:

Medical reasons – their own illness or the illness of their child; quarantine; mental or behavioral health services; medical, dental, optometric, or chiropractic services; or

Family reasons – to spend time with a family member leaving for or returning from active military duty (duration at the discretion of the Superintendent); observance of a holiday or ceremony of their religion; attendance at a religious retreat (maximum 1 day); participating in a cultural ceremony or event; by parent/guardian request in writing and approved by the designated representative pursuant to governing board standards; or

Grieving or attending a funeral – of an immediate family member (maximum 5 days); a person their parent/guardian determines to be closely associated enough to be considered an immediate family member (maximum 3 days); accessing victim services, grief support services, or safety planning services for the student/family (including relocation); or

Personal business reasons – jury duty (as provided by law); attendance or appearance in court; attendance at an employment conference; attendance at a nonprofit organization's educational conference on the legislative or judicial process; serving as a member of an election precinct board; attending their own naturalization ceremony to become a United States citizen; engaging in a civic or political event, provided that they notify the school ahead of time (maximum 1 day for grades 7-12); the pupil's participation in military entrance processing.

A school administrator may authorize or extend some excused absences. Students shall be allowed to complete all assignments and tests missed during an excused absence that can be reasonably provided. Upon satisfactory completion within a reasonable period of time, shall be given full credit for those assignments and

tests. The classroom teacher(s) shall determine which assignments and tests shall be reasonable equivalent to, but not necessarily identical to the assignments and tests that the student missed during the absence. [EC 48205, 48260]

Districts may allow students, with parental or guardian consent, to be excused to participate in moral or religious exercises or instruction. [EC 46014]

School authorities may excuse any student in grades 7 through 12 from school for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian. [EC 46010.1]

### **Unexcused Absences**

When a student misses school without an excuse, they are considered truant. The state defines three levels of truancy, each carrying more severe penalties for both the student and the parent(s)/guardian(s). A student is classified as a:

Truant – after missing three days of school or three 30-minute periods without a valid excuse.

Habitual Truant – if they are truant three or more times in a school year and an effort has been made by the school/district to meet with parents.

Chronic Truant – if they miss 10 percent or more of the school days from the date of their enrollment or the start of the school year to the current date without a valid excuse.

Early intervention and cooperation between the school and the family is the most effective way to support student learning. The school will notify the parent/guardian, who are obligated to compel the student to attend school.

Students and parents face penalties as defined in Education Code, Welfare and Institutions Code, and Penal Code; including referral to a student attendance review board (SARB). A student who is truant may additionally be referred to a community service program; the county probation department; the District Attorney's office; or the Juvenile Court. The parent/guardian of a truant may face fines, imprisonment up to one year, or both; be required to meet regularly with district

staff; and/or be required to attend classes at the student's school. [EC 48260, 48260.5, 48261, 48262, 48263, 48263.5, 48263.6, 48264.5, 48291, 48293, 48320; PC 270.1; WIC 256, 258, 601, 601.3]

### **■ Clearing an Absence**

- Students must clear their absence within 72 hours (3 days) following the absence to avoid disciplinary action. Absences not cleared will be considered unexcused. Attendance records cannot be revised after this period.
- The Attendance Office requests that parents call on the day of the absence to verify the reason for the absence (209) 928-4228. Call may be made 24 hours per day.
- Parents receiving a phone call notifying them of their student's absence have the option of calling the attendance office or sending an email. Parents may also send a note with their student on the day they return to school following an absence (parent signature required).
- When clearing an absence, please include the following information: student's full name, name and relationship of person verifying the absence, date(s) of absence(s), and reason for absence.
- A partial day absence also requires a call or note from a parent or guardian to confirm the reason for the absence.
- Single period absences will not be excused except for medical appointments, verified jury duty, school activities, or with GLC/principal prior approval.

### **■ Additional Information About Absences**

- All absences other than illness and family emergencies should be arranged in advance.
- It is the student's responsibility to complete assignments missed due to a field trip.
- Medical, dental, or optometric services should be prearranged and scheduled, if possible, after school hours.
- All medical absences excused with a note from a doctor do not count against a student's absence

record. Medical notes must be presented within 48 hours following the absence.

- **Make-Up Work Guidelines:** If absent for an excused reason, students shall be allowed to make up the same or similar work for full credit. It is the student's responsibility to find out what they missed (via teacher website, Google Classroom, teacher contact, email, or other method) and submit make-up work on the next day of that class. For example, if a student was absent and returns to class Tuesday, they must find out what they missed and turn it in Thursday. Long-term projects or assignments are due upon return. \* Teachers may use discretion for unique assignments or extended absences.

### ■ **Partial Day Check Out Procedures**

- No student will be allowed to check out before the end of the school day without a note or phone call from a parent/guardian.
- Students who must leave campus prior to the end of the school day for any reason must check out of school through the Attendance Office.
- During lunch, parents wishing to take their student off campus must appear in person at the Attendance Office to remove student from campus. Phone calls or notes are not permitted to excuse students during lunch.
- Students must not leave school at any time during the day without checking out through the Attendance Office.
- The Attendance Clerk will verify the reason the student is checking out.
- Failure to follow the proper checkout procedure will result in an unverified absence plus disciplinary action.

### ■ **Leaving School at Lunch Time**

The Summerville School Board has established a closed campus policy at all sites. Students may not leave campus at any time during the school day. This is for the security of the campus and to protect your student's health, safety, and welfare. Please cooperate by not requesting permission for your student to leave campus during the school day without proper authorization. [EC 44808.5]

## ■ **School Attendance Review Board (SARB)**

The School Attendance Review Board is a county organization that coordinates school and community resources. It meets to intervene when a student has attendance problems. Its goal is to help a student become successful in school and earn a diploma. The SARB process includes the following steps:

Step 1: Notification of Classification of Truancy – First letter sent to parent/guardian after three unexcused absences or tardies of more than 30 minutes.

Step 2: Notification of Classification of Truancy – Second letter sent to parent/guardian after five (5) unexcused absences or tardies of more than 30 minutes. Hold a Student Attendance Review Team (SART) meeting.

Step 3: Classification as a Habitual Truant – Third letter sent to parent/guardian after five unexcused absences or tardies of more than 30 minutes and referral to SARB.

## ■ **Emergency School Closure**

Schools may close in the case of a natural disaster such as an earthquake, a fire, a flood, or an epidemic/pandemic. School officials rely on the expertise and advice of public health and safety officials in these decisions. Other means of delivering instruction will be used as possible.

## ■ **Minimum Days/Pupil Free Staff Development Days**

If your child will be affected by minimum days or staff development days, we will give you at least one month's notice. The dates that were known at press time are printed in the calendar in this booklet. [EC 48980]

## ■ **Attendance Options**

The governing board annually reviews attendance options including how students may attend a district school outside their attendance area (intra-district transfer). This district has non-arbitrary rules explaining how students may apply, be accepted or denied intra-district transfer.

Districts may allow the transfer of students from or to other districts (inter-district transfer). Victims of bullying or violence are given preference in intra- and inter-district transfers. In some cases, the district must provide transportation. Students attending “persistently dangerous” schools can transfer and enroll in a safe school. Students convicted of a violent felony or convicted of a specific misdemeanor may be transferred involuntarily to another school in the district. Districts cannot prevent children of active military from changing districts, as long as the district chosen agrees to accept them. Upon enrollment or transfer, principals are urged to check missing children information. Further information about residency, attendance options, special program options, etc. will be provided by the California Department of Education. [BP 5116.2 September 2017; EC 46600, 48204, 48204.7, 48206.3, 48300, 48301, 48306, 48853.5, 48929, 48980, 49068, 51101; PC 667.5(c), 29805; 20 USC 7912]

### **I. Intradistrict Open Enrollment**

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also maximizing the efficient use of district facilities and resources. The Superintendent or designee shall establish procedures for the selection and transfer of students among district schools in accordance with law, Board policy, and administrative regulation.

The parents/guardians of any student who resides within district boundaries may apply to enroll their child in any district school, regardless of the location of their residence within the district. The Board shall annually review this policy.

#### **Enrollment Priorities**

No student currently residing within a school’s attendance area shall be displaced by another student transferring from outside the attendance area.

The Superintendent or designee shall grant priority for the enrollment of a student in a district school outside of the student’s attendance area, if the student:

1. Is enrolled in a district school designated by the California Department of Education (CDE) as “persistently dangerous”
2. Is a victim of a violent crime while on school grounds
3. Is a victim of an act of bullying committed by another district student, as determined through an investigation following the parent/guardian’s submission of a written complaint with the school, district, or local law enforcement agency pursuant to Education Code 234.1
4. If the district school requested by the student is at maximum capacity, the Superintendent or designee shall accept an intradistrict transfer request for another district school.
5. Is currently enrolled in a district school identified by CDE for comprehensive support and improvement, with priority given to the lowest academically achieving students from low-income families as determined pursuant to 20 USC 6313(a)(3)
  - a. Is experiencing special circumstances that might be harmful or dangerous to the student in the current attendance area, including, but not limited to, threats of bodily harm or threats to the emotional stability of the student. Any such student may transfer to a district school that is at capacity and otherwise closed to transfers. To grant priority under these circumstances, the Superintendent or designee must have received either:
  - b. A written statement from a representative of an appropriate state or local agency, including, but not necessarily limited to, a law enforcement official or a social worker, or a properly licensed or registered professional, including, but not necessarily limited to, a psychiatrist, psychologist, marriage and family therapist, clinical social worker, or professional clinical counselor
6. A court order, including a temporary restraining order and injunction
7. Is a sibling of another student already attending that school

8. Has a parent/guardian whose primary place of employment is that school

### **Application and Selection Process**

In order to ensure that priorities for enrollment in district schools are implemented in accordance with law and Board policy, applications for intradistrict open enrollment shall be submitted July 1 through June 30 of the school year preceding the school year for which the transfer is requested.

The Superintendent or designee shall calculate each school's capacity in a nonarbitrary manner using student enrollment and available space.

Except for the enrollment priorities listed above, the Superintendent or designee shall use a random, unbiased selection process to determine which students shall be admitted whenever a district school receives admission requests that are in excess of the school's capacity.

Enrollment decisions shall not be based on a student's academic or athletic performance. However, existing entrance criteria may be used for enrolling students in specialized schools or programs, provided that the criteria are uniformly applied to all applicants. In addition, academic performance may be used to determine eligibility for, or placement in, programs for gifted and talented students.

### **Transportation**

In general, the district shall not be obligated to provide transportation for students who attend school outside their attendance area.

However, upon parent/guardian request, the district shall provide transportation assistance to any student who is eligible for free or reduced-price meals and whose enrollment in a district school outside the student's attendance area is a result of being a victim of bullying. [BP 5116.1 March 2020; EC 200, 35160.5, 35291, 35351, 46600-46611, 48200, 48204, 48300-48316, 48980; 5 CCR 11992-11994; 20 USC, 6311, 6313, 7912]

## **2. Interdistrict Attendance**

The Governing Board recognizes that parents/guardians of students who reside within the

geographic boundaries of one district may, for a variety of reasons, desire to enroll their children in a school in another district.

### **Interdistrict Attendance Agreements and Permits**

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts.

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed upon by both districts for reapplication and/or revocation of the student's permit.

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement. [BP 5117 March 2020; EC 41020, 46600-46610, 48204, 48300-48317, 48900, 48915, 48915.1, 48918, 48980, 48985, 52317, 8151; CA Constitution Article 1, Section 31]

### **Interdistrict Attendance Agreements and Permits**

In accordance with an agreement between the Governing Board and the board of another district, a permit authorizing a student of either district to enroll in the other district may be issued upon approval of both districts.

The district shall post on its website the procedures and timelines for requesting an interdistrict transfer permit, including a link to BP 5117 – Interdistrict Attendance. The posted information shall include, but is not limited to:

1. The date upon which the district will begin accepting and processing interdistrict transfer requests for the following school year
2. The reasons for which the district may approve or deny a request, and any information or documents that must be submitted as supporting evidence

3. If applicable, the process and timelines by which a denial of a request may be appealed within the district before the district renders a final decision
4. A statement that failure of a parent/guardian to meet any timelines established by the district shall be deemed an abandonment of the request
5. Applicable timelines for processing a request, including the following statements:
  - a. For an interdistrict transfer request received by the district 15 or fewer calendar days before the commencement of instruction in the school year for which the transfer is sought, the district will notify the parent/guardian of its final decision within 30 calendar days from the date the request was received.
  - b. For an interdistrict transfer request received by the district more than 15 days before the commencement of instruction in the school year for which the interdistrict transfer is sought, the district will notify the parent/guardian of its final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction in the school year for which transfer is sought.
6. The conditions under which an existing interdistrict transfer permit may be revoked or rescinded

Priority for interdistrict attendance shall be given to a student who has been determined, through an investigation by either the district of residence or district of proposed enrollment, to be a victim of an act of bullying, as defined in Education Code 48900(r), committed by a student of the district of residence.

