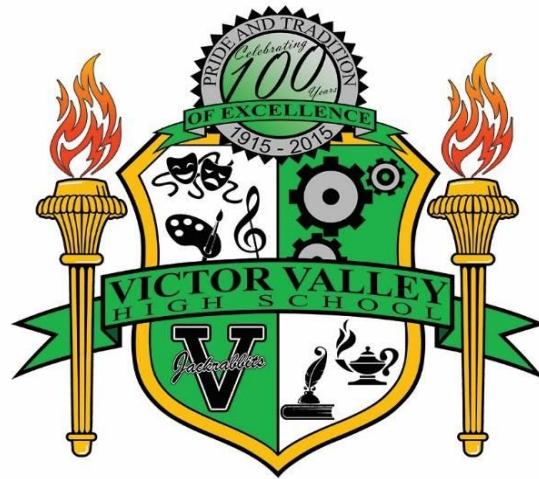


VICTOR VALLEY HIGH SCHOOL



STUDENT HANDBOOK 2020-21

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VVHS MISSION STATEMENT

Teach them well, keep them safe,
prepare them for the future.

VVHS VISION STATEMENT

Victor Valley High School strives to provide an environment of quality education that will promote productive citizens of the future.

VVHS ESLR's

Higher test scores based on individual academic improvement.

Ownership of academic success by all stakeholders.

Promote respect and tolerance of cultural diversity.

**Victor Valley Jackrabbits Are:
Safe, Respectful, and Responsible!**



Victor Valley High School

Administration		
Nancy Noyer	Principal	Ext. 31101
Rani Ortega	Administrative Assistant IV	Ext. 31102
Rafael Navarro	Assistant Principal	Ext. 31155
Katrina Neal	Administrative Assistant I	Ext. 31103
Jerome Rucker	Assistant Principal	Ext. 31164
Selina Gonzales	Administrative Assistant I	Ext. 31116
Chris Cusino	Assistant Principal	Ext. 31163
Emily Gerra	Administrative Assistant I	Ext. 31162
Counseling		
Katherine Shahin	Counseling Office	Ext. 31160
Kristie Moitoso (Counselor)	A – Espin	Ext. 31148
Josie Struebing (Counselor)	Espio – Lon	Ext. 31146
Andrea Porter (Counselor)	Lop -- Rh	Ext. 31141
LaDonna Silva (Counselor)	Rj – Z	Ext. 31142
Office Staff		
Receptionist	Main Desk	Ext. 31100
Tyler Roth	School Resource Officer (SRO)	Ext. 31145
Shannen Avila/Alicia Most	Activities Director/ASB	Ext. 31119
Kelley Manning	ASB Bookkeeper	Ext. 31118
Ryan Jensen	Athletic Director	Ext. 31117
Activities/Athletics	Admin Assistant	Ext. 31116
Lauren Minnick	Athletic Trainer	Ext. 31271
Sara Mulford	Attendance	Ext. 31150
Ashley Robledo	Attendance	Ext. 31152
Zareh Der Galstianian	Attendance	Ext. 31151
Danyette Brown	Library	Ext. 31170
Samantha Lillard	Career Center	Ext. 31241
Summer Moreno	Work Experience	Ext. 31365

Board of Trustees

Penny Edmiston	President
Barbara Drew	Vice President
Jose Berrios	Clerk
Joshua Garcia	Member
Caleb Castaneda	Member

District Office Administration

Dr. Ron Williams, Ed.D	Superintendent
Dr. Ramiro Rubalcaba, Ed.D	Assistant Superintendent, Human Resources
Dr. Fal Asrani, Ed.D	Assistant Superintendent, Educational Services
Dr. Antoine Hawkins, Ed.D	Assistant Superintendent, Business Services



TEACHER LIST

Elizabeth	Alamo	ealamo@vvhhsd.org	Mark	McCandless	mmccandless@vvhhsd.org
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Mike	Martinez	mimartinez@vvhhsd.org	Marianne	Williams	mwilliams@vvhhsd.org



VVHS BELL SCHEDULES

VIRTUAL DAY SCHEDULE (Current Schedule August 2020 - ???)		
Period	Time	Class Time
1	8:00 - 8:37	37 minutes
2	8:42 - 9:19	37 minutes
3	9:24 - 10:01	37 minutes
4	10:06 -10:43	37 minutes
5	10:48 -11:25	37 minutes
6	11:30 -12:07	37 minutes

STANDARD DAY SCHEDULE			COLLABORATION DAY SCHEDULE		
EXCEPT - Wednesdays and Minimum Days			Starting Wednesday, August 5, 2020		
Period	Time	Class Time	Period	Time	Class Time
1	7:00 - 7:53	53 minutes	1	7:00 - 7:48	48 minutes
2	7:59 - 8:52	53 minutes	2	7:54 - 8:42	48 minutes
RTI	8:57 - 9:28	31 minutes	3	8:48 - 9:36	48 minutes
3	9:34 - 10:27	53 minutes	4	9:42 - 10:30	48 minutes
4	10:33 - 11:26	53 minutes	A Lunch	10:30 - 11:00	30 minutes
A Lunch	11:26 - 11:56	30 minutes	5A	10:36 - 11:24	48 minutes
5A	11:32 - 12:25	53 minutes	5B	11:06 - 11:54	48 minutes
B Lunch	12:25 - 12:55	30 minutes	B Lunch	11:24 - 11:54	30 minutes
5B	12:02 - 12:55	53 minutes	6	12:00 - 12:48	48 minutes
6	1:01 - 1:54	53 minutes	Collaboration	12:48 - 1:54	66 minutes
7	2:00 - 3:08	ROP			
<i>* Lunch based on 5th period classroom</i>			<i>* Lunch based on 5th period classroom</i>		

MINIMUM/FINALS DAY SCHEDULE		
Days - 12/18/20 & 5/24/21		
Period	Time	Class Time
1	7:00 - 7:44	44 minutes
2	7:50 - 8:34	44 minutes
3	8:40 - 9:24	44 minutes
4	9:30 - 10:14	44 minutes
A Lunch	10:14 - 10:44	30 minutes
5A	10:20 - 11:04	44 minutes
5B Lunch	11:04 - 11:34	30 minutes
5B	10:50 - 11:34	44 minutes
6	11:40 - 12:24	44 minutes



VVHS SCHOOL MAP

Please see Front Office Reception for a School Map



VVUHSD STUDENT CALENDAR

VICTOR VALLEY UNION HIGH SCHOOL DISTRICT 16350 MOJAVE DRIVE, VICTORVILLE CA 92395 (760) 955-3201 2020 - 2021 SCHOOL CALENDAR

JULY 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	^m 18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	«4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	^m 24	25	26	27	28	29
30	31					

JUNE 2021						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- FIRST DAY OF SCHOOL - August 3, 2020
- HOLIDAYS
- OCTOBER, FALL, WINTER & SPRING BREAKS
- LAST DAY OF SCHOOL - May 24, 2021
- ^m MINIMUM DAYS - December 18, 2020 and May 24, 2021
- « NON STUDENT DAY JANUARY 4, 2021

180 Total Instructional Days

BOARD APPROVAL DATE: 12/14/17



Distance Learning

Important Links and Contact Info

- **VVHS Phone Number:** 760-955-3300
- **VVHS Website:** <https://vvhs.vvuhsd.org/>
- **Student Email Access:** Student email (vvstu.org) account format: Last name + first character of first name + Last 3 digits of ID + Last two digits of birth year + [@vvstu.org](mailto:vvstu.org). Default password: 6 digit ID + last two digits of birth year.
- **AERIES Student and Parent Access:** [AERIES Portal](#)
- **Classlink for Students:** [Classlink Instructions](#)
- **VVHS COVID-19 Support Site:** [VVHS Jackrabbits](#)
- **Technical Support:** email helpdesk@vvuhsd.org

VVHS Guide for Virtual Learning

Student Expectations:

- Virtually attend **ALL** your classes based on your assigned schedule (Periods 1-6) Monday through Friday from 8:00 - 12:07 (see virtual bell schedule) .
- Check your student email multiple times each day for important information from the school and your teachers.
- Communicate with your teachers on a regular basis.

Parent Expectations:

- Check your [AERIES](#) parent portal weekly.
- Communicate on a regular basis with your child's teacher.
- Reach out to administrators, counselors and office staff if and when you need support.



ACADEMICS, CURRICULUM AND INSTRUCTION

Common Core State Standards

Educational standards describe what students should know and be able to do in each subject in each grade. In California, the State Board of Education decides on the standards for all students, from kindergarten through high school.

Since 2010, a number of states across the nation have adopted the same standards for English and Math. These standards are called the Common Core State Standards (CCSS). Having the same standards helps all students get a good education, even if they change schools or move to a different state. Teachers, parents, and education experts designed the standards to prepare students for success in college and the workplace.

The California Department of Education helps schools make sure that all students are meeting the standards.

Please visit the VVUHSD website (www.vvuhsd.org) to view the content standards for each academic subject.

Homework

Most academic classes require homework assignments to be completed daily or weekly in order to pass the class. Students and parents are encouraged to monitor assignments and academic progress online using Aeries. Students may register for an Aeries Student Portal account in the counseling or principal's offices. Parents may go to the Family Engagement Center in the Main Office to register for an Aeries Parent Portal account.

Academic Honesty

Academic honesty and personal integrity are fundamental components of a student's education and character development. VVHS expects that students will not cheat, assist others in cheating, lie, plagiarize or commit other acts of academic dishonesty. Doing so will result in penalties such as a zero grade on the assignment or test, detention, On Campus Intervention (OCI) or suspension. Parents will be notified by the teacher.



Textbooks

All textbooks and library books are due at the end of the year or when a student is no longer enrolled in that class. Fees will be assessed for damages to library books and textbooks, and all unreturned books. Students must be clear of all charges in order to participate in athletics, prom, and graduation night. Grades, transcripts, and diplomas will be held until all outstanding charges are paid and/or books are returned. Ed Code 48904.

After School Programs

After school tutorial sessions are available to support student achievements, promote success, encourage interest in education, and assist in meeting graduation requirements. Students receive small group or computerized assistance. VVHS offers specialized tutoring for SAT, ACT and AP test preparation. College Entrance Essay Workshops and Mock Oral Entrance Interviews are also available.

After school programs begin in October and continue through June of each year.

- Tutoring is available for specific subjects: homework, study skills, note taking or test taking.
- Appointments must be pre scheduled for tutoring assistance. The student, a parent, a counselor, or a teacher may complete tutorial referrals.
- Computer Lab “walk-ins” are welcome based on space available. The lab is equipped with computer software for word processing, spreadsheets, research projects, and internet access.

