



# Valley View Vikings

## Medical Science Technology

# Student Agenda Book

School Motto: "Strive for Excellence"

School Theme 23/24: "Wild West"

The mission of Valley View Middle School, in partnership with family and community is to provide opportunities for all students to develop positive character traits in becoming responsible and respectful citizens and they strive for academic success.

### Viking PRIDE

P Positivity  
R Respect  
I Improvement  
D Diligent  
E Excellence

Name \_\_\_\_\_

Student ID Number \_\_\_\_\_ Homeroom \_\_\_\_\_

Valley View Middle School 3347 Tapo Street. Simi Valley, California 93063  
Office Hours 7:30 AM - 4:00 PM - Phone (805) 520-6820

## ACADEMIC HONESTY

Students shall not misrepresent any schoolwork as their own, when in fact the work is that of someone else. Students will not share homework, classwork or test information with other students, unless the teacher expressly gives permission. Consequences will be given, see VVMS Discipline Matrix.

## AERIES to Check Student Progress

Simi Valley Unified School District will be using our system, AERIES, as a gateway tool to help students and parents monitor academic progress. Some of the information that will be available is:

Up-to-Date Grades	Attendance	Class Schedule
Classroom Announcements	Assignment Due Dates	Test Announcements

Research has shown one of the best means to encourage academic success is clear and consistent feedback regarding progress. It is strongly encouraged that both students and parents review the information available on AERIES regularly.

## ATTENDANCE

### ATTENDANCE/ABSENCE POLICY

The first step for success in middle school is attending every class every day. Students are to be in school everyday unless they are ill.

Only the following are considered EXCUSED absences:

1. Personal illness or injury.
2. Medical, dental, optometric, or chiropractic services rendered.
3. Quarantine or Immunizations.
4. Attendance at funeral services for a member of the immediate family.
5. Attendance at events sponsored by the school.
6. Entertainment industry (proper documentation required).

Upon written request of the parent or guardian and prior approval of the principal a student's absence may be excused for the following reasons:

- o Appearance in court
- o Observation of a holiday or ceremony of his/her religion
- o Attendance at religious retreats not to exceed four hours per semester
- o Attendance at funeral services for someone not a member of the immediate family.
- o Family emergencies
- o Appearance at SARB or SART

**PERSONAL BUSINESS = (unexcused).** Examples of unexcused absences are: student overslept; had a flat tire; had to take care of personal or family business; family vacations; etc.

## Tardies

- I. Weekly tardy reports will be run every Friday. All students with 4 or more unexcused cumulative tardies (all classes) will be assigned consequences accordingly. Parent notification will be sent home with the student upon earning 4 or more unexcused cumulative tardies. Lunch detention will be on Tuesday and Thursday each week.
- II. Upon the 4th offense (16 or more cumulative tardies), the parent/guardian will be contacted by the Assistant Principal; see chart below for progression and consequences.
- III. Tardies will reset each quarter.
- IV. Tardies can also affect students' citizenship grade. Please see the Citizenship Standards section.

### Quarterly

1st offense	2nd offense	3rd offense	4th offense	5th offense	6th offense
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(4 or more)	(8 or more)	(12 or more)	(16 or more)	(20 or more)	(24 or more)
Warning sent home requiring a parent signature	Lunch detention	Lunch detention	After school detention and parent called	After school detention and parent called	Saturday School and parent called

## CANINE SEARCHES

The Canine Search and Training program, made available to our secondary schools by the Simi Valley Police Department, has two purposes. In addition to providing police canine units with venues to conduct training exercises, the program also serves to impress students with the importance of keeping themselves and our schools drug free. An added benefit of the program is that the presence of controlled substances or explosives on our campuses may be detected during the training exercises.

For your information, all canine training exercises will take place while students are in class. The dates and times of training exercises are not announced in advance. Any locker identified by a dog during training will be opened. Every effort will be made to ensure the privacy of students whose lockers are identified during a training exercise. If any illegal substances are actually found in a student's locker, appropriate disciplinary action will be taken. If nothing illegal is found, no action will be taken and no record will be made of the locker search. In all cases, care will be taken to protect the rights of students.