Until the district is at maximum capacity, the district shall accept any student whose interdistrict transfer application is based on being the victim of an act of bullying or a child of an active duty military parent/guardian. The district shall ensure that such students are admitted through an unbiased process that prohibits an inquiry into or evaluation or consideration of whether or not a student should be enrolled based on academic

or athletic performance, physical condition, proficiency in English, family income, or any of the individual characteristics set forth in Education Code 220, including, but not limited to, race or ethnicity, gender, gender identity, gender expression, and immigration status.

In addition, the Superintendent or designee may approve an interdistrict attendance permit for a student for any of the following reasons when stipulated in the agreement:

1. To meet the child care needs of the student, only as long as the student's child care provider remains within district boundaries
2. To meet the student's special mental or physical health needs as certified by a physician, school psychologist, or other appropriate school personnel
3. To allow the student to complete a school year when the student's parents/guardians have moved out of the district during that year
4. To allow the student to remain with a class graduating that year from an elementary, middle, or senior high school
5. To allow a high school senior to attend the same school attended as a junior, even if the student's family moved out of the district during the junior year
6. When the parent/guardian provides written evidence that the family will be moving into the district in the immediate future and would like the student to start the school year in the district
7. When the student will be living out of the district for one year or less
8. When recommended by the school attendance review board or by county child welfare, probation, or social service agency staff in documented cases of serious home or community problems which make it inadvisable for the student to attend the school of residence
9. When there is valid interest in a particular educational program not offered in the district of residence

10. To provide a change in school environment for reasons of personal and social adjustment

The Superintendent or designee may deny initial requests for interdistrict attendance permits due to limited district resources, overcrowding of school facilities at the relevant grade level, or other considerations that are not arbitrary. However, once a student is admitted, the district shall not deny continued attendance because of overcrowded facilities at the relevant grade level.

If the transfer request is for a school year that begins within 15 calendar days of the receipt of the request, the Superintendent or designee shall notify the parent/guardian of the final decision within 30 calendar days of receiving the request. If the transfer request is for a school year that begins more than 15 calendar days after the receipt of the request, the parent/guardian shall be notified of the final decision as soon as possible, but no later than 14 calendar days after the commencement of instruction during that school year.

If a student's interdistrict transfer request is denied, the Superintendent or designee shall, in writing, notify the parents/guardians of their right to appeal to the County Board of Education within 30 calendar days from the date of the final denial.

All notices to parents/guardians regarding the district's decision on any request for interdistrict transfer shall conform to the translation requirements of Education Code 48985, and may be provided by regular mail, electronic format if the parent/guardian provides an email address, or by any other method normally used to communicate with parents/guardians in writing.

Pending a decision by the two districts or by the County Board on appeal, the Superintendent or designee may provisionally admit a student who resides in another district for a period not to exceed two school months, provided the district is the district of proposed enrollment. If the decision has not been rendered by the conclusion of two school months and the districts or County Board is still operating within the prescribed timelines, the student shall not be allowed to continue attending the district school to which the student was provisionally admitted.

Students who are under consideration for

expulsion or who have been expelled may not appeal interdistrict attendance denials or rescissions while expulsion proceedings are pending or during the term of the expulsion.

Once a student is admitted to a school on the basis of an interdistrict attendance permit, the student shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school of enrollment, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded after June 30 following a student's completion of grade 10 or for any student entering grade 11 or 12 in the subsequent school year.

### **Transfers Out of the District**

A student whose parent/guardian is in active military duty shall not be prohibited from transferring out of the district, provided the school district of proposed enrollment approves the application for transfer.

If the district is unable to provide an intradistrict transfer to a student who is a victim of an act of bullying, as defined in Education Code 46600, the district shall not prohibit the student from transferring out of the district if the district of proposed enrollment approves the application for transfer. [AR 5117 March 2020; EC 41020, 46600-46610, 48204, 48300-48317, 48900, 48915, 48915.1, 48918, 48980, 48985, 52317, 8151; CA Constitution Article 1, Section 31]

### **3. Attendance Where Caregiver Resides**

If your child lives in the home of a caregiving adult, as defined by law, or a foster home your child may attend the school district in which that residence is located. Execution of an affidavit under penalty of perjury pursuant to the Family Code by the caregiving adult is required to determine that your child lives in the caregiver's home. [EC 48204(a)(5), 48980; FC 6550-6552]

### **4. Attendance in District Where Parent / Guardian is Employed**

The district may, but is not required to accept a transfer student whose parent/guardian resides

outside the boundaries of the school district but is employed and lives with the student at the place of the parent's/guardian's employment within the boundaries of the school district for a minimum of three days during the school week; or a student whose parent/guardian physically works within the boundaries of the school district for a minimum of 10 hours during the school week. [EC 48204(a)(7), 48980]

## **5. Special Enrollment Allowances for Some Categories of Students:**

Some students living in the District, including foster, homeless, migratory, American Indian, or military children may stay enrolled in their school of origin inside or outside the district if: 1) their Individual Education Plan (IEP) indicates attendance elsewhere, or 2) parents, guardians, and others with authority declare in writing otherwise. In some cases, they also have rights to expedited enrollment in school, to attend classes and programs, to after-school programs, and to fee waivers. The school district and each school site have complete documentation of the rights of homeless, foster, migratory, military, and other special categories of students. [EC 48204, 48204.7, 48645.3, 48850-48859, 51225.1, 56055; 5 CCR 4622; WIC 224.1, 361, 726; 42 USC 11301, 11431-11435]

### **Student Immigrant and Religious Rights**

All school age children must be admitted to California Public Schools and be offered all programs accessible to other students. School districts cannot ask about a student's immigrant (or migratory) or religious status. The state Attorney General has information about "know your rights": <https://oag.ca.gov/immigrant/resources>. Immigrant students are still considered residents of their current school district even if parents are deported or are being held in custody. [EC 200, 220, 234.1]

## **6. Individualized Instruction**

You must notify the school if your child has a temporary disability and cannot attend in a regular classroom. If your temporarily disabled child is located outside your school district, notify

both the district where your child resides and the district where the child is located. Within five (5) days of notice, the district(s) will determine if the student qualifies; within five (5) days of the determination shall commence instruction in the home or in a hospital or other residential health facility. The district(s) will notify you if your child qualifies, when instruction will begin, and for how long it will continue. Each hour of instruction at home or in a facility will count as a full day but cannot exceed 5 days per week nor the number of days in the school year. There are accommodations for pregnant or parenting students (see page 25 for more information). [EC 46015, 48206.3, 48207, 48207.5, 48208, 48980]

### **■ Attendance – Athletics**

Athletes must attend 75% of their classes in order to compete or practice on that day. Athletes must also attend school on the Friday preceding a Saturday competition in order to be able to participate. If an administrator suspends an athlete, at home or In-School Suspension, the athlete will not practice or participate on the day(s) of the suspension.

### **■ Notice of Alternative Schools**

California state law authorizes all school districts to provide for alternative schools. Section 58500 of the Education Code defines alternative school as a school or separate class group within a school which is operated in a manner designed to: (a) Maximize the opportunity for students to develop the positive values of self-reliance, initiative, kindness, spontaneity, resourcefulness, courage, creativity, responsibility, and joy. (b) Recognize that the best learning takes place when the student learns because of his desire to learn. (c) Maintain a learning situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may be conceived by him totally and independently or may result in whole or in part from a presentation by his teachers of choices of learning projects. (d) Maximize the opportunity for teachers, parents and students to cooperatively develop the learning process

and its subject matter. This opportunity shall be a continuous, permanent process. (e) Maximize the opportunity for the students, teachers, and parents to continuously react to the changing world, including but not limited to the community in which the school is located.

In the event any parent, pupil, or teacher is interested in further information concerning

alternative schools, the county superintendent of schools, the administrative office of this district, and the principal's office in each attendance unit have copies of the law available for your information. This law particularly authorizes interested persons to request the governing board of the district to establish alternative school programs in each district. [EC 58501]

## INSTRUCTION & CURRICULUM

### ■ Academic Standards and Assessments

Each district in California decides how they will teach and what resources they will use. More information can be found at [www.cde.ca.gov/re/cc/](http://www.cde.ca.gov/re/cc/). California uses a computer-based student testing system tied to the standards for English language arts, mathematics, and science called the California Assessment of Student Performance and Progress (CAASPP). The tests include the Smarter Balanced Assessment Consortium Assessments, California Science Tests (CAST), California Alternate Assessments (CAA), and Standards-based Tests in Spanish (STS) for Reading/Language Arts. Parents can exempt their child(ren) from CAASPP testing by submitting a letter in writing annually. More information about the CAASPP can be found at [www.cde.ca.gov/ta/tg/ca/](http://www.cde.ca.gov/ta/tg/ca/). [EC 60119, 60604.5, 60615; 5 CCR 852]

English Language Learners are evaluated with the English Language Proficiency Assessments for California (ELPAC) and to identify and measure their progress in English Language proficiency. Students in grades 5, 7, and 9 also participate in Physical Fitness Testing (PFT). [EC 52060, 52066, 60800]

### ■ Local Control Funding and Accountability

The Local Control Funding Formula (LCFF) provides money to school districts with a uniform base grant for every student, adjusted by grade level. Districts also receive adjustments for the number of students living in poverty, English learners, and foster youth. Then there are further

adjustments for concentration of these groups if they are above 45% and at 55% of the district's enrollment. More information about the LCFF is available at [www.cde.ca.gov/fg/aa/lc/](http://www.cde.ca.gov/fg/aa/lc/).

The Local Control Accountability Plan (LCAP) is a critical part of the LCFF. Each school district is required to engage parents, students, teachers, principals, administrators, other employees, employee associations, and stakeholders to establish their plan. The LCAP must focus on eight state identified priorities:

- |                                      |                         |
|--------------------------------------|-------------------------|
| 1. Basic Services                    | 5. Pupil Engagement     |
| 2. Implementation of State Standards | 6. School Climate       |
| 3. Parental Involvement              | 7. Course Access        |
| 4. Pupil Achievement                 | 8. Other Pupil Outcomes |

The plan must describe the overall vision for students, annual goals including language acquisition, and specific action to achieve these goals. The plan will demonstrate how the district's budget will help achieve the goals, and annually assess how well the strategies improved outcomes. Anyone can bring or forward ideas or comment to the governing board on proposals or expenditures at parent or community engagement meetings. Complaints regarding the LCAP may be filed anonymously or using the District Uniform Complaint Procedures. [EC 305, 47606.5, 47607.3, 52060-52076; 5 CCR 4600, 4622]

### ■ Language Acquisition Programs

Language acquisition programs are designed to ensure that English learners acquire English as rapidly and effectively as possible. They provide

instruction based on the state-adopted academic content standards, including English language development (ELD) standards.

The District offers a Structured English Immersion program in which nearly all instruction is in English with curriculum and presentation designed for students who are English learners. [EC 305(a)(2), 306(c)(3)]

Parents/Guardians may provide input regarding language acquisition programs during the development of the Local Control Accountability Plan. Parents/Guardians may submit written or verbal requests for the establishment of a language acquisition program in addition to the program available. Schools in which the parents/guardians of 30 pupils or more per school or 20 pupils or more in any grade request a language acquisition program are required to offer such a program to the extent possible. Please contact the District office or your school principal for more information. [EC 306, 310; 5 CCR 11310]

Parents/Guardians have a right to opt their child(ren) out of the school district's language acquisition program or opt out of particular English learner service(s) within a language acquisition program. [20 USC 6312(e)(3)(A)(viii)]

### **Homeless, Migratory, Foster, Military, and Juvenile Court Youth**

Homeless, migratory, foster, military family, juvenile court youth, or youth participating in a newcomer program have special rights related to graduation and partial high school credits. They have the right to an adult to help make educational decisions. Foster and homeless youth also have special rights associated with college funding, and certain considerations in school discipline. The District Uniform Complaint Procedure may be used to file a complaint. [EC 48645.3, 48645.5, 51225.1-51225.3, 56055; 5 CCR 4622; WIC 361, 726]

### **■ District Courses**

Annually the District prepares curriculum, course titles, aims, and descriptions in a prospectus. The prospectus is available at each school site and may be reproduced at cost.