Class Rank

Rank is based on Academic GPA for grades 10-12 (excludes PE). Valedictorian and Salutatorian are chosen from total GPA in grades 9-12 (includes all classes). Therefore, the number one ranked student might not be valedictorian.

Promotion Requirements

9 th Grade	-	Promotion from Junior High
10 th Grade	-	60 units completed by end of 9 th
11 th Grade	-	120 units completed by end of 10 th
12 th Grade	-	180 units completed by end of 11 th



Grading Policy

Grading

Teachers will explain criteria at the beginning of the course. Letter grades are as follows:

A	(90–100) Superior
B	(80-89) Above Average
C	(70-79) Average
D	(60-69) Below Average
F	(59-0) Fail

Academic Warnings

Academic warnings are issued mid-quarter for students receiving a C or below in their classes. They are sent home with the student.

Report Cards

Grades are issued twice each semester. Quarter grades show the student's progress midway through the semester. Quarter grades are not recorded on the student's permanent record. Report cards are distributed within an assigned class and signed for by the student. Semester report cards are issued after each 18-week period and are recorded on the student's permanent transcript. Final report cards will be mailed directly to the student's home if there are no outstanding obligations; i.e., fees, books, etc. Report cards will be held if a student owes a school fee. For information on fees owed, contact the Library.

Graduation Requirements

ENGLISH:	4 years (40 units): No more than 10 units in English electives.
MATH:	3 years (30 units): No more than 10 units in cross-credit math courses. Students must pass Algebra I.
SCIENCE:	2 years (20 units): 10 units in Life Science and 10 units in Physical Science.
SOCIAL SCIENCE:	3 years (30 units): 10 units in World History; 10 units in U.S. History; 5 units in American Government; and 5 units in Economics.



- PE: 2 years (20 units): Must include the State mandated Physical Fitness Test.
- FINE ARTS: 1 year (10 units): Art, Music, Drama, or a World Language. If a World Language is taken, it must be one full year of the same language.

To graduate, students must complete 220 units (150 units as described above and 70 elective units).

Senior Year Graduation Check

All 12th graders will meet with their counselor to complete and discuss a graduation check. A copy of the graduation check will be mailed home. A second check will take place at the end of the first semester. The last check will follow the third quarter marking period to inform senior parents of seniors who have academic warnings and are in danger of not graduating.

Mid-term Graduation Requirements

Seniors must petition with your counselor no later than September of your senior year if you plan on graduating at mid-term. All graduation requirements must be met by the end of the first semester of your senior year.

Valedictorian and Salutatorian

The Graduation Committee met in May of 2014 to update the criteria for selection of Valedictorian and Salutatorian. The established criteria for these two honors already in place: students must have 6 periods for all four years of high school. The honors will be selected by TOTAL GPA including grades 9 -12. If at any time a student has less than 6 periods the student will not be eligible for selection of either honors, Valedictorian or Salutatorian. Additional criteria: a candidate for these two honors must also have attended Victor Valley High School for all three years of grades 10-12 or he/she will NOT be considered for either of these honors. ECP courses taken at Victor Valley High School will be calculated on a 5 point scale. In a situation where two students have the exact/same total academic GPA, they will be Co-Valedictorians and there will be 1 Salutatorian in that year.

Shortened Senior Schedules Both Semesters

Seniors must have a combination of five (5) courses which may include:

1. Five (5) courses at VVHS.
2. Minimum of four (4) courses at VVHS plus work experience,
 - a. CTE or a VVC course.



Second Semester with Work Experience

A student may reduce his/her schedule to three (3) academic/elective courses at VVHS plus work experience. PROCEDURE: The student must bring a note from his/her parent giving permission to reduce his/her schedule for the second semester. The note must be turned into the Counselor. The counselor will add a graduation check, attendance profile and grades. This packet will then be presented to the Principal for approval**

** This privilege may be revoked if the student's grade drops below a "C" in any course or if the student does not attend his/her courses regularly!

Graduation Ceremony

Tickets are required to attend the graduation Ceremony. Tickets are only issued to graduating seniors. The number of tickets issued is determined each school year. This number is based on the number of graduates and the state safety regulations. After the original tickets are given out, additional tickets may be purchased through ASB. Senior activities and walking in the graduation ceremony are privileges and can be revoked.

The commencement ceremony will bring much deserved recognition and we at Victor Valley High School take the planning and presentation of this ceremony very seriously. The decorum and dignity of this event are extremely important to our staff, all of our seniors, their family and friends.

Unfortunately, there have been some seniors who have been excluded from this prestigious ceremony in the past because they have exercised poor judgment preceding the ceremony, becoming involved in acts that include alcohol, drugs, and/or other disruptive behaviors. Please talk as a family about peer pressure and making good decisions, remembering that the commencement ceremony is a privilege, not a right. Any senior who violates school behavior standards during the year may not be allowed to participate in the graduation ceremony and/or other graduation-related activities. The following information is provided to assist our seniors in understanding the expectations we have for you:

Senior Behavior Expectations

VVHS Seniors are expected to be role models and exemplary citizens for younger students to emulate. Seniors who exhibit poor judgment in the following areas may be excluded from the following senior activities without a refund in addition to other disciplinary action:

1. Senior Prom
2. Senior Awards Night
3. Senior Breakfast



4. Commencement

I. Alcohol and Drugs

Any senior student found in possession of and/or under the influence of alcohol, or any other controlled substance, on the way to school, at school, going home from school, or at any school-sponsored activity will be excluded from one or more Senior Activity

II. Truancy

All students, even seniors in their final semester, ***must attend school regularly***. Absence from school will be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board Policy and Administrative Regulations.

III. Suspension/OCI

Suspendable offenses such as fighting/violence, creating a hostile educational environment, bullying, or theft will result in exclusion from all Senior Activities. See Discipline Section page 21 for a complete list of suspendable offenses.

General Equivalency Diploma (GED)

The G.E.D. Test is available to students 17 years 10 months of age or older as an alternative to a regular high school diploma.

ATTENDANCE

Studies show a direct correlation between good school attendance and good grades.

Attendance Policy

All students are expected to attend all classes and be on time. Violations of this policy will result in SARB (Student Attendance Review Board) and possible Clean Sweep Citation being issued.

Clearing Absences



Students' absences must be verified for record keeping purposes. Only the parent or legal guardian may call or write the Attendance Office to verify an absence.

The Attendance Office is located in the Main Office and is open 6:30 a.m.-3:00 p.m. daily. You may call the attendance office 24-hour line at (760) 955-3300, ext. 31150, 31151, or 31152. All absences must be verified within three days (72 hours). It is the student's responsibility to clear his/her absence.

Students over 18: Under certain circumstances, a student who turns 18 gains certain rights to access his/her school records and the right to excuse himself/herself from school. However, the student who turns 18 does not gain the right to receive unverifiable off-grounds passes. Students who are 18 years old may be placed on an 18-Year Old Contract.

Excused Absences

Teachers are required to provide make-up assignments and/or assessment only for excused absences. EC 48205; 48200, 48308, 48980b; 51101(a)(12); BP 5113 – A pupil shall be excused from school by contacting his/her attendance office by phone or writing within **3 days or 72 hours of the absence**. An excused absence will be recorded for any of the following reasons:

1. **Due to his or her illness.**
2. **For the purpose of having medical, dental, optometric, or chiropractic services rendered (doctor's note required)**
3. For the purpose of attending funeral services of a member of his or her immediate family, so long as the absence is not more than one day (if the service is conducted in California), and not more than three days (if the service is conducted outside California).
4. For the purpose of jury duty in the manner provided for by the law.
5. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
6. Due to quarantine under the direction of a county or city health officer.
7. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at a religious retreat, or attendance at an employment conference, when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and,



upon satisfactory completion within a reasonable period of time shall be given full credit. No student shall have his/her grade reduced or lose academic credit for any absences under this section. The teacher of any class from which a pupil is absent, shall determine that the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

“Immediate family” as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to “employee” shall be deemed to be references to “pupil.”

Verified Unexcused Absences

EC 48205; 48200, 48308, 48980b; 51101(a) (12); BP 5113 All other reasons for absence are unexcused. Verified unexcused absences include:

- Missing the bus / car trouble
- Oversleeping
- Refusing to come to school
- Being “down the hill” or out of town
- Family emergency

Cut Policy

Unexcused period absences that are not verified are considered a “Cut”. Cutting class is prohibited. Students who cut class WILL NOT be given the right to make up work or turn in any tests, quizzes, reports, homework, class assignments, etc., due on any day or period he/she is given a “Cut” or “Unexcused” absence. Excessive cutting is considered truancy and may result in fines and other penalties. Students who are off campus or out of class without a proper hall or off-grounds pass may be assigned Saturday School or On Campus Intervention and may be not be allowed to participate in extracurricular or afterschool activities or attend school events including games or dances (See Discipline for details). There may also be a Clean Sweep Citation issued. Excessive truancy will result in a requirement to appear at a District SARB hearing where the parent/guardian may be required to attend truancy classes, issued a fine of \$500-\$1,500. For the student, there may be a hold or suspension of the student’s driver’s license up to the age of 25 and denial or revocation of a work permit.

Change of Address/Phone Number/Email

It is the parent/guardian’s responsibility to update your contact information whenever there is a change. Inform the attendance office in person or in writing when you change



your address, home, work, or emergency contact phone number(s), email and/or address. ***This is very important in case of an emergency.*** Returned mail will be placed in the student's discipline file.

Chronic Illness

If your child might be absent more than 3 days in a year due to a medical issue, please see the Health Office (ext. 31151) in Attendance (CORE Building) for a Chronic Illness form.

Home/Hospital

Medical (Ed Code 48206.3)/Short Term Independent Study (STIS) home and/or hospital instruction as well as S.T.I.S. may be provided for the student with parental consent and administrative approval. A minimum of two weeks advance notice is required before S.T.I.S. is needed.

Illness at School

If a student becomes ill during school, he/she must report to the Health Office inside the Attendance Office to call home. ***STUDENTS ARE NOT TO CALL PARENT FROM A CELL PHONE OR CLASSROOM.*** Regardless of student age, ill students may no longer be released to walk or drive themselves for safety reasons.

By law [EC § 48205] illness is an excused absence. Please do not send your child to school if they have a fever of 100° or more (your child must be fever free without medicine twenty four hours before returning to school), a contagious illness [unless they have received medication for a minimum of 24 hours or until a doctor tells you your child is no longer contagious], more than one episode of diarrhea within the last 8-12 hours, a persistent productive cough or wheezing, a sore throat so bad your child will not eat or drink, a lot of pain for some reason (for example, a new injury), signs of conjunctivitis such as red, crusty or swollen eyes (may return once the symptoms have been treated and are gone or a note is presented from a doctor stating that the student may return to school), or head lice.