## CELL PHONES & PERSONAL DEVICES - Middle School and High Schools (District Policy)

1. Cellular telephones, headphone/earbuds, SMART watches or other personal devices shall not be visible while school is in session except during those times specified for cellular phone usage. Such devices may remain in a locker, a backpack, or other secured area during the instructional day and during school programs or activities. Cell phones are not permitted in P.E. locker rooms at any time.
2. We value social emotional health at Valley View and we restrict cell phone use on campus to promote socialization with our students and mitigate students' habit of constantly checking their cell phones instead of focusing on class. Eliminating cell phone use on campus protects students from pictures and videos being taken of them without their consent and eliminates opportunities for students using the device in an inappropriate manner.
3. Students shall follow any additional guidelines developed by school staff regarding the use of cellular telephones or personal devices on the school campus. Possession and use of electronic signaling devices at school are a privilege. If this privilege is abused in such a manner as to violate this policy, the school may revoke the privilege and prohibit a student from possessing such a device for a specified period of time. Each school's discipline plan shall include consequences for violation of this policy. Additional guidelines for each specific school may be found on the school's website.
4. Ca Ed Code: 48901.7: (a) The governing body of a school district, a county office of education, or a charter school may adopt a policy to limit or prohibit the use by its pupils of smartphones while the pupils are at a school site or while the pupils are under the supervision and control of an employee or employees of that school district, county office of education, or charter school.
5. VVMS assumes no responsibility for any loss, theft, or damage to the above items. Students are permitted to keep personal devices in their backpacks, but they maintain responsibility for the security of their backpacks.
6. See Discipline Matrix page for cell phone violations and consequences.

## CITIZENSHIP STANDARDS

Positive behavior is expected of every student. All students have the right to attend school on a safe and orderly campus, which has a structured, pleasant atmosphere, based on mutual respect. Students will

- Be considerate of the rights of others
- Be responsible and accountable for all materials issued to them.
- Be courteous and respectful to all teachers and other adults on campus.
- Be on time to all classes.

- Be prepared with proper materials to all classes every day.
- Be kind and not harass/bully others.
- Be a positive influence on campus by following all school rules.
- Come to school with a positive attitude

## CITIZENSHIP GRADES

### O = OUTSTANDING (ALWAYS)

Positive influence in class  
 Positive and frequent participant in class (discussions, projects, etc.)  
 Does not disrupt class with unnecessary talking  
 Works cooperatively with others  
 Follows directions  
 Prepared for class on a daily basis  
 Consistently follows all school rules  
 No referrals, detentions, or suspensions  
 No more than 1 time tardy in a quarter

### S = SATISFACTORY (USUALLY)

Usually a positive influence in class  
Regular & positive participant in class (discussions, projects, etc.)  
 Usually does not disrupt class with unnecessary talking  
 Works cooperatively with others most of the time  
 Follows directions most of the time  
 Prepared for class on a regular basis  
 Follows school rules most of the time  
 No office referrals  
 No suspensions from class  
 No more than 3 times tardy in a quarter

## CLOSED CAMPUS & VISITORS

All SVUSD middle schools are “closed” campuses. Therefore, only students, their parents/guardians and approved adults are permitted on campus during business hours and at student only events. Parents are welcome to visit their student’s classes. However, state law requires all visitors make arrangements at least 24 hours in advance with the principal or designee before visiting any classes. ALL visitors are required to sign in at the main office before they are able to be on campus. This includes before school and after school hours. The only exception is for evening performances or events sponsored by someone other than the school. **No food delivery of any kind from any outside food vendor or establishments, this includes UberEats et al.** Parents are permitted to drop off lunches **inside the main office**, please do not bring drinks in an open container, inclusive of fountain drinks.

## COMMUNICATION

It is our goal to help all students become responsible students. Therefore, we urge you to be aware of our communication guidelines.

- As a courtesy to parents, a weekly newsletter will be emailed home to communicate information about special events, calendar reminders, and other timely activities that involve students and families. Parents please make sure that you have provided a current email address in Aeries. These newsletters can also be found on the VVMS website.
- AERIES is a great tool for parents to utilize in keeping track of student grades and progress in school.

