

Quail Valley Middle School

Quail Valley is located at: 10058 Arrowhead Road, PO Box 296000 Phelan, CA 92329-6000

Office Phone: 760-868-2623 or 760-949-4888 Fax: 760-949-3663

Office Hours: Monday - Friday 8:00am - 4:30pm Quail Valley Website: www.snowlineschools.com

Quail Valley Middle School is a community of Academic Achievers that promote POSITIVE, RESPONSIBLE and RESPECTFUL behavior.

The Cougar Path to Success

**Q = Quality Work
V = Value Learning
M = Make Responsible Choices
S = Show Respect**

Name: _____ Grade: _____

Place Student Schedule Here

School Year Tracker

* PR 1

* PR 2

* PR 3

*PR 4

* 1ST DAY

*Q1

*Sem. 1

*Q3

*Sem. 2

[0% of school completed]

[Q1 & Q2 = 50%]

[Q3 & Q4 =100%]

Semester 1

Semester 2

My parents saw my **Progress Report 1** on:

My parents saw my **Progress Report 3** on:

Date: _____ Parent Signature: _____

Date: _____ Parent Signature: _____

My parents saw my **Quarter 1** Report on:

My parents saw my **Quarter 3** Report on:

Date: _____ Parent Signature: _____

Date: _____ Parent Signature: _____

My parents saw my **Progress Report 2** on:

My parents saw my **Progress Report 4** on:

Date: _____ Parent Signature: _____

Date: _____ Parent Signature: _____

My parents saw my **Semester 1** Report on:

My parents saw my **Semester 2** Report on:

Date: _____ Parent Signature: _____

Date: _____ Parent Signature: _____

STAR TEST RESULTS from Previous School Year:

Math CST Scores _____ **ELA CST Scores** _____

School Hours 9:10 a.m. – 3:50 p.m.

Minimum Day Hours 9:10 a.m. – 1:30 p.m.

Students should not arrive before 8:40 a.m., or remain on campus past 4:10 p.m. (unless involved in a school activity), as there is no supervision before or after these hours.

THE OFFICE/VISITORS

The main office is open from 8:00 am - 4:30 pm (3:00pm on Minimum Days). All visitors to the Quail Valley campus are required to check in through the office and wear a visitor badge while on campus.

MINIMUM DAYS (Release Time 1:30 pm)

August 18 & 25	January 12 & 26
September 15 & 29	February 9
October 6 & 20	March 2 & 16
November 3 & 17	May 18
December 1 & 8	June 3

HOLIDAYS (No School)

Labor Day	September 6
Columbus Day	October 11
Veteran's Day	November 11-12
Thanksgiving	November 22-26
Winter Recess	Dec 20 – Dec 31
M.L. King Day	January 17
Lincoln's Birthday	February 14
Washington's Birthday	February 21
Spring Recess	April 18-29
Memorial Day	May 30

SNOW DAY MAKE UP DATES

If school is closed during the year due to inclement weather, school will be in session on the following Dates: May 13, 20, 26, & 27

SCHOOL SEMESTERS

1st Semester: August 12, 2009 – December 17, 2009

2nd Semester: January 3, 2010 – June 3, 2010

ABSENCES (See detailed Attendance info on page 8)

By law, students are expected to attend school on time everyday, except for illness, doctor/dental appointments, death in the immediate family, or court appearances for the child. If a parent knows in advance that their child will be out of school for 5 or more days, contact the office for an Independent Study Contract. Requests must be made 5 days in advance.

Upon returning to school after an absence, students must bring an absence note, signed by their parent or guardian, stating the date(s) of absence and the reason they were out. Phone calls from a parent are also acceptable. Any absence not verified within 10 days becomes unexcused. Senate Bill 813 allows a teacher to fail a student who has missed 10% of class during the grading period.

MAKE-UP WORK FOR STUDENT ABSENCES

If a student is ill for three or more school days, homework may be requested through the office. Assignments will be provided within two days of the request. Students who have been absent from school are responsible to check with their teachers as to missed assignments for excused absences. A student is granted time equivalent to the number of excused days absent to make up missed assignments.

TARDY POLICY

When a student is late to school or class, it disrupts the instructional process.

Tardies to school that result from illness, doctors' appointments, funerals, and/or court appearances are considered excused by the Education Code. Tardies that result from any other reason are considered unexcused. Unexcused tardies in excess of 30 minutes will be referred to the School Attendance Review Board as a truancy issue. Students who are late to school must check in to the office with a parent or a note from a parent. Students cannot excuse their own tardies or absences.

Tardies to class during the school day (cleared each semester) will result in the following consequences:

- 3rd, 4th, & 5th tardy to class = teacher detention(s)
- 6th = referral to the office for 2 after school office detentions
- 7th (or more) = Saturday Work Program (SWAP)

STUDENT MESSAGES/GIFTS

Only emergency messages will be delivered to students and must be received prior to the last 45 minutes of the school day in order to ensure adequate delivery time. Gifts will not be delivered and items such as balloons, flowers, and stuffed animals are not allowed on campus as they cause a distraction to the learning environment.

LEAVING CAMPUS DURING SCHOOL HOURS

During school hours, students must be signed out by a parent or guardian (ID required). In order to limit missed instructional time, students will not be called out of class until the parent is on campus.

EMERGENCY INFORMATION CARDS

Each student must have an emergency card on file in the office. Please be sure that every item is completed accurately. This card is used to contact parents in an emergency, and should a child be transported to an emergency hospital, the card will accompany the child. It is important that the parents' or guardians' home and work phone numbers are indicated, as well as the numbers of friends or relatives to be contacted in the event that the parent/guardian cannot be reached. **NO STUDENT WILL BE RELEASED TO ANY PERSON NOT LISTED ON THE EMERGENCY CARD, NOR WILL ANY INFORMATION REGARDING THAT STUDENT BE RELEASED WITHOUT SPECIFIC AUTHORIZATION FROM THE PARENT OR GUARDIAN.** Please notify the office of any changes during the year.

INSURANCE

The school district does not provide medical, dental, or accident insurance coverage for students-including coverage for injuries that occur on school grounds. The school district is totally self-insured and carries no liability insurance. However, if you wish to obtain student insurance, information can be provided enabling you to purchase insurance through a private carrier. You are responsible for providing coverage for your child.

FIRST AID

A student who becomes ill or is injured during the school day should report to the Health Office located in the Student Services Office (S.S.O.). We do not have a nurse, only a Health Technician to assist in first aid. We cannot diagnose or administer treatment beyond first aid. We will be able to take the student's temperature and phone the parents to make a decision as to the student's ability to remain in school. If the student is not to go home, he/she must return to class. The school will summon aid through 911 if the condition warrants.

MEDICATION

Any medication needed by a student during the school day must be kept in the office, accompanied by a signed release form from a doctor giving the office permission to administer this medication. Aspirin and non-prescription medications are included in the list of medications needing a signed release.

IMMUNIZATIONS AND MEDICAL PROBLEMS

To enter or transfer into public and private elementary and secondary schools, children must have the required immunizations. These requirements can be obtained in the school's office.

If your child has medical problems restricting him/her in any way, or is required to take medication at school, the office must be notified. This notification must be on file in the office or indicated on the registration form. If your child has a condition which warrants activities to be limited, (due to weather or degree of activity) please notify the health office and the P.E. teacher in writing.

STUDENT DROP OFF/SCHOOL BOUNDARIES

1. Parents should follow cones and arrows in the parking lot to drop off and pick up students. Do not drive through the bus ramp area. After school, park in a designated parking spot to wait for students.
2. Upon arrival to school, students must remain on campus.
3. Students should not be outside of the fenced boundaries during school hours unless involved in a school activity with supervision.

CITIZENSHIP and STUDENT RESPONSIBILITIES

One of the school's duties is to assist parents in helping students develop responsible attitudes and behavior. This means preparing students for adult citizenship, as well as preparing them for jobs and higher education. For this reason, it is as important for the school to teach and evaluate citizenship, as it is to teach and evaluate academic work. Parents and students should be as interested in citizenship "ability" as academic, music, or athletic ability.

Students will be evaluated and receive the following as citizenship grades:

- O= Outstanding/Excellent
- S= Satisfactory/Good/Average
- N= Needs improvement/Poor
- U= Unsatisfactory/Make teacher contact

Citizenship grades will have a direct bearing on student participation in extracurricular activities, assemblies, and privileges such as the Renaissance Program.