If your child has a medical issue (asthma, seizures, severe allergies, diabetes, injury, disability, etc.) which requires a care plan, PE modification, or medication to be taken at school please contact the Health Office for the required paperwork. This paperwork expires at the end of each school year and must be completed again at the beginning of the next school year.

Please contact the Health Office at (760) 955-3300 x31151 for any questions related to policies or paperwork for illnesses or medical conditions.



Medical Appointments

Assist in your child's education! Parents are encouraged to schedule all medical appointments for after school. If your student must miss school due to a medical appointment, ***a note from the doctor is required.*** Make-up/Homework (Ed Code 48205.b) states that students who miss school because of *excused absences* may be given the opportunity to make up missed work.

Medications at School

Students who take any medication during school hours must meet the following conditions:

1. All medications, prescription or over the counter, must be in the original container. The pharmaceutical label must be on the container.
2. Proper medication forms must be completed by parent and physician. Pick up in the attendance office.
3. Medications shall be kept in the health office. Provisions may be made for students to carry asthma inhalers. Ed Code 49423; 49480.

Absences for Religious Purposes

EC 46014; BP 5113.1; AR 5113 – The Board shall allow students to be absent for religious instruction or participation in religious exercises away from school property. Such absences shall be considered to be excused provided that: 1) the student shall attend at least the minimum school day, and 2) the students shall be excused for no more than four days per month.

Closed Campus Off Grounds Passes (BP 5112.5)

You must obtain an Off Grounds Pass every time your student leaves campus before his/her final bell. This includes the 7th period. A cut is issued if an Off Grounds Pass is not obtained. An Off Grounds Pass can only be authorized by a person listed as a parent/guardian or contact person. The authorized person will report to the Attendance Office in person to obtain the Off Grounds Pass. **PICTURE I.D. WILL ALSO BE REQUIRED.** There must be a current Emergency Form on file with a verifiable signature. Only students 18 or over may drive off campus with an administrator approval and clearance through the Attendance Office.



Pregnant Minors and Parenting Students

Pregnant minors and parenting male or female students are not excluded from participation in their regular school programs or required to participate in pregnant-minor programs or alternative educational programs.

Enrollment and Withdrawal

The Adds/Drops office is located in the Attendance Office in the Main Office.

Enrollments

(Office Hours – 7:00 a.m. – 11:00a.m.)

New students enrolling at VVHS must fill out all necessary paperwork at the Central Enrollment Office at the District. You will then be directed to the VVHS CORE Building to be activated and then to the counselor’s office for classes.

Withdrawals

(Office Hours -- 7:30 a.m.-2:30 p.m.)

When a student is transferring to another school or leaving our attendance area, the student is to notify the Attendance Office the day before his/her last of attendance. Pursuant to Ed Code, parents/guardians with a written request, have the right to receive a copy of the pupil’s record. Contact the Registrar for further information.

Instructions:

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Withdrawals processed in the attendance office. 2. Must be the custodial parent on record. 3. Must provide valid photo identification. | <ol style="list-style-type: none"> 4. Must return all school property (books, uniforms, student ID cards, etc.). 5. <i>If the student will be attending Goodwill, you must show Proof of Acceptance from Goodwill.</i> |
|---|---|

Records/Registration

Central Enrollment Hours: Monday-Thursday 7:30 a.m.-4:00 p.m. and Fridays 7:30 a.m.-12:00 p.m. Central Enrollment is located in Building #8 at the district office.



EXTRACURRICULAR ACTIVITIES

Associated Student Body (ASB)

All students are eligible for membership in the Associated Student Body (ASB) of Victor Valley High School. All purchases and sales for school products and/or fundraisers must be paid by CASH, Credit/Debit Cards, Cashiers Check or Money Order. NO personal checks accepted, NO EXCEPTIONS.

Participation in Student Government

To be an officer in ASB, you must meet certain requirements. The only officers chosen by a general election are: ASB President, ASB Vice President, ASB Secretary, ASB Treasurer, and all Class Presidents. Other Class Officers and the Commissioners are chosen by application. Class Officers and Commissioners must have a 2.8 GPA at time of petition (or application) and maintain it throughout their tenure. For more detailed information regarding election procedures, please refer to the ASB Constitution.

Letterman Jackets

The Associated Study Body has established that the appropriate letterman's jacket at Victor Valley High School has a green body with white sleeves with green and white stripes on the cuffs and the collar. Letterman's jackets with a green body and black sleeves or any other color cannot be worn on campus. Inappropriate letterman's jackets will be confiscated from students. Varsity Letters are awarded at the end of the season and given to the athlete in the Athletic Office only. Only letters awarded by our school can be worn on campus. An Academic Letter is available upon meeting academic guidelines. More information is available from the Activities Director.

Athletics

Athletic Guidelines

(Eligibility for Extra-Curricular Activity)

1. Students who wish to participate in athletics must have earned a 2.0 GPA on a 4.0 scale and must be passing a minimum of 20 semester units in the grading period prior to athletic participation and must maintain the



- 2.0 GPA during subsequent grading periods while competing. Only one physical education class per grading period may count for eligibility.
2. There is a probationary period for academic ineligibility; however, the GPA must not be below 1.83. Contact the Athletic Office for more information.
 3. In order to allow time for grades to be recorded and analyzed, the new ineligibility/eligibility period will begin the third Monday after each nine-week grading period and continue until the third Monday following the subsequent nine-week grading period.
 4. A student may become eligible by making up grades during summer school in the same or equivalent courses as determined by the principal. (Identical course negates the previous grade; similar course the grade is only averaged in).
 5. A student participating in sports must meet C.I.F. standards in addition to District standards.

Athletic Programs

Fall Season (Begins in August) Football, G. Tennis, G. Volleyball, Cross Country

Winter Season (Begins in November) B/G Basketball, B/G Soccer, Wrestling

Spring Season (Begins in February) Baseball, Golf, Softball, B. Tennis, B/G Swimming

Condensed CIF SS Eligibility

Students—to protect your eligibility you must:

- Be under 19 years of age prior to June 15.
- Have reached the ninth grade. Participate in no more than four seasons of the same sport after enrolling in the ninth grade.
- Be scholastically eligible.
- File CIF forms as necessary. See the Athletic Director for more information.
- Not be in your ninth semester of attendance since entering the ninth grade.
- Meet citizenship requirements.
- Maintain amateur standing.
- Not have participated in any tryout for a professional team.
- Maintain in your school files an annual physical examination certifying that you are physically fit to tryout and/or participate in athletic activities

SPECIAL NOTE: The list is only a summary of the State CIF and Southern Section rules and regulations. Check with the Athletic Director or your Coach if you have questions regarding eligibility. Competing when not eligible will subject your team to forfeiture. ***If in doubt as to your eligibility status, CHECK IT OUT.***



STUDENT SERVICES AND RESPONSIBILITIES

Student I.D. Cards

All students are required to have a valid Student I.D. in their possession at all times. Students must give their names and produce an ID card or student number upon request from any school official. Failure to do so will result in disciplinary action. Lost/stolen I.D. Cards must be immediately replaced by purchasing a new one for \$10 in the Library. I.D. Cards are required to pick up everything (textbooks, pictures, cap and gowns, etc.). Your Student I.D. Card is to be carried at all times on school campus and at all school-sponsored activities. (See--Violation of Administrative Policy).

Student Fees

The California Constitution requires that public education be provided to students free of charge, unless a charge is specifically authorized by law for a particular program or activity. Therefore, Victor Valley Unified School District may not charge fees for school programs and co-curricular activities, except for those programs or activities where a fee is specifically authorized by law.

The law does allow school districts to request voluntary donations and to engage in fundraising activities and programs. These donations and fundraising financial contributions are voluntary, and all students will be allowed to participate in school activities and extracurricular activities regardless of whether the parent or legal guardian makes a donation or contribution.

The fees, charges, and deposits that are legally authorized by law are as follows:

1. Charges for optional attendance as a spectator at a school or district-sponsored activity.
2. Charges for food served to students, subject to free and reduced price meal program eligibility and other restrictions specified in law.
3. Paying the replacement cost for district books or supplies loaned to a student that the student fails to return or that is willfully cut, defaced or otherwise injured, up to an amount not to exceed \$10,000.
4. Fees for field trips and excursions in connection with courses of instruction or school related social, educational, cultural, athletic, or school band activities, as long as no student is prevented from making the field trip or excursion because of lack of sufficient funds.



5. Medical or hospital insurance for field trips that is made available by the school district.
6. Charges for required medical and accident insurance for athletic team members, so long as there is a waiver for financial hardship.
7. Charges for standardized physical education attire of a particular color and design, but the school may not mandate that the attire be purchased from the school and no physical education grade of a student may be impacted based on the failure to wear standardized apparel “arising from circumstances beyond the control” of the student.
8. Charges for the parking of vehicles on school grounds.
9. Charges for the rental or lease of personal property needed for district purposes, such as caps and gowns for graduation ceremonies.
10. Fees for school camp programs, so long as no student is denied the opportunity to participate because of nonpayment of the fee.
11. Reimbursement for the direct cost of materials provided to a student for property the student has fabricated from such materials for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student.
12. Reimbursement for the actual cost of duplicating public records, student records, or a prospectus of the school curriculum.
13. Fees for transportation to and from school, and transportation between school and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average non subsidized cost per student and provided there is a waiver provision based on financial need.
14. Fees for transportation of pupils to places of summer employment.
15. Tuition fees charged to pupils whose parents are actual and legal residents of an adjacent foreign country or an adjacent state.
16. Tuition fees collected from foreign students attending a district school pursuant to an F-1 visa, equal to the full unsubsidized per capita cost of providing education during the period of attendance.
17. Fees for an optional fingerprinting program for kindergarten or other newly enrolled students, if the fee does not exceed the actual costs associated with the program.
18. Fees for community classes in civic, vocational, literacy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the community classes.
19. Deposits for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries.
20. Charges for eye safety devices, at a price not to exceed the district's actual costs, in specified courses or activities in which students are engaged in, or are observing, an activity or the use of hazardous substances likely to cause injury to the eyes.
21. Fees for Adult School classes, except for a student who is concurrently enrolled.



Pursuant to Education Code section 35330, a school district may charge a fee for a field trip. However, no student may be prevented from making the field trip because of the lack of sufficient funds. Therefore, each of our schools will coordinate efforts by community service groups to supply funds for pupils in need.