### N = NEEDS IMPROVEMENT (OCCASIONALLY)

Occasionally a positive influence in class  
 Occasionally participates in class (discussions, projects, etc.)  
 Occasionally disrupts class with unnecessary talking  
 Occasionally follows directions  
 Occasionally prepared for class  
 Occasionally follows school rules  
 1 or 2 referrals  
 1 suspension from class  
 Four times tardy in a quarter

### U = UNSATISFACTORY

Frequently disruptive in class  
 Infrequently participates in class (discussions, projects, etc.)  
 Disrupts class with unnecessary talking  
 Does not work cooperatively with others  
 Consistently does not follow directions  
 Frequently not prepared for class  
 Frequently does not follow all school rules  
 Two or more referrals or suspensions from class  
 Five or more times tardy in a quarter

- Cell phones and earbuds/ airpods and personal devices should be off and out of sight during and between classes. Cell phones will be confiscated when used in class or seen in class. Parents will be required to pick up student phones after the third infraction and on the first PE offense.
- Materials, messages, and lunch/money left for students will not be delivered. However, students may pick up their items in the main office. To avoid stress, students should communicate with parents prior to coming to school regarding transportation home and other needs. Materials continually dropped off in the main office may result in a deduction in grade. Students can pick up messages and materials in the office.

## DRESS CODE & GROOMING STANDARDS

In accordance with the Governing Board we believe that appropriate dress and grooming contribute to a productive learning environment. As our school dress code is in compliance with our Board Policies and Administrative Regulations, we expect our students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students have the right to make individual choices from a wide range of clothing and grooming styles, **but they must not present a health or safety hazard or a distraction which would interfere with the educational process.** (Simi Valley Unified School District | AR 5132 Students)

### SPECIFIC MIDDLE SCHOOL GUIDELINES

Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs, strapless and backless garments, pajama bottoms, crop tops, bandanas and skirts or shorts shorter than mid-thigh are prohibited.

**Clothing should be modest in fit.**

**Dresses, skirts, and shorts should be mid-thigh or longer.**

**Tops and dresses with low cut necklines at the front (showing cleavage) and or back are not permitted.**

**No tube tops, halter tops, or bandeau tops.**

- Articles of clothing or jewelry that pose a threat to the safety of the student or others shall not be worn on campus or at school activities.
- No articles of clothing related to a group or gang which may provoke others to acts of violence or to be intimidated by fear of violence shall be worn neither on campus nor at school activities.
- Hats and beanies are allowed on campus but are not to be worn in buildings.
- Shoes must be worn at all times. Heels should be less than 2 inches and heelys are not to be worn. **\*Shoes must have enclosed heels or a heel strap.**
- Clothing and jewelry shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, or which advocate racial, ethnic or religious prejudice, the use of drugs or alcohol or any illegal activity or which bear drug, alcohol, or tobacco/ vaping company advertising, promotions and likeness.

***Examples:** Cookies Brand Merchandise, Playboy, Backwoods or any brands deemed inappropriate by school administration.*

The Administrative Team has the right to determine if attire is inappropriate for school or any school activity. See VVMS Discipline Matrix for administrative consequences.

## HEALTH OFFICE

Our health clerk staffs the Health Office from 7:30 am - 4:00 each school day. A credentialed school nurse assigned to each school and is available as necessary.

- **Students are required to have a pass from their teacher to be admitted to the Health Office, even during passing period, unless severely ill / injured or bleeding. All illness-related calls to parents must come from the Health Office and not cell phones so that staff can be aware of any problems and if a parent will be picking a student up.**
  - The Health Office handles:
  - First Aid or health concerns

- o Sending students home due to illness/injury
- o P.E. excuses with a doctor's note
- o Attending class on crutches, with a cast, wrap/brace or any medical support
- o Administering medication
- o Immunization record updates

**Parents should not send children to school with a fever of 100 degrees or higher, vomiting or flu symptoms.**

- **MEDICATION**

Our school is a drug free campus. All medications (prescription or over the counter) must be brought to the Health Office by a parent/adult (**NOT THE STUDENT**) with the appropriate signed permission form for each medication. **Students may not bring any form of herbs or medication (prescription or over the counter) to school for any reason.** Students may be suspended for violation of this district policy. **All Medication must be administered in the Health Office and requires written authorization from a physician and parent** (please follow the guidelines below) The Authorization for Medication form is available in the Health Office and on the school website.

