



**SUMMERVILLE HIGH SCHOOL  
CONNECTIONS VPAA STUDENT  
HANDBOOK 2022-2023**



## **Welcome to Bear Country...**

**Welcome to Summerville High School. It is our hope that you will find this a place where you will prepare for a lifetime of success. Each and every student should feel at home and is encouraged to become actively involved in the many facets of student life. Four years will pass quickly. Take advantage of all the opportunities you have to broaden your horizons.**

**Many activities are available. Enjoy the opportunities these activities present, but do not neglect your academic responsibilities. Strive for excellence in all you attempt. Invest your time wisely. Your investment will return a lifetime of opportunity.**

### **Summerville High School: Preparing students for college, career and life**

#### **Early Release**

Period 1A or 1B .....	7:55 am	—	9:15 am
Period 2A or 2B .....	9:25 am	—	10:41 am
Period 3A or 3B .....	10:51 am	—	12:07 pm
Lunch .....	12:07 pm	—	12:40 pm
Period 4A or 4B .....	12:48 pm	—	2:05 pm

#### **Regular Day**

Period 1A or 1B .....	7:55 am	—	9:30 am
Period 2A or 2B .....	9:40 am	—	11:11 am
Period 3A or 3B .....	11:21 am	—	12:52 pm
Lunch .....	12:52 pm	—	1:25 pm
Period 4A or 4B .....	1:33 pm	—	3:05 pm

#### **Rally Day**

Period 1A or 1B .....	7:55 am	—	9:23 am
Period 2A or 2B .....	9:33 am	—	11:00 am
Period 3A or 3B .....	11:10 am	—	12:37 pm
Rally .....	12:37 pm	—	12:57 pm
Lunch .....	12:57 pm	—	1:30 pm
Period 4A or 4B .....	1:38 pm	—	3:05 pm

#### **Minimum Day (12/22, 5/23, 5/24 & 6/8)**

Period 1A or 1B .....	7:55 am	—	8:57 am
Period 2A or 2B .....	9:05 am	—	10:03 am
Lunch .....	10:03 pm	—	10:15 pm
Period 3A or 3B .....	10:23 am	—	11:21 am
Period 4A or 4B .....	11:29 am	—	12:27 pm

#### **Dates to Remember:**

Sept. 5	Labor Day Holiday
Nov. 11	Veteran's Day Holiday
Nov. 21-25	Thanksgiving Recess
Dec. 23-Jan. 6	Winter Recess
Jan. 16	Martin Luther King Jr. Holiday
Feb. 13	Lincoln's Birthday Holiday
Feb. 20	President's Day Holiday
Mar. 27- 31	Spring Break
April 10	Day after Easter
May 29	Memorial Day Holiday
June 8	Last Day of School

#### **Snow Delay Bell Schedule**

Period 1A or 1B .....	10:00 am	—	11:03 pm
Period 2A or 2B .....	11:13 am	—	12:13 pm
Period 3A or 3B .....	12:23 pm	—	1:23 pm
Lunch .....	1:23 pm	—	2:05 pm
Period 4A or 4B .....	2:05 pm	—	3:05 pm

**There will be no early release days if there is a late start due to snow.**



# Summerville Union High School District Staff Assignments

## Instructional Staff

Pilar Alomia ..... Science  
 Mark Antinetti ..... Long Barn Continuation High School  
 Travis Bainbridge ..... Film; NSS  
 Andrea Banks ..... Spanish  
 Lindsey Bannwarth ..... Educational Specialist, NSS  
 Julie Battle ..... English  
 Erika Caldera ..... English  
 Rachel Castongia ..... Bio/Earth Science  
 Keely Dail ..... Functional Living Skills  
 Tom Dibble ..... Manufacturing; Auto  
 Amy Dieste ..... Spanish; NSS  
 Dae Dyer ..... Independent Study; Adult Ed  
 Kenneth Favell ..... World History; ACADEC  
 Paige Garcia ..... Physical Education; Health  
 Leah Gissler ..... Mathematics  
 Steven Hall ..... Art  
 Brooke Hallinan ..... English, NSS  
 Rod Harris ..... Vocal Music  
 Jeff Johnson ..... Band; Instrumental Music  
 Kelley Kerns ..... English, Senior Seminar  
 Elizabeth Kinlaw ..... Agriculture; NSS  
 Bethany Kirk ..... Academy Theater; Drama; Tech Theater  
 Deena Koral-Soto ..... Education Specialist; ASB  
 Sean Leveroos ..... Physical Education, NSS  
 Sean Lillie ..... Mathematics  
 Shane Patey ..... Econ; Gov; Speech/Debate; World History  
 Amy Peterson ..... Freshman Seminar; P.E.  
 Carol Schutt ..... Physical Earth Science, Math  
 John Smale ..... Mathematics  
 Dana Spurrier ..... Academy, Dance  
 Lee Suggs ..... History; AP History; Yearbook  
 Susie Suggs-Luis ..... Econ, civics, NSS  
 Ben Watson ..... NSS  
 Karen Wessel ..... Physical Earth Science, NSS  
 Darcy Wingo ..... NSS