Pursuant to Education Code section 35335, a school district may charge a fee for school camp programs or outdoor science programs provided that the payment is not mandatory and no student is denied the opportunity to participate in the outdoor science program because of nonpayment of the fee. Each school will engage in fundraising activities and request donations and coordinate the efforts of community service groups to ensure that all students will have the funds available to participate in school camp programs and outdoor science programs.

135 Cal.3d 899, 911, n.14 (1984)
 2Education Code sections 38082 and 38084
 3Education Code section 48904
 4Education Code section 35330
 5Education Code section 35331
 6Education Code section 32221
 7Education Code section 49066(c)
 8Vehicle Code section 2113
 9Education Code section 38119
 10Education Code section 35335
 11Education Code section 17551
 12Government Code section 6253;
 Education Code section 49091.14

13Education Code section 39807.5
 14Education Code section 39837
 15Education Code section 48050-52
 168 U.S.C. Section 1184 (m) (1)
 17Education Code section 32390
 18Education Code sections 51810 and 51815
 19Education Code section 38120
 20Education Code section 32033
 21Education Code section 52612

Unpaid Bills and Fines

All bills and fines should be promptly paid. Students may inquire at any time about such bills from the ASB Bookkeeper. California State Education Code Section 48904 provides authorization for “Any School District...whose real or personal property has been willfully cut, defaced, or otherwise injured, or whose property is loaned to a pupil and willfully not returned upon demand of an employee of the District...authorized to make demand may, after affording the pupil his or her due process rights, withhold (such items as) the grades, diploma and transcripts of the pupil responsible for the damage, until the pupil or pupil’s parent or guardian has paid for the damages thereto...not to exceed ten thousand dollars.”



Library Resources

The library is open: Monday-Friday 6:45 a.m. to 3:00 p.m. The library has encyclopedias, magazines, SIRS, and a variety of fiction and non-fiction titles for required and leisure reading. A Resource Lab is available for student use with PC computers. Copies are available for a small fee. You will need your Student ID Card to take advantage of all services, including book checkout. Also, check out the library pages on the VVHS web page. We have links to research tools, primary documents, MLA format, online presentation tools, and how to find a good book.

Lost and Found Items

Items will be housed for one week only in the ASB Bookkeeper's Office. All unclaimed items will be donated to local charities after that.

Counseling Services

The Counselor's primary role is to function as a student academic advisor and advocate. It is understood that such a role will be determined by District policy and the law and will be in the best interest of the student. The general philosophical approach of the Counseling Department focuses on helping students help themselves. Responsible student behavior is encouraged in all aspects of the counselor-student interaction, with emphasis on the development of good decision-making and problem-solving skills. Appointments with counselors can be made before and after school and at lunch.

Schedule Changes

Class changes are not taken lightly. Class changes after the beginning of each semester are rare, and may require a parent conference with the teacher and/or administrator.

Student Parking (BP 5131.3)

Students must park in designated student parking at the rear of the school off Stadium Way. Parking violations will be issued and cars will be towed at owner's expense. All vehicles are subject to search when deemed necessary by school authority. Students are prohibited from going to any parking lot or car parked off campus during the school day unless prior approval from Administration is granted.

P.E. Uniforms

All students enrolled in P.E. class are required to have a P.E. Uniform. P.E. Uniforms are on sale at the ASB Store located in the Main Office. The ASB Store accepts cash and



credit/debit cards. Students may also use a plain gray T-shirt or sweatshirt and black athletic shorts or sweatpants as a P.E. Uniform.

Responsibilities

Quality Education

Students are entitled to a good, quality education. This includes the right to take any class or to participate in any activity for which you are qualified. This also includes the right to expect well prepared and competent instruction from your teachers, adequate guidance from your counselor, and fair treatment from your administrators.

Dignity and Respect

Students are entitled to be treated with dignity, courtesy, and respect. Students should expect such treatment from both members of the staff and your fellow students.

Knowledge of the Rules

Students at Victor Valley high School are expected to know and

obey the rules and regulations of the school. As young adults, you are responsible to know what is expected from you. You are expected to behave in a mature and responsible manner. Carefully review this handbook to clarify any misunderstandings.

Courteous Treatment of Others

Students are entitled to expect dignity, courtesy, and respect from others. You too have a responsibility to treat others on campus with courtesy and respect. This applies to students as well as members of the staff. This includes refraining from rowdy behavior, making rude or derogatory remarks, or otherwise interfering with the rights of others.



School Dances

School dances are a privilege. When permitted to attend, students must sign up in the Activities Office. Students who leave the dance will not be readmitted. Dance rules/guidelines are posted in the Activities Office – check it out!

The following actions may result in exclusion from school dances without a refund:

- Failure to serve detention, academic recovery time or Saturday school
- Truancy
- Excessive discipline

School Insurance

Injury insurance is available to Victor Valley High School students for a nominal cost through the Student Accident Insurance Company. Policies for school-time only coverage or full-time coverage are both available. No other school insurance is provided for students for accidents which may occur while at school or at a school activity. Please check with the Activities Office for detailed information and applications.

Selective Service System

Young men, by law, are required to register with the Selective Service System 30 days prior to or after their 18th birthday. Victor Valley High School offers this registration on campus in the Career Center. Work Permits are mandated by the State of California for minors and students who have not graduated from high school.



BEHAVIOR AND DISCIPLINE

The Jackrabbit Way

PBIS

Positive Behavior Interventions and Supports

What is PBIS?

Positive Behavior Interventions and Supports, or PBIS, is a school-wide set of systems established to support staff in teaching and promoting positive behavior expectations in all students. The purpose of PBIS is to create an environment of maximum learning where everyone feels safe, respected, and welcome.

Victor Valley High School Wide Behavior Expectations:

Be Safe
Be Respectful
Be Responsible...

The Jackrabbit Way!



Recognizing Students who Achieve Behavioral Expectations:

- ❖ *Carats*: Teachers and Staff award students with “Carat” bucks when students exhibit the proper school-wide expectations.



- ❖ *PBIS Awards*: Randomly selected students, awarded each month, who exhibit the Jackrabbit Way in their school behavior by remaining tardy free, without referrals or suspensions, and without D's and F's in their grades.
- ❖ *SWAG and 180 Turn Around Awards*: Teacher nominated awards for students who are excelling in their school work and class behavior (SWAG), and for those who are making a noticeable effort in improving in their classes (180 Turn Around).
Recognition Postcards: Postcards are mailed home to notify parents of their students' excellent behavior in class and by appropriately behaving the "Jackrabbit Way."



VICTOR VALLEY JACKRABBITS ARE SAFE, RESPECTFUL, AND RESPONSIBLE!



	EVERYWHERE	CLASSROOM/ COMPUTER LAB	CAFETERIA	GYM/ASSEMBLIES	RESTROOM	BUS	WALKWAY/STAIRWAY	OFFICE/LIBRARY
SAFE	<ul style="list-style-type: none"> Follow directions quickly No horseplay Use appropriate voice levels Keep your hands to yourself and refrain from touching others 	<ul style="list-style-type: none"> Use indoor voice Know emergency procedures and take practice seriously Follow teacher's safety guidelines and class rules 	<ul style="list-style-type: none"> Always walk Use indoor voice Report spills or unsafe conditions to staff No horseplay 	<ul style="list-style-type: none"> Use silent voice unless otherwise informed Stay in seats Use equipment properly Dispose of all trash 	<ul style="list-style-type: none"> Use facilities appropriately Report spills or unsafe conditions to staff 	<ul style="list-style-type: none"> Sit in seat Follow adult directions Indoor voice 	<ul style="list-style-type: none"> Keep to the right Use stairway properly Keep stairway clear 	<ul style="list-style-type: none"> Silent/Indoor voices.
RESPECTFUL	<ul style="list-style-type: none"> Use please and thank you Wait patiently for your turn Keep your gum and spit off campus Use appropriate language and body language Encourage others to do their best Maintain a positive attitude Respect others' points of view 	<ul style="list-style-type: none"> Raise hand and ask permission before leaving your seat Participate equally during group work Listen to classmates and teacher Ask before you borrow it and always return it. 	<ul style="list-style-type: none"> Keep food on the tray Eat your own food Wait your turn in line Acknowledge personal space Music is to be heard through earphones only 	<ul style="list-style-type: none"> Raise hand and wait to be acknowledged Give the speaker your full attention Acknowledge personal space Be a team player. Encourage Others 	<ul style="list-style-type: none"> Use it quickly and quietly Keep it clean 	<ul style="list-style-type: none"> Acknowledge personal space Music is to be heard through earphones only Use quiet voices 	<ul style="list-style-type: none"> Avoid offensive physical contact Acknowledge personal space Music is to be heard through earphones only 	<ul style="list-style-type: none"> Acknowledge adults in the office with a greeting
RESPONSIBLE	<ul style="list-style-type: none"> Keep electronics out of sight indoors Keep cell phones off Leave the area better than you found it Keep the campus clean Always have integrity Help others in need Report inappropriate activity to staff 	<ul style="list-style-type: none"> Complete work in a timely manner Stay on task Stay within your group Pay attention to classroom activities and assignments 	<ul style="list-style-type: none"> Clean up after yourself Stay on campus Use proper voice and language Wait in line patiently 	<ul style="list-style-type: none"> Stay in designated area Food, drinks, or gum are prohibited 	<ul style="list-style-type: none"> Throw trash in bins Wash hands Always flush Place trash in bins 	<ul style="list-style-type: none"> Keep food and drinks put away Be ready to go on-time Ride your assigned bus only 	<ul style="list-style-type: none"> Face forward Walk to be on-time 	<ul style="list-style-type: none"> Gain appropriate permission before going to/leaving the office Stay in designated area Keep electronics out of sight indoors



Discipline Policy

Victor Valley High School promotes the value of learning socialization skills that render productive and responsible participation in society. Victor Valley High School also promotes the philosophy that students will be provided with a quality education in a safe, wholesome environment.

Our mission is to promote the value of learning, to promote quality performance among students and staff, and to promote a transition towards a productive and responsible participation in society. Appropriate social skills and acceptance of responsibility are immensely important to the individual and to the community at large.

Our Discipline Policy stresses both the learning and quality performance of these behaviors in order to provide a quality educational experience and to promote a positive transition into the community. Additionally, a superior Code of Conduct fosters a school-wide sense of integrity and value. Therefore, teaching the individual student to exhibit positive social skills and to display responsible behavior are two of our missions as representatives of this school.