Parents/Guardians have the right to review all course material. The District offers Dual Enrollment courses. [EC 48980.6, 49063, 49091.14; PPRa]

### **■ Curriculum and Personal Beliefs**

Whenever any part of the instruction in comprehensive sexual health, sexual abuse, or human trafficking prevention education conflicts with your religious training and beliefs or personal moral conviction, or those of your child, your child shall be excused from such instruction if you request an excuse in writing. No student shall be penalized, sanctioned, or disciplined for such an excuse, and shall have an alternative education activity available. [EC 51240, 51938, 51950; PPRa]

### **Family Life, Human Development, and Sexual Health Education**

Your child will be taking classes in compliance with the California Healthy Youth Act. These will include comprehensive sexual health education, HIV education, and research findings regarding pupil health behaviors and risks. Students in grades 7-12 will gain a deeper understanding of HIV transmission, prevention, and treatment. They will also be taught about the prevalence of human trafficking and the methods traffickers employ, including social media and mobile devices. You will be notified before such instruction. Any written and audio-visual educational materials planned for use are available for inspection prior to the start of classes. You may have copies of non-copyrighted material that will be presented by a consultant or guest speaker. You have a right to request, in writing, that your child not participate in any or all activities. You may withdraw this request at any time. School districts must ensure that all participating pupils receive sexual health instruction from personnel adequately trained in appropriate courses. In this District, staff teaches these classes. During this class, students in grades 7-12 may be asked to anonymously, voluntarily, and confidentially fill out evaluation and research tools such as surveys, tests, or questionnaires measuring student attitudes toward health, sex, and risk behaviors. Copies of Education Code Sections 51933, 51934, and 51938 can be requested from the District or can be obtained

online at <https://leginfo.legislature.ca.gov>. [EC 51933-51939]

### **Dissection of Animals**

If your child chooses not to participate in the dissection of animals, and if the teacher believes that an adequate alternative education project is possible, the teacher may work with the student to develop and agree upon an alternative education project for the purpose of providing your child an alternate avenue for obtaining the information required by the class. The school will need a signed note from you indicating your child's objection. [EC 32255-32255.6]

### **Tests/Surveys on Personal Beliefs**

You and/or your child(ren) over 18 will be notified before administration of any confidential test, questionnaire, or survey containing questions about your child's, or your personal beliefs, political practices, mental health, anti-social, illegal, self-incriminating, demeaning behavior, critical appraisals of others close to the family, about legally confidential relationships such as ministers or doctors, income (unless to determine eligibility for receiving financial assistance), sex, family life, morality, or religion. You will be asked for written permission except for exempt surveys (in grades 7-12) that are part of sexual health programs or State surveys. Parents may opt their child(ren) out of all surveys, without penalty, including those seeking information to be used in marketing. Parents have the right to review any survey or educational materials related to the survey on any of the above items. The District has developed policies relating to surveys and personal information. Notice will be sent to parents prior to such test or survey. If you believe your rights have been violated, you may file a complaint with the Family Policy Compliance Office at U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5920. [EC 51513, 51938, 60614; 60615; PPRA; 34 CFR 98; ESEA]

### **Work Permits**

All students under the age of 18 are required to have a work permit if they are working. Permits

may be obtained in the Guidance Office. Work Permits may be revoked if work interferes with a student's academic success and/or attendance at school.

## **■ Grades, Eligibility, Graduation Requirements**

### **Changing Class Schedules**

Students and parents should make a special effort to select a class schedule carefully to minimize the number of changes required. With this in mind, it is still realized that some changes may need to be made. Changes may occur under the following circumstances.

- Changes resulting from improper placement or program error will be corrected within the first two weeks of the semester.
- Students who present a valid need for change in their program (determined by Grade Level Coordinator) may do so within the first two weeks of the semester. Both parent and teacher permission are required for this change.
- Students who withdraw or are dropped from classes after the 30th school day of a semester may not be allowed to enroll in another class for credit.

### **Academic Counseling**

Counseling related to academic and/or nonacademic courses, classes, electives, school-related activities, team sports, athletic competitions, and school facilities will be available to all students without regard to their gender, gender identity, the gender listed in their records, or any protected group as defined by State of Federal law. School counselors are credentialed educators specializing in pupil services. They help students in grades 7-12 make decisions about courses, extra-curricular activities, and preparation for college and/or careers. They guide students through all the steps including information about financial aid and academic requirements. The District Uniform Complaint Procedure (see page 46) may be used to file a complaint. [EC 221.5,

221.8, 48980, 49600, 51229; GC 11135; Title VI, Title IX; § 504; CIF 300D]

**Eligibility for School Activity**

All students are eligible for school activities (i.e. athletics, band, choir, drama and club activities) if they maintain a 2.0 grade point average and have no more than one (1) F. All incomplete grades will be treated as F's until replaced with a grade for the purpose of eligibility. Probations are no longer allowed. A student not present at school due to an unexcused absence is not allowed to participate that day. A student must be on track to graduate with their class in order to participate in extra-curricular activities. Eligibility dates: October 12, 2025; November 23, 2025; January 25, 2026; March 8, 2026; April 26, 2026; June 14, 2026.

**Grade Reporting Calendar**

Following is the grade reporting calendar for the 2025-2026 school year. It is the intent of the District to mail grades every six weeks.

October 18, 2025 . . Quarter 1 Grading Period ends  
 January 21, 2026 . . . Quarter 2 / Semester 1 ends  
 March 28, 2026 . . . . Quarter 3 Grading Period ends  
 June 5, 2026 . . . . . Quarter 4 / Semester 2 ends

**Graduation Requirements — Summerville, Cold Springs, Mountain, and South Fork High Schools**

ENGLISH . . . . .	40
Eight consecutive semesters of English	
SOCIAL STUDIES . . . . .	35
Two semesters of World History; two semesters of U.S. History;	
One semester of U.S. Government; one semester of Econ/Civics; one semester of Ethnic Studies.	
MATHEMATICS . . . . .	30
Six semesters selected from mathematics course offerings required of all students. All students must complete Algebra, or Math 1.	

SCIENCE . . . . .	20
Four semesters of science required: one year Life Science, one year Earth/Physical Science.	
VISUAL or PERFORMING ARTS / WORLD LANGUAGE / CAREER TECH ED . . . . .	10
Students must pass one year of a foreign language, art, music, film, drama, or Career Technology.	
PHYSICAL EDUCATION . . . . .	20
Students must be enrolled for each of the first four semesters of high school.	
Four semesters must be passed.	
HEALTH . . . . .	5
KEYBOARDING / FRESHMAN SEMINAR . . . . .	5
SENIOR SEMINAR. . . . .	5
ELECTIVES . . . . .	80
TOTAL REQUIRED FOR GRADUATION . . . . .	250

- a) Students transferring into the District from another high school shall be awarded credits toward graduation based on courses completed elsewhere without penalty resulting from variation of local requirements.
- b) Students earning a comprehensive diploma must successfully complete a senior project.
- c) Students attending Continuation High School are required to complete a total of 210 credits. Students attending Summerville Adult High School are required to complete a total of 130 credits.

**Valedictorian and Salutatorian**

Students qualify for these honors based on their grade point average through the seventh semester.

**High School Credits and Graduation**

Education code sets minimum course requirements to graduate from high school and earn a diploma. School districts may set additional requirements. The District has established guidelines for transferring credits and meeting graduation requirements.

## Exceptions

Highly mobile students; students who are homeless, migratory, foster youth, of a military family, juvenile court youth, or newcomer pupils have special rights related to graduation and partial high school credits. They have the right to an adult to help make educational decisions. These students can be registered in their district of choice, but must provide proof of residency within ten (10) days. Foster and homeless youth also have special rights associated with college funding, and certain considerations in school discipline. The District Uniform Complaint Procedure may be used to file a complaint.

## California Proficiency Program (CPP)

Students who are 1) 16 years or older or will be enrolled in grade 10 for at least one school year by the end of the semester the test is taken; and 2) are subject to California's compulsory education laws may take the GED® or HiSET® tests of High School proficiency. The tests may be taken with pencil-and-paper or on a computer. If they pass, students will earn a State Certificate of Proficiency, which is equal to a high school diploma. There may be a fee for taking the exam. For more information visit [www.cde.ca.gov/ta/tg/cp.asp](http://www.cde.ca.gov/ta/tg/cp.asp).

## Cal Grant Application / Opt-Out

Cal Grant Awards are money provided by the State of California to assist in college expenses (tuition, room and board, books and other supplies). Each student in grade 12 are considered Cal Grant applicants unless they or their parent/guardian opt out. Unless the parent/guardian or the 18-year-old student opt out in writing by the last Monday in September, certified Grade Point Average (GPA) data will be transmitted to the CA Student Aid Commission no later than October 1, 2025. To receive the Grant, students must apply. For more information go to [www.csac.ca.gov](http://www.csac.ca.gov). [EC 48412, 48430, 48645.5, 49701, 51225.1-51225.3, 51225.5, 51228, 51240-51246, 51410-51412, 51420-51425, 56055, 69432.9; 5 CCR 1600-1650, 4622, 11523; WIC 361, 726]

## College and Career Planning Tools

Parents/Guardians now have direct access

to online tools and resources that help them prepare their child(ren)'s path to college and a career. Student information can be shared directly throughout the college admission process. Individual student data from California Longitudinal Pupil Achievement Data System (CALPADS) is linked with the California College Guidance Initiative (CCGI). Tools such as [www.CaliforniaColleges.edu](http://www.CaliforniaColleges.edu) can be used as early as sixth grade and through 12th grade. It also helps with scholarships and financial support through programs like the Student Aid Commission. [EC 60900.5; FERPA]

## University Admissions

### University of California/California State University Admissions

Admission to the California State Universities requires a minimum 15-unit pattern of courses for admission as a first-time freshman. Each unit is equal to a year of study in a subject area. A GPA of 2.0 (C) or higher is required for regular admission. Admittance is based on an eligibility index that combines multiple items. Transfer students are accepted.

Admission to the University of California requires completion of the 15 yearlong high school course list. These courses are also known as the "a-g" subjects. At least seven of the 15 yearlong courses must be taken in the student's last two years of high school. A GPA of 3.0 (B) or higher is required for California residents.

Links to UC / CSU requirements: [admission.universityofcalifornia.edu/admission-requirements/](http://admission.universityofcalifornia.edu/admission-requirements/), [www.calstate.edu/apply](http://www.calstate.edu/apply), [www.calstate.edu/apply/freshman/](http://www.calstate.edu/apply/freshman/).

### High School Graduation Requirements compared to UC/CSU Requirements

	EC	UC CSU	SUHS	LB IS
History/Social Science (a) <i>Including Ethnic Studies</i>	3.0	2.0	3.5 <sup>A</sup>	3.5 <sup>A</sup>
English (b)	3.0	4.0	4.0	4.0
Mathematics (c)	2.0	3.0 <sup>+1</sup>	3.0 <sup>B</sup>	3.0 <sup>B</sup>
Science (d)	2.0	2.0 <sup>C</sup>	2.0	2.0

	EC	UC CSU	SUHS	LB   IS
Foreign Language (e)		2.0 <sup>+1</sup>		
Visual/Performing Arts (f)	1.0	1.0	1.0 <sup>D</sup>	2.0 <sup>D</sup>
Career Tech Education				
Physical Education	2.0		2.0	3.0
Health Education			0.5	0.5
Keyboarding				0.5
Freshman Seminar			0.5	
Senior Seminar			0.5	0.5
Electives (g)		1.0	8.0	4.0
TOTAL:			25.0	23.0

- <sup>+1</sup> One additional year is recommended in Mathematics for both CSU and UC, and in Foreign Language for UC.
- <sup>A</sup> Beginning with the graduating class of 2030, 1 semester of Ethnic Studies is required. SUHSD includes this in the Social Science courses.
- <sup>B</sup> A Computer Science course that qualifies for (c) under UC/CSU “a-g” requirements may be counted toward Math requirements.
- <sup>C</sup> Specifics of courses vary from CSU to UC.
- <sup>D</sup> Summerville Union High School District has adopted a policy that allows Career Technical Education courses to be counted toward graduation. Which “(a)-(g)” requirement applies varies by course.

At this time Summerville Union High School District offers the following Career Technology Education course that qualifies toward the UC/CSU “(a)-(g)” requirements:

- Introduction to Agriculture. . . . .(d)
- Agricultural Biological Science. . . . .(d)
- Agricultural Biological Earth Science . . . . .(d)
- Veterinary Science . . . . .(d)
- Introduction to Robotics . . . . .(d)
- Advanced Robotics . . . . .(d)
- Robotics Computing 1 . . . . .(d)
- Human Body Systems . . . . .(d)

- Human Body Systems Honors . . . . .(d)
- Principles of Biomedical Science . . . . .(d)
- Principles of Biomed Science Honors . . . . .(d)
- Medical Interventions. . . . .(d)
- Medical Interventions Honors . . . . .(d)
- Biomedical Innovations Honors . . . . .(d)
- Drama 1 and 2 . . . . .(d)
- Advanced Drama 1 and 2 . . . . .(d)

### **Definition of Career Technical Education**

A program of study that involves a multiyear sequence of courses that integrates core academic knowledge with technical and occupational knowledge to provide students with a pathway to postsecondary education and careers. More information is available about Career Technical Education at California Department of Education, [www.cde.ca.gov/ci/ct](http://www.cde.ca.gov/ci/ct).