## Classified Staff

Sharlyn Anderson ..... Bus Driver  
 Nick Baker ..... Bus Driver  
 John Baldwin ..... Maintenance  
 Maggie Back ..... Attendance Secretary  
 Darlene Benetti ..... Custodian  
 Bonnie Bettencourt ..... Instructional Aid  
 Keith Cooper ..... Maintenance Worker  
 Diana Cox ..... Bus Driver  
 Fatima Craddock ..... Technology & Media Service  
 Jamee Dahl ..... School Secretary  
 Dennis D'Arrigo ..... Vehicle Service Worker/Bus Driver  
 Nancy Frazier ..... Instructional Aid  
 Jessica Fulton-Botfield ..... Instructional Aid, Sub Caller  
 Herb Haefer ..... Lead Mechanic  
 Kim Hamblin ..... Registrar  
 Angela Howard ..... Transportation Specialist, Bus Driver  
 Jessica Kenitzer ..... Cafeteria Manager  
 Nick Kimball ..... Custodian  
 Pam Lowrey ..... Custodian  
 Deana Moore ..... Business Service Assistant  
 Monique Nelson ..... Crisis Counselor  
 Wendy Perry ..... Custodian  
 Kris Persson ..... SIS Database Analyst  
 Terra Pfeiffer ..... Cafeteria Assistant  
 Kristi Radetich ..... Office Clerk  
 Debbie Talli ..... Food Service  
 Kevin Townsend ..... Cafeteria Assistant

## Administration

Michael Merrill ..... Superintendent  
 Brett Christopher ..... Principal, Summerville High School/Connections  
 Kellene Dittler ..... GLC/Connections VPAA  
 Andrea Fray ..... GLC  
 Jennifer Osterhout ..... GLC/Athletics  
 Cindy Jensen ..... Chief Business Official  
 Kelly Gilbertson ..... Executive Secretary  
 Gilbert Hammerbeck ..... Director of Maintenance



## Program Changes

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 30<sup>th</sup> school day of a semester may not be allowed to enroll in another class for credit.

## Grade Reporting Calendar

Following is the grade reporting calendar for the 2022-2023 school year. It is the intent of the District to mail grades every six weeks.

October 7th, 2022 .....	First Grading Period ends
October 14th, 2022 .....	Report Cards mailed
November 18th, 2022 .....	Second Grading Period ends
December 2nd, 2022 .....	Report Cards mailed
January 20th 2023 .....	First Semester ends
January 27th 2023 .....	Report Cards mailed
March 3rd, 2023 .....	Fourth Grading Period ends
March 10th, 2023 .....	Report Cards mailed
April 21st, 2023 .....	Fifth Grading Period ends
April 28th, 2023 .....	Report Cards mailed
June 8th, 2023 .....	Second Semester ends
June 16th, 2023 .....	Report Cards mailed

## 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. 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. **Ineligibility due to academic deficiency will become effective on the Tuesday following the mailing of grades (see above for dates).**

## Lockers

Lockers are issued to students the first week of the freshman year or to new students at the time of registration. Your locker should be kept locked at all times. Students are cautioned against giving their combinations to other students or they cannot expect their property to be safe. Students are not allowed to deface lockers, and students are responsible for contents of locker. Any locker malfunction should be reported to the office. Students are cautioned not to keep money or other valuables in their lockers. Materials, books, personal items, etc., are kept in lockers at the student's risk. Lockers are subject to search.

## Graduation Requirements

**ENGLISH** ..... 40

Eight consecutive semesters of English

**SOCIAL STUDIES:** ..... 30

Two semesters of World History; two semesters of U.S. History;  
One semester of U.S. Government; one semester of Econ/Civics.

**MATHEMATICS:** ..... 30

Six semesters selected from mathematics course offerings  
required of all students. All students must complete Math 1.

**SCIENCE:** ..... 20

Four semesters of science required: one year Physical Earth Science; one year Biological Life Science.

**PHYSICAL EDUCATION:** ..... 30

Students must be enrolled for each of the first six semesters of high school.  
Six semesters must be passed.

**FINE ARTS/FOREIGN LANGUAGE:** ..... 10

Students must pass one year of a foreign language, art, music, or drama,  
or CTE class.

**NON-DEPARTMENTAL:** ..... 20

One semester of Health and one semester of Keyboarding during the  
freshman year and two semesters of Senior Seminar in the senior year.