Over the counter medication must be in the original container, container instructions must match physician's orders. Prescription medication must be in the original prescription container with a pharmacy label stating student name, date, type of medication and directions for use.

Asthma inhalers may be carried by students **ONLY** if they have an authorization on file in the health office from the prescribing physician and parent (forms are available in the Health Office and on the school website). This form must be submitted each school year.

- **Medical Support/Injuries**

Students who are in need of **ANY** medical support (wraps/braces, crutches, wheelchairs, splints, casts, slings, etc.), **MUST** have a release form signed by a doctor and a parent before the student can be allowed in school with medical support. The Readmission after Accident/Injury form is available in the Health Office and on the school website.

- **Physical Education Excuses**

Take all Physical Education excuses from physicians to the Health Office. Parents may also request student exclusion from PE for medical reasons for up to 3 consecutive days. Parent notes are to be given directly to the PE teacher. Students are expected to dress, whenever physically possible, for PE even if they are excused from participation.

- **Immunizations**

All students must be in compliance with California immunization requirements prior to the first day of school. Bring all immunization updates to the Health Office. More information may be found on the health office page of the school website.

- **Change of Emergency Information**

It is very important that a parent notify the school immediately of any changes in the emergency contacts listed for his/her student. It is important that our records are current in the event of an emergency. Students are released to parents or guardians listed as such in our school records.

## **INTERNET USE POLICY**

The school would like parents to be aware of the following guidelines of Internet access.

- Internet access will be used for academic purposes only.
- Students are expected to abide by the acceptable rules of network etiquette.
- Parental permission is required. A parent may give permission by acknowledging and signing the SVUSD Acceptable Use Policy.
- Improper use of the internet see Discipline Matrix for possible consequences.

## **ITEMS NOT PERMITTED**

**BIRTHDAY FLOWERS and BALLOONS** are distracting and disruptive to the learning environment and not allowed in class at any time nor be carried around campus. Students may pick them up from the main office at the end of the school day. We DO NOT recommend that these items be brought or sent to school.

**CELL PHONES / CAMERAS:** Students may not have them in the locker rooms or in P.E. classes at any time.

**FOOD/DRINKS IN CLASSROOMS:** Students may not take food or drinks into classrooms, with the exception of approved lunchtime meetings. \*The only exception during class time are water bottles.

**GUM:** Careless disposal of gum in drinking fountains, on furniture, and on the floor presents sanitation and cleaning problems, and costly repair. Gum is not allowed on campus before, during, or after school hours.

**MARKERS/SHARPIES:** Students may not have any type of permanent markers of any kind in their possession at any time.

**Perfume:** Due to allergies on campus students are not permitted to bring perfume to school.

**PERSONAL SALES:** Students may not bring items to sell other than school sponsored and approved school fundraisers.

**SCOOTERS/SKATEBOARDS/ROLLERBLADES:** Students may not have scooters, rollerblades, roller skates, or in-line skates at school at ANY TIME (this includes before, during, after school, and at evening events). These items are **NOT** to be stored in lockers. Students who violate this rule will have the item confiscated **and a parent will need to pick it up**. Repeated violations may result in detention or suspension. Skateboards, bikes, scooters etc. need to be stored and locked in the bike rack. There are specific racks provided for skateboards and bikes separately – students need to provide their own locks.

**TOYS OF ANY KIND** (including but not limited to):

Cameras	Cards/Dice (of any kind)	Recording devices	Fingerboards
Toy Guns/Squirt Guns	Hacky Sacks (Foot Bags)	Video Games	Laser Pens

### WEAPONS, DRUGS, AND DANGEROUS OBJECTS

Guns, knives, drugs, and other dangerous objects, which includes vapes or vaping devices, are clearly a hazard to the welfare of everyone and will not be tolerated on ANY Simi Valley Unified School District campus. The sale, possession, brandishing of any weapon or dangerous object at school, on the way to or from school or at a school event may/will result in a suspension from school, notification to the Simi Valley Police Department and recommendation for expulsion.