[BP/AR 6146.1 April 2024; EC 48980, 51225.3, 51229; 5 CCR 1600-1650]

### **Talking with a Grade Level Coordinator**

High school Grade Level Coordinators are trained to help students prepare for college or career planning. They take students through all the steps so nothing is missed including information about financial aid, requirements, and careers. Most Grade Level Coordinators are available by appointment and will meet with students and their families.

### **Apprenticeship Programs**

Students in grades 11-12 may have access to apprenticeships where they can explore and learn specific skills that lead to high-paying jobs. Some of these programs are available only to students who are 18 years old. You may be able to find apprenticeships on the CA Department of Industrial Relations’ website at [www.dir.ca.gov/databases/das/pwaddrstart.asp](http://www.dir.ca.gov/databases/das/pwaddrstart.asp); then select a county, a trade, and hit search. [EC 48980.5]

# SCHOOL RECORDS & STUDENT ACHIEVEMENT

## ■ Pupil Records

Parents, guardians, foster parents, certain caregivers, and students over 18 have the right to review, inspect, and get copies of school records within five business days of a written or oral request or before any meeting regarding an individualized education plan (IEP) or a hearing. Those records are confidential, and privacy will be maintained. Student records are provided to schools where student transfers or wants to enroll. In some instances, information about your child may be released to District staff, foster agencies, short-term residential treatment programs, after school programs, summer camps, lawyers, law enforcement, state researchers, and nonprofit researchers. Sharing of pupil records must conform to federal laws and in some cases must be approved by the State Committee for Protection of Human Subjects. The records include transcripts, discipline letters, commendations, attendance, health information. The records are maintained at Summerville High School by the registrar. There is someone to help interpret the material. When more than one child is named in the records, parents may only see material related to their child. If requested, the district will provide a list of types and locations where materials are held. There is a log of who has viewed the records that is kept at the same location as the records. District policy or administrative regulation 5125 sets forth the criteria by which school officials and employees can look and change or delete the files and why. Files may be reviewed to identify students eligible for public school choice or supplemental educational services. You may have copies made for 50¢ per page. If you cannot afford the cost of copies, they will be provided free of charge. The District uses a contractor for tracking and/or copying student records. With the proper documentation, the records can be changed to reflect a legal change of name and/or gender of a student or a former. You also have the right to file a written request with the superintendent challenging the records if you think there is an inaccuracy, unsubstantiated conclusion or inference, a conclusion outside the

observer's expertise, a comment not based on personal observation with time and date noted, misleading information, or a violation of privacy rights. You can file a complaint about how your request was handled with the district or with United States Department of Education. You will get to meet with the superintendent or designee within 30 days. If your challenge is sustained, the changes will be made. If not, you can appeal to the school board, which has final authority. If you still have a different view, your view can be included in the student's record. [EC 8484.1, 49060, 49062.5, 49063, 49064, 49068, 49069.3, 49070-49079.7, 51101, 56043, 56504; CC 1798.24; FERPA]

## Students of Military Families

For a smoother transition, the District has established guidelines for transferring credits and meeting graduation requirements of students from military families. Also, students can be registered in their district of choice, but must provide proof of residency within 10 days. [EC 51225.1, 51225.2]

## Student Data from Social Media Websites

School Districts may now adopt a plan to gather student information from social media websites. The Governing Board has not adopted such a plan, but may consider it in the future. The information would pertain only to student or school safety, and must be destroyed within one year of the student leaving the District or turning 18. [EC 49073.6]

## ■ Assuming Adult Status

Students 18 years of age or older have the responsibility to inform school authorities that they are assuming their adult status.

## ■ Regulations Regarding Pupil Achievement

The Board of Education believes good communication between parents and teachers is important in the educational process. All appropriate forms of communication should be used. The progress report should reflect student

progress in classwork and proficiency levels and indicate educational growth in relation to the student's ability, citizenship and effort. [EC 49067]

### ■ **Teacher Qualifications**

A provision of federal Title I requires all districts to notify parents of children in Title I schools that they have the right to request and receive timely information on the professional qualifications of classroom teachers and paraprofessionals including state qualifications, licensing for the grade level or subject taught, any waivers for qualifications, emergency provisions, college major, graduate degrees and subject, and if paraprofessionals or aides are in the classroom and what their qualifications are. [ESEA; 20 USC 6311; 34 CFR 200.37, 200.53, 200.55, 200.57, 200.61]

### ■ **Release of Directory Information**

The law allows schools to release "directory information" to certain persons or organizations including military recruiters. Directory information includes name, address and telephone number. Directory information does not include citizenship status, immigration status, place of birth, or any other information indicating nationality.

You may have the district withhold any of this information by submitting a request in writing by August 25, 2025. Written notification received after the date specified will be honored, but the student's information may have been

released in the interim. In the case of students with exceptional needs or who are homeless, no material can be released without parent or guardian consent.

In accordance with board policy, a parent/guardian may request, in writing, to have their student's name removed from any military requested mailing list.

Employers or colleges shall not have access to a student's name, address and telephone number if the parent/guardian has notified the district in writing that such information shall not be released without his/her prior written consent. [AR 5125.1; EC 49061(c), 49070, 49073(c), 56515; FERPA; ESEA; ne]

### ■ **School Safety Plan**

Every year, each school shall review and update its plan by March 1. Each school shall make its plan public and shall share the plan with numerous community leaders, school site personnel, and parent groups. Plans should, among other things, provide guidance for the response to and/or the prevention of bullying, child abuse, disasters, and criminal activity. Key elements are to be described in the School Accountability Report Card. Planned responses to criminal incidents need not be disclosed. The Uniform Complaint Procedure can be used regarding School Safety Plan compliance. [EC 32281, 32282.1, 32286, 32288, 32289, 51101]

---

## **STUDENT SERVICES**

### ■ **Student Meal Program**

Meals are provided to all students at no cost during the school year. Students are provided one free breakfast or brunch and one free lunch each school day. Any additional food items will be charged to the student's account. Parents/Guardians may pay for meals in advance online at [www.summbears.net/district/food-services](http://www.summbears.net/district/food-services). [EC 49510-49520, 49558; 42 USC 1761 (a)]

### **Cafeteria Rules**

- Students may receive 1 free breakfast before school or at brunch (not both).
- Student may choose 1 free entree item at lunch. Example do not take 2 pizzas.
- There is a hot lunch line and a cold lunch line. Do not cut across from the cold lunch line to the hot lunch line.
- Do not put food in your pockets.

- Please take 1 of each food item unless staff offers more.
- Students will be charged for taking more items than allowed per the free lunch program. The student's name, ID number and items will be logged and the student will accrue a bill.
- Students should clean up after themselves.
- No throwing food
- Absolutely no seconds on juice or chips
- No students in the back of the kitchen unless authorized by kitchen staff.
- Do not come in to the kitchen during or between classes.
- Do not cut in line.
- Do not enter the food area through the register line.
- Student ID numbers are entered once. Get everything you want the first time.

The Bear Rock Café at Summerville High offers nutritious meals every day school is in session. To see what is available link to [www.summbears.net/district/food-services/](http://www.summbears.net/district/food-services/).

## ■ Student Internet Use

Use of the Internet provides great educational benefits to students. Unfortunately, however, some material accessible via the Internet may contain items which are illegal, defamatory, or potentially offensive to some people. Access to the Internet is a privilege for students who must act in a considerate and responsible manner. We require that students and parents/guardians read, accept and sign the following guidelines for acceptable on-line behavior before Internet use will be allowed.

- Students are responsible for good behavior on the Internet, just as they are in a school building. All school rules for behavior and communication apply.
- Downloading non-academic files from the Internet, especially, but not limited to, shareware programs, browsers and audio or video files will not be permitted.
- Network areas will be monitored on a regular

basis. Network Administrators, the Library Media Staff and other faculty may review files to maintain system integrity and ensure students are using the system responsibly. At times, surveillance will be used and students should not expect that files will be private.

- Internet use is for academic purposes and scheduled classes will have priority over coming into the Library Media Center individually for Internet use.
- The following are not permitted:
  - The use of anonymous proxy servers or anything else that bypasses the firewall.
  - Sending or displaying offensive messages or pictures.
  - Using obscene language.
  - Harassing, insulting, or attacking others.
  - Damaging computers, computer system or network files.
  - Copying other student files.
  - Violating copyright laws.
  - Employing the network for commercial purposes.
  - Intentionally wasting limited resources, including the use of "chain letters" and messages broadcast to mailing lists or individuals.
  - Revealing the personal address, phone number or e-mail address of any other person without permission.
  - Violations will result in the loss of access and other school discipline as outlined in the school code.

Summerville High School issued email (@summbears.net) is to be used for school related matters, or to create accounts directly related to school matters. Students may not use it to create accounts and profiles for personal use or social networking, such as Facebook, Instagram or Twitter. Use of the summbears.net email is monitored and using it to create personal accounts, use inappropriate language or send inappropriate content may result in disciplinary action.

## ■ School Accountability Report Card

The School Accountability Report Card is available on request, and is available annually by February 1st on the Internet at [www.summbears.net](http://www.summbears.net) It contains information about the district and school regarding the quality of programs and its progress toward achieving stated goals. A copy will be provided upon request. [EC 33126, 32286, 35256, 35258, 51101]

## ■ Services to Students with Disabilities

If you have reason to believe your child (ages 0 through 21 years) has a disability requiring special services or accommodations, contact the school. Your child will be evaluated to determine whether he/she is eligible for free special or modified instruction or services.

The District wants to locate, identify and assess all children with disabilities whether homeless, wards of the state, enrolled in public or private schools. The District has policies guiding procedures for identification and referral. Students identified with special needs will receive a Free Appropriate Public Education in the least restrictive environment. [EC 48853, 56020 et seq., 56040, 56301; 5 CCR 4622; 20 USC 1412, (10)(A) (ii), 1412(a)(6)(A); 34 CFR 300.121]

## ■ Married, Pregnant, or Parenting Students

A student under 18 years old who entered a legal marriage has rights and privileges as if they were 18 years old, even if the marriage has been dissolved.

Pregnant or parenting students who are 18 years old or who have permission from their parent/guardian may, but are not required to take excused leave for up to eight weeks to protect the health of the student and the infant. More than eight weeks may be granted if it is deemed medically necessary. Certification from a physician or nurse practitioner that the student is able to participate in the regular education program may be required only if it is required for students returning from other temporary disabilities.

A parenting student may be excused for absences as listed under "General Absences"

on page 8. They may also be excused as the custodial parent to care for a sick child. A note from a physician shall not be required for such an absence.

## Accommodations

When necessary, the District shall provide accommodations for the student to access and participate in the educational program. Reasonable accommodations shall be provided to any lactating student to express breast milk, breastfeed, or any other breastfeeding related needs. These accommodations include, but are not limited to a private, secure room other than a restroom to express milk or breastfeed, and a reasonable amount of time to do so; permission to bring equipment for expressing milk onto campus, and access to power to operate it; and a safe place to store expressed milk. There shall be no penalty for using these accommodations, and opportunity to make up any missed work shall be available.

## Educational and Support Services

Pregnant or parenting students will not be required to complete schoolwork or other requirements while on leave. Time shall be provided to make up work without penalties. They may be allowed a fifth year to complete high school graduation requirements unless administration determines they are capable of completing graduation requirements in four years.

These students may choose to return to the same school or choose to attend an alternative program with access to comparable courses, programs, and activities. Generally, a classroom setting is preferred unless an alternative will better meet the needs of the student and/or their child. Any alternative program offered specifically for pregnant or parenting students shall be comparable to that offered to other students, and participation shall be voluntary.

Childbirth, pregnancy, or related recovery will not in and of itself deny a student access to any educational program, course, or activity.

As possible, and sometimes in collaboration with community organizations or agencies,

the District will provide services to pregnant and parenting students and their children. These services may include academic and personal counseling; supplemental instruction; parenting and life-skills education; childcare and development services; special nutrition and supplements for pregnant and/or lactating students; health care services; and tobacco, alcohol, or drug prevention/intervention. Where appropriate, staff shall get related professional development.

The District shall not treat students differently based on their actual or potential parental, family, or marital status on the basis of sex. Complaints related to pregnancy, marital status, parental status, or lactation accommodations can be made using the "Uniform Complaint Process" on page 46. [BP 5146 January 2017; EC 221.51, 222, 222.5, 230, 46015, 48200, 48205, 48980, 49553; 5 CCR 4600-4670, 4950; FC 7002; HSC 104460; 42 USC 1786; 7 CFR 246.1-246.28; 34 CFR 106.40]

## ■ Pupil Fees

While there are limited exceptions, families and students should not have to pay fees for most items related to public education. There are four types of fees identified in Education Code:

Pupil Fees: No fees or deposits can be required or collected for items including, but not limited to, materials, supplies, equipment, uniforms (i.e. band, cheerleading, basketball), lockers, locks, books, class apparatus, musical instruments.