The following student responsibilities shall be used in determining a student's citizenship grade in his/her class.

1. Protect the rights of others to study and learn.

Parents send their children to school for an education. An individual may decide not to take advantage of that opportunity. However, no one has the right to interfere with the education of others.

2. Be on time for classes.

Students who enter a classroom after the tardy bell are interfering with the rights of others to learn and study. Punctuality is a habit. Future employers are not going to take time to teach it.

3. Come to class with necessary textbooks, reading books, class materials, and Binder Reminder (required daily).

A teacher should not have to delay starting class because a student has come unprepared to begin work. This is interfering with the right of others to learn and study.

4. Complete all in-class and homework assignments and meet deadlines.

Assignments are given for a reason and should not be considered "optional." Students who choose not to complete work and turn it in on time will struggle on tests and future assignments.

5. Respect public property and carefully use and return all materials and equipment.

Schools are a community's gift to its young people. It is wrong to abuse that gift; it forces people to spend additional money in order to provide the same opportunities for those students who come after you.

6. Attend school daily and on time unless ill or legally excused.

In California, a student is required by law to attend school, on time until the age of 18. Schools cannot educate students who do not attend class, and they will not promote those who do not.

7. Respect the authority of all school personnel.

All school personnel have a responsibility to ensure a safe and appropriate environment. Students shall follow their directions and instructions in a courteous and timely manner.

8. Obey school rules.

Rules are designed to allow a school to meet its obligation to educate students. Schools cannot achieve this task if they must spend much of their time maintaining order.

9. See that school correspondence to parents reaches home.

Education requires a partnership between the home and the school. Sometimes, students are asked to be the messenger. More often, students are merely asked to meet their responsibility to be honest and not intercept and destroy progress reports, attendance information, and report cards. One requires effort, the other requires integrity.

HOMEWORK POLICY

The Snowline Joint Unified School District believes that homework enhances students' education, allows parents to participate in their students' education, and establishes life-long patterns of learning at home. The purpose of homework is to extend education through practice and reinforcement; it is an extension of the day's class work, not an introduction to new concepts.

In general, students will be assigned an average of one hour of homework per school day for sixth grade students, and one and one-half hours of homework per school day for seventh and eighth grade students. This will include reading assignments, research projects, finishing incomplete class assignments, and reinforcement of in-class work in such areas as mathematics and spelling.

PARENTS' RESPONSIBILITIES

1. To help students plan their time so that their schedule allows sufficient study time on a regularly scheduled basis.
2. To provide a quiet, well-lit place to work. Any room will do as long as it is quiet and well-lit and has a solid working surface.
3. To encourage the student; be understanding. In a positive way, insist that the work be done.
4. To help, but not do the work for the student. Help the student to understand the idea or concept, memorize the fact, or gain the skill.
5. To read and check class assignments and sign the Binder Reminder daily. Aeries parent portal is also available on-line.

INTERNET/COMPUTER/TECHNOLOGY USE

The library, classrooms, and computer labs have internet accessibility. Students must have an "Acceptable Use Policy" contract on file before they use the Internet or QV network. Misuse will result in loss of computer privileges and disciplinary consequences.

LIBRARY SERVICES

Students must enter, work, and leave quietly. If fees or late books are owed, students may not participate in extracurricular activities.

BOOKS and SCHOOL MATERIALS

Textbooks, library books, and other school materials are LOANED to students. Students are responsible for these items and must pay for replacement if they are lost or damaged. Students may not participate in extracurricular activities if books or school fees are owed.

BINDER REMINDERS: Students are required to have their Binder Reminder with them daily. Students should have an entry next to each academic area every day. This resource is vital because it serves as a two-way communication between school and home. Any note will be responded to in a timely manner provided that the student brings it to class and presents it to the teacher. Establishing this daily communication serves as a precursor to progress reports and report cards. If a student loses the Binder Reminder, they must purchase another. Binder Reminders are not to be damaged or defaced in any way. All pages of the binder (including school rules and calendar pages) are to remain in the binder. Students are not to rip out or fold pages.

COUNSELING SERVICES

School counselors are trained to help students with educational success, academic advisement, and personal concerns. Certain personal information that is discussed with a counselor is confidential and shared with no one else without permission. However, school employees must report: child abuse, child neglect, sexual molestation, planned attempted or perpetrated criminal activity, & situations involving a clear and present danger.

Counselors are also involved in scheduling classes. Changes in classes will **only** be granted if there is an error in the students' schedule. Otherwise, there are a series of steps that must be followed before a schedule change is considered. The initial step involves a parent/teacher conference.

PARENT CONFERENCES

Each teacher has a designated conference period to meet with or contact parents by phone. Parents may call the office and arrange for an appointment during this time. A conference is encouraged if a student has received an academic grade of "D" or "F", a citizenship grade of "N" or "U", or if comments denote a student is in danger of failing. Parents are encouraged to keep updated with their child's progress through the use of the Aeries Parent Portal via the internet.

DEMONSTRATION OF GRADE-LEVEL COMPETENCY and PROMOTION REQUIREMENTS

Students who successfully display ability through multiple measures such as grades, state testing (STAR) results, district benchmarks, and attendance will be considered for promotion to the next grade level. Students shall be required to complete the following number of courses with a passing grade between grades 6 and 8 in order to be promoted to 9th grade, and participate in end of the year activities.

English/Language Arts: 6 out of 6 possible semesters

Mathematics: 6 out of 6 possible semesters

Science: 5 out of 6 possible semesters

History/Social Science: 5 out of 6 possible semesters

Physical Education: 5 out of 6 possible semesters

Electives: 5 out of 6 possible semesters

STUDENT DRESS CODE

Students attending Quail Valley Middle School shall dress and groom for all school activities with an emphasis on: neatness, safety, cleanliness, modesty, and decency. Based on the belief that school is a place of business where students are learning both academic and social skills, we require that they dress appropriately. Students shall

dress in a manner which will not draw undue attention to themselves, causes a distraction to the learning environment, or in any way compromises the safety, order, and discipline of the campus.

Dress code applies to ALL campus activities before, during, and after school and school sponsored field trips.

1. Oversized clothing and sagging pants are not allowed. Clothing must be proportionately sized in relation to the entire body including, but not limited to, the waist, pant length & shirt size. Pants/shorts/skirts must be worn at, and fit at the waist (above hips) and must remain there if no belt is present. The natural waistline is considered at or above the belly button. A general rule is no pants/shorts should be worn to school that are more than two inches larger than the student's actual waist measurement. Pants/shorts with disproportionately oversized legs are not allowed. Pant cuffs must hang naturally (not rubber banded, tucked in to socks/shoes, etc.). Shirts, jerseys, etc. may not hang past fingertips when arms are held at the side. If staff cannot see a student's waistline or the pocket area of his/her pants, we cannot ensure a safe campus. Clothing items which cover this area make it too easy to hide something and make hidden items too difficult to discover. While staff can appreciate the desire for style and individuality, campus security comes first.

2. Clothing which allows for inappropriate exposure is not allowed. This dress code expectation addresses appropriateness of dress in a school environment and the potential for distraction from the learning environment. Undergarments should never be exposed. Shirts must have at least a 2 inch wide shoulder and cover midriff when arm is raised above the head. Some examples of inappropriate clothing are: low cut, revealing or sexually provocative tops, strapless or backless tops, spaghetti straps, or exposed undergarments.

3. Shorts/skirts must be securely fastened at the waist (above hips) and reach fingertips when arms are held naturally at the sides. The natural waistline is considered at or above the belly button. While the school recognizes the difficulty in finding clothing that is permitted in this instance, it favors appropriateness and disallows distraction as students are often asked to sit in bleachers or on the floor/ground for an assembly or class activity.

4. Clothing or accessories which are offensive are not allowed. Any clothing, jewelry, or items (including notebooks, folders, backpacks, etc) which suggest or promote hate, intolerance, violence, profanity, obscene gestures, derogatory or insulting pictures, offensive writings, or reference drug, alcohol, or tobacco, are not permitted.

5. Identified gang related clothing, fashion, or dress is not allowed. Clothing or accessories (including backpacks, notebooks, photos, etc) bearing signs and insignias of gang identification or which may provoke others to acts of violence or which intimidate are not allowed to be worn or carried on any Snowline School District campus or school activity (including sports events). Items such as bandanas, gloves, wristbands, white tank undershirts, wearing one pant leg rolled up and the other down or allowing belts to hang down below the shirt is not allowed. Shorts may not cover long or pulled up socks and shirts may not be draped over the shoulder or around the neck.