**OTHER COURSES:** ..... 120

As indicated by major course of study and student's life plan.

**TOTAL REQUIRED FOR GRADUATION:** ..... 300

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.



# College Entrance Requirements

## University of California/California State University Subject Requirements A-G Coursework Subject Requirements

History/Social Science	2 years (1 year of US History or 1 semester of US History and 1 semester of Civics or Government AND 1 year of social science)
English	4 years (Composition, Literature, etc.)
Mathematics	3 years (Math 1, Math II, Math III) 4 years recommended
Laboratory Science	2 years (1 year of Physical Earth Science and 1 Year of Biological Life Science); 3 years recommended
Foreign Language	2 years of same language required; 3 years recommended
Visual or Performing Arts	1 year (consecutive semesters of same subject)
College Preparatory Electives	1 year coursework in addition to minimum requirements in subjects listed above.

### APPROVED LIST OF A-G COURSES AT SUMMERVILLE HIGH SCHOOL

#### ENGLISH

English 1  
English 1 Pre-AP  
English 2  
English 2 Pre-AP  
College Prep English 11, 12  
College Prep English (H)  
AP English Literature  
AP English Language

#### HISTORY

World History  
AP European History  
U.S. History  
AP U.S. History  
Government  
Economics/Civics

#### MATHEMATICS

Math I  
Math II  
Math III  
Pre-Calculus  
AP Calculus  
AP Statistics

#### FOREIGN LANGUAGE

Spanish 1-4  
AP Spanish

#### LAB SCIENCE

Agricultural Biological Life  
Science Biological Life Science  
Physical Earth Science  
Conceptual Physics  
AP Physics

#### ELECTIVE

Agricultural Leadership Agricultural  
Science  
Student Government  
Veterinary Science

#### INSTRUMENTAL

Beginning Band  
Advanced Band  
Guitar  
Piano  
Jazz Band

#### DRAMA

Beginning Drama  
Advanced Drama

#### ART

Beginning Art  
Advanced Art I/II  
Advanced Art III/IV  
Studio Art  
Film and Animation

#### VOCAL

Varsity Choir  
Show Choir/Concert Choir  
Advanced Jazz Choir

**COMMUNITY COLLEGE REQUIREMENTS** – A graduate of any accredited high school may be admitted to a community college. Any student over 18 years of age may be admitted without a high school diploma if there is a need and desire for further training. Students who have passed the California High School Proficiency Examination and have their parent's permission to leave high school may be admitted to a community college.

**OTHER UNIVERSITY AND COLLEGE REQUIREMENTS** – Refer to university and college catalogs for specific requirements for each school.

**AP EXAMS** – Summerville High School participates in the Advanced Placement Exams on an annual basis. Students enrolled in AP classes are encouraged to take AP exam. Exams are in May of each year.



# General Information

## **DAILY BULLETIN AND ACTIVITY CALENDAR**

A daily bulletin of announcements is read each morning during first period. Notices for the bulletin must be in the office by ten o'clock the previous day.

## **ASB/ATHLETIC STICKER**

Students may purchase an ASB/Athletic Sticker, for \$40.00, at the beginning of the school year. This sticker entitles each student to ASB discounts and free admission to all regular season athletic events.

## **GRADES**

Letter grades, A, B, C, D, and F, are earned each six weeks. An incomplete grade becomes an F in two weeks. Make-up work is the responsibility of the student. The Honor Roll is determined each semester and is based on the student's grade point average: **Honor Roll – 3.00-3.49, Principal's list – 3.50 -3.99, and the Superintendent's list – 4.0 or better.**

## **INCLEMENT WEATHER**

If school is to be delayed or closed because of weather conditions, a school messenger call will be made. The announcement will also be broadcast by local radio stations KKBN-FM 93.5, KZSQ-FM 92.7, or KVML-AM 1450 prior to 7:00 a.m. Information also available on mymotherlode.com.

## **GRADE LEVEL COORDINATOR APPOINTMENTS**

You may make appointments in the office to discuss such things as attendance, behavior, personal problems and academic or career plans. This includes information regarding scholarships and financial aid.

## **STUDENT ASSISTANCE PROGRAM and HEALTH SERVICES**

Summerville High School offers a Student Assistance Program. Intervention and counseling may take place individually or in group counseling sessions. School Crisis Counselor is available three days a week.

## **EARLY COLLEGE PROGRAM**

Juniors and Seniors are allowed to take college courses in the early college program. High School schedules may be modified to meet college course requirements.

## **TESTING**

Students take the California state mandated tests in the Spring.

## **ASVAB**

The Armed Services Vocational Aptitude Battery is given each year. It identifies areas of skill to aid in course and vocational selection. Students may sign up to take the ASVAB.

## **SAT, PSAT AND ACT**

These college admission tests are given each year. The PSAT is administered at Summerville High. The SAT and ACT are offered off-campus.