- Students who have knowledge of a weapon or dangerous object on campus should alert an adult immediately. Students who are aware of these items but do not report it to the faculty or administration may also be liable and subject to disciplinary action by the school.
- Dangerous objects are defined as: items which are at school that have the potential of harming or intimidating someone else. Students may not be in possession of dangerous objects on campus, or to and from at school. **Dangerous objects include, but are not limited to:** laser pens, razor blades, exacto knives, scissors, lighters, screwdrivers, flashlights, batons, poppers, mace, firecrackers, stink bombs, etc. Working together to maintain a safe learning environment is everyone's responsibility.
- See Discipline Matrix for consequences.



## PROMOTION CEREMONY ELIGIBILITY

Choose the right pathways to academic success by doing your homework, studying, and giving 100% effort in all of your classes each day of every quarter.

- **Participation in 8<sup>th</sup> Grade Portfolio Day is required** in order for students to participate in the 8<sup>th</sup> Grade activities at the end of the year.
- All 8<sup>th</sup> grade students must earn a **passing grade in at least nine of their twelve classes** taken during the year; at least four of those passing grades must be earned in the second semester.
- If a student receives an unsatisfactory mark ("**U**") in citizenship from **two or more** different teachers during the fourth quarter, he/she will be excluded from all promotion activities including the ceremony. (**5 class tardies = "U"**).
- A student must maintain acceptable behavior. Excessive truancies and suspensions from school may affect participation in promotion activities. The principal shall have the option of removing any student from

participation in the ceremony because of unacceptable behavior either on campus, at a school activity, or in the community if the action is related directly to a school situation. To determine eligibility for behavior, students must have less than ten (10) cumulative demerits.

- Administrative transfers and any involvement related to drugs, alcohol, graffiti, violent behavior, or weapons may exclude a student from the Promotion Ceremony and end of the year activities.
- Students in danger of not being eligible will be notified by administration as soon as possible.

### **Clothing Requirements for 8<sup>th</sup> Grade Promotion**

- Nice collared or polo style shirt
- Neckties are optional
- Slacks or nice pants with a belt
- Suits are optional
- No jeans or shorts of any color
- Nice dress shoes if possible
- Dresses (long or appropriately short)
- Skirts/pants and a nice blouse/Pant Suits
- Spaghetti strap dresses are allowed
- Backless, strapless, or halter type dresses are not recommended
- No jeans or shorts of any color
- No sheer or see-through clothing
- Dress shoes with straps/back (heels higher than 2" are NOT recommended)

### **Prevention of Bullying**

- Bullying and its negative effects erode students' ability to learn. Bullying is recognized as behavior that can span from minor offenses like name-calling, fights, and purposeful social exclusion to more serious criminal acts of libel, repeated physical attacks, and sexual harassment.
- In order to combat potential incidents that may negatively impact a student's opportunity to succeed academically and feel safe at school, the district has taken the position that all students have a right to a safe and healthy school environment free of bullying and its ill effects. The district, schools, and community have an obligation to promote mutual respect, tolerance, and acceptance.
- The district will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate or harass another student through words or actions. Such behavior may include direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and intentional social isolation or manipulation.
- To ensure that bullying does not occur on school campuses, the district will provide training in recognizing bully behaviors, the prevention of bullying, and will cultivate acceptance and understanding in all students and staff to develop each school's ability to maintain a safe and healthy learning environment. Teachers should discuss this policy with students in ways appropriate to their ages and should assure them that they need not endure any form of bullying. This policy will be discussed with students at the beginning of each semester and throughout the year as necessary. Appropriate interventions shall be made available, as needed, to any child who has been the object of bullying.
- Each school should adopt a Code of Conduct to be followed by every student while he/she is on school grounds, when traveling to and from school or a school-sponsored activity, whether on or off campus, and during the lunch period. The Code of Conduct should include, but not be limited to, the following actions and consequences.
  1. Any student who engages in bullying may be subject to disciplinary action up to and including expulsion. (cf. 5144 - Student Discipline)
  2. Students are expected to immediately report incidents of bullying to a staff member whether they are a victim or a witness. Students may also report bullying or other safety information through We Tip, See Something Say Something, found on our VVMS website.
  3. Staff shall promptly investigate each complaint of bullying in a thorough and confidential manner.