Educational Activity Fees: No fees can be required or collected for student participation

in an event or activity, either curricular or extracurricular, that is an essential part of a student's education or for transportation to those events. There can be no fees required for registering or participating in regular or extra classes.

Voluntary Donations: While voluntary donations may be suggested for activities, no student may be denied participation based on the family's ability to make a donation.

Exceptions – When fees may be required: By law, there are exceptions to the prohibition against charging fees or deposits. Exceptions include, but are not limited to, transportation to non-essential activities, non-essential events where attendance is optional (such as a school dance), food served to students, damage to district provided materials such as textbooks, cost of community service classes, and fingerprinting. Money may also be collected for material used for projects that a student will be taking home, such as, material used in a career class like woodshop or sewing. The Uniform Complaint Procedure can be used regarding pupil fee compliance. A complaint may be filed with the school principal and may be filed anonymously.

[EC 17551, 17552, 32033, 32220-32224, 35330, 35331, 38084, 38120, 39807.5, 49010-49014, 49065, 51815, 52373, 52922; 5 CCR 4610, 4630]

## Advanced Placement Examination Fees

Advanced Placement Exam fees will be paid by the District. [EC 48980, 52240; ne]

---

## HEALTH SERVICES

### ■ Immunizations

Documented proof that immunizations are up-to-date is required before attending school; districts may not allow "conditional" admittance into schools. Students may not participate in a classroom setting unless they have been fully immunized against diphtheria, hepatitis b, haemophilus influenza type b, measles, mumps,

pertussis (whooping cough), poliomyelitis, rubella, and tetanus. Students must be immunized for varicella (chickenpox) or provide proof from a doctor stating they have had the disease.

All new students, advancing students, or students transferring into grades 7-12 must be fully immunized, and will not be admitted without the required booster against pertussis (Tdap) and

a second dose against varicella. The required immunizations are available through a usual source of medical care, County Health Department, a school nurse, or may be administered by a health care practitioner acting under the direction of a physician. Immunizations may be given at school. There may be funds for those who cannot access services. Homeless, foster, migratory, and military youth can be enrolled without proof of immunization.

If an outbreak of a communicable disease occurs, a non-immunized student will be excluded from school for their own safety until such a time as directed by health officials or district administration. [HSC 120325, 120335, 120375, 120400-120435, 120440, 120480; EC 48216, 48852.7, 48853.5, 49403; 17 CCR 6000-6075; 42 USC 11432(C)(i)]

Parents/Guardians of students in grades 7 or 8 entering the District are advised to follow current immunization guidelines, as recommended by the Centers for Disease Control and Prevention, the American Academy of Pediatrics, and the American Academy of Family Physicians, regarding immunization against human papillomavirus (HPV) before admission or advancement to grade 8. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks. [EC 48980.4; HSC 120336]

## **Exemptions**

These requirements do not apply if a form from licensed physician cites why they should not. The physician submits the standardized electronic form directly to the California Immunization Registry (CAIR) and to the school for exemption; this is the only form the school will accept. The form will include physician information, the child's name and their school, the parent's/guardian's name, and the specific basis for and duration of the exemption.

Forms submitted prior to January 1, 2020 and exemptions based on beliefs opposed to immunization submitted prior to January 1, 2016 are valid until the pupil enrolls in the next grade span (through preschool, grades K-6, grades

7-12). Parents or guardians may refuse to allow the sharing of personal information related to their child's immunization records by notifying your County Health Department. [HSC 120325, 120335, 120338, 120370, 120372, 120372.05; EC 48216]

## **Physical Examinations**

Many things impact a child's ability to learn, to progress, and to succeed; including their health. There are required immunizations that may be given during a physical exam by a physician. Your child may qualify for Medi-Cal or other government programs. You can contact Medi-Cal for information at (800) 541-5555 or your county health department at:

Tuolumne County Health Department  
20111 Cedar Road North  
Sonora, CA 95370-5939  
(209) 533-7417

There are some screenings that may happen at school. If you do not want your child to have any, or all, of these screenings, give the school a written letter annually specifying which screenings you are denying consent for. If your child has had screenings outside of school, you may also submit a certificate verifying they have been done. When there is a good reason to believe that your child is suffering from a recognized contagious or infectious disease, he/she may be sent home and shall not be permitted to return to school until the contagious or infectious disease does not exist [EC 49450, 49451; PPRA]

## **Vision and Hearing Screening**

An authorized person will check your child's vision upon enrollment and in grades 10 or 11. Hearing tests will be conducted when your child is enrolled or first enters a District school. You may submit a letter annually denying consent or a certificate from a physician or optometrist verifying prior testing has been done. [EC 44878, 49451, 49452, 49452.5, 49455; 17 CCR 2951]

## **Medication**

Children may take medication, which is

prescribed by a physician, and get help from school personnel during the school day if:

1. The district designee has received a written statement from the physician detailing the medication name, method, amount, and time schedules by which the medication is to be taken; and
2. Parent, guardian, or caregiver annually submits a written statement asking the school district to assist their child in taking the medication or allow the student to self-administer certain medications. The statement gives permission to communicate with the health care provider or pharmacist, and acknowledges understanding of how the medication will be administered.

This includes allowing a school staff member to volunteer and be trained to identify the need for, and to administer epinephrine to a student for anaphylaxis; glucagon as prescribed for diabetes; or anti-seizure medication as prescribed to a student diagnosed with seizures, a seizure disorder, or epilepsy. Each school determines if it will have staff trained in the use and storage of auto-injectable epinephrine and/or anti-seizure medication. The District will have a supply of auto-injectable epinephrine at each school site. A school nurse or trained volunteer school employee may administer emergency naloxone hydrochloride or another opioid antagonist to persons suffering, or reasonably believed to be suffering, from an opioid overdose. [EC 49414, 49414.1, 49414.3, 49414.5, 49423, 49423.1, 49468.2, 49480]

Children may carry and self-administer a blood glucose level test, diabetes care, inhaled asthma medication, and auto-injectable epinephrine if the rules above are met and if a physician confirms in writing that the student is able to self-administer. [EC 49414, 49414.5, 49423, 49423.1, 49480]

A parent or guardian may administer, by means other than smoking, medicinal cannabis to their child after filing with the school a statement and prescription from a physician. The prescription and any records associated with the treatment of a student are confidential medical records. Full rules

are detailed in education code. [BP 5141.21 April 2020; EC 49414.1; HSC 11362.79]

If your child is on a continuing medication regimen for a non-episodic condition, you are required to notify the district designee of the medication being taken, the current dosage, and the name of the supervising physician. [EC 49480]

## ■ Sun Protection

Students when outdoors can wear sun protective clothing, including, but not limited to hats. Students may also apply sunscreen during the day without a doctor's note or prescription. [EC 35183.5, 35291, 35294.6]

## ■ Medical and Hospital Insurance for Students

The district DOES NOT provide insurance on individual students. However, you may purchase accident insurance through the district for medical and hospital services covering your child. The insurance provides coverage for your child while on school grounds or in school buildings during the time your child is required to be there because of attendance during a regular school day of the district; or while being transported by the district to and from school or other place of instruction; or while at any other place as an incident to school-sponsored activities. The school district assumes no liability for accidents to pupils at school. [EC 32221.5, 49471, 49472]

**Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses. This insurance requirement can be met by the school district offering insurance or other health benefits that cover medical and hospital expenses. Some pupils may qualify to enroll in no-cost or low-cost local, state, or federally sponsored health insurance programs. [EC 32221.5]**

## Enrollment in a Health Care Plan

All children and their families must be enrolled in a health care plan. There are several options for getting a health plan; through an insurance

agent, or low cost provider such as Medi-Cal and Covered California at (800) 300-1506 or online at [www.coveredca.com](http://www.coveredca.com). [PPACA]

### **School-Sponsored Athletics**

If a student participates in school-sponsored athletics other than physical education or athletic event during the school day, parents/guardians and the student athlete are required to annually; (1) complete a concussion awareness form, (2) complete a sudden cardiac arrest awareness form, and (3) sign a document acknowledging receipt of an Opioid Factsheet received either in print or electronic format. [EC 33479, 49475, 49476]

High school athletes must sign a pledge they are not using steroids illegally or they will not be allowed to participate. Parents must sign a form notifying them of the restriction. [EC 49033, 60041; HSC 11032]

### **■ Access to Mental Health Services**

School-based mental health services help address barriers to learning and provide appropriate student and family support in a safe and supportive environment. Reaching out for mental health services is simple; contact Eric Knapp, Student Intervention Counselor at [eknapp@summbears.net](mailto:eknapp@summbears.net), Help Line "988", the principal, or the district office. In the community a good place to start may be to dial 211 for referrals in your area or call Tuolumne Co. Behavioral Health Services at (209) 533-6245. If you are in crisis contact this number or dial 911 immediately. [EC 49428]

### **Suicide Prevention**

Suicide is a leading cause of death among youth, and school personnel is often in a position to recognize warning signs. The District makes an effort to reduce suicidal behavior and its impact and has developed strategies to intervene. These may include staff development, student instruction in coping skills, informing parents/guardians, methods for promoting a positive school climate, crisis intervention, and counseling (including for bereavement). Information about district programs and services and links to community and statewide resources are available on the District's website

at [www.summbears.net](http://www.summbears.net). Students can also reach out for help 24-hours / 7-days a week from the California Youth Crisis Line at (800) 843-5200. [EC 215, 234.5, 234.6, 49602, 49604; GC 810-996.6; PC 11164-11174.3; WIC 5698, 5850-5883; BP 5141.52 September 2021]

### **■ Schools Free of Tobacco, Alcohol, and Drugs**

The Board has adopted Tobacco-Free, Drug-Free, and Alcohol-Free campus policies to promote student health and well-being. The District strives for a school environment free of these substances and has prevention and intervention programs. There may be programs through the District or in the community to support students' cessation from use of tobacco, alcohol, or drugs. For more information please contact the school/district nurse or a school administrator. [EC 51202-51203, 51260-51269; HSC 104420, 11999-11999.3; PC 13864]

### **■ Diabetes Information**

Diabetes is a health condition that affects how the body turns food into energy. Most food is broken down into glucose (sugar). When sugar increases in your bloodstream, your pancreas releases insulin. Insulin acts like a key to let the sugar into your body's cells to use as energy. When there isn't enough insulin or when cells stop responding to insulin, too much sugar stays in your bloodstream. Over time, this can cause serious health problems such as heart disease, vision loss, and kidney disease. There is no cure for any type of diabetes.

For both types, managing weight, eating healthy food, being active, and getting enough rest can really help. Taking medicine as prescribed, getting diabetes self-management education and support, and keeping health care appointments can also reduce the negative impacts of diabetes.

#### **Type-2 Diabetes:**

Type-2 diabetes is when your body can't use the insulin it makes as well as it should. It is the most common form of diabetes in adults, and is becoming more common in children, especially

overweight teens. It is estimated that one in three children born in the US after the year 2000 will develop type-2 diabetes.

Type-2 diabetes can be prevented or delayed through lifestyle changes and medical intervention, and it is treatable. Eating healthy foods in the correct amounts and exercising regularly (at least 60 minutes every day) can help children achieve or maintain a normal weight and normal blood glucose levels.

The first step is to visit a doctor who can determine if your child is overweight. A doctor can prescribe medication if appropriate and can order tests of a child's blood glucose to see if the child has diabetes or pre-diabetes (may lead to full onset type-2 diabetes).

### **Type-1 Diabetes:**

Type-1 diabetes is when your body simply doesn't make enough insulin. Type-1 diabetes is not preventable, but it is manageable. It is an autoimmune disease that may be caused by genetic, environmental, or other factors. It is usually first diagnosed in children or young adults, but it can occur at any age.

### **Risk Factors:**

It is recommended that students displaying or possibly experiencing the risk factors and warning signs below see a doctor to be screened for type-1 and/or type-2 diabetes:

**Being overweight:** The single greatest risk factor for Type-2 diabetes is excess weight. In the US, almost one out of every five children is overweight. Being overweight more than doubles a child's chance of developing diabetes.

**Family history of diabetes:** Many affected children and youth have at least one parent with diabetes or have a significant family history of the disease.

**Inactivity:** Being inactive further reduces the body's ability to respond to insulin.

**Specific racial/ethnic groups:** Native Americans, African Americans, Hispanics/Latinos, or Asian/

Pacific Islanders are more prone than other ethnic groups to develop type-2 diabetes.