## **TELEPHONE**

Students need staff permission to use the office phone for personal calls. In the event a student receives a call, he/she will be called out of class only in the case of an emergency. Normally, phone calls for students will be handled between classes, during lunch time, or after school. Messages that are not an emergency cannot be delivered. Students are allowed cell phones on campus, but are not to be used during class time.

## **LIBRARY HOURS TBD**

## **ORGANIZATIONAL BINDERS**

A three-ringed binder with pencil pouch, year long calendar, and period dividers are encouraged to be used by all students in all classes at Summerville High School.

## **5.0 "A" GRADE**

Students may earn one extra grade point by taking selected AP courses.

## **DETENTION RULES**

Detention will be held after school four days per week. Students will be assigned in blocks of 30 minutes.

### **If a student:**

- \* misses an assigned detention
- \* is late to an assigned detention
- \* disrupts a detention hall

### **He/She may:**

- \* (first time) – be assigned additional time
- \* (second time) – be assigned Saturday School and still have to serve the original detention time

## **STUDENT PARKING ON CAMPUS**

Students may park on campus, **ONLY** in approved areas under the following conditions: 1) Must possess a valid California Driver's License, 2) Adequate insurance, 3) Vehicle must have current registration, 4) Purchase a parking pass (\$5 non-refundable) **Vehicles are to be parked and not used during the school day, except when prior approval has been granted by the Principal. The Administration reserves the right to withdraw parking privileges. Contraband dogs will be used in the parking lot. Vehicles are subject to search, if warranted. Students are accountable for the entire contents of any vehicle they bring on campus.**



# STUDENT DISCIPLINE REGULATIONS: SUMMERVILLE UNION HIGH SCHOOL DISTRICT

## 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

- 1) Tardy
- 2) Cutting class
- 3) Profanity/disrespect
- 4) Being in the off-limit areas
- 5) Over affection
- 6) Throwing objects/littering
- 7) Disruptive behavior
- 8) Dress code violation (slogans on any attire referring to tobacco, drugs, sex, alcohol or abusive language; hate language or symbols) disruptive to the learning process
- 9) Parking violations (i.e. no permit, parking in unauthorized places)
- 10) iPad device violation
- 11) Possession of use of electronic device (cell phone) during class time\* (See cell phone/electronic device policy)

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

**1<sup>st</sup> Consequence** – Grade Level Coordinator discretion; counseling, warning, detention

**2<sup>nd</sup> Consequence** – parent contacted and additional time assigned

**3<sup>rd</sup> Consequence** – Saturday School and intervention assignment

**4<sup>th</sup> Consequence** – parent conference and/or one day suspension and Saturday School

**5<sup>th</sup> Consequence** – two day suspension and Saturday school

**Additional Consequences** – Possible Pre-Expulsion and/or Alternative Education Placement

### Level 2: More Serious offenses including but not limited to the following

- 1) Racist, hateful, prejudiced and/or abusive language or conduct
- 2) Inappropriate behavior in-person or Online
- 3) Unsafe Behavior
- 4) Violation of closed campus policy
- 5) Possession of tobacco and/or vape paraphernalia
- 6) Failure to complete detentions/Saturday School assignments in a timely manner

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

**1<sup>st</sup> Consequence** – Saturday School and intervention assignment

**2<sup>nd</sup> Consequence** – Intervention day and Saturday school

**3<sup>rd</sup> Consequence** – One day suspension and Saturday school

**4<sup>th</sup> Consequence** – Two day suspension and Saturday school

**Additional Consequences**—Three Day Suspension and Pre-Expulsion hearing

### Level 3; Educational Code 48900 Offenses

- 1) Attempt or threatened injury
- 2) Use of force or violence (without injury)
- 3) Possessed knife or dangerous object
- 4) Attempt or damage school or private property
- 5) Attempt or stole school or private property
- 6) possession or use of any tobacco/nicotine product including non-THC vape
- 7) Committed obscene act or engaged in habitual profanity or vulgarity
- 8) Disrupted school activities or defied school personnel
- 9) Knowingly received stolen school or private property
- 10) Harassed, threatened, or intimidated a student complainant or witness
- 11) Attempted or engaged in hazing
- 12) Engaged in bullying and/or cyberbullying
- 13) Online activity that includes any Level 3 Offense

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

**1<sup>st</sup> Consequence** – intervention time (except for serious injury, Serious threat, major disruption or continuing danger) and Saturday School \*+2-day class suspension for profanity with teacher or acts directed at other student; exclusion from extra-curricular activities until after all intervention activities are completed.