6. Safe footwear must be worn at all times. Shoes must have a hard sole and a back-strap. Examples of inappropriate footwear include house slippers, moccasins, flip-flops.

7. Hats, beanies, hoods, and sunglasses shall not be worn inside any building on campus. Hats must be worn with the bill to the front. Bandanas, hairnets, and do rags are not allowed.

THE FOLLOWING ARE SOME EXAMPLES OF INAPPROPRIATE DRESS or ITEMS FOR SCHOOL:

- a. Pajama/lounge pants, house slippers
- b. Blankets, stuffed animals, pacifiers, baby bottles
- c. Tight, stretch, or spandex pants or shorts worn without a skirt or second pair of shorts covering which also meet the dress code length.
- d. Brightly or unnaturally colored, carved, or sculptured haircuts or styles
- e. Excessive eye or face make-up
- f. Any article of clothing which in any way is suggestive or can be construed to have a "double meaning"
- g. Any garment or accessory displaying emblems of outside clubs or organizations that become disruptive to school operation.
- h. Body piercing that presents a danger as determined by the administration. *ALL jewelry must be removed during P.E.
- i. Holes in pants/shorts/skirts above the knee
- j. Using markers or pens to write on one's self or putting stickers on face/body
- k. Chains, spikes, or sharp studded attire / accessories (including wallet chains). Safety pins as clothing accessories are not allowed.

Administration reserves the right, if necessary, to add other items to this list, especially any and all items which may become associated with gang membership and/or affect the safety/security of staff and/or students.

GENEALCAMPUS BEHAVIOR EXPECTATIONS

- 1. Spitting is not allowed as it presents a health concern.
- 2. The use of profanity in verbal or written form is prohibited.
- 3. Public display of affection is not allowed. Examples of PDA include, but are not limited to: kissing, hand holding, extended embracing.
- 4. Students should not be in any area that is not supervised (before, after, or during lunch/school hours). This includes fields, courts, and classroom areas.
- 5. Students are expected to dispose of their own trash and recycle plastic bottles and aluminum cans. We are proud of our school, please help keep it clean.

DETENTION

Detentions may be assigned by a classroom teacher or by office personnel. According to state law, the school may detain a student for up to one hour after school provided a 24-hour notice has been given. Failure to serve a teacher detention will result in two office detentions. Failure to serve assigned office detention will result in further disciplinary action, which may include Saturday work detentions and/or suspension.

THREATS/FIGHTING/INTIMIDATION/HARASSMENT

Students who make threatening statements, whether written or verbal, toward other students or staff members, even if there is not intention to follow through with the act, will be taken seriously and will result in disciplinary consequences. There is to be no fighting at school, on the way to school, or on the way home from school. Such offenses will result in disciplinary action. If you have a grievance that you cannot settle peacefully, please seek help from an adult at home or school. Fighting or intimidation of another can result in suspension on the first occurrence. Students may also receive a court citation. A large group of students approaching another student to demand answers or make threats can certainly be intimidating and will not be tolerated.

ANTI-BULLYING POLICY

The SJUSD believes that all students have a right to a safe and healthy school environment. To that end, the district, schools, and community have an obligation to promote mutual respect, tolerance,

and acceptance. The district will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior includes direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation. This policy applies whenever a student is on or off school grounds, traveling to and from school or at a school sponsored activity, Students who act in violation of this policy may be subject to school/district disciplinary procedures up to and including expulsion.

SUSPENSION AND EXPULSION

Suspension from school or expulsion from the district may be invoked for any of the following acts occurring during school hours, school activities or while going to or from school. Snowline Joint Unified School District has a zero tolerance policy and takes a serious stance regarding any student involvement with drugs, alcohol, drug paraphernalia, or a weapon of any kind. If a student is involved in an incident related to these areas, expulsion proceedings will be initiated.

Education Code 48900

- (a1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a2) Willfully used force or violence upon the person of another.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind. Selling, delivering, or otherwise furnishing to any person a "look-alike."
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused, or attempted to cause damage to school or private property.
- (g) Stolen, or attempted to steal school or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Possessed, offered, arranged, or negotiated to sell any drug paraphernalia.
- (k) Willful defiance of authority or disruption of school activities.
- (l) Knowingly received stolen school or private property.
- (m) Possessed an imitation firearm.
- (n) Committed or attempted to commit a sexual assault or sexual battery.
- (o) Harassed, threatened, or intimidated a witness.

EC 48900.2 Committed sexual harassment.

EC 48900.3 Caused, attempted to cause, threatened to cause, or participated in an act of hate violence.

EC 48900.4 Intentionally harassed, threatened, or intimidated a student or group of students to the extent of having the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder, and invading student rights by creating an intimidating or hostile educational environment.

EC 48900.7 Made terrorist threats against school officials and/or school property.

PLAGIARISM

Plagiarism is considered cheating and may result in a zero or "F" grade and a referral to the Dean's office for additional consequences.

We-Tip Hotline (800) 78-CRIME or www.wetip.com
Available 24 hrs day. Anonymous. Up to \$1000 reward.

GUM/FOOD/DRINKS IN CLASS

Gum is not permitted anywhere on campus. The damage caused by gum has resulted in clean up and book replacement at considerable financial cost to the school. Food & beverages are not to be consumed in classrooms. Energy drinks are not allowed on campus.

CAFETERIA/ EXPECTED BEHAVIOR

Free or reduced price meals are available for those families who qualify. Applications can be picked up and returned to the office. Full lunches as well as a la carte items are available.

- Students eating lunch in the MPR must raise their hand and wait to be excused by a staff member.
- No cutting or saving places for others
- No throwing food/drinks
- Students must remain in the MPR or quad area during lunchtime
- Students eating breakfast must keep all food items/trash at tables
- No running/ball playing in lunch area

CELL PHONES

Cameras and cell phones with a camera enabled, are not allowed on campus. Such items will be confiscated. Students who use cell phones shall do so only before or after the instructional day. Cell phones are to be powered off between 8:30am and 3:50pm. Violation of the cell phone policy will require parent pick up and result in disciplinary consequences. Office phones are available for students to make calls to parents during the school day if necessary.

PERSONAL PROPERTY, PLAYTHINGS, GADGETS, TOYS

Such things as IPODs, MP3s, hand-held electronics, laser pens (Penal code 417.27), permanent markers, pepper spray, matches/lighters, fireworks, and toys should not be brought to school. Aerosol sprays and strong perfumes are not permitted, as others may be allergic. The school/district is not responsible for any lost or stolen property (including money) and recommend that students do not bring any items not required to school.

SKATEBOARDS, BICYCLES, AND ROLLERBLADES

Skateboards, bicycles, and rollerblades are not allowed on any Snowline School District campus. Such items will be confiscated and turned over to the Snowline Police Department. Students may ride their bicycles to school but must go directly to the bicycle rack and lock their bicycles. State law requires students to wear a helmet until the age of 18.

TRANSPORTATION

Students who ride the bus are under the authority of the driver. Rules will be given on the bus, and students are held responsible for their actions in failing to follow those rules. Students residing outside of the Snowline School District boundaries are not allowed to ride the bus, they must provide their own transportation to and from school. Questions about bus conduct should be directed to Transportation at 760-868-6739.

*A separate handout is issued by the Transportation Department.

BEFORE SCHOOL CLUBS AND ACTIVITIES

Quail Valley offers a variety of after school programs such as tutoring, athletic events, and clubs. Students will be informed of times and dates in advance. Students must arrange for a ride prior to these activities as the office phone is for emergency use only. If students are on campus 30 minutes after a scheduled activity, disciplinary consequences may result, including but not limited to, future non-participation and / or attendance.

SPORTS

Intramural and/or competitive sports include volleyball, flag football, basketball, wrestling, soccer, and cross country. C.I.F. guidelines are followed. Parents must arrange transportation for students who participate.

High Desert Athletic League sports require a current physical prior to tryouts. Sports physicals are valid for one year.