Due Process

You have the right to a fair hearing before any disciplinary action can be taken. All suspensions will be preceded by an informal conference between the student and a school administrator during which the student shall be informed of the reason for the suspension and the evidence that supports the action. The student is given the opportunity to present his/her version and evidence in self-defense. In emergency situations this opportunity may not be afforded. However, a conference shall be held within 72 hours or as soon as practical. It is the policy of the school to telephone parents at the time of suspension.

Discipline Referral

After the teacher has explored every reasonable solution to a problem without acceptable results, the following procedures will be used:

1. The teacher will fill out a disciplinary referral and make a call home within 24 hours. If the teacher has requested a class suspension, he/she must schedule a parent conference.
2. The teacher will send the referral to the appropriate administrative office and the administrator will call the student from class within 1 school day. In extreme cases, the teacher will send the referral *and* the student to the office. The student will remain in the office for the balance of the period, and then proceed to the next class on time (with permission of the Administrator).



3. Once the student has spoken with an Administrator or designee, the action taken will be documented and a copy of the referral will be returned to the teacher and emailed to the parent/guardian. The action will be recorded in the student's disciplinary file.
4. Referrals are also generated for excessive violations of the following VVHS policies:
 - a. Tardiness (Excessive)
 - b. Truancy
 - c. Electronics
 - d. Hats/Dress code

Noncompliance

Students who fail to comply with disciplinary action (i.e. detention, Saturday school) will not be permitted to attend school activities or events including, but not limited to extracurricular activities, games, and dances until they comply with the terms of their discipline or for the remainder of the semester, depending on the severity of noncompliance. Noncompliant students will not be refunded for tickets or fees associated with school functions from which they are excluded.

Discipline Code

The Discipline Code is in accordance with the Education Code, Penal Code, and Health and Safety Code of the State of California, and Board Policies and Administrative Regulations of the Victor Valley Union High School District. The code has been developed by the Discipline Committee, a representative body of students, parents, and school staff and has been approved by the School Site Council.

1. **Arson:** Matches, lighters or other flammable items are not allowed on campus. Any student igniting an object or setting a fire on campus or at any school related activity is subject to suspension or expulsion. The parent or guardian may be held liable for the cost of the repair and replacement.
2. **Bicycles/Skateboards/Scooters:** Bicycles, skateboards and scooters must be locked up at the bicycle rack. Skateboards and scooters are not to be carried from class to class.
3. **Defiance/Interference/Obstruction-Disobedience/Disruptive Behavior:** Defiance is the refusal to obey lawful authority. All staff members are required by District Policy and State law to provide proper supervision over our students. Students **MUST** comply with directives/orders from school officials regarding a safety related matter on campus. A student may be suspended and/or expelled if he/she disrupts school activities or otherwise willfully defies the valid authority of staff members, teachers or administrators performing their duties. If you believe the staff member is mistaken, you are to obey them. You may, at a later time, appeal to the appropriate administrator.



4. **E-Cigarettes:** E-cigarettes, e-hookahs, electronic vaporizers are considered tobacco products and are prohibited on school grounds.
5. **Electronic Devices:** Pursuant to EC 48901.5, Cell phones are permitted, but must be off and out of sight upon entering a classroom or office. Laser pens are not allowed on a campus at any time.
6. **Failure to Report on a Referral:** A student must report to the appropriate administrator's office when directed to do so. Failure to report is defiance and is subject to further action. **False Allegations:** False allegations are a waste of staff resources, harmful to the falsely accused, and can be dangerous. Students may not knowingly and willfully falsely accuse another student or school personnel of a serious violation of school rules or policy to get the student in trouble. Violation will result in discipline, possibly suspension (48900.4).
7. **Food Fights:** Throwing food or any item(s) is (are) prohibited and is subject to disciplinary action.
8. **Forgery/Altering Documents:** A student is not allowed to tamper with or alter school documents of any kind, including, but not limited to, hall or lock out passes, attendance notes, admit slips and student progress reports. Notes of any kind for any reason may not be signed by students even if they have been given permission to do so by a parent or guardian.
9. **Gambling:** All gambling is prohibited on campus. Dice are prohibited on campus.
10. **Gang-Related Activity:** A gang may be identified by the presence of general reputation (general attitude of the peer population), the showing of colors, distinctive clothing of any type, declaration of membership, a claim of turf or territory, graffiti relating to a gang, a group name, hand sign with unique meaning, unique whistles or calls, nicknames, or "monikers," group organization and structure, and tattoos with distinctive meaning. Gang members who ignore the rules of intimidating dress or behavior waive the right of their protection. No gang-related activity is allowed which may provoke others to acts of violence or to be intimidated.
11. **Hate Crimes:** No form of hate crimes will be tolerated.
12. **Hazing-Initiations:** State law prohibits any act that is likely to injure, degrade, or disgrace any student (EC 32051). No student shall conspire to engage in hazing.
13. **Incite a Riot/Unlawful Assembly:** Education Code Section 48907 prohibits expression that is "obscene, libelous, or slanderous." Instances that can be shown to have substantially disrupted or materially interfered with school procedures may be banned and its disseminators punished.
14. **Illegal photographing or video:** Taking and/or posting pictures or video of classroom instruction or activities, or of inappropriate behavior at school violates several CA Ed. Code sections are strictly prohibited.
15. **Littering:** Littering is prohibited on our campus. Violators are subject to campus cleanup.
16. **Loitering:** No outsider shall enter or remain on school grounds during school hours without having registered with the Principal or designee (Penal Code



- 627.2). Penal Codes prohibit loitering, which is defined as “to delay, to linger, or to idle about such school or public place without lawful business for being present.” The school’s jurisdiction extends up to 1000 feet from the perimeter of the campus.
17. **Markers/Magic Markers:** Permanent markers are not allowed on campus and must be surrendered to any staff member and further Disciplinary action may result in a Clean Sweep Violation Citation being issued in addition to suspension and/or expulsion.
 18. **P.E. Area:** The P.E. area is off limits to all students at any time of the day except for: 1) entering and exiting campus at the designated time; and 2) when a student has a P.E. class. Students found in the P.E. area during class time will be sent to the office and issued a cut for the period.
 19. **Selling Items:** The selling of candy, food, drink, or any kind of item or property by any student or group not authorized by the administration is not permitted on school grounds or at any school-sponsored event.

Search and Seizure and Canine Detectives

School officials may search individual students and their property when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law or the rules of the district or the school. The Board approves the use of Canine Detectives to provide students, staff and community with a safe and secure school environment. EC 32280-32288.35160-35160.1; BP 5145112; and ARS 145/12.

Disciplinary Actions, Suspension, Involuntary Transfer or Expulsion

The following are completed codes under Administrative Regulation 5144.1 and **Education Code 48900** which may be causes for disciplinary action, suspension, involuntary transfer or expulsion:

- a1. (1) Caused, attempted to cause, or threatened to cause physical injury to another person
- a2. (2) Willfully used force or violence upon the person of another, except in self-defense
- b. Possessed, sold, or furnished any knife, firearm, dangerous object or explosive
- c. Unlawfully possessed, used, sold, furnished, or been under the influence of any controlled substance, alcohol, or intoxicant
- d. Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcohol or intoxicant or representation of items
- e. Committed 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 tobacco products



- i. Committed an obscene act or engaged in profanity or vulgarity
- j. Unlawfully offered, possessed, arranged or negotiated to sell any drug paraphernalia
- k. Disrupted school activities or willfully defied valid authority
- l. Knowingly received stolen school property or private property
- m. Possessed an imitation firearm
- n. Committed or attempted to commit a sexual assault
- o. Harassed, threatened, or intimidated a witness
- p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma
- q. Engaged in, or attempted to engage in, hazing as defined in Education Code Section 48900
- r. Aid or abet the infliction or attempted infliction of physical injury
- s. Engaged in an act of bullying including but not limited to bullying by means of an electronic act
 - .2 Sexual Harassment
 - .3 Hate Violence
 - .4 Intentionally engaged in harassment, threats, or intimidation against school personnel, a pupil or groups of pupils
 - .7 Pupil has made terrorist threats against school officials or school property, or both

Suspension

A student who is suspended or has been directed not to return to school while going through the expulsion process is not allowed on campus *at any time* and may be subject to further disciplinary action if found on campus or at a school-related activity.

Expulsion

The following are complete codes under Education Code 48915(a) which require the Principal to recommend expulsion:

1. Causing serious physical injury to another person, except in the case of self-defense.
2. Possession of any knife, explosive or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Penal Code Section 240 and 242, upon any school employee.



Furthermore, the following violations require the Principal to recommend and the Board of Trustees to expel:

1. Possessing, selling or otherwise furnishing a firearm. With respect to a firearm, the possession must be verified by a school district employee.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault or committing a sexual battery.
5. Explosives.

Bullying Policy

The VVUHSD is committed to providing a safe working and learning environment; takes serious bullying or any behavior that infringes on the safety or the well-being of students, employees or any other persons within the District's jurisdiction; and will not condone retaliation in any form when bullying has been reported. District policy continues to require all schools and personnel to promote among students and staff mutual respect, tolerance, and acceptance. The California Department of Education (CDE) has developed and made available to school districts a policy model on the prevention of bullying and on conflict resolution. These policies are developed for the purpose of incorporating them into a district wide school safety plan. (Please see CDE website)

Cell Phones/ Electronics Policy

Electronic devices are allowed on campus, but must be turned off and out of sight prior to entering a classroom or office. If there is a need for an emergency call during class, the student may contact the teacher, campus supervisor, or administrator and they will provide assistance in making the call. The progressive discipline for violating the electronics policy is as follows:

- 1st Admin Action = Parent notified; conference with administrator; student placed on Electronics Behavior Contract; student given a copy of the school electronics policy
- 2nd Admin Action = Parent notified; conference with administrator; 1 hour after-school detention/ intervention
- 3rd Admin Action = Parent notified; conference with administrator; 2 hours after school detention/ intervention
- 4th Admin Action = Parent notified; conference with administrator; 4 hours Saturday Intervention



- 5th Admin Action = Parent notified; conference with administrator; 4 hours Saturday Intervention
- 6th Admin Action = Parent Meeting/Consultation; 10 hours Community Service
- 7th+ Admin Action = Immediate Admin Action; mandatory parent meeting; electronic device confiscated

Clean Sweep Citations

Clean Sweep is a Juvenile Citation Program established through a coalition of law enforcement, educators, Juvenile Probation and the courts whose focus is to promote a safe learning environment for our students. It was created to help schools within San Bernardino County manage the challenges they are facing when dealing with the safety of students. The citation is a notice to appear which lists the date, time and location of the incident, as well as the specific crime itself. The offender signs the citation indicating acknowledgement to appear in court. Signing the notice is not an admission of guilt. Administrators of VVHS are instructed on the proper procedure for filling out the citations and the continuation forms as well as how to accurately write the synopsis. The juvenile citations will be heard by a Traffic Hearing Officer or Commissioner who will impose the sentence at the time of the hearing. The juvenile will have the opportunity to tell his/her version of the incident, as well as any mitigating circumstances. All juveniles must show up in court with their parents or legal guardian. The hearing officer can impose fines, community service, probation stipulations, driver’s license suspension, monetary fines and/or other judgments at the discretion of the officer.