**Age/Puberty:** Type-1 diabetes usually occurs in the early years, and before reaching puberty. Type-2 diabetes is more likely to develop during or near puberty, probably because of normal rises in hormone levels that can cause insulin resistance during this stage of rapid growth and physical development.

### **Warning Signs and Symptoms:**

There are usually warning signs when a child might have diabetes. Not everyone with diabetes develops these symptoms, and not everyone who has these symptoms necessarily has diabetes. Type-2 symptoms generally develop slowly over time. Type-1 symptoms show up quickly – in a matter of weeks or even days, and are much more severe.

- Increased hunger, even after eating
- Unexplained weight loss
- Increased thirst, dry mouth, and frequent urination
- Feeling very tired
- Blurred vision
- Slow healing of sores or cuts
- Dark velvety or ridged patches of skin, especially on the back of the neck or under the arms
- Irregular/No menstrual periods, and/or excess facial and body hair growth in girl
- High blood pressure or abnormal blood fats levels
- For type-1; Nausea, vomiting, and/or stomach pain

Parents/Guardians of children displaying warning signs should immediately consult with the student's primary care provider to determine if screening for diabetes is appropriate. Following a diabetes's diagnosis, parents/guardians should work with the primary care provider to develop a lifestyle and medical treatment plan, which may include consultation with and examination by a specialty care provider, including, but not limited to, a properly qualified endocrinologist.

## **Diabetes Screening Tests:**

Your doctor may have your child take one or more of the following blood tests to confirm the diagnosis:

**Glycated hemoglobin (A1C) test:** A blood test measures the average blood sugar level over two to three months

**Random (non-fasting) blood sugar test:** A blood sample is taken at a random time; this test must be confirmed with a fasting blood glucose test.

**Fasting blood sugar test:** A blood sample is taken after an overnight fast; a high level on two separate tests indicates diabetes.

**Oral glucose tolerance test:** A test measuring the fasting blood sugar level after an overnight fast with periodic testing for the next several hours after drinking a sugary liquid.

If the primary care provider thinks your child has type-1 diabetes, blood may also be tested for autoantibodies (substances that indicate the body is attacking itself) that are often present in type-1 diabetes but not in type-2. The child's urine might be tested for ketones (produced when the body burns fat for energy), which may also indicate type-1 diabetes instead of type-2 diabetes.

More information can be found on these websites: California Department of Public Health, [www.cdph.ca.gov](http://www.cdph.ca.gov); Centers for Disease Control and Prevention, [www.cdc.gov/diabetes/](http://www.cdc.gov/diabetes/); American Diabetes Association, <https://diabetes.org>.

The information provided in this booklet is intended to raise awareness about this disease. Contact your child's primary care provider, school nurse, or school administrator if you have questions. [EC 49452.6, 49452.7; HSC 104250]

---

## **STUDENT BEHAVIOR & SAFETY**

All pupils have the right to participate fully in the educational process, free from discrimination, harassment, violence, intimidation, and bullying. Schools have an obligation to combat racism, sexism, and other forms of bias, and a responsibility to provide equal educational opportunity and ensure safe school sites.

Students are encouraged to report anything they see or hear about that might be suspicious or dangerous to a teacher or other staff member. Any staff member that receives such a report will quickly take appropriate action, and the student's identity will remain confidential.

### **■ School Rules**

You have a right to review school and district rules regarding student discipline. If you wish to do so, please contact the school office. [EC 35291, 48980, 51101]

### **■ Safe Place to Learn**

It is State and District policy to improve student safety, connections between students and supportive adults, and connections between schools and communities. These policies prohibit

discrimination, harassment, intimidation, and bullying at all school sites or at any school sponsored activity. School site staff trained in anti-bias shall be made known to students. When safe to do so, District employees must intervene immediately when they see discrimination, harassment, intimidation or bullying. Certificated staff in grades 7-12 get information about helping LGBTQ students. Information about district programs and services and links to community and statewide resources related to: suicide prevention; sex discrimination including Title IX information; hate violence; sexual harassment including the District's Policy (also included in this booklet); harassment, intimidation, and bullying; and cyber-bullying including social-media bullying are available on the District's website at [www.summbears.net](http://www.summbears.net) and online at [www.cde.ca.gov](http://www.cde.ca.gov), <https://calschls.org/about/the-surveys/>.

The District Uniform Complaint Procedure may be used to file a complaint. Contact the District Complaint Officer(s) listed on page 45 for assistance. [EC 200, 215, 220, 221.6, 221.61, 221.8, 230, 231.5, 233, 234, 234.1, 234.4, 234.5, 234.6, 244, 51101, 66250, 66260.6, 66270; PC

## ■ Digital Communication Devices

Districts may regulate the possession or use of any cellphone, smartphone, pager or electronic signaling device, and use of social media while students are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees. Students cannot be stopped from using such a device when: there is an emergency; there is a perceived threat of danger; when a teacher or administrator has said it is acceptable; or if it is part of an individualized education program (IEP). Possession or use is allowed if essential to student's health as determined by a licensed physician or surgeon. [EC 48901.5, 48901.7, 48901.8]

## ■ Student Responsibilities

It is the responsibility of students to return all school-issued materials and equipment each year. Bills must be cleared, detentions and Saturday schools served by the end of each school year. Graduating seniors will not be permitted to participate in graduation ceremonies if they have any outstanding bills or detentions not served.

## ■ Positive Campus Behavior

Positive campus behavior will result in the most appropriate activities and privileges available to the students. Some of these privileges may include music at noon, or activities suggested by Student Council.

## ■ Textbook Rules and Regulations

Students are responsible for proper care of textbooks issued to them, and are financially responsible for books stolen, lost, or damaged. Students and parents are asked to acknowledge this responsibility on a form in this booklet.

## ■ Dress and Appearance Guidelines

Parents and students are asked to use good judgement in the selection of school attire for

the learning environment. Appropriate dress is necessary for the healthy, safe and uninterrupted operation of the school and classes. The administrative staff shall determine ultimate appropriateness of attire for school and classes. The following guidelines shall apply to all regular school activities:

1. Clothes shall cover undergarments at all times. See-through or fishnet fabrics, halter tops, off the shoulder or low-cut tops, and bare midriffs are not allowed. Skirts and shorts must be of appropriate (fingertip) length. Tank tops are permitted, but straps must be wide enough to cover undergarments.
2. Clothing, jewelry and personal items (backpacks, hats, etc.) shall be free of writing, pictures, or other insignia that are crude, vulgar, profane, or sexually suggestive. Those that have drug, alcohol or tobacco references, or that advocate racial, ethnic or religious prejudice, or promote gang affiliation, are prohibited. Blue or red bandannas are not allowed.
3. Shoes must be worn at all times. Clothing, jewelry or other accessories (such as spikes and chains) which present a safety hazard are not allowed. Slippers and pajamas are not appropriate school attire.

Students who are in violation of the dress code will be asked to change into appropriate clothing. If they do not have appropriate clothing available on campus, their parents will be contacted so that they can provide a change of clothes. Students who repeatedly violate the dress code will be subject to disciplinary action, including detention and suspension.

## ■ Driving is a Privilege

To help secure a safe environment at Summerville all student drivers must obtain a Summerville parking permit for the cost of \$5.00. Please see Parking Privilege Application with the forms in the center of this booklet.

1. The student must possess a valid CA driver's license.
2. The student and vehicle must be covered by

insurance which meets CA law for financial responsibility.

3. The student and his/her parents or guardians must assume liability for damage to school property.
4. The school cannot be responsible for damage or loss to any vehicle brought to school.
5. The student must park in the prescribed parking area in the spaces designated for students.
6. Vehicles are to be parked and not used during the school day, except when prior approval has been granted.
7. Vehicles may not be used to transport other students off campus without authorization from the school (i.e. checkout slip or off-campus pass).
8. Parking permits must be displayed as described by the school.
9. A student driver must abide by the CA Motor Vehicle Code and Summerville High School parking regulations.
10. Vehicles are subject to search pursuant to Board Policy and Administrative Regulation 5145.12.
11. A student driver is responsible to verify, before driving a vehicle onto a Summerville High School District campus or facility, whether there is any item in the vehicle which would subject a student to discipline. The driver of the vehicle will be subject to discipline for any illegal or inappropriate item found when parked on the Summerville High School campus or facility, even if the item is owned by a person other than the student who drove the vehicle onto the campus.

This policy has been implemented to help maintain the safety of our students and staff. Thank you for your cooperation.

## ■ Safety Beyond School

There are several topics where school districts are either required or recommended to inform parents/guardians about student safety beyond school grounds, events, or activities.

## Safe Gun Storage

Guns are now the third leading cause of death for children in this country. Over 80 percent of teens who commit suicide with a gun used one that belonged to someone in their home. Anyone who reasonably knows a child might access a firearm without permission, loaded or not, is criminally liable for where that firearm is taken, brandished, or how it is used. This includes all school facilities or activities, events, and public places. More Information about gun safety and the safe storage of firearms can be found at <https://oag.ca.gov/firearms/tips>. Those responsible for access to a firearm could lose the right to own a firearm for 10 years, face fines, imprisonment, and civil liability. When there is a threat of a homicide, school staff shall notify law enforcement. [EC 48980, 48986, 49390, 49391, 49392; PC 25000-25140]

## Water Safety / Drowning Danger

Drowning is a leading cause of death and hospitalizations for California children ages 1 to 4, and one of the leading causes for youth up to 19 years old. Water safety and swimming education is very effective in helping to prevent drowning. The school or district may have information about where to enroll your child(ren) in these classes. [EC 51140; HSC 115920-115929]

## Use of Synthetic or Counterfeit Drugs

Use of any drugs, including synthetic drugs such as fentanyl, that are not prescribed for you by your physician are potentially very dangerous. Fentanyl accounted for more than 80 percent of the drug-related deaths among youth in California in 2021. It is 50 times more potent than heroin, and 100 times more potent than morphine. Many counterfeit drugs are sold on the street as if they were known name-brand or generic drugs; and many of them may contain fentanyl or other dangerous synthetic drugs. Social media (i.e. TikTok, Whatsapp, Snapchat, etc.) is often the source of misinformation about synthetic drugs. [EC 48980, 48985.5]

# DISCIPLINE

## ■ Positive Behavior

Positive campus behavior will result in the most appropriate activities and privileges available to the students.

## ■ Campus Philosophy

We believe all students can behave appropriately on the school grounds. We will not tolerate students displaying the following behaviors:

### Level 1 – Minor offenses including but are not limited to the following:

- Cutting class
- Profanity/disrespect
- Being in the off-limit areas, including all parking lots.
- Over affection
- Throwing objects/littering
- Disruptive behavior
- Dress Code violations (inappropriate body coverage or slogans on attire referring to tobacco, drugs, sex, alcohol or abusive language; hate language or symbols) disruptive to the learning process
- Parking violations (i.e. no permit, parking in unauthorized places)
- Chromebook device violation
- Possession or use of an electronic device (cell phone) during class time \* (See Cell Phone/ electronic device policy)

### **If a student chooses to break a rule:**

1st Consequence – Grade Level Coordinator warning

2nd Consequence – Parent contacted and detention time assigned

3rd Consequence – Saturday School

4th Consequence – Parent conference, one-day suspension and Saturday School

5th Consequence – Two-day suspension and Saturday School

Additional Consequences – Four-day suspension and Discipline Hearing

### Level 2 – More serious offenses include but are not limited to the following:

- Possession of tobacco and or vape paraphernalia
- Racist, hateful, prejudiced, and/or abusive language or conduct
- Sexual Harassment
- Inappropriate behavior in-person or online
- Unsafe behavior
- Violation of closed campus policy
- Violation of academic integrity policy, plagiarism, cheating, use of A.I. to generate work.
- Profanity/disrespect directed towards a school employee

### **If a student chooses to break a rule:**

1st Consequence – Saturday School and referral to student intervention counselor

2nd Consequence – Intervention Day, and Saturday School

3rd Consequence – Two-day suspension and Saturday School

4th Consequence – Four-day Suspension and Discipline Hearing

### Level 3 – Education Code 48900 Offenses

- (a) (1) caused or attempted to cause or threaten physical injury

---

\* In cases where the suspended student poses no imminent threat and when the presence of the suspended student will not cause disruption to the learning environment on campus and there is no proposed action to expel, the SUHSD administrative team may implement "Supervised Suspension" in which students will attend school in an alternative setting during the suspension.