Clarified HDAL Eligibility:

1. Students are eligible to tryout if on their most recent quarter or semester report card they earned at least a 2.00 GPA, with no failing grades, and no unsatisfactory citizenship marks; they have a physical examination on file with the QV Athletic Director which is less than one year-old for the duration of the specific athletic season; and they owe no fees for lost or damaged school materials. Students may NOT participate in tryouts if they are ineligible.
2. When a quarter or semester report card comes out during the season, a student-athlete will lose their place on the team if their GPA is less than a 2.00, they earn a failing grade or an unsatisfactory citizenship mark. They will not be placed on any kind of probation.
3. Coaches may address progress report grades at their own discretion.

ASSOCIATED STUDENT BODY (A.S.B)

This group, along with the Activities Director, will develop the guidelines for the Student Body Government. Any student who meets the following qualifications is eligible to run for office:

1. Student must have a 2.0 grade point average.
2. Student must not have earned a grade lower than a "D" on the last report card.
3. Student must not have earned an "N" or "U" in citizenship on the last report card.

ACADEMIC PENTATHLON

Quail Valley has an academic team that competes every spring against other middle schools in the Mountain/Desert Consortium. Student participation requires before/after school commitment.

C.J.S.F.

California Junior Scholarship Federation is a statewide organization that recognizes outstanding students. The purpose of the program is to foster high standards of scholarship, service, and citizenship. Membership is based on the student's previous semester grades and citizenship.

DANCE TEAM

This squad is an athletic team that combines cheer, dance, stunting, and gymnastics. The squad performs at school functions and competes throughout the year. Tryouts are held each spring and fall.

YEARBOOKS

Yearbooks are obtained on a prepaid basis and the cost will increase during the year (so order early)! Students who wish to assist with yearbook publication must apply with the yearbook advisor.

RENAISSANCE PROGRAM

The Renaissance Program makes positive recognition accessible to all students for scholastic achievement, continuous improvement, good behavior, and strong attendance. Recognized students must have a 2.50-4.00 G.P.A., no F's and no U's in citizenship, and no disciplinary records on file. \$10 fee for lost or stolen cards.

DANCES

Attendance at school dances is a privilege and a permission form must be on file. Only Quail Valley students may attend dances. Students are expected to adhere to all school rules and dress code while at the dance. Students will be denied the privilege of dance attendance for the ensuing dance if one of the following occurs:

1. Suspension or Saturday Work Adjustment Program (SWAP).
2. Receipt of 3 or more referrals and/or lunch or office detentions from the date of the previous dance.
3. Violation of any policy that results in a court or bus citation.
4. Picked up more than 30 minutes after dance end time.
5. Being removed from a dance for inappropriate behavior.

LOST AND FOUND

Students who find lost articles are asked to take them to the office. Lost clothing will be placed on the stage. Unclaimed items will be donated to charity during winter, spring, and summer breaks.

INTER-DISTRICT STUDENTS

Inter-district students are those who live outside of the Snowline District boundaries. These students are admitted as space allows. Inter-district status is conditional and may be revoked at any time at the discretion of the administration.

Students Must:

1. Maintain a 2.0 GPA (grade point average)
2. Maintain Good Behavior
3. Maintain 95% Attendance
4. Provide own Transportation

STUDENT WITHDRAWAL PROCEDURE

When a student is withdrawing from school, a written note or phone call from the parent/guardian is required at least two days prior to the withdrawal. All school books and equipment must be returned prior to the student's last day of attendance. Student records will not be released until all materials are returned. Please be aware that textbook verification and final checkout grades cannot be done in a single day.

Members of the Snowline District Board of Education:

Ann Bashaw
ann_bashaw@snowlineschools.com
Karie LaFever
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TOBACCO FREE POLICY

All Snowline School District campuses and sites have a no smoking-tobacco free policy. This is in compliance with HEALTH AND SAFETY CODE SECTION 104420 and with the requirements of Tobacco Use Prevention Education. This policy applies to all students, employees, parents, and community members at any time, at any event held on any Snowline property. Students in violation of this policy will be subject to disciplinary actions.

Snow Day Notification

Inclement weather conditions have a direct effect on the educational program of the District. Each year we extensively review the "snow-day" procedures, with the primary objective of transporting students safely with as little interruption of the instructional program as possible. This procedure is referred to as "snow-days," but obviously applies when roads are closed or other situations force closing of schools: The following procedures have been established:

1. We realize that personal circumstances make it difficult for some parents to get students to the bus stop or school, even though conditions may be safe for most students. This is an individual decision for parents, and we encourage you to always make a decision based on the welfare of your child.
2. Closing of schools will be done on a district-wide basis. There will be no early closing. If school is held, it will operate until the normal closing times. A mid-morning storm may force the buses to shut down, and afternoon transportation may not be available. If you would like your child released to a friend, relative, or neighbor, please ensure that person is listed on your student's emergency card; otherwise, the child will be kept at school until picked up by parents.
3. On days when the weather looks bad, a decision to open or close all schools will be made early in the morning (5:30 a.m.) and school personnel will be notified directly. We are required to conduct school a minimum of 180 days. Public notice regarding the closure of schools will be given to the radio stations listed below. We have established phone numbers that you may call for a recorded message. The radio stations and telephone numbers are listed below:

<u>RADIO STATION</u>	<u>SIGNAL</u>	<u>RADIO STATION</u>	<u>SIGNAL</u>	<u>WEBSITE:</u>
KIX	106.5 FM	Y102	960 AM	www.snowlineschools.com
KATJ	100.7 FM	KFRG	103.1 FM	
Y102/KZXY	102.3 FM	KFI	640 AM	

For school closure or snow-day information, please call 868-5624 or 868-6739. If school is closed during the year due to inclement weather, school will be in session on the following dates: May 13, 20, 26, 27 **CONFIRMATION OF SCHOOL CLOSURES WILL BE POSTED ON THE SNOWLINE WEBSITE LISTED ABOVE.**

WILLIAMS SETTLEMENT NOTIFICATION

Attention Parents and Guardians: CALIFORNIA STATE LEGISLATIONS REQUIRES SCHOOL DISTRICTS TO POST NOTICE REGARDING INSTRUCTIONAL MATERIALS, SCHOOL FACILITIES, TEACHER ASSIGNMENTS, AND COMPLAINT PROCEDURES

California State law requires that school districts meet the following requirements:

- 1. Sufficient Textbooks and Instructional Materials.** District schools must provide each student, including English learners, with a textbooks or instructional materials in core classes to use in class and to take home to complete the required homework assignments.
- 2. Clean and Safe School Facilities.** District schools must ensure that all school facilities are clean, safe, and maintained in good repair.
- 3. Classroom Teacher Assignments.** The district should assign each class a teacher and not a series of substitutes or other temporary teachers. The teacher should have the proper credential and subject matter training to teach the class, including training to teach English Learners, if appropriate.
- 4. California High School Exit Exam.** Students, including English learners, who have not passed one or both parts of the California High School Exit Exam by the end of grade 12 are to be provided the opportunity to receive intensive instruction and services for up to two consecutive academic years after the completion of grade 12.
- 5. Uniform Complaint Procedure.** The district must identify where the Uniform Complaint Form may be obtained in order to file a complaint about the above requirements. The Uniform Complaint Form may be obtained at Snowline Joint Unified School District, 4075 Nielson Rd., Phelan, CA 92371. Education Code: 17002, 60119, 35292.5, 35186, 37243

Student Attendance & Independent Study Contract (ISC) Requests

Students are legally required to attend school 175 days per school year. This is only 48% of the days in a year, or in other words, students are off of school more days than they are in school. Students learn best when they are in school, being taught by a highly-qualified teacher, and gaining the experiences from participating in class with other students.

Student absences are legally excused for illness, medical/dental appointments, bereavement in the immediate family, and court appearances by the student. ALL other student absences are unexcused. Three unexcused absences (which includes unexcused tardies in excess of 30 minutes or multiple unexcused tardies which add up in excess of 30 minutes) begin the SARB (Student Attendance Review Board) process. SARB is a formalized process to help students attend school regularly. SARB can result in stiff citations and fines to the parent/guardian of the student with poor attendance. When a student is absent it is the responsibility of the parent/guardian to contact the school attendance office to excuse the absence. All absences that the parent/guardian does not contact the school office to excuse within 10 days of the absence become unexcused absences.