Students may be cited for the following:

PC 308 Smoking or tobacco products	PC 594a (1)	Minor in
PC 374.4 Littering		possess aerosol paint can
PC 415 Fighting or disturbing the peace	PC 594.2a	Minor possess graffiti tools
BP 25662 Minor in possession of alcohol	PC 640.6	Affix graffiti (any tagging, gang related or not)
PC 488 Petty theft (taking anything not yours)	HS 11357e	Possess less than 1 ounce of marijuana
PC 647F Under the influence of alcohol or marijuana	SB 2025.022	Daytime loitering/cutting classes
PC 594a Vandalism		



Illegal Filming or Photography

Filming or photographing students or staff in class without their permission is prohibited. Posting a photo or video of any student or staff without permission is prohibited. The following actions are strictly prohibited and will result in immediate disciplinary action:

- Filming a fight at or after school (CA Ed Code 48900.s 48900.4)
- Posting a school fight video (CA Ed Code 48900.4)
- Posting a threatening video (CA Ed Code 48900.r and 48900.4)
- Filming or photographing any student or staff in order to mock or make fun of them and sharing or posting on social media (48900.r)
- Any other form of electronic bullying (48900.r)
- Filming, photographing inside a classroom during class, except for educational purposes as determined by the teacher or administration (CA Ed. Code 51512)

Profanity/Obscenity

A student may be suspended and/or expelled if he/she commits an obscene act or engages in habitual profanity or vulgarity. (EC 48900(i)).

Sexual Harassment

Ed Code 212.5 states “Sexual harassment” means unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature, made by someone from an educational setting, under any of the following conditions: a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual’s academic status, or progress; b) Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual; c) The conduct has the purpose or effect of having a negative impact upon the individual’s academic performance, or of creating an intimidating, hostile, or offensive educational environment; d) Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities.

Squirt Guns/Water Balloons

All types of water devices are prohibited, even on the last day of school.



Stolen Property

VVHS or the District are not responsible for lost or stolen property. Valuables should not be brought to school. A student may be suspended or expelled for taking part in extortion, robbery, or an attempt of either. A student may be suspended or expelled if he/she steals private property, attempts to do so, or knowingly receives stolen property. (EC 48900(e)(g)).

Tardy Policy

Students late to their first period are to report directly to the Attendance office where the clerk will mark them tardy. Missing the bus, oversleeping, alarm failure, etc., are not valid excuses and are not accepted. A note or accompaniment by a parent will excuse or verify the tardy. Excessive tardies will result in disciplinary action. The progressive discipline for violating the tardy policy is as follows:

- 1st Admin Action = Student given a copy of the school tardy policy
- 2nd Admin Action = Conference with administrator; parent notified; student placed on *Attendance Contract*; copy of attendance policy and contract sent home with student for parent signature
- 3rd Admin Action = Parent conference; 15 minute after-school Academic Recovery Time
- 4th Admin Action = Conference; Parent notified; 30 minute after-school Academic Recovery Time
- 5th Admin Action = 45 minute after-school Academic Recovery Time
- 6th Admin Action = 1 hour after-school Academic Recovery Time
- 7th Admin Action = Conference; parent notified; 1hr. Saturday Intervention
- 8th Admin Action = Conference, parent notified; 2hrs. Saturday Intervention
- 9th Admin Action = Conference, parent notified; 3hrs. Saturday Intervention
- 10th Admin Action = Conference, parent notified; 4hrs. Saturday Intervention
- 11^{th+} Admin Action = Immediate Admin Action

Expectations

Students are expected to be in the appropriate classroom and seated or be in the appropriate area by the time the tardy bell rings. Teachers are expected to:

1. Require students who arrive after the tardy bell to get a tardy slip.
2. Release students from class on time.

Procedures

1. During the first and last ten minutes of class, no passes will be given to students except admin passes.



2. After 30 minutes, a student's tardiness can be considered a cut and a call home is made.
Ed Code 48260.

Tobacco Free Schools

Board Policy 3513.3. The Governing Board recognizes the health hazards associated with the use of tobacco products, including the breathing of second hand smoke, and desires to provide a healthy environment for students and staff. Employees are encouraged to serve as models for good health practices that are consistent with the district's instructional programs (Board Policy 3513.3). In accordance with state and federal laws, smoking and/or using tobacco is prohibited in all district facilities and vehicles.

Truancy Policy

Being absent without permission, or skipping class, is truancy. The school administration has penalties for students who are truant. The classroom teacher also has the right and responsibility to establish an attendance policy in which truancy affects students' grades. Students' unexcused absences/tardies will result in the following progressive discipline:

- 1st Admin Action = Parent notified; conference with student; student placed on an Attendance Contract; student given a copy of the school truancy policy; one hour detention
- 2nd Admin Action = Conference with parent and student; student given a copy of the school truancy policy; 2 hours Saturday Intervention, student excluded from school events, activities, dances and games until the Saturday School is served
- 3rd Admin Action = Parent and student scheduled for School Attendance Review Team meeting, 4 hours Saturday Intervention; student may be excluded from school events, activities, dances and games for the rest of the semester
- 4th + Admin Action = Student flagged for district SARB hearing (School Attendance Review Board); student assigned Saturday School, OCI and/or suspension from school; student may be excluded from school events, activities, dances and games for the rest of the year

Vandalism

A student may be suspended and/or expelled for causing or attempting to cause damage to school or private property. Damaging school property includes defacing or destroying such property. In addition, the parent or guardian may be held liable for the cost of the



repair/replacement (EC 48904/48905). Notice: Students found in unauthorized areas or returning to campus without an Off-Grounds Pass are subject to search. Students suspected of violating school rules are subject to search.

DRESS AND GROOMING CODE

Students attending Victor Valley High School shall dress and groom for school with emphasis on neatness, safety, cleanliness, modesty, as well as personal and public health. The Dress and Grooming Code is approved by the School Site Council and the Victor Valley Union High School Board of Trustees. Under the State Constitution, applicable statutes, Board Policy and Administrative Regulations, school authorities have the right and obligation to adopt rules and regulations governing the conduct and operations of the school, including those relating to student dress, grooming, performance and behavior.

Clothing Policy

- Clothing or jewelry which depicts or suggests any illegal activity; sexually related or obscene gestures, pictures, logos, insignias, or wording; the use or abuse of drugs, tobacco or alcohol; or poses a threat to the physical well-being and safety of the students or others, shall not be worn on campus or at any school-related activities.

Prohibited clothing includes clothing with images of anything prohibited at school such as:

- Nudity, partial nudity or sexually explicit content
 - Curse words, derogatory or offensive language
 - Drugs or drug paraphernalia (including marijuana, alcohol and tobacco)
 - Gang affiliation
 - Weapons or violence
 - Gambling or dice
 - Illegal activity
- Clothing must have appropriate hems, with no slits, tears or holes above the knee for pants/skirts/shorts, or on the back or front of shirts/tops. Exception – factory frayed jeans are allowed as long as no skin is showing below the knee.
 - Leggings or tights are not to be worn as pants.
 - Strapless, spaghetti-strap, and off-the-shoulder tops are not permitted (See Modesty section below)
 - Baseball caps other than official VVHS hats are not permitted (See Head-wear/Hat Policy below for details)



Head-Wear / Hat Policy

Hats are not permitted at school with limited exceptions:

- **Official VVHS school hats** may be worn outdoors only
- **Unadorned solid color beanies** may be worn outdoors only
- Hoods may be worn outdoors only
- Headscarves are permitted

No hats or beanies will be worn in-doors by males or females. VVHS caps or visors must be worn with the brim facing forward. No do-rags or bandanas are to be worn on campus by males or females. No other headwear is allowed on campus and may be confiscated by any school staff.

Non-school hats may **not** be worn, carried by hand, or hanging from a belt loop or backpack—they must be out of plain sight.

- 1st violation – hat or other headwear is confiscated and student can pick it up at the end of the day after serving a one hour detention
- 2nd violation – hat or other head-wear is confiscated for parent pick up after serving a one hour detention
- 3rd violation – hat or other head-wear is confiscated and held until the end of the school year

If a student has a legitimate reason, such as medical necessity requiring the student to wear a hat or hood in class, the parent/guardian may contact the student's administrator for special permission **prior** to wearing the hat or hood.

Modesty

Clothing must be worn to adequately cover undergarments and areas that undergarments normally cover. Tops, shorts and skirts must be long enough to prevent unnecessary distraction. Legging and tights must be covered by a top which is the length of the fingertip. Shorts and skirts must come down to the fingertips when the hand is fully extended along the sides of the leg. Shirts, sweaters, T-shirts and blouses must meet the top of pants or skirts. Belly buttons may not show. Pants may not sag to expose shorts.

Prohibited attire includes, but is not limited to: sheer blouses, braless outfits, tube tops, spaghetti straps less than one (1) inch, strapless garments, off-the-shoulder blouses, open-back tops and open-side tops. Tank tops intended to be worn as outer garments are allowed for males and females. The opening around the arms cannot extend more than 2" below the armpit (for males and females), and the straps must be at least one inch wide. Any tank tops regardless of color which are designed to be worn as undergarments are not allowed. Pajamas, blankets and other sleepwear are not allowed.



Gang Attire

Gang-related clothing varies from school to school and may change from year to year. No clothing or articles of clothing including, but not limited to gloves, bandanas, backpacks, wristbands, and jewelry related to a group or gang which may provoke others 1) to acts of violence, or 2) to be intimidated by fear of violence, shall be worn on campus or at any school related activity. Administration has the discretion to determine gang attire.

If a group of students wears a particular color *and* engages in intimidating behavior such as whistling, “throwing up signs,” tagging, and/or being perceived by others as a clique, set or gang, students in that group may not be allowed to wear that color at school for the year. Parents will be notified and failure to refrain from wearing the color may result in disciplinary action and possible suspension/expulsion.

Dangerous Objects/Inappropriate Attire

No students shall wear articles of clothing, jewelry, or accessories which, in the opinion of the school administration, pose a threat to the physical well-being and safety of the student or others. This includes, but is not limited to, such items as spiked collars, spiked rings, wristbands, and body piercing, laser pens, and wallet chains. All dangerous objects will be confiscated by any staff member and turned over to administration for possible disciplinary action.