**2<sup>nd</sup> Consequence** – Two day suspension and Saturday school

**3<sup>rd</sup> Consequence** – Four day suspension and pre-expulsion hearing

### Level 4; Educational Code 48900; Possible Expulsion Recommendation

- 1) Possession of a furnished firearm, knife, explosive, dangerous object
- 2) Possessed, used, sold, furnished, under the influence of any controlled substance or intoxicant
- 3) Offered arranged, negotiated sale of controlled substance or intoxicant of any kind
- 4) Committed or attempted to commit robbery or extortion
- 5) Possessed, offered, arranged, negotiated to sell drug paraphernalia
- 6) Possessed imitation firearm
- 7) committed or attempt to commit sexual assault
- 8) (SUHSD) Distribution, purchasing, sale of tobacco, vape, nicotine product
- 9) (SUHSD) Possession of drug packaging, containers

### 48915 Offenses; Permissive Expulsion Recommendation

- 1) Causing physical injury, except in self-defense
- 2) Possession of knife, explosive or other dangerous object of no reasonable use
- 3) Possession of any controlled substance, except for a small amount of marijuana
- 4) Robbery or extortion
- 5) Assault or battery upon any school employee
- 6) Aided or Abetted in the attempt or infliction of injury\* (expel if injury caused)
- 7) Terroristic Threats against school officials or property
- 8) (SUHSD) Possession, distribution, sharing, or other activity related to child pornography
- 9) 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.

**1<sup>st</sup> Offense:** Four day suspension, preliminary expulsion hearing before the Administrative Panel with the student and parent in attendance, three appointments with school crisis counselor, enrollment in Adolescent Drug and Alcohol Brief Intervention Program (for drug and alcohol offenses) and a 30 day restriction which includes no participation in performances or games and student may only be on campus when directly supervised by a school employee as part of school sponsored group.

**2<sup>nd</sup> Offense:** Expulsion Recommendation. The School Board will conduct a formal hearing to determine whether the student shall be expelled from Summerville. The School Board may expel a student for the current semester and following semester.

### Level 5; Educational Code 48915 (c) Offenses (Mandatory Extended Suspension and Expulsion)

- 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 student without disabilities.

\*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 suspension.



## Student Activities and Athletics

### Clubs and Organizations

An integral part of any school is its co-curricular activities program. Summerville High School offers a diverse collection of clubs and organizations designed to enhance the educational experiences of students while in school. Our clubs include:

#### Academic Clubs

California Scholarship Federation  
Ecology Club  
World Club

#### Other Clubs

Bear Service Club  
Friday Nite Live  
GSA  
Sporting Club  
Walk the Talk

#### Vocational Education Clubs

Auto Technology  
Band  
Choir  
Drama  
Future Farmers of America

### Extra and Co-curricular Activities

Considerable emphasis is placed on student activities at Summerville High School. The many clubs and organizations supported at Summerville are a reflection of that emphasis. All ASB offices are open to any student, except for Student Body President office which is open to seniors only. These officers serve for a term of one year. Students must maintain a minimum GPA of 2.0.

### Dance/Party Rules

- Students who leave a dance before it is over will not be readmitted.
- Students will not be admitted 45 minutes after the beginning of the dance without prior permission.
- Students are permitted only one guest. Students must sign up guests with their Grade Level Coordinator two days prior the day of the dance. Guests are allowed only with administrative approval from the guest's school
- Students violating any rules will be referred for disciplinary action.
- Elementary students are not permitted at Summerville High School dances, nor are individuals 21 or older.

### Athletics

Summerville High School offers a complete athletic program for boys and girls. The following sports are available:

#### Fall Sports

Cross Country (co-ed)  
Cheerleading  
Football  
Golf (girls)  
Volleyball (girls)

#### Winter Sports

Basketball (boys)  
Basketball (girls)  
Soccer (boys)  
Soccer (girls)  
Wrestling

#### Spring Sports

Baseball  
Golf (boys)  
Softball  
Tennis (co-ed)  
Track and Field (co-ed)

**Before any student may participate in any sport, clearance must be completed which requires: 1) online registration, 2) physical signed by MD/DO, 3) concussion baseline screening and 4) academic eligibility.**

### Academic Eligibility

The extra-curricular program is an important aspect of the total educational process. As such, it is a privilege to represent Summerville High School in extra-curricular activities. Students must maintain a 2.0 average with no more than one F to participate. This applies to athletics and all extra-curricular activities.

### Travel

Students are required to travel to and from all extra and co-curricular activities in school provided transportation under the supervision of approved staff. **Students will be released only to parent or guardian at away events unless a transportation authorization and waiver form is filled out by parent and on file with the AD and coach granting permission for a specified adult to transport athlete home.**

### Regular Attendance

Attendance at school is vital to student success. Students participating in extra and co-curricular activities must attend a minimum of three out of their four full classes, or six of eight classes (75% of school day) with the one period absence being excused. Therefore, students are required to be in regular attendance the day of any competition or event to insure eligibility. Students are expected to be in class on time the morning following a school related activity.