If a parent knows in advance their child will be out of school for 5 or more consecutive school days, please contact the Quail Valley Attendance Office as early as possible to request an Independent Study Contract. **Requests for an Independent Study Contract must be made to the Attendance Office a minimum of 5 school days prior to the beginning of the absence.** It may take a teacher a few hours to prepare the work necessary for each requested ISC. Each teacher may have multiple students out on ISCs or other extended absences.

Independent Study is a Contract that must be completed by the student in order for the absences to be excused. If the ISC work is not completed and turned in on the day the contract ends, the absences are unexcused. Teachers may assign an equal amount of ISC work to the class time & homework time missed during the ISC absence. When a student is on an ISC, they are not at school. ISC absences count as absences from school. **ISC absences affect perfect attendance recognition and interdistrict transfer attendance rate.**

Requests for ISC contracts will be denied if:

- a. the student failed to complete a previous Independent Study Contract.
- b. the student has poor school attendance (absences + tardies + leave earlies equal more than 10% of the total school days to date).
- c. the student has less than a 2.00 grade point average or any failing grades on their most recent official progress report or report card.

If a student is absent during the days of a denied ISC contract, the absences will be marked as unexcused.

For students to be most successful in school, they need to be in class, do all of their work, turn-in all of their work, and take the time to put forth their best effort on all of their tests. Whenever possible, vacations need to be scheduled during the 190 days in the year when there is no school.

Snowline Joint Unified School District Uniform Complaint Procedures Annual Notification

The Snowline School District has primary responsibility for insuring that the district complies with state and federal laws and regulations governing educational programs. The District annually notifies students, parents, and employees of the procedures for complaints in written form at the beginning of the year or at the date of registration or employment. Any complaints alleging unlawful discrimination or failure to comply with state or federal laws will be reviewed and mediated or investigated by the district for the following state and federal programs:

Title 1	Title 3 – English Language Learners	Limited English Proficient
State Preschool	Special Education	Title V – Innovative Programs School Improvement
TUPE – Tobacco Use Prevention Education	Vocational Educational	Nutritional Services
Title IV – Safe and Drug Free Schools/Communities		

Complaints alleging discrimination must be filed within six months from the alleged occurrence or when knowledge was first obtained. The complainant will have the opportunity to provide relevant information during the investigation. The Board acknowledges and respects students and employee rights to privacy. Complainants are assured of protection from retaliation and all complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts.

The district follows Uniform Complaints Procedures established in **Board Policy # 1312.3 (a and b)**. Complaints should be directed to the **district compliance officer, the Assistant Superintendent of Curriculum, at (760) 868-5817**. Persons assigned to investigate complaints are knowledgeable about the laws or programs that he or she is assigned to investigate.

Within sixty days of receipt of the complaint, the district will provide a written report to the complainant containing the following:

- Findings and disposition of the complaint
- Corrective actions (if any)
- Rationale for such disposition
- Procedure for initiating an appeal to the California Department of Education, within 15 days of receiving a local agency written decision.

Nothing in this policy precludes a complainant from pursuing available civil law remedies outside of the district's complaint procedures. Such remedies may include mediation centers, public/private interest attorneys, injunctions, restraining orders, etc.

If dissatisfied with the district's resolution of a complaint, the complainant has the right to appeal to the California Department of Education within fifteen days after the district's report is issued. **For discrimination complaints, however, a complainant must wait until 60 days has elapsed from the filing of an appeal with the California Department of Education before pursuing civil law remedies.**

The Healthy Schools Act of 2000 requires all California school districts to notify parents and guardians of pesticides they expect to apply during the year. We intend to use the following pesticides in your school this year.

TRADE NAME	ACTIVE INGREDIENT(S)	EPA REGISTRATION NO.
Round-up	Glyphosate	524-445
Surflan	Oryzalin	37429-GA-01
Blue Skies	Didecyl Dimethyl Ammonium Chloride	473171-131-7176
High Gear	Sulfactant	
Lemon Fields	Didecyl Dimethyl Ammonium Chloride	
Look Glass Cleaner	Ammonia	
Speedball	2-Butoxy Ethanol	
Speedball 2000	Monoisopropanoamine	
Speetrack	Linear Primary Ethoxylate	
Luseaux Chlo-Cide	Sodium Hypochlorite	3522-21
Low Temp. Rinse Aid		
Monogram Ungreaseall		72827
Monogram – Water Base Stainless Steel Cleaner		540179
AF Value Way Pink Dish Soap		718874/720789

You can find more information regarding these pesticides and pesticide use reduction at the Department of Pesticide Regulation's Web site at <http://www.cdpr.ca.gov>.

If you have any questions, please contact Snowline Joint Unified School District Maintenance and Operations Department (Mike Schene, M & O Supervisor) at (760) 868-4706.

Pestmaster Services Incorporated Telephone (909) 820-9970

PO Box 1702

Fax (909) 783-3689

San Bernardino, CA 92402

Toll Free (800) 525-8866

Rcarney@pestmaster.com

<http://www.pestmaster.com>

In cooperation and in accordance with Pestmaster Service's Integrated Pest Management (IPM) guidelines and in accordance with AB2260 we provide the following material list:

TRADE NAME	ACTIVE INGREDIENT	EPA REGISTRATION NO.
Poison Free Wasp	Mint Oil	None
Poison Free Cont.	Mint Oil	None
Maxforce Stations	Fipronil	64248-10
Maxforce G.	Hydramethylnon	64248-19
Suspend SC	Deltamethrin	432-763
Delta Dust	Deltamethrin	432-772
Microcare	Piperonyl Butoxide	499-381
Talstar G.	Bifenthrin	279-3168
Wasp Freeze	D-Trans-Allerthrin	499-362
Demand CS	Lambda-cyhalothrin	10182-361
Siege Gel	Hydramethylnon	241-313

Should there be any questions regarding these products please call Pestmaster Services Inc. at (909) 820-9970.

The purpose of this notice is to notify you about new federal legislation that affects our school district and a parental option as a result of the legislation. In January 2002, President Bush signed into law **the No Child Left Behind Act**, now commonly referred to as NCLB. The act is the most sweeping educational reform since 1965. NCLB redefines and greatly expands the federal role in K-12 education. It enacts changes at the state and local district levels, and it specifically targets the achievement gap between non-performing students and their peers. NCLB is based on three basic standards:

1. Emphasis on effective teaching
2. Stronger accountability for results
3. Expanded options for parents

NCLB specifically requires school districts to notify parents about the emphasis on effective teaching. Beginning this school year, any district that receives federal funds must inform parents of their right to request information regarding the professional qualifications of their child's teacher. Parents may request the following information:

State credential criteria for grade level and subject matter taught by the teacher

Emergency or other provisional status of the teacher

The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher

Services provided by paraprofessionals and their qualifications

The district must also notify parents when a teacher that is not "highly qualified" teachers their children for four consecutive weeks.

This serves as notification that you have the option to request information about your child's teacher. If you desire to request this information, please contact Nancy Stapp at the district office, (760) 868-5817. District office personnel will obtain this information for you on a timely basis.

Please be assured that school site and district administrators and staff continue to work diligently to improve student achievement and school improvement by hiring the very best teachers and support staff. If you have questions about NCLB and parental choice, please contact your child's principal or the district office at 868-5817.

HEALTH EDUCATION, PUPIL SERVICES, AND PARENTS' OR STUDENTS' RIGHTS REQUIRING ANNUAL NOTIFICATION

DEAR PARENT/GUARDIAN:

State and federal laws require school districts to notify parents and guardians of minor pupils of parental rights. The law requires the parents or guardians to sign a notification form and return it to school. The signature is an acknowledgment that the parents or guardians have been informed of their rights but does not indicate that consent to participate in any particular program has been either given or withheld.

Some legislation requires additional notification to the parents or guardians during the school term or at least 15 days prior to a specific activity. (A separate letter will be sent to parents or guardians prior to any of these specified activities or classes, and the student will be excused whenever the parents or guardians file with the principal of the school a statement in writing requesting that their child not participate.) Other legislation grants certain rights that are spelled out in this form.

The following rights, responsibilities, and protections are provided (when used in this notification "parent" includes a parent or legal guardian):

RULES AND PROCEDURES ON SCHOOL DISCIPLINE (EC§ 35291): Rules pertaining to student discipline, including those that govern suspension or expulsion, are outlined in EC§ 48900 and are available from the building principal. They are also communicated to all students every year. In addition the following disciplinary information is to be provided to parents:

Hazing Prohibition (EC§ 3205 1): Prohibits pupils or other persons in attendance from conspiring to engage in hazing. Sexual Harassment Policy (EC§ 231.5; 5CCR§ 4917): Each district shall have a written policy on sexual harassment. Districts are also required to display the policy in a prominent location and include in orientation for employees and students.