### **The procedures for intervening in bullying behavior include, but are not limited to, the following:**

1. All staff, students, and parents/guardians will receive a summary of the policy prohibiting bullying at the beginning of the school year as part of the student handbook and/or information packet, as part of New Student Orientation, and as part of the school system's notification to parents/guardians.



2. Staff members are expected to immediately intervene when they become aware of a bullying incident.
3. People witnessing or experiencing bullying are encouraged to report the incident.
4. All incidents involving bullying will be addressed in a safe and confidential manner.

If the complainant student or the parent/guardian of the student believes that the investigation or complaint was not resolved appropriately, the student or the parent/guardian of the student should contact the principal or designee. The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.

**Simi Valley USD | 5000 | BP 5131.3 Students**  
**Policy SIMI VALLEY UNIFIED SCHOOL DISTRICT**  
**Adopted: March 15, 2005 Simi Valley, California**

## RENAISSANCE ACADEMIC INCENTIVE PROGRAM

- Renaissance is a program designed to acknowledge students’ academic success each quarter. The Renaissance strategy is to promote an ATTITUDE OF EXCELLENCE by emphasizing academic achievement. We take pride in recognizing and rewarding student achievement and performance.
- Students at Valley View are motivated by the recognition and rewards they receive when they qualify for Renaissance. By using short segments of time, students are encouraged to do better and to make the effort to improve. Students must re-qualify each quarter. Renaissance membership is open to all students who receive: **4.0 GPA /GPA of 3.5 or higher/Improvement of .5 or more in their GPA**
- The ultimate goal of our efforts is to have students and staff at Valley View enjoy and promote a community dedicated to achievement and committed to an attitude of excellence.

**\*Quarterly Renaissance Assemblies Will Be Announced\***

## Saturday School:

Valley View Middle School will hold Saturday School four times a semester. Saturday School is from 8:30 AM- 11:30 AM. Students earning Saturday School will be expected to stay the entire three hours. Parents will be notified prior to being assigned Saturday School.

## SVUSD Middle School Discipline Matrix

The following is an alphabetical summary of infractions with consequence options. Students are responsible for following all school rules and regulations while at school, at any school activity, and while going to and from school. Our school district cooperates with the Canine Search and Training program of the Simi Valley Police Department to help ensure that our campus remains safe and drug free. **This list is not an all-inclusive list of infractions. Administrators will assign consequences for any other infractions not included on this matrix to ensure the safety of students and staff and to protect the right for all students to an education free from disruption.**

INFRACTION	POSSIBLE CONSEQUENCES/OPTIONS
Academic Dishonesty, cheating	Parent contact, “F” for assignment, N in citizenship; Referral to counselor, 2 <sup>nd</sup> offense “U” in citizenship
Acts that interfere with private lives of school employees and students such as internet harassment, phone harassment, etc,	Parent conference/contact, detention, Saturday School school suspension (1-5 days)
Assault/battery against another person-willful and unlawful use of force or violence in which injury occurs	Counseling, detention, Saturday School, and/or school suspension (1-5 days); Possible police involvement.
Assault/battery against a district employee	5 day school suspension and recommendation for expulsion
Bullying/threatening/harassing physically, verbally, or by use of electronic devices such as cell phones, computers, etc.	Counseling, parent contact/conference, detention, class suspension, Saturday School, and/or school suspension (1-5 days); Possible police involvement
Cutting in lines	Last to go in, parent contact, lunch detention