Sunglasses

Sunglasses will not be worn indoors at any time.

Dress Code Violations

Students who habitually violate the Dress Code will be subject to further disciplinary action as stated in the Victor Valley High School Violations of Discipline Code. When a student violates the Dress and Grooming Code, they will report to their appropriate administrator. The administrator or designee shall make the determination of the student’s violation of the Dress and Grooming Code. If it is determined that the student is in violation, the student shall remedy the violation by:

- Obtaining and changing into acceptable clothing.
- Remaining in the Office until the parent brings acceptable clothing.



If the Dress Code violation is not remedied, the student may be held in the office or sent to In-School Suspension for the remainder of the school day. Items in violation of the Education Code are to be surrendered to the appropriate administrator.

Parents of students who violate the Dress and Grooming Code will be notified in writing or by telephone. Parents may meet with the administrator to discuss the violation. If the parent is not satisfied at the conclusion of the conference, the parent may schedule an appointment with the principal.

**Note: Administration has the final authority in case of dispute on issues of dress and grooming (Ed. Code Sec. 35010, 35291, Board Policy 5113.7). This includes, but is not limited to, any type of dress and grooming or materials which have been recognized or give evidence to cause disruption or interference in the instructional program or other school related activity at Victor Valley High School.*

ED EQUITY

“This program is available to all persons without regard to actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race, or ethnicity, religion, sex, sexual orientation or association with a person or a group with one or more of these actual or perceived orientations.” (Ed Code 200,220,260)

Non-discrimination Policy

Involvement or participation in clubs or school-sponsored activities is open to ALL students. VVUHSD does not discriminate against any student based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation or association with a person or a group with one or more of these actual or perceived characteristics.

California Association of Work Experience Educators (CAWEE)

Announcements

NEW Statement of
Non-Discrimination Disclosure
Clause

The discrimination clause issued by the state has changed and all WEE documents (training agreements, work permits, etc.) should contain

the following clause which now includes sexual preference:

California Code of Regulations

Chapter 5.3 Nondiscrimination and Educational Equity Subchapter 1. Nondiscrimination in Elementary and Secondary Educational



Programs Receiving State or Federal Assistance

Article 1. General Provisions

No person shall be excluded from participation in or denied the benefits of any local agency's program or activity on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry,

national origin, religion, color, or mental or physical disability in any program or activity conducted by an "educational institution" or any other "local agency," defined in Article 2 of this Chapter; which is funded directly by, or that receives benefits from any state financial assistanc

DISTRICT TRANSPORTATION

The California State Education Code states the following: "Pupils transported in a school bus shall be under authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation." Section 14263. A transportation fee has been implemented. Please call 955-3200 Ext. 289 for more information.

COMMUNICATION / FAMILY ENGAGEMENT

School Website

Visit our website at <http://vvhs.vvuhsd.org/home> and click on "About Us" for contact information. Click on the "Parents" tab for useful forms and information for parents. The "Students" tab has important information for students.

Aeries Parent Portal

Parents can monitor your student's grades and attendance online or on your smartphone using the Aeries Parent Portal. You can also email your student's teachers easily through the portal. Go to the Family Engagement Center in the Main Office to sign up for the parent portal.



Aeries Student Portal

Students are encouraged to sign up for an Aeries student account to monitor their own assignments and grades.

Student/Parent Portal:

<https://portal.vvuhsd.org/parent/LoginParent.aspx?page=default.aspx>

Family Engagement Center

Visit our Family Engagement Center in the Main office. Se habla español.

Conference with Teachers

Call the receptionist at (760) 955-3300, ext. 31100, to assist in scheduling a conference with a teacher. Conferences are generally held during the teacher's assigned conference period. If calling the teacher directly, please call after school or during the teacher's conference period to avoid disturbing the classroom educational time. You may also email the teacher. Teachers' emails are available on the school website and through the Aeries Parent Portal.

Weekly Progress Reports

Students may pick up progress reports in the Counseling Office any day of the week before school, after school, during lunch or until the first bell rings on Friday. Weekly Progress Reports may ONLY be used on Friday.

Parent/School Agreement

The following is our compact with you to provide an excellent education for our students:

ALL SCHOOL FACILITIES WILL BE CLEAN, SAFE, AND IN GOOD REPAIR AND STUDENTS WILL HAVE ADEQUATE INSTRUCTIONAL MATERIALS TO USE IN CLASS AND TO TAKE HOME FOR HOMEWORK.

If you feel we are not adequately meeting these promises, you have the right to file a complaint* with the principal of this school, Principal Nancy Noyer. All complaints will be resolved within 30 days. You may telephone (760) 955-3300. Forms are available in the Main Office. This form meets the requirements of Williams v. The State of California, effective January 1, 2005.



Responsible Use of Technology

Purpose

The Victor Valley Union High School District (VVUHSD) utilizes transformative technology that promotes best teaching practices in accordance with the VVUHSD Instructional Framework and Common Core State Standards. Use of VVUHSD technology is intended to support our students' academic success.

Students are provided with access to educational technology devices, the Internet, and internal email only to collaborate with students and teachers. Through the Internet, students may have access to applications, databases, web sites, and email within a secure environment. Students are expected to use the technology and the Internet responsibly for school related purposes.

VVUHSD is committed to meeting the provisions established in the Children's Internet Protection Act (CIPA), which protects the safety and privacy of minors. Consequently, VVUHSD uses appropriate filtering technology to monitor and screen access to the Internet, in an attempt to prevent online access to materials that are obscene, contain child pornography, or are harmful to minors. In compliance with California legislation, E-rate, and CIPA, VVUHSD addresses the appropriate and ethical use of information technology in the classroom so that students and teachers can distinguish lawful from unlawful uses of copyrighted works, including the following topics: the concept and purpose of both copyright and fair use; distinguishing lawful from unlawful downloading and peer-to-peer file sharing; and avoiding plagiarism. VVUHSD provides for the education of minors about Internet safety, including appropriate online behavior that encompasses interacting with other individuals on social networking sites and in chat rooms, cyberbullying awareness and response, and protecting online privacy and avoiding online predators.

Disclaimer

VVUHSD makes no guarantees about the quality of services to be provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from the use of technology. Any additional charges a user accrues due to the use of VVUHSD technology shall be paid by the user.

For more information regarding student technology use or opting your student out of utilizing technology, please contact your child's school principal.



Uniform Complaint Procedures

The Victor Valley Union High School District has primary responsibility for ensuring that it complies with the state and federal laws and regulations governing educational programs. Any complaints alleging unlawful discrimination or failure to comply with state or federal laws in adult education, consolidated categorical aid programs, migrant education, child care and development programs, child nutrition programs, vocational education, and Special Education programs will be investigated/mediated, and reviewed. The complainant will have the opportunity to provide relevant information. A written report will be given to the complainant within 60 days of receipt of the complaint. Complaints alleging discrimination must be filed within six months from the alleged occurrence or when knowledge was first obtained. Complainants may also pursue civil law remedies such as mediation centers, public/private interest attorneys, injunctions and/or restraining orders. The district follows Uniform Complaint Procedures established in Board Policy 1312.3.

El Distrito Unificado de Victor Valley High School tiene la responsabilidad principal de asegurarse que cumple con las leyes y regulaciones federales y estatales sobre programas de educación. Cualquier queja afirmando discriminación ilegal o falta de cumplimiento con las leyes federales o estatales en la educación de adultos, programas de ayuda categóricos consolidados, educación migratoria, programas de desarrollo y cuidado de niños, programas de nutrición infantil, educación vocacional, y programas de educación especial serán investigados/mediados y revisados. La persona demandante tendrá la oportunidad de proveer información pertinente. Un reporte por escrito será dado a la persona demandante durante los próximos 60 días después de haber hecho la demanda. Las demandas que aleguen discriminación tendrán que ser llenadas durante los próximos 6 meses después de afirmar lo ocurrido o cuando primeramente se obtuvo conocimiento de la situación. Demandas pueden también proseguir remedios civiles de la ley; como centros de intervención, abogados públicos/privados; u ordenes o restringimientos. El Distrito cumple con los Procedimientos Uniformes de Demanda establecidos en la Poliza 1312.2.



Title I School-Level Parental Involvement

This policy describes the means for carrying out designated Title I parental involvement requirements.

Title I School-Level Parental Involvement Policy Victor Valley High School

Victor Valley High School has developed a written Title I parental involvement policy with input from Title I parents. The parents on the school site council discussed and jointly developed the Parental Involvement policy. The Parental Involvement will be sent out to the parents by mail and will be available in the administrative and counseling offices. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Victor Valley High School, the following practices have been established:

- The school holds an annual meeting to inform parents of Title I students about Title I requirements and about the rights of parents to be involved in the Title I program.
 - Monthly School Site Council Meetings
 - Back to School Night
 - ELAC Meetings
 - AVID Meetings
 - Coffee with the Principal
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
 - Monthly School Site Council Meetings
 - Back to School Night
 - ELAC Meetings
 - AVID Meetings
 - Coffee with the Principal
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.
 - School Site Council Meetings
 - ELAC Meetings
- The school provides parents of Title I students with timely information about Title I programs.
 - Weekly NTI Calls
 - Monthly School Site Council Meetings
 - Back to School Night
 - ELAC Meetings
 - AVID Meetings
 - Coffee with the Principal
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
 - At School Site Council, Back to School, and Coffee with the Principal, the school wide goals are discussed, data is shared with and explained to the parents, and various programs are jointly evaluated.
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
 - At School Site Council, parents actively participate in the discussions, the development of programs, and the decision-making process. Furthermore, parents are actively involved in financial and program decisions. These programs and activities that agreed upon are placed in the School Plan for Student Achievement. The School Site Plan is reviewed multiple times throughout the course of the school year.



School-Parent Compact

Victor Valley High School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students:

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress, access to staff; opportunities for parents to volunteer to participate in their child's class; and opportunities to observe classroom activities

The principal developed an outline of the Parent Involvement Policy, and the School Site Parents discussed and jointly revised the Parent Involvement Policy. The policy was mailed to all Title 1 parents and made available in offices.