Dress Code/Gang Apparel (EC§ 35183): Authorizes district to adopt reasonable dress code.

Sun Protective Clothing Use of Sunscreen (EC§ 35183.5): Requires school sites to allow for outdoor use of sun-protective clothing. Further provides for the use of sunscreen by students during school day and authorizes sites to establish policy.

Duty Concerning Conduct of Pupils (EC§ 44807): Every teacher shall hold pupils accountable for their conduct on the way to and from school, and on the playground.

Laser Pointers (PC§ 417.27): Prohibits possession of laser pointer for any student, unless possession is for valid instructional or other school related purpose.

Duties of Pupils (5CCR §300): Requires pupils to conform to school regulations; obey all directions; be diligent in study and respectful of teachers and others in authority; and refrain from profane and vulgar language.

Engaged in an act of bullying including, but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or school personnel.

SEX EQUITY IN CAREER PLANNING (EC§ 221.5(d)): Requires district to notify parents in advance of career counseling and course selection commencing with course selection for Grade 7, to promote sex equity and allow parents to participate in counseling sessions and decisions.

SCHOOL ACCOUNTABILITY REPORT CARD (EC§ 35256): Districts are to make a concerted effort to notify parents of purpose of school accountability report cards, ensure that all parents receive a copy of the report cards.

INSTRUCTION ON AIDS AND PREVENTION (EC§ 51201.5): Parents are to be notified in writing prior to any instruction or class on AIDS and AIDS Prevention. The student shall be excused from such instruction upon written parental request.

INSTRUCTION ON AIDS AND PREVENTION (EC§ 51550): Parents are notified in writing prior to any instruction or class in which human reproductive organs and their function or processes are described, illustrated, or discussed. Materials to be used may be reviewed prior to instruction.

HEALTH, FAMILY LIFE, AND SEX EDUCATION: CONFLICT WITH RELIGIOUS BELIEFS (EC§ 51240): Whenever any part of the instruction in health, family life, or sex education conflicts with religious training and beliefs or personal moral convictions of the parent or guardian, the student shall be excused from that part of the instruction upon written parental request. The Education Code requires all public schools that teach sex education courses that discuss sexual intercourse to include the provisions of Section 1255.7 of the Health and Safety Code and Section 271.5 of the Penal Code.

SEX EDUCATION INSTRUCTION: Requires district to notify parents, in writing, prior to any instruction in which human reproductive organs and their functions and processes are described, illustrated, or discussed, and the right of parents to inspect and review materials to be used. Opportunity for parent to request, in writing, that child not attend instruction should also be included.

PUPIL NUTRITION (EC§ 49520): Reduced Price Lunches: Needy pupils may be eligible for free or reduced priced meals. Details are available at your child's school site.

STATE FUNDED ADVANCED PLACEMENT EXAMINATIONS (EC§ 48980(m)): Requires annual notification to advise parents of the availability of state funds to cover costs of advanced placement examination fees pursuant to EC§ 52244.

RIGHT TO REFRAIN FROM HARMFUL USE OF ANIMALS (EC§ 32255-32255.6): Pupils may choose to refrain from participating in educational projects involving the harmful or destructive use of animals.

CONTINUING MEDICATION REGIMEN (EC§ 49480): The parent or legal guardian of any public school pupil on a continuing medication regimen for a non episodic condition shall inform the school nurse or other designated certificated school employee of the medication being taken, the current dosage, and the name of the supervising physician. With the consent of the parent or legal guardian of the pupil, the school nurse may communicate with the physician and may counsel with the school personnel regarding the possible effects of the drug on the child's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

PRESENCE OF PUPIL WITH TEMPORARY DISABILITY IN HOSPITAL (EC§ 48207- 48208): The parent or guardian of a pupil hospitalized or with a temporary disability shall notify the school district where the pupil is receiving care and if an individual instruction program is desired.

SPECIAL EDUCATION; CHILD FIND SYSTEM (EC§ 56301): Any parent suspecting a child has exceptional needs (handicapped) may request an assessment for eligibility for special education services through the school principal. Policy and procedure to include written notification to all parents of their rights pursuant to EC§ 56300.

SPECIAL EDUCATION COMPLAINTS (5CCR§ 3080): State regulations require the district to establish procedures to deal with complaints regarding special education. If you believe that the district is in violation of federal or state law governing the identification or placement of special education students, or similar issues, you may file a written complaint with the district. State regulations require the district forward your complaint to the State Superintendent of Public Instruction. Procedures are available from your child's school site.

PHYSICAL EXAMINATION; PARENT REFUSAL TO CONSENT (EC§ 49451): A child may be exempt from physical examination whenever the parents file a written statement with the school principal stating that they will not consent to routine physical examination of their child. Whenever there is good reason to believe the child is suffering from a recognized contagious disease, the child will be excluded from school attendance.

ATTENDANCE OF SUSPENDED PUPIL'S PARENT OR GUARDIAN (EC§ 48900.1): If a teacher suspends a pupil, the teacher may require the child's parent to attend a portion of the school day in his or her child's classes. Employers may not discriminate against parents who are required to comply with this requirement.

ASBESTOS (40CFR 763.93): The district has a plan for eliminating health risks that are created by the presence of asbestos in school buildings. It may be reviewed at the district office.

USE OF PESTICIDES (EC§ 48980.3): School districts shall inform parents or guardians about the use of pesticides on school grounds. **COMPREHENSIVE SCHOOL SAFETY PLAN (EC§ 35294.6):** Each school is required to report on the status of its school safety plan, including a description of its key elements, in the annual school accountability report card. A new mandatory component of the school safety plan is a discrimination and harassment policy.

COMPLAINTS CONCERNING DEFICIENCIES RELATED TO INSTRUCTIONAL MATERIALS (EC§ 35186) (Amended by AB 83 1, Ch. 118, Statutes of 2005) Requires that notice be given to a parent regarding school deficiencies to contain a statement informing parents and guardians of teacher vacancies or misassignments.

SUPERINTENDENT'S ROLE IN AIDING PARENTS IN DUE PROCESS HEARINGS. EC§ 56502 (Added by AB 1662, Ch. 653, Statutes of 2005) Includes new timeline for notices regarding due process hearings, and requires Superintendent to develop a model form to assist parents and guardians in filing requests for due process.

UNSAFE SCHOOL CHOICE OPTION. 5 CCR 11993(k) "Any firearms violations" is an event which must be considered in determining whether a school site is at risk of being classified as persistently dangerous.

NOTICE OF ALTERNATIVE SCHOOLS (EC§ 58501): California State law authorizes all school districts to provide for alternative schools. 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 teaming takes place when the student learns because of his desire to learn.
- (c) Maintain a teaming situation maximizing student self-motivation and encouraging the student in his own time to follow his own interests. These interests may result in whole or in part from a presentation by his teachers of choices of teaming projects.
- (d) Maximize the opportunity for teachers, parents and students to cooperatively develop the teaming 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.

STATEMENT OF NONDISCRIMINATION (Title VI CRA '64): The district is required to have a policy of nondiscrimination on the basis of race, color, national origin, sex, or handicap. This policy requires notification in native language if service area contains a community of minority persons with limited English language skills. Notification must state that district will take steps to assure that the lack of English will not be a barrier to admission and participation in district programs. This policy applies to all students insofar as participation in programs and activities is concerned, with few exceptions such as contact sports. In accordance with federal law, complaints alleging noncompliance with this policy should be directed to the school principal. Appeals may be made to the district superintendent.

NOTIFICATION OF PRIVACY RIGHTS OF PARENTS AND STUDENTS (EC§ 49073): Federal and State laws grant certain rights of privacy and right of access to students and to their parents. (Release of Pupil Directory -Information)

Full access to all personally identifiable written records maintained by the school district must be granted to:

- 1) Parents of students age 17 and younger,
- 2) Parents of students age 18 and older if the student is a dependent for tax purposes,
- 3) Students age 18 and older, or students who are enrolled in an institution of postsecondary instruction (called "eligible students"). Parents, or an eligible student, may review individual records by making a request to the principal. The principal will see that explanation and interpretations are provided if requested. Information that is alleged to be inaccurate or inappropriate may be removed upon request. In addition, parents or eligible students may receive a copy of any information in the records at reasonable cost per page. District policies and procedures relating to: location of, and types of, records; kinds of information retained; persons responsible for records; directory information; access by other persons; review; and challenge of records are available through the principal in each school. When a student moves to a new district, records will be forwarded upon the request of the new school district. At the time of transfer the parent (or eligible student) may review, receive a copy (at a reasonable fee), and/or challenge the records.