- (a) (2) willfully used force or violence on another (not in self-defense) (without causing injury)
- (b) Possessed knife or dangerous object
- (f) Caused or attempted to cause damage to property
- (g) stealing, vandalism
- (h) Possession or use of any tobacco or nicotine product, including non-THC vape
- (i) Committed an obscene act or habitual profanity or vulgarity (including pornography)
- (k) Disrupted school activities or defied school personnel
- (l) knowingly receiving stolen property
- (o) Harassment or intimidation of a pupil complainant or witness
- (q) Engaged or attempted to engage in hazing, created a hostile educational environment
- (r) Engaged in an act of bullying
- Online activity that includes any Level 3 offense \*

**If a student chooses to break a rule:**

1st Consequence – Two-day suspension and Saturday School

2nd Consequence – Four-day suspension and Discipline Hearing.

**Level 4 –**

**Education code 48900; Possible Expulsion Recommendation**

- (b) possession, furnished firearm, knife, explosive, dangerous object
- (c) possessed, used, sold, furnished, under the influence of any controlled substance or intoxicant
- (d) Offered, arranged, or negotiated to sell any controlled substance or intoxicant of any kind
- (e) Committed or attempted to commit robbery or extortion
- (j) Possessed, offered, arranged, negotiated to sell drug paraphernalia

- (m) Possessed an imitation firearm
- (n) Committed or attempted to commit sexual assault
- (SUHSD) Distribution, purchasing, sale of tobacco, vape, nicotine product

**48915 Offenses; Permissive Expulsion Recommendation**

- (a)(1) Causing physical injury, except in self-defense
- (a)(2) Possession of knife, explosive, or other dangerous object of no reasonable use
- (a)(3) Possession of any controlled substance, except for a small amount of marijuana
- (a)(4) Robbery or extortion
- (a)(5) Assault or battery upon any school employee
- Aided or abetted in the attempt or infliction of injury \* (expulsion if injury caused)
- Attempted, threatened, caused, participated in hate violence
- Terroristic threats against school officials or property
- (SUHSD) Possession, distribution, sharing, or other activity related to child pornography
- Online activity that includes any Level 4 offense

**If a student chooses to break a rule:**

Site administration shall immediately suspend and recommend expulsion if other means of correction are not feasible or have failed, or if the presence of the pupil causes continuing danger.

1st Offense: Four-day suspension and discipline hearing where additional discipline measures will be determined, including a 30-day activity restriction.

2nd Offense: Expulsion Recommendation. The School Board will conduct a formal hearing to determine whether the student shall be expelled from Summerville.

## Level 5; Education Code 48915(c) Offenses

### **(Mandatory Extended Suspension and Expulsion Recommendation)**

- (1) Possessing, selling, or furnishing a firearm
- (2) Brandishing a knife at another person
- (3) Unlawfully selling a controlled substance
- (4) Committing or attempting to commit sexual assault or battery
- (5) Possession of an explosive

#### PLEASE NOTE:

The above school penalties for marijuana and controlled substance violations are in addition to the California Health and Safety Code regulations. The Tuolumne County Sheriff's Office has informed us that they will be enforcing these regulations.

A student identified as an individual with disabilities pursuant to the Individuals with Disabilities Education Act (IDEA) is subject to the same grounds for suspension and expulsion which apply to students without disabilities.

### ■ **Cell Phone and Personal Electronic Device Use Policy**

Students may use mobile communication devices on campus during noninstructional time as long as the device is utilized in accordance with law and school rules. This policy includes all personal phones, earbuds/headphones, iPads, smart watches, game-players, and all other personal electronic devices.

#### **NO CELL PHONE USE IN CLASS!**

1st Violation: Possible confiscation of the phone for the class-period or for the entire school day. Students will be issued a warning before the device is returned.

Subsequent Violations: The device will be confiscated and a 30-minute detention will be assigned to be served after school or during a Saturday School.

When a student uses a mobile communication device in an unauthorized manner, they may be disciplined and a district employee may confiscate the device. The employee shall store the device securely until it is returned to the student or

turned over to the principal or designee, as appropriate. Phone use during restroom breaks from class is not permitted. [BP 5131.8 February 2020; EC 44807, 48901.5, 48901.7, 48901.8; PC 647, 653.2]



### ■ **Additional Action**

The above school penalties for marijuana and controlled substance violations are in addition to the California Health and Safety code regulations. The Tuolumne County Sheriff's Office has informed us that they will be enforcing these regulations.

A student identified as an individual with disabilities pursuant to the Individuals with Disabilities Education Act (IDEA) is subject to the same grounds for suspension and expulsion which apply to student without disabilities.

### ■ **Civility**

The District believes that every person deserves to be treated with dignity and respect in their interactions within our School Community. Civility has an impact on effective operations and on the creation of a safe and positive school climate for everyone.

While respecting every individual's right to free speech, that right does not allow for disruption of school classes, activities, meetings, or other events. Students, staff, parents, guardians, and the community are expected to be polite, courteous, respectful, and behave reasonably at all school or district activities and events. Practices that promote civil behavior include, but are not limited to, actively listening, giving full attention, not interrupting, welcoming and encouraging participation by everyone. Civility is hindered by disruptive behavior or speech, violence or the threat of violence, or harassment or bullying of any kind; these behaviors are prohibited and are subject to discipline according to law and District policies. [BP 1313 October 2021; EC 32210-32212, 44050, 44807, 44810, 44811, 48900 et seq, 48950; CC 51.7, 1708.9; GC 54954.3, 54957.9; PC 415.5, 422.6, 627.4, 627.7]

## ■ Parent Responsibility

Parents or guardians are liable for all the damages caused by the willful misconduct of their minor children that result in death or injury to other students, school personnel, or damage to school property. Parents are also liable for any school property loaned to the student and willfully not returned. Parents' or guardians' liability may be as much as \$25,100 in damages and another maximum of \$13,800 as adjusted annually by the California Department of Education for payment of a reward, if any. With a few exceptions, the school district may withhold the grades, diplomas, or transcripts of the student responsible until such damages are paid or the property returned or until completion of a voluntary work program in lieu of payment of money. If your child commits an obscene act or engages in habitual profanity or vulgarity, disrupts school activities, or otherwise willfully defies the authority of school personnel, and is suspended for such misconduct, you may be required to attend a portion of a school day in your child's classroom. Civil penalties may also be enforced with fines up to \$25,000. [EC 48900.1, 48904, 51101; CC 1714.1; GC 53069.5]

## Vandalism

Graffiti and scratching glass or other material on someone else's property is now considered vandalism and those convicted face fines, imprisonment and the requirement to clean up the damage or perform community service. Parents/Guardians may be liable to pay fines as high as \$10,000 and be required to participate in the clean up. [PC 594-594.8]

## ■ Drugs, Alcohol, and Tobacco

Possession or use of illicit drugs (including cannabis), alcohol, or any tobacco product on District premises or at any District activity is strictly prohibited.

A student in possession or under the influence of marijuana (cannabis), concentrated cannabis, or any synthetic cannabinoid is subject to suspension or expulsion. A student under 18 also faces up to forty (40) hours of community service, ten (10) hours of drug education, and sixty (60) hours of counseling; a student 18 or older can

be imprisoned for up to six (6) months and/or be fined up to \$1,000. It is illegal for anyone under 21 to possess cannabis or synthetic cannabis.

Possession of tobacco by anyone under 21 is illegal and can lead to a \$75 fine or 30 hours of community service except for members of the military.

Except for members of the military, possession of tobacco by anyone under 21 is illegal and can lead to a \$75 fine or thirty (30) hours of community service. Possession of approved tobacco cessation aids is not prohibited. A "tobacco product" is any product made or derived from tobacco or nicotine that is intended for human consumption, including an electronic device that delivers nicotine (commonly known as "e-cigarettes" or "vaping"). [EC 48900, 48901; HSC 11357, 11357.5, 11361, 11362.1, 11362.3, 104495, 104559; PC 308; VC 13202.5; BPC 22950.5, 25608; 20 USC 812, 814]

## ■ Impersonation on the Internet

Pretending to be another pupil or real person other than yourself on the Internet or through other electronic methods to harm, intimidate, threaten or defraud is punishable by a \$1,000 fine or imprisonment for up to one year. [EC 48900; PC 528.5]

## ■ Grounds for Suspension or Expulsion

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is

- concurrent in by the principal or the designee of the principal.
- (c) (1) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (2) Pupils who voluntarily disclose their use of a controlled substance, alcohol, or an intoxicant of any kind in order to seek help through services or supports shall not be suspended solely for that disclosure.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) (1) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- (2) Pupils who voluntarily disclose their use of a tobacco product in order to seek help through services or supports shall not be suspended solely for that disclosure.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (3) Except as provided in Section 48910, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2029.
- (4) Except as provided in Section 48910, commencing July 1, 2024, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2025.
- (5) (A) A certificated or classified employee may refer a pupil to school administrators for appropriate and timely in-school interventions or supports from the list of other means of correction specified in subdivision (b) of Section 48900.5 for any of the acts enumerated in paragraph (1).
- (B) A school administrator shall, within five business days, document the actions taken pursuant to subparagraph (A) and place that documentation in the pupil's record to be available for access, to the extent permissible under state and federal law, pursuant to Section 49069.7. The school administrator shall, by the end of the fifth business day, also inform the referring certificated or classified employee, verbally or in writing, what actions were taken and, if none, the rationale used for not

providing any appropriate or timely in-school interventions or supports.

- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
  - (1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
    - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
    - (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
    - (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
    - (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
  - (2) (A) "Electronic act" means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
    - (i) A message, text, sound, video, or image
    - (ii) A post on a social network internet website, including, but not limited to:
      - (I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1);
      - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the

pupil was or is the pupil who was impersonated; (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

- (iii) (I) An act of cyber sexual bullying;
- (II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act;
- (III) For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.

- (3) "Reasonable pupil" means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a

person of that age, or for a person of that age with the pupil's exceptional needs.

- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
  - (1) While on school grounds.
  - (2) While going to or coming from school.
  - (3) During the lunch period whether on or off the campus.
  - (4) During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.
- (w)(1) A suspension or expulsion shall not be imposed against a pupil based solely on the

fact that they are truant, tardy, or otherwise absent from school activities.

(2) It is further the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, may be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community. [EC 35291, 48900, 48901.1, 48910]

Additionally, sexual harassment, hate violence, harassment, intimidation (grades 4-12) and threats and terroristic threats against school officials or school property or both (all students) may be recommended for suspension or expulsion. [EC 212.5, 233(e), 48900.2, 48900.3, 48900.4, 48900.7]

Homework shall be provided for a student suspended for two (2) or more days upon request. Such homework turned in on time that cannot be graded in time, will not be included in the calculation of the pupil's grade in the class. [EC 48913.5]

### ■ **Mandatory Suspension / Expulsion**

Education Code Section 48915(a): Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that the expulsion is inappropriate, due to the particular circumstance:

1. Causing serious physical injury to another person, except in self-defense.
2. Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with section 11053) of Division 10 of the Health

and Safety Code, except for the first offense for the sale of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.

4. Robbery or extortion.
5. Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

Education Code Section 48915(c): The principal or superintendent of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

1. 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 or written permission to possess the firearm from a certificated school employee, which is concurred in by the principal or the designee of the principal. This subdivision applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
4. 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.
5. Possession of an explosive.

### ■ **Student Search**

The school principal or designee may search the person of a student, the student's property, vehicle, and District property under the student's control if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property, or contraband. Searches may be announced or unannounced, and the District may use drug-sniffing dogs if available. Employees shall not conduct strip searches or body cavity searches of any student. [EC 48900-

### ■ **Use of Canines for Interdiction and Detection Services**

Canines, with their trainer, may visit the campus at random times during the school year to assist in preventing students from having possession of illegal items. Students and/or their possessions may be searched if deemed necessary. If a student is found in possession of illegal items, appropriate disciplinary action will be taken. This effort is to help keep our campus safe and drug free.

### ■ **Release of a Student to a Peace Officer**

If a school official releases your child from school to a peace officer for the purpose of removing them from the school premises, the school official shall take immediate steps to notify you or a responsible relative of your child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or guardian. [EC 48906; PC 11165.6; WIC 305]

---

## **DISCRIMINATION, PROTECTIONS, COMPLAINTS & PROCEDURES**

All pupils have the right to participate fully in the educational process, free from discrimination and harassment. Schools have an obligation to combat racism, sexism, and other forms of bias, and a responsibility to provide equal educational opportunity and ensure safe school sites.

The District is primarily responsible for compliance with local, state and federal laws and regulations and has procedures to address allegations of unlawful discrimination, harassment, intimidation, or bullying against any protected individual or group including actual or perceived sex, sexual orientation, gender, gender identity, gender expression, ethnic group identification, race or ethnicity, ancestry, national origin, nationality, religion, mental or physical disability, age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program, or activity that receives or benefits from local, state and federal financial assistance.

### ■ **Nondiscrimination/Harassment**

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

The Governing Board desires to provide a safe school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a

student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's website in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation.