Cell Phones & Personal devices * Per Semester	1st Offense: Warning 2nd Offense: Warning & parent phone call 3rd Offense: Parent phone call and parent pick up 4th Offense & beyond: Parent phone call and parent pick up 5th Offense: Students will be required to turn in their cell phone daily per admin.  PE: 1st offense: Parent call & parent pick up 2nd offense: Parent call & parent pick up & LD 3rd offense: Students will be required to turn in their cell phone daily per admin.
Dress Code Violations * Per Semester	1st Offense - Change Clothes, warning 2nd Offense - Change Clothes, warning 3rd Offense - Change Clothes, phone call home 4th Offense and beyond - change clothes, phone call home, detention, possible Saturday School
Failure to show for assigned detention	Additional detention, parent contact, Saturday School
Fighting/Mutual Combat-combat in which both parties have contributed to the situation by verbal and/or physical action	Counseling, parent conference/contact, detention, Saturday School, and/or school suspension (1-5 days); Possible police involvement.
Forgery	Parent contact, detention, Saturday School, school suspension (1-5 days)
Gambling	Parent contact, detention, Saturday School, school suspension (1-5 days)
Graffiti, vandalism, destruction or defacement of property	Parent conference/contact, detention, replacement cost, school suspension (1-5 days)
Inappropriate touching-including any hugging and/or kissing	Counseling; parent conference/contact; detention; Saturday School, school suspension (1-5 days)
Interference/obstruction by student to any staff member exercising lawful assigned duties	Parent conference/contact, detention, school suspension (1-5 days)
Internet-improper use at school/cyber-bullying through the computer or cell phone such as texting, Facebook, phone videos, etc.	Counseling, loss of internet privileges, parent conference/contact, detention, class suspension, Saturday School, school suspension (1-5 days)
Knowledge of weapon or dangerous situation including drugs/alcohol/controlled substances	Parent conference/contact, detention, Saturday School, school suspension (1-5 days)
Leaving backpack unattended	Detention, parent contact
Locker Sharing	Detention, parent contact
Misbehavior on school bus	Detention, parent contact, loss of bus privileges, school suspension (1-5 days)
Pantsing	School/class suspension

INFRACTION	POSSIBLE CONSEQUENCES/OPTIONS
Possession and/or use of prescription/non-prescription drugs/alcohol/illegal substances/paraphernalia/intoxicants <b>1<sup>st</sup> offense</b>	3-5 day suspension from school; Police contact; Possible referral for expulsion

Possession and/or use of prescription/non-prescription drugs/alcohol/illegal substances/paraphernalia/intoxicants <b>2<sup>nd</sup> offense</b>	5 day school suspension; Police contact; Referral for expulsion
Possession of a firearm of any kind or brandishing a knife	5 day suspension from school and immediate recommendation for expulsion; Police contact
Possession of lighters, stink bombs, smoke bombs, poppers, fireworks, cap guns, etc.	Saturday School, School suspension (1-5 days)
Possession of look-alike weapons or any dangerous objects i.e. exacto- knives, airsoft guns, etc.	School suspension (5 days); police contact
Possession of Vape or Vape Like Device	1 <sup>st</sup> Offense- Referral to Restorative Justice 2 <sup>nd</sup> Offense- Suspension (1-5 days)
Profanity, inappropriate language	Admin. counseling, parent conference/contact, detention, class suspension, Saturday School, school suspension (1-5 days)
Selling drugs of any kind or selling any unauthorized/illegal substance	5 day school suspension; immediate expulsion recommendation; Police contacted
Selling for profit or personal gain (candy, food, drinks, etc.)	Parent conference/contact, detention, Saturday School, school suspension (1-5 days)
Sexual assault or battery-unwelcome sexual advances, requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature	5 day school suspension; immediate recommendation for expulsion; Police contacted
Sexual Harassment- unwelcome sexual advances, requests for sexual favors, and any other verbal, visual, or physical conduct of a sexual nature	Admin. counseling, parent conference/contact, notification to school district; Saturday School, school suspension (1-5 days)
Tardies per academic quarter	1st Offense: warning sent home to parents 2nd Offense: lunch detention 3rd Offense: lunch detention 4th Offense: after school detention 5th Offense: after school detention 6th Offense: Saturday School
Theft	Parent conference/contact, replacement cost, detention, Saturday School, school suspension (1-5 days)
Throwing food, littering	Paper pick-up, lunch detention, parent contact, loss of lunch free time, Saturday School, school suspension (1-5 days)
Truancy-leaving campus w/out permission of school	Detention, parent contact, referral to SARB Board, Saturday School and possible school suspension for repeated acts
Using/possession of tobacco	School suspension (1-5 days), intervention counseling
Willful disobedience, disrespect, defiance of authority, disruptive behavior	Counseling, parent conference/contact; detention, class suspension, Saturday School, school suspension (1-5 days)