If you believe the district is not in compliance with federal regulations regarding privacy, you may file a complaint with the United States Secretary of Education.

The district also makes student *directory information* available in accordance with state and federal laws. This means that each student's name, birth date, birthplace, address, telephone number, major course of study, participation in school activities, dates of attendance, awards, and previous school attendance may be released in accordance with board policy. In addition, height and weight of athletes may be made available. Appropriate directory information may be provided to any agency or person except private, profit-making organizations (other than employers, potential employers, or news media). Names and addresses of seniors or terminating students may be given to public or private schools and colleges, parents and eligible students will be notified prior to the destruction of any special education records.

Upon written request from the parent of a student age 17 or younger, the district will withhold directory information about the student. If the student is 18 or older or enrolled in an institution of postsecondary instruction and makes written request, the pupil's request to deny access to directory information will be honored. Requests must be submitted within 30 calendar days of the receipt of this notification.

SCHOOL SAFETY PLAN (EC§ 35294.8): Planning committee is required to hold a public meeting to allow members of the public the opportunity to express an opinion about the school plan. Planning committee to notify in writing specified persons and entities.

Notice of Compliance (EC6 35294(c)): District to notify State Department of Education by October 15th of schools that are not in compliance with safety plans.

School Buses: Passenger Safety (EC6 39831.5): Requires safety regulations to be provided to all new students.

ATTENDANCE - Sections pertaining to school attendance:

Intradistrict Choice Policy (EC§ 35160.5(b)): Requires districts to adopt rules and regulations establishing a policy on Intradistrict/open enrollment within the district for residents of the district.

Interdistrict Attendance (EC§ 46600): Authorizes two or more districts to enter into agreement up to five years.

Residency Based on Parent Employment (EC§ 48204(f)): Authorizes districts to allow elementary pupils to establish residency if parent or guardian is employed within boundary of district.

Excused Absence (EC§ 48205): State law permits students to be absent for justifiable reasons. Allow for completion of missed assignments.

Absence for Confidential Medical Services (EC& 46010.1): Requires district to notify pupils in grades 7 to 12, and their parents, that law permits school to excuse pupils for purpose of obtaining confidential medical services without consent of parent. While Section 46010.1 is required notification, district implementation is permissive.

Absence for Religious Instruction (EC6 46014): Authorizes districts to adopt resolution and regulations to allow pupils with parent consent to be excused to participate in religious exercises/instruction.

Attendance Options (EC6 48980(a)): Required to advise parents of all current statutory attendance options.

Notification of Minimum Days and Pupil Free Staff Development Day (EC6 48980(c)): Requires annual notification to advise parents of schedule of minimum days and pupil-free staff development days at beginning of year or as early as possible/no later than one month prior.

CONFIDENTIAL MEDICAL SERVICES (EC§ 46010): Per Education Code 46010, the district may excuse grades 7 - 12 pupils for the purpose of obtaining confidential medical services without the consent of the pupil's parent or guardian.

COMMUNICABLE DISEASES (EC§ 49403): Authorizes district to administer immunizing agent to pupils, whose parents have consented in writing, to the administration of such immunizing agent.

MEDICATION (EC§ 49423): Any student who must take prescribed medication at school and who desires assistance of school personnel must submit a written statement of instructions from the physician and a parental request for assistance in administering the medications.

MEDICAL AND HOSPITAL SERVICES FOR PUPILS (EC§ 49472): Authorizes districts to provide medical or hospital services through nonprofit membership corporations or insurance policies for pupil injuries arising out of school-related activities.

INVESTING FOR FUTURE EDUCATION (EC§ 48980(D)): May advise parents of importance of investing for higher education.

ACCESS TO INTERNET AND ONLINE SITES (EC§ 48980(I)): Requires districts to provide a copy of written policy regarding Internet access. **AVAILABILITY OF INDIVIDUALIZED INSTRUCTIONS/FREE AND REDUCED MEALS (EC§ 48980(B)):** Requires parents to be advised of individualized instruction as prescribed by Section 48206.3, and programs of free and reduced meals prescribed by Section 495 10.

HIGH SCHOOL EXIT EXAM (EC§ 48980(E)): Commencing with 2003-2004 school year, pupils completing 12 1h grade will be required to successfully complete the high school exit exam. Also, prohibits administering exam to pupil not receiving adequate notice (EC 60850).

GRADE REDUCTION / LOSS OF ACADEMIC CREDIT (EC§ 48980(I)): No pupil shall have his/her grade reduced or lose academic credit for any excused absence pursuant to EC§ 48205 for missed assignments / tests that can reasonably be provided / completed. Requires full text of 48205 to be included with the annual notification to parents.

PUPIL NUTRITION: NOTICE OF FREE AND REDUCED-PRICED MEALS (EC§ 49520): Requires districts to inform parents of needy children of free or reduced-priced meals.

PUPILS WITH TEMPORARY DISABILITIES; INDIVIDUAL INSTRUCTION (EC§ 48206.3): Requires districts to notify parents of availability of individualized instruction for students with temporary disabilities. Also, to inform parents of responsibility to notify district where hospital is located (EC 48208) where the temporary disabled student is receiving adequate notice.

CHILDREN IN HOMELESS SITUATIONS: Each local district shall appoint a liaison for homeless children who shall ensure the dissemination of public notice of the educational rights of students in homeless situations. Parental Notification requires districts that receive Title I funds to notify parents of the following requirements under "No Child Left Behind." Program Improvements-Parent/Guardian shall be notified when their children's school is identified a "program improvement" and the opportunities for school choice and / or supplemental instruction Teacher Qualifications-Parent/Guardian shall be notified that they may request specified professional qualifications of the student's classroom teacher(s) and assigned paraprofessional(s).

PERSISTENTLY DANGEROUS SCHOOLS - Parents/guardians shall be notified of elementary and/or secondary schools considered to be "persistently dangerous" pursuant to California Department of Education guidelines and of available options.

INSTRUCTION: SEXUALLY TRANSMITTED DISEASES; AIDS (EC§ 51554): Parents to be properly notified of proposed instruction on AIDS, sexually transmitted diseases, human sexuality or family life. No instruction without notification. Instruction: Sexually Transmitted diseases: (Kindergarten, Grades 1-6) Requires district to notify parents, in writing prior to instruction.

CHILD HEALTH AND DISABILITIES PREVENTION PROGRAM (HSC§ 124085): Requires parents of kindergarten and first grade pupils of requirement of physical examination for first grade enrollment and availability of free health screening through local health department. Requires up to five days of exclusion for failure to comply or sign a waiver.

UNIFORM COMPLAINT PROCEDURES (5CCR§ 4622): Requires annual written notification to pupils, employees, parents, district advisory committee, school advisory committees, and other interested parties of district Uniform Complaint Procedures.

PUPIL RECORDS; NOTIFICATION OF RIGHTS (FERPA EC§ 49063): Requires district to annually inform parents or "eligible" pupils of their rights concerning pupil records.

SPECIAL EDUCATION (IDEA): Requires district to inform parents of federal law requirement that a free and appropriate public education (FAPE) in the least restrictive environment be offered to qualified pupils with disabilities ages 3 through 21 years.

REHABILITATION ACT HANDICAPPED PUPILS (Section 504 of Rehabilitation Act): Requires district to annually notify handicapped pupils and their parents of district's non-discriminatory policy and duty under Section 504 of the Rehabilitation Act.

DRUG FREE CAMPUS (Alcohol and Other Drug Use Prevention Education): Possession, use or sale of narcotics, alcohol or other controlled substances is prohibited and strictly enforced at all school activities. Records will be forwarded to local law enforcement, and district sanctions will result from violations.

SEXUAL HEALTH EDUCATION and HIV/AIDS PREVENTION. (Added by SB 71, Ch.650, Statutes of 2003) EC § 51938. Districts must, at the beginning of the school year or at a new enrollment, notify parents about instruction in comprehensive sexual health education and HIV/AIDS prevention education and research on pupil health behaviors and risks.