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging

unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

### **Record-Keeping**

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools. [BP 5145.3 August 2020; EC 200-262.4, 48900.3, 48900.4, 48904, 48907, 48950, 48985, 49020-49023, 49060-49079, 49060-49079, 51500, 51501, 60044; 5 CCR 432, 4600-4670, 4900-4965; CC 1714.1; CG 11135; PC 422.55, 422.6; 20 USC 1681-1688; § 504; Title VI; Title VII; Title IX; ADA; 42 USC 6101-6107; 28 CFR 35.107; 34 CFR 100.3, 104.7, 104.8, 106.8, 106.9, 110.25, 99.31]

### **Sex Discrimination and Sex-Based Harassment**

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages students who

feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint is addressed through Title IX complaint procedures or uniform complaint procedures, as applicable, and shall offer supportive measures to the complainant.

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's website, and including it in student and staff handbooks. All district staff shall be trained regarding the policy.

### **Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

### **Disciplinary Actions**

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

### **Record-Keeping**

In accordance with law, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district

to monitor, address, and prevent repetitive harassing behavior in district schools. [BP 5145.7 September 2020; EC 200-262.4, 48900, 48900.2, 48904, 48980, 48985; 5 CCR 4600-4670; 5 CCR 4900-4965; CC 1714.1; 51.9; CG 12950.1; 20 USC 1092, 1221, 1681-1688; FERPA; 34 USC 12291; 42 USC 1983; Title VI; Title VII; 34 CFR 106.1-106.82]

## ■ Hate-Motivated Behavior

The Governing Board affirms the right of every student to be protected from hate-motivated behavior. It is the intent of the Board to promote harmonious relationships that enable students to gain a true understanding of the rights and social responsibilities of people in our society. Behavior or statements that degrade an individual on the basis of his/her race, ethnicity, culture, heritage, gender, sexual orientation, physical/mental attributes, religious beliefs or practices shall not be tolerated.

## ■ Discrimination, Harassment, Intimidation, or Bullying Complaints

The District prohibits the following, and shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination, harassment, or bullying against any protected individual or group identified under Board Policy, Education Code, California Code of Regulations, Penal Code, or Government Code including actual or perceived race, color, ancestry, historically associated racial traits, nationality, national origin, immigration status, ethnicity, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, exceptional needs, neurodivergence, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics in any district program, categorical program, federally funded program, or activity that receives or benefits from state financial assistance.

The District is committed to equal opportunity for all individuals in education and in employment. The District shall promote programs that ensure

non-discriminatory practices in all District activities. Information about district programs and services and links to community and statewide resources related to: suicide prevention; sex discrimination including Title IX information; hate violence; sexual harassment including the District's Policy (also included in this booklet); harassment, intimidation, bullying; and cyber-bullying including social-media bullying are available on the Districts website at [www.summbears.net](http://www.summbears.net). You may contact your school's office or the District office to obtain a free copy of the district's complaint procedures. If you want further details in this regard, or if you believe your or your child(ren) have been subjected to the above and wish to file a complaint, please contact the District official responsible for compliance with Title V, Title VI, Title IX, § 504, and Uniform Complaints. The Governing Board designates the following compliance officer(s) to receive and investigate all complaints and ensure district compliance with law:

For Title V, Title VI, Title IX, and Uniform Complaints:

Michael Merrill, Superintendent

For Section 504:

Brett Christopher, Principal

Summerville Union High School District  
17555 Tuolumne Road, Tuolumne, CA 95379  
(209) 928-3498

The Uniform Complaint Procedure can be used in cases of discrimination or a violation of a federal or state law within the following programs as identified by the District's Board Policies: accommodations for pregnant, parenting, and lactating students; adult education; after school education and safety; American Indian education; bilingual education; State Program for Students of Limited English Proficiency; career technical education/training, agricultural career technical education, and ROP programs and centers; child abuse; civil rights guarantees that receive state or federal financial assistance; course content; classroom curriculum; textbook or supplemental instructional material; tenth-grade counseling; ESEA (Titles I-VII); student achievement plans; intersession; State Compensatory education;

special education; foster youth, homeless youth, juvenile court youth, and newcomer students; migrant education; discrimination, harassment, intimidation, and bullying; physical education (including instructional minutes grades 1-6); nutrition services; student fees; LCAP; Consolidated Categorical Aid; Economic Impact Aid; school improvement; safe place to learn; school safety plan; School Safety and Violence Prevention Act; tobacco-use prevention education; child development; State Preschool programs; Early Childhood Education Program Assessments; Peer Assistance and Review; Williams Settlement issues and other areas designated by the District. [EC 200-212.6, 220-220.5, 221.61-221.8, 222-222.5, 230-231.5, 234 et seq., 244, 260-262.4, 35186, 48645.7, 48853-48853.5, 48987, 49010-49016, 49069.5, 51210, 51222, 51223, 51225.1-51225.2, 51228.3, 52075, 52334.7, 56500.2, 56501; PC 422.55; CC 51-52; GC 11135; 5 CCR 4600- 4687, 4900-4965, 15580-15584; 20 USC 11431-11435; FERPA; EOA; Title VI; Title VII; Title IX; § 504; IDEA; ADA; 34 CFR 106.9]

### **District's Uniform Complaint Process**

You may contact your school's office or the District office to obtain a free copy of the district's complaint procedures. The complaint procedure can be used for a variety of issues not mentioned above including but not limited to employee issues and policies and procedures of the district. Confidentiality and privacy shall be respected in all complaint investigations. Complaints alleging discrimination may be filed by a person on their own behalf or on behalf of another person or group of people within six months of the occurrence or when facts became known. Complaints regarding a special needs student or pupil fees may be filed within 12 months of the occurrence. Complaints regarding LCAP may be filed anonymously. Complaints regarding Pupil Fees may be filed anonymously and with the principal. If a complaint regarding LCAP or pupil fees is valid, then the parents are due full reimbursement. Staff has been trained to deal with these types of complaints.

Those complaining (Complainants) are protected from retaliation and their identities are

confidential when related to discrimination. Staff dealing with complaints are knowledgeable about the laws and programs they are investigating. The complaint may be dismissed if complainant obstructs or does not provide all information. If the District acts in the same manner, the finding may be affected.

1. Complaints made under this procedure shall be directed to the Uniform Complaint Officer who is responsible for processing the claims. A complaint under the Uniform Complaint Procedure should be completed within 60 days from the receipt of the complaint. The Superintendent and complainant may agree in writing to extend the timeline.
2. You may contact the UCP Officer to obtain a copy of the complaint process.
3. You may choose to have your complaint mediated.
4. There shall be an investigative meeting after receiving the complaint.
5. The compliance officer shall send a written report about the investigation and decision. There are then five days to appeal to the Board of Education.
6. If you are not satisfied with the results the complainant has 15 days of receiving the LEA decision, to appeal to the California Department of Education. The appeal must include a copy of the locally filed complaint and a copy of the LEA decision.
7. There is nothing in this process to preclude a complainant from pursuing available civil law remedies outside of the district's complaint procedures. Such remedies may include mediation, attorneys, and legal remedies. Civil law remedies may include, but are not limited to: injunctions and restraining orders.

For discrimination complaints, 60 days must elapse from the time an appeal is filed with CDE before pursuing civil remedies except for an injunction. Complaints may also be forwarded to appropriate state or federal agencies in the following cases:

American Civil Liberties Act 504 – Office of Civil Rights

Child Abuse – Department of Social Services, Protective Services Division, or law enforcement

Discrimination/Nutritional Services – U.S. Secretary of Agriculture

Employment Discrimination – Department of Fair Employment and Housing, Equal Employment Opportunity Commission.

General Education – this school district

Health and Safety/Child Development – Department of Social Services

Student Records – Family Policy Compliance Office (FPCO), Student Privacy Policy Office, US Department of Education, 400 Maryland Avenue, SW , Washington, DC 20202

[EC 235, 244, 262.3, 33031, 33032, 33381, 48985, 56000-56885, 59000-59300, 64000(a); 5 CCR 4600, 4620-4632; 20 USC 11138; 34 CFR 300.510-511, 300.513]

## ■ Williams Settlement Complaints

Parents should use the District Uniform Complaint Procedure with modifications as included, to identify and resolve any deficiencies regarding instructional materials; facility cleanliness, safety, emergency or urgent facility conditions that pose a health or safety threat to students; or staff, teacher vacancies or misassignments. [EC 244, 35186, 48985]

## Williams Complaint Procedure

A complaint form may be obtained, free of charge, at the school office, the district office, or downloaded from the district's website at [www.summbears.net](http://www.summbears.net), but the form need not be used to make a complaint. You may also download a copy of the California Department of Education complaint form from this website, [www.cde.ca.gov/re/cp/uc](http://www.cde.ca.gov/re/cp/uc). The Uniform Complaint Procedure shall be used for filing Williams related complaints with the following special circumstances applying:

1. Forms can be turned into the principal or designee who will make every reasonable attempt to investigate.
2. Complaints beyond the site authority will be forwarded to the District within 10 days.
3. Complaints may be filed anonymously. A response may be requested if complainant is identified and will be sent to the mailing address on complaint.
4. If the District is required to provide material in a foreign language based on California Department of Education census data and if requested, the response and report shall be written in English and the primary language in which the complaint was filed.
5. The form will have a box to request a response and indicate where to file the form.
6. Valid complaints should be remedied within 30 days of receipt.
7. Within 45 days of filing a complaint, notice should be sent to complainant when a response was requested. A principal will also inform the Superintendent of resolution in the same timeframe.
8. If unsatisfied with resolution a complainant may describe the complaint to the governing board at a regularly scheduled meeting.
9. The District will report quarterly on the number of resolved and unresolved complaints and summarize data regarding complaints and resolutions to the county superintendent and the local governing board in public session making it part of the public records. [EC 35186, 48985]

## ■ Further Information is Available

Further information regarding our district schools, programs, policies, and procedures is available to any interested person upon request to our district office. [EC 48209.13, FERPA, 34 CFR Section 99.7(b)]

# SCHOOL FACILITIES

## ■ Management Plan for Asbestos-Containing Material

The district has available upon request a complete and updated management plan for asbestos-containing material. [40 CFR 763.93]

In 1987 Congress enacted the Asbestos Hazard Emergency Response Act (AHERA) to establish requirements for management of asbestos in public and nonprofit elementary and secondary schools. The act set standards for training, maintenance, abatement, inspections, surveillance, notifications and records keeping. A compliance program was initiated by the district in 1989. For all schools containing asbestos, periodic surveillance of known or assumed asbestos containing materials is conducted at six month intervals to determine any change in condition. Deterioration or damage is corrected through the AHERA operations and maintenance program, and preventive maintenance is routinely performed. AHERA requires that this annual notice be promulgated to advise parents, students and staff of the status of the asbestos program.

In the previous 12 months, no areas were noted at any site accessible to students and staff that required any action other than normal maintenance and custodial care. No asbestos abatement activities are planned for the coming year.

Gilbert Hammerbeck is the AHERA designated person. Documents kept in school administrative offices include the asbestos management plans, inspection reports and records of surveillance, training, maintenance and abatement. Copies of the plan may be obtained for a nominal charge. If you have any questions about the asbestos program or the AHERA legislation, please contact Gilbert Hammerbeck at (209) 928-4228 extension 241. This letter is being sent to the President of the PTA at each school, the President of the Teachers Association and the President of the Employees Association for dissemination to parents, teachers and classified employees. [40 CFR 763.93]

## ■ Lead Poison

The district website has information about lead poisoning, including risks and effects of childhood lead exposure; blood lead screening tests for children enrolled in Medi-Cal; recommendations for children not enrolled in Medi-Cal who are at high risk of lead exposure and blood lead screening tests as required. The District will hand out information to parents of district childcare or preschool programs. [HSC 105286]

## ■ Pesticide Use

The District is providing parents the name of all pesticide products expected to be applied at school facilities this school year. The identification includes the name and active ingredients. Only fully certified pesticides can be used on school grounds. The school's Integrated Pest Management Plan (IPM) is updated by August 1 each year. The IMP, pesticide names and active ingredients, and application dates are posted on the school and/or district website at [www.summbears.net](http://www.summbears.net).

Parents and guardians may register with the school or district if they wish to receive notification of pesticide applications at a particular school or facility. Notice of an application and written notice of unlisted pesticide use will be given 72 hours in advance. For an emergency application, 72 hours notice will be the goal. Each area of the school where pesticide is being used will be identified by a posted warning 24 hours before (or upon application, if an emergency) through 72 hours after use. Further information is available from the California Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015, [www.cdpr.ca.gov](http://www.cdpr.ca.gov). [EC 17610.1, 17612, 48980.3; FAC 13184]

<u>Product Name</u>	<u>Active Ingredient(s)</u>
Surflan . . . . .	Oryzalin
Termidor . . . . .	Fipronil