Building Capacity for Involvement

Victor Valley High School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards and assessments and how to monitor and improve the achievement of their children.
 - State Standards are explained to Title 1 parents. In various meetings throughout the school year, the standards are explained, assessments are clarified, and student achievement interventions are described.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement.
 - Training on ABI System
 - Availability of Tutoring
 - Intervention is often during the scheduled day
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions and in how to work with parents as equal partners.
 - Parent concerns are addressed at staff meetings
 - Parents concerns of discipline issues are addressed
 - The Parent Coordinator is an on-going voice for parents concerns
- The school coordinates and integrates the Title I parental involvement program with other programs and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
 - The parents in the School Site requested a parent coordinator to help improve the communications that occur on campus. The parent coordinator is working on various projects to improve communications on campus to get more parents involved and keep them better informed.
- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
 - Weekly NTI Calls to Title 1 parents informing them about programs, activities and or concerns. The calls are done in English and Spanish.
- The school provides support for parental involvement activities requested by Title I parents.
 - Victor has active AVID parent group
 - Committed parents to School Site Council
 - Growing ELAC parent group
 - Administration attempts to address Title 1 parents' concerns



Accessibility

Victor Valley High School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

All parents are encouraged to participate in program and activities at Victor Valley High School. We hired a parent coordinator to translate for our Spanish Speakers.



Escuela de Título I - Nivel de Participación de Los Padres

Esta póliza describe los medios para llevar a cabo los requisitos designados de participación de los padres del Título I

Escuela de Título I-Nivel de Participación de los Padres Victor Valley High School

Victor Valley High School ha desarrollado una póliza de participación de los padres de Título I por escrito con el aporte de los padres del Título I. Los padres del consejo escolar hablaron y desarrollaron conjuntamente la póliza de participación de los padres. La participación de los padres será enviado a los padres por correo, y estará disponible en las oficinas administrativas y de asesoramiento. La póliza describe los medios para llevar a cabo los siguientes requisitos de participación de los padres del Título I. [20 USC 6318 Sección 1118(a)-(f) inclusive].

Participación de los Padres en el Programa Título I

Para involucrar a los padres en el programa de Título I en Victor Valley High School, se han establecido las siguientes prácticas:

- La escuela tiene una reunión anual para informar a los padres de estudiantes del Título I sobre los requisitos del Título I y sobre los derechos de los padres a participar en el programa de Título I.
 - Reuniones mensuales del Consejo Escolar
 - Noche de Regreso a la Escuela
 - Reuniones ELAC
 - Reuniones AVID
 - Café con el Director
- La escuela ofrece un número flexible de reuniones de Padres del Título I, tales como reuniones por la mañana o por la noche.
 - Reuniones mensuales del Consejo Escolar
 - Noche de Regreso a la Escuela
 - Reuniones ELAC
 - Reuniones AVID
 - Café con el Director
- La escuela involucra a los padres de estudiantes del Título I de una manera organizada, continua y oportuna en la planificación, revisión y mejoramiento del programa Título I de las escuelas y la Póliza de Participación de los Padres.
 - Reuniones del Consejo Escolar
 - Reuniones ELAC
- La escuela ofrece información oportuna a los padres acerca de los Programas del Título.
 - Llamadas semanales NTI
 - Reuniones mensuales del Consejo Escolar
 - Noche de Regreso a la Escuela
 - Reuniones ELAC
 - Reuniones AVID
 - Café con el Director
- La escuela ofrece a padres de estudiantes del Título I, con una explicación del currículo usado en la escuela, las evaluaciones usadas para medir el progreso del estudiante, y los niveles de dominio que los estudiantes deben cumplir.
 - En el Consejo Escolar, Regreso a la Escuela, Café con el Director, se discuten las metas de toda la escuela los datos se comparten con una explicación a los padres y varios programas se evalúan de forma conjunta.
- Si se solicita por los padres de estudiantes de Título I, la escuela ofrece oportunidades para reuniones regulares que permiten que los padres participen en las decisiones relativas a la educación de sus hijos.
 - En el Consejo escolar, los padres participan activamente en los debates, el desarrollo de programas, y en el proceso de toma de decisiones. Por otra parte, los padres participan activamente en las decisiones financieras y de programas. Estos programas y actividades que se aprueban se escriben en el Plan Escolar para el Rendimiento Académico. El Plan Escolar es revidado varias veces durante el transcurso del año escolar.



Acuerdo entre Padres y Escuela

Victor Valley High School distribuye un contrato entre los Padres y la Escuela a los padres de los estudiantes del Título I. El contrato, el cual ha sido desarrollado de manera conjunta con los padres, indica como los padres, el personal de la escuela y los estudiantes compartirán la responsabilidad por lograr el mejoramiento académico de los estudiantes. El contrato describe formas específicas en las cuales la escuela y las familias trabajan juntas para ayudar a que los estudiantes alcancen los altos estándares académicos del Estado. El contrato también considera los siguientes puntos requeridos por ley, así como cualquier otro punto sugerido por los padres de los estudiantes del Título I.

- La responsabilidad de la escuela de proveer un currículo e instrucción de alta calidad.
- Las maneras en las que los padres serán responsables de apoyar el aprendizaje de sus hijos/as
- La importancia de mantener una comunicación constante entre los padres y los maestros a través de tener, como mínimo, conferencias anuales entre padres-maestros; reportes frecuentes en cuanto al progreso del estudiante, acceso a personal; oportunidades para que los padres puedan voluntariarse para participar en las clases de sus hijos/as y oportunidades para observar las actividades en la clase.

El director desarrollo un lineamiento para la Póliza de participación de los Padres, y el Comité Escolar de los Padres (School site Parents) consulto y reviso de manera conjunta la Póliza de Participación de los Padres. La póliza fue enviada por correo a todos los padres del Título I y está en las oficinas para su disposición.

Desarrollando Capacidades para la Participación

Victor Valley High School involucra a los padres del Título I en las actividades de la escuela. También apoya la alianza entre el personal, los padres y la comunidad para mejorar el rendimiento académico de los estudiantes. Para lograr alcanzar estas metas, la escuela ha establecido las siguientes prácticas:

- La escuela provee a los padres del Título I asistencia en la comprensión de los estándares académicos y evaluaciones estatales y en como monitorear y mejorar el rendimiento académico de sus hijos/as.
 - Se explican los estándares estatales a los padres del Título I. En varias reuniones durante el año escolar los estándares son explicados, las evaluaciones son clarificadas y las intervenciones por mejorar el rendimiento académico del estudiante son descritas.
- La escuela provee a los padres del Título I material y capacitación para ayudarlos a trabajar con sus hijos/as para mejorar el rendimiento académico.
 - Entrenamiento en el Sistema ABI
 - Disponibilidad Para Tutorías
 - Las intervenciones se dan regularmente en el día programado
- Con la ayuda de los padres del Título I, la escuela educa a los miembros del personal en relación al valor de las contribuciones entre las partes y como trabajar con los padres como socios iguales.
 - Las inquietudes de los padres son tratadas en las reuniones del personal
 - Preocupaciones de los Padres en cuanto a disciplina son tratadas
 - El/La Coordinador (a) de los Padres es una voz continua de las inquietudes/preocupaciones de los Padres
- La escuela coordina e integra el programa de participación de los Padres del Título I con otros programas y lleva a cabo otras actividades, tales como centros de recursos de los padres, para motivar y apoyar a los padres en cuanto a su participación plena en la educación de sus hijos/as.
 - Los padres del Comité Escolar solicitaron un/una coordinador/a de padres para ayudar a mejorar la comunicación que ocurre en la escuela. El/La coordinador/a de padres está trabajando en varios proyectos para mejorar la comunicación en la escuela para que mas padres estén involucrados y mantenerlos mejor informados.



- La escuela distribuye información relacionada a los programas de la escuela y para padres, reuniones y otras actividades de los padres del Título I en un formato y en un idioma que los padres puedan entender.
 - Llamadas NTI semanales a los padres del Título I informándoles acerca de los programas, actividades y/o inquietudes. Las llamadas se hacen tanto en Inglés como en Español.
- La escuela provee apoyo para la participación de los padres en actividades requeridas por padres del Título I.
 - Victor Valley High School tiene un grupo de padres de AVID activos
 - Padres comprometidos al Comité Escolar
 - Crece el grupo de padres de ELAC
 - Se hacen esfuerzos administrativos por dirigir las inquietudes de los padres del Título I

Accesibilidad

Victor Valley High School provee oportunidades para la participación de los padres del Título I, incluyendo padres con habilidad limitada en cuanto al idioma inglés, padres con discapacidades y padres de estudiantes migratorios. La información y los reportes escolares se brindan en un formato y en un idioma que los padres puedan entender.

Se motiva a todos los padres a participar en programas y actividades en Victor Valley High School. Hemos contratado una coordinadora de padres para traducir para nuestros padres Hispanohablantes.



Parent Compact

Victor Valley High School School/Parent Compact

The staff, students and parents/guardians at Victor Valley High School recognize that successful completion of high school is a team effort. In order to insure the highest quality instructional program, the students, parents/guardians, and staff make a commitment to the following:

As a student, I realize that my education is important and that as a high school student, I am responsible for my own academic success. Therefore, I agree to the following responsibilities to the best of my ability:

- Attend school on a daily basis and be on time for all classes.
- Come prepared to learn, with necessary tools.
- Follow classroom and school rules.
- Show respect to administrators, teachers, staff and fellow students.
- Complete homework and class assignments on time.
- Use my Aeries Student Portal to track my assignments and monitor my own progress.
- Communicate concerns to my parents/guardians, teacher, administrator, and/or counselor.

As a parent/guardian, I understand that my participation in my student's education will help his/her achievement and attitude. Therefore, I will continue to carry out the following responsibilities to the best of my ability:

- Talk to my child about the value of education.
- Encourage my child to get involved in clubs, sports and/or school activities.
- Make sure my child gets sufficient sleep, a healthy diet, and that my child arrives to school each day and on time.
- Provide my child with a place to study, monitoring homework and preparation.
- Monitor my child's grades and attendance using the Aeries Parent Portal and/or visiting the VVHS Family Engagement Center.]
- Stay in communication with my child's school by updating my contact information at the attendance office every time there is a change.
- Communicate with the school if I have a question or concern.

As a school staff, we understand the importance of the school experience to every student. Therefore, we agree to carry out the following responsibilities to the best of our abilities:

- Teachers will provide high quality curriculum and instruction and motivate students to learn.
- Teachers and staff will communicate high expectations for every student.
- Teachers will update grades in Aeries frequently.
- Staff will communicate frequently with students regarding academic progress.
- Counselors will provide students with academic counseling, graduation checks, and educational guidelines.
- The school will implement programs to create a positive school climate and address behavioral issues up to and including bullying.

➤ My signature indicates my support for the goals of this compact and I am fully aware that this compact is not legally binding.

Please return this document with the registration packet.

Print Name of Student _____ SSID# _____

Signature of Student _____ Date _____

Signature of Parent/Guardian _____ Date _____

Signature of School Official _____ Date _____