SCHOOL ACCOUNTABILITY REPORT CARD. (EQ Section (§)33126 (Added by SB 550, Ch. 900. Statues of 2004.) Districts must provide parents and guardians with a copy of the school accountability report card and make a concerted effort to notify parents of the purpose of the school accountability report cards. *See Attachment No. 3(a).*

PARENT ATTENDANCE OF SUSPENDED STUDENT SCHOOLDAY. EC § 48900.1 (Added by A132855, Ch. 895, Statutes of 2004.) Parents or guardians must be provided with notice prior to a school district adopting a policy authorizing teachers to require the parent or guardian of a suspended pupil to attend a portion of a schoolday in the class of the suspended pupil.

SELF-ADMINISTRATION OF MEDICATION. EC § 49423 (Amended by SB 1912, Ch. 846, Statutes of 2004.) Students may carry and self administer prescription auto-injectable epinephrine if certain requirements are met.

SEXUAL HEALTH EDUCATION AND HIV/AIDS PREVENTION. EC § 51938 (Amended by AB 1925, Ch. 323, Statutes of 2004.) If a school district elects to provide comprehensive sexual health education or HIV/AIDS prevention education through outside consultants and/or an assembly. Notice must be provided outside consultants and/or assembly, notice must be provided to parents that includes the date of instruction, the name of the organization or affiliation of each guest speaker and information stating that the parent/guardian has the right to request a copy of Education Code sections 51933 and 51934. **PUPIL INSURANCE FOR ATHLETIC TEAMS** (EC § 32221.5 Requires school districts that elect to operate an interscholastic athletic team or teams to include a specified statement regarding no-cost or low-cost local, state, or federally sponsored health programs in offers of insurance coverage and in other letters and printed materials.

SCHOOL ACCREDITATION (EC § 35178.4): Requires a school district to notify each parent or guardian of a pupil in a school that has lost its accreditation status and the potential consequences of the school's loss of status, in writing or by posting the information on the school district's or school's Internet Web, or by any combination of these methods.

request by providing access no later than five business days following the date of request.

PUPIL HEALTH: DIABETICS SCREENING: (EC § 49452.7) Requires each school district on or after July 1, 2010, to provide a type 2 diabetes information sheet developed **PUPIL RECORDS: INSPECTION AND PRODUCTION** (EC § 49069) Requires each school district to respond to a pupil record by the State Department of Education to the parent or legal guardian of the incoming 7th grade pupils.

PUPIL HEALTH: ORAL HEALTH ASSESSMENT (EC § 49452.8) Requires public schools to send a notification of the assessment requirement, including a standardized form that can be used for an assessment or on which the parent or legal guardian can indicate one of several specified reasons why an oral health assessment by a licensed dentist or other registered dental health professional assessment cannot be completed for any pupil enrolled in kindergarten in a public school, or in the first grade if the pupil was not previously enrolled in Kindergarten in a public school.

STUDENTS WITH EXCEPTIONAL NEEDS: INSPECTION OF SCHOOL RECORDS: EC §56043 Specifies the rights of parents with children with exceptional needs to examine and receive copies of records, and specifies certain timelines related thereto. **DISABLED PERSONS:** High School Examination EC § 60852.4 Requires the pupil, parent, or legal guardian of a pupil to be notified that the pupil is entitled to receive a free appropriate public education, no later than 30 days prior to the receipt of a diploma in 2007. If you do not wish directory information released, please sign below and return to the school office. Note that this will prohibit the district from providing the pupil's name and other information to the news media, interested schools, parent-teacher associations, interested employers, and similar parties.

August 2010

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12 1357	13 2468	14
15	16 7135	17 8246	18 5713	19 6824	20 3571	21
22	23 4682	24 1357	25 2468	26 7135	27 8246	28
29	30 5713	31 6824				

August 12 – First Day of School

August 18 & 25 – Minimum Days – 1:30pm Release Time

September 2010

S	M	T	W	Th	F	S
			1 3571	2 4682	3 1357	4
5	6 No School	7 2468	8 7135	9 8246	10 5713	11
12	13 6824	14 3571	15 4682	16 1357	17 2468	18
19	20 7135	21 8246	22 5713	23 6824	24 3571	25
26	27 4682	28 1357	29 2468	30 7135		

September 6 – Labor Day – No School

September 15 & 29 - Minimum Days – 1:30pm Release Time

October 2010

S	M	T	W	Th	F	S
					1 8246	2
3	4 5713	5 6824	6 3571	7 4682	8 1357	9
10	11 No School	12 2468	13 7153	14 8246	15 5713	16
17	18 6824	19 3571	20 4682	21 1357	22 2468	23
24/31	25 7135	26 8246	27 5713	28 6824	29 3571	30

October 6 & 20 – Minimum Days – 1:30pm Release

October 11 – No School

November 2010

S	M	T	W	Th	F	S
	1 4682	2 1357	3 2468	4 7135	5 8246	6
7	8 5713	9 6824	10 3571	11 No School	12 No school	13
14	15 4682	16 1357	17 2468	18 7135	19 8246	20
21	22 No School	23 No School	24 NoSchool	25 No School	26 No School	27
28	29 5713	30 6824				

November 11 & 12 - Veteran's Day – No School

November 3 & 17 – Minimum Days – 1:30pm Release Time

November 22-26 – Thanksgiving Holiday – No School

December 2010

S	M	T	W	Th	F	S
			1 3571	2 4682	3 1357	4
5	6 2468	7 7135	8 8246	9 5713	10 6824	11
12	13 3571	14 4682	15 1357	16 2468	17 7135	18
19	20 No School	21 No School	22 No School	23 No School	24 No School	25
26	27 No School	28 No School	29 No School	30 No School	31 No school	

December 1 & 8 – Minimum Days – 1:30pm Release Time

December 20 - 31 – Winter Recess – No School

January 2011

S	M	T	W	Th	F	S
						1
2	3 8246	4 5713	5 6824	6 3571	7 4682	8
9	10 1357	11 2468	12 7135	13 8246	14 5713	15
16	17 No School	18 6824	19 3571	20 4682	21 1357	22
23	24 2468	25 7135	26 8246	27 5713	28 6824	29
30	31 3571					

January 12 & 26 – Minimum Days – 1:30pm Release Time

January 17 – MLK Holiday – No School

February 2011

S	M	T	W	Th	F	S
		1 4682	2 1357	3 2468	4 7135	5
6	7 8246	8 5713	9 6824	10 3571	11 4682	12
13	14 No School	15 1357	16 2468	17 7135	18 8246	19
20	21 No School	22 5713	23 6824	24 3571	25 4682	26
27	28 1357					

February 9 – Minimum Day – 1:30pm Release Time
 February 14 – Lincoln's Birthday – No School
 February 21 – Washington's Birthday – No School

May/June 2011

S	M	T	W	Th	F	S
1	2 8246	3 5713	4 6824	5 3571	6 4682	7
8	9 1357	10 2468	11 7135	12 8246	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 No School	31	June 1	June 2	June 3	June 4

May 13, 20, 26, 27 – No School Unless Snow Day Make-Up
 May 30 – Memorial Day – No School
 June 3 – Last Day of School - Minimum Day – 1:30pm Release Time

March 2011

S	M	T	W	Th	F	S
		1 2468	2 7135	3 8246	4 5713	5
6	7 6824	8 3571	9 4682	10 1357	11 2468	12
13	14 7135	15 8246	16 5713	17 6824	18 3571	19
20	21 4682	22 1357	23 2468	24 7135	25 8246	26
27	28 5713	29 6824	30 3571	31 4682		

March 2 – Minimum Day – 1:30pm Release
 March 16 – Minimum Day – 1:30pm Release

April 2011

S	M	T	W	Th	F	S
					1 1357	2
3	4 2468	5 7135	6 8246	7 5713	8 6824	9
10	11 3571	12 4682	13 1357	14 2468	15 7135	16
17	18 No School	19 No School	20 No School	21 No School	22 No School	23
24	25 No School	26 No School	27 No School	28 No School	29 No School	30

April 18 – 29 – Spring Recess No School

Dress Code and Gum Referral Record

Gum Referral Dates	Staff Initial	Parent Initial
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Dress Code Referral Dates	Staff Initial	Parent Initial
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