### Associated Student Body (ASB)

Students become representatives by circulating a petition and running for election. This experience gives students a share in the management of the school and serves as a training ground for leaders.

### Student Constitution

A copy is available in the office of the Activity Director.

### School Insurance

**Student insurance is available for purchase by all students. A packet is available in the school office. Summerville High School does not insure students for school or extra curricular activities. Students must show proof of insurance. We encourage all families who are eligible to apply for Healthy Families Insurance Program.**

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

**SPECIAL NOTICE TO ALL YOUNG MEN AND WOMEN FROM SELECTIVE SERVICE:** The Selective Service has asked that you be notified that you have an obligation to register with Selective Service when you reach 18 years of age. You may register at any post office.





## ***DISCRIMINATION, COMPLAINTS AND PROCEDURES***

### **SEXUAL HARASSMENT**

Sexual harassment will not be tolerated among the employees or students of the Summerville Union High School District. Sexual harassment is prohibited against members of the same sex as well as against members of the opposite sex. Employees and students are expected to adhere to a standard of conduct that is respectful and courteous to fellow employees, students and public.

**Definition as it pertains to the student conduct.** Examples of sexual harassment include, but are not limited to unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature:

- 1) Unwelcome sexual flirtations or propositions
- 2) Sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
- 3) Graphic verbal comments about an individual's body, or overly personal conversation
- 4) Sexual jokes, notes, stories, drawings, pictures, or gestures
- 5) Spreading sexual rumors
- 6) Teasing or sexual remarks about students enrolled in a predominately single-sex class
- 7) Touching an individual's body or clothes in a sexual way
- 8) Purposefully cornering or blocking movements
- 9) Limiting access to educational tools
- 10) Displaying sexually suggestive objects

### **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.

### **BULLYING**

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel. Students are directed to notify school staff when they are being bullied, or suspect that another student is being victimized. Student may also report anonymously on wetip.com.

### **Student Complaint Procedure**

The principal or designee shall promptly investigate all complaints of sexual harassment. The student who is complaining shall have the opportunity to describe the incident, present witnesses and other evidence of the harassment, and put his/her complaint in writing. When the student who complained and the person accused of the harassment so agree, the principal or designee may arrange for them to resolve the complaint informally with the help of a counselor, administrator, teacher, or trained mediator. The student who complained shall never be asked to work out the problem directly with the accused person unless such help is provided. The principal or designee shall tell the student who complained that he/she has the right to file a formal complaint at anytime in accordance with the District's uniform complaint procedures. If the student wishes to file a formal complaint, the principal or designee shall assist the student in doing this. The principal or designee shall write a report of his/her findings, decision, and reasons for the decision and shall present this report to the student who complained and the person accused.

### **ACADEMIC INTEGRITY POLICY REGARDING CHEATING**

**Definition of Cheating:** Giving or receiving information on homework, tests, essays, or projects; plagiarizing on essays; or using electronic devices to make copies of information or tests. It is expected that students will not cheat, lie, plagiarize or commit other acts of academic dishonesty.

**First Incident:** A grade of "0" will be assigned for the assignment where student is caught cheating. The teacher would notify parent and Saturday school would be assigned. GLC would be notified by referral and the incident would be entered on student's discipline record, and student's other teachers would be notified.

**Additional incidents of cheating have further consequences, up to and including suspension.**



# 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. Students may leave high school early, with parent permission, by passing the California High School Proficiency Exam. Credit for attendance at school will be limited to actual presence. Parents and students are urged to schedule medical appointments after school hours. Vacations and out-of-town trips should not be scheduled during school hours.

## School Attendance Regulations

### Saturday School Attendance (4 Hours):

A Saturday School session will be assigned to make up for excessive absences.

### Cuts (Absence unverified by parent):

Each all-day cut will result in an assignment to one Saturday School session.

### Arriving Late to School (Tardy)

**\*\*All students arriving at school after 7:55 a.m. must report to the Attendance Office and obtain a "Tardy" slip before going to class. All students tardy to 1st period will serve either a lunchtime or after school detention that same day or the following school day.** Detention lists are posted in the main office.

An excessive tardy is considered a cut and occurs any time a student is 30 or more minutes late (8:25 a.m.). Students who are excessively tardy are considered truant.

Please note that the school will only accept three parent notes within the first 30 minutes of school starting (8:25 a.m.), per semester. All other tardy notes must issued by a medical practitioner.

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

- Tardy 1-5** \* Lunch or afterschool detention, to be served within two days
- Tardy 6+** \* After receiving five tardies, a student will meet with an administrator, and the next discipline step will be determined.
- \* After school detention for each tardy
- \* In addition, the student may be referred to the County School Attendance Review Board (SARB).

### Make-up work due to absence

**Excused** – Absence verified by parent for illness, medical appointment, legal appointment or death in the family. Student may make-up work.

**Site Excused** (as recognized by school) – Absences recognized by school such as DMV appointment, pre-arranged with administrator, or to fulfill requirements assigned by legal agencies. Work may be made-up.

**Unexcused** – Absence of reasons other than excused. Work may be made up with penalty of one grade (i.e., suspension, tardy, transportation).

**Cut** – Absence unverified by parent/guardian. Work may not be allowed to be made up.

### Excessive Excused Absences

May be asked to verify with a doctor's note.

### Clearing Absences

- **All absences must be cleared within 72 hours (3 days).** Absences not cleared will be considered unexcused. Attendance records cannot be revised after this period.
- Parent/Guardian needs to call on the day of the absence to verify the reason for the absence (928-4228, x6223). 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 students on the day they return to school following an absence (parent signature required).

### Leaving the campus

Summerville has a closed campus and students may not leave without permission from the office. Prior to leaving campus, a student must have parental permission and sign out in the office. **A student leaving campus without school permission may receive a 2 day suspension.** As part of our closed campus policy, guests of students are not allowed on campus. Visitors must register with the secretary in the Guidance 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.

Single period absences will not be excused except for medical appointments, verified jury duty, school activities, or with administrator prior approval.

### Illness

Students who become ill are to report to the office. If it is determined that the student is too ill to continue in school, a parent will be notified to come and pick up the student. Students will not be released from school without parent verification.

### Accidents

Accidents occur in spite of extreme care exercised by those in authority. Sometimes students receive injuries that are sufficiently serious to warrant medical treatment. Parents are legally responsible for these costs. Accidents must be reported as soon as possible to the teacher, coach, or office personnel within 24 hours.

### Medications at school

In compliance with Education Code section 294423, **NO** medications will be accepted or administered at school without meeting the following requirements: 1) Physician and parent request forms filled out completely including physician and parent signatures. No medication will be administered without detailed physician instruction. 2) Medication taken to school must be furnished in its pharmacy labeled bottle or in original pharmacy labeled injectable medication kit. Students are not to keep medication on their person or in their locker. All medications must be turned in to the Attendance/Guidance Office unless prior arrangement has been made.



### **Uniform Complaint Procedures**

The Governing Board recognizes that the District is responsible for ensuring that it complies with state and federal laws and regulations governing education programs. The District shall follow uniform complaint procedures when addressing complaints alleging unlawful discrimination based on ethnic group identification, religion, age, gender, color, or physical or mental disability, in any program or activity that receives or benefits from state financial assistance. The District shall also follow uniform complaint procedures when addressing complaints alleging failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs and special education programs.

- Step 1: Filing of Complaint
- Step 2: Mediation
- Step 3: Investigation of Complaint
- Step 4: Response
- Step 5: Final Written Decision
- Step 6: Appeals to the California Department of Education

**THE COMPLETE POLICY IS AVAILABLE ON REQUEST.**

### **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, lockers, and/or vehicles 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.

### **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.**

### **The Family Educational Rights & Privacy Act (FERPA)**

**providing parents/guardians with the following rights:**

- The procedure to inspect and review education records;
- The procedure to request amendment of education records;
- A specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest if the agency or institution discloses or intends to disclose personally identifiable information to school officials without consent; and
- The right of parents to file a complaint with the Family Policy Compliance Office (FPCO). (A model FERPA notification for LEAs is available on FPCO's Web site – [www.ed.gov/offices/OM/FPCO](http://www.ed.gov/offices/OM/FPCO).)

**Parent Rights:** In accordance with AR 5125.1, a parent/guardian may request, in writing, to have their student's name removed from any Military requested mailing list.

**iPads/Chromebooks:** iPads or Chromebooks are issued to all students to enhance their learning experience. Students are expected to follow the Use Agreement and Student iPad Pledge.

**Early College Program:** Juniors and seniors have the option to enroll in college classes concurrently with their high school classes. This gives high school students the opportunity to earn college credit and have more elective options to choose from, while still completing their graduation requirements at Summerville High School. Information available in the school office.

**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.

**Work Experience & CTE Classes:** Students must maintain a 2.0 GPA in order to sign-up for Work Experience and all other CTE classes that have an off-campus component.



***Many of the activities and programs which reflect student interest and enthusiasm are directed by the students of Summerville High School. Either elected or appointed, these students direct the majority of student programs of the school.***

## **2022-2023 School Year Student Body Officers**

### **ASB**

Zachary Radikowski.....	President
Ashleigh Hansen.....	Vice-President
Larissa Amaya Wood.....	Secretary
Ruby James.....	Treasurer
Kaiden Spurrier and Jameson Baldwin.....	Rally Commissioner
.....	Connections Commissioner
Lily Hatton and Kendall Grandbois.....	Publicity Commissioner
Lily Hatton and Annabelle Stringer.....	Historians
Ashlyn Keith.....	Athletic Commissioner
Kaylee Garman.....	Activities Commissioners
.....	Student/Staff Relations Commissioner
.....	Ag Commissioner
.....	Student Board Member
.....	Web Member

### **Class Officers**

#### **SENIORS:**

Annabelle Gilliatt.....	President
David Talavera-Dean.....	Vice-President
.....	Secretary/Treasurer
Sarah Azevedo and Leah Lonien.....	Rally Representatives

#### **JUNIORS:**

Cierra Bettencourt.....	President
Trention Miller.....	Vice President
Katie Jagger.....	Secretary/Treasurer
Cooper Knobloch.....	Rally Representative

#### **SOPHOMORES:**

Sophie Anker.....	President
Olivia Demuth.....	Vice-President
Isabella Wickman.....	Secretary/Treasurer
.....	Rally Representatives

## **Student Recognition Programs**

### **Character Counts**

In order to encourage positive behaviors and good character, Summerville High participates in the Character Counts and Character Strong Programs. Students can earn character cards for displaying good character. These students are also

### **Student of the Year Assembly**

During this assembly students who have been chosen by their teachers are recognized as outstanding in each subject.

### **Scholarship Awards Night**

Seniors who have earned scholarships, community awards and academic awards are recognized. In addition, Summerville High School students are recognized by local service organizations in their monthly or annual awards programs.

### **Valedictorian and Salutatorian**

Students qualify for these honors based on their grade point average through the seventh semester. Certain classes may be taken for pass/fail credit or letter grade credit subject to the student's choice. Because these decisions affect overall GPA, parents are advised to monitor their children's decisions in classes subject to the pass/fail option.

### ***School Dress Guidelines***

Parents and students are asked to use good judgment in the selection of school attire for the learning environment. Appropriate dress is necessary for healthy, safe, and undisrupted operation of school and classes. The administrative staff shall determine ultimate appropriateness for school and classes. The following guidelines shall apply to all regular school activities.

- 1) Clothes shall be sufficient to conceal undergarments. 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.





## ***Who Would I Ask For Help?***

**Summerville Union High School**  
**17555 Tuolumne Road**  
**Tuolumne, CA 95379**  
**Phone (209) 928-4228 Fax (209) 928-1422**

### DISTRICT OFFICE

Phone (209) 928-3498 Fax (209) 928-1321

Superintendent: Michael Merrill (ext. 6226)  
Chief Business Official: Cindy Jensen (ext. 6227)  
Executive Secretary: Kelly Gilbertson (ext. 6225)  
Business Service Assistant: DeAna Moore (ext. 6295)  
Office Clerk: Kristi Radetich (ext. 6252)

### HIGH SCHOOL OFFICE

Phone (209) 928-4228 Fax (209) 928-1422

High School & Connections Principal: Brett Christopher (ext. 6228)  
Grade Level Coordinator: Jennifer Osterhout (ext. 6230) Freshman/Juniors  
Grade Level Coordinator: Andrea Fray (ext. 6229) Sophmores/Seniors  
Grade Level Coordinator: Kellene Ditley (ext. 6232) Connections VPAA

Crisis Counselor: Monique Nelson (ext. 6264)  
Alternative Education Coordinator: Kellene Ditley (ext. 6232)

Cold Springs High School: (209) 586-3011  
Independent Study: (209) 928-4247  
Long Barn High School: (209) 586-3011  
Mountain High School: (209) 965-4046  
South Fork High School: (209) 586-5672

Activities Director: Deena Koral-Soto (ext. 6283)  
Athletic Director: Amy Peterson (ext. 6256)  
Attendance Secretary: Maggie Beck (ext. 6223)  
Cafeteria Manager: Jessica Kinitzer (ext 6234)  
Maintenance, Operations / Transportation: Gilbert Hammerbeck (ext. 6241)  
Registrar: Kim Hamblin (ext. 6222)  
School Secretary: Jamee Dahl (ext. 6221)  
Technology/Library: Fatima Craddock (ext. 6260)  
Adult Education: Dae Dyer (ext. 6250)

### BOARD OF EDUCATION

David Atkins  
Hans deGroot  
Randy Richter  
Dennis Spisak  
Bret Taylor

**PowerSchool:** To log on to PowerSchool go to [www.summbears.net](http://www.summbears.net) and click on "PowerSchool" on the homepage. By entering your username and password, you can obtain academic information about class assignments, percentages, grades, teacher e-mail addresses, attendance, etc. Usernames and passwords will be mailed home at the beginning of the first semester.

