

eCademy CRANES



**eCademy Charter
Student Handbook
2023-2024**

TURLOCK UNIFIED SCHOOL DISTRICT

Each school district in the State of California is governed by a local Board of Trustees, which is elected by the voters who live in that District. The Board of Trustees, within the framework of the California Education Code, establishes the policies for that district and appoints a superintendent to carry out these policies.

Turlock Unified School District is geographically composed of the Chatom and Keyes School Districts, and the Elementary, Junior and High Schools of the Turlock Unified School District. The District operates nine elementary schools, one junior high and one middle school, two comprehensive high schools, and one continuation high school, eAcademy Charter (grades K-12) and Turlock Adult School. Funds for the district are derived from local property taxes and allotments from the State of California.



Turlock Unified School District

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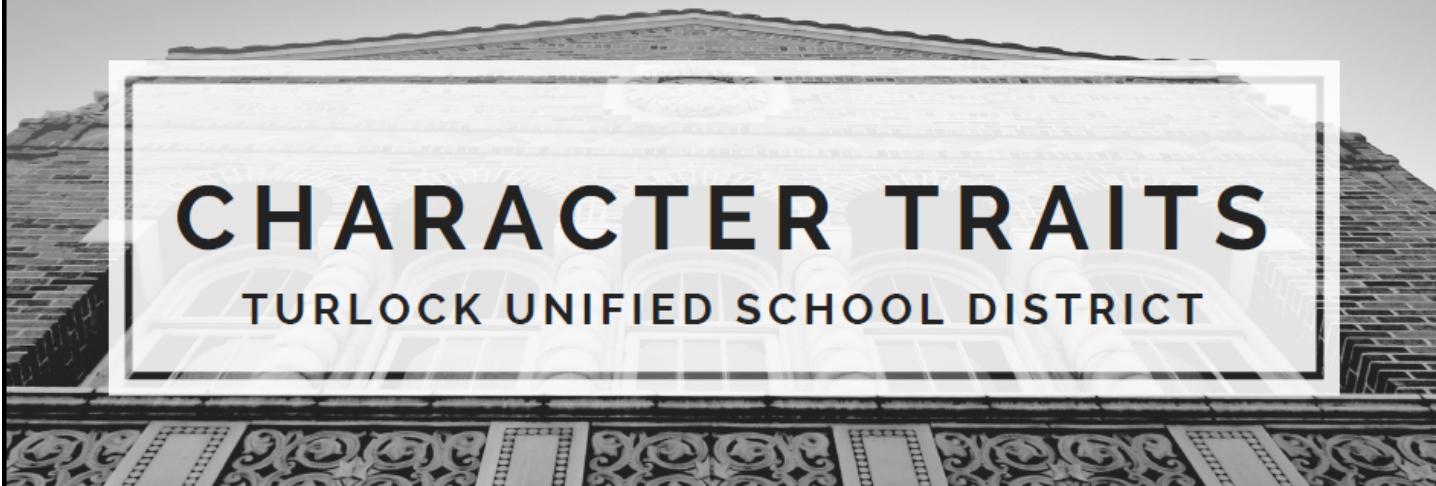
Jennifer Lew-Vang, Director of Child Nutrition

07/01/23

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Additional information on the items listed above can be found under separate cover in the District Parent Notifications of Student Rights such as, interpreter/translation services, enrollment, attendance, school attire, student discipline, free and reduced lunch, health/physical examinations, high school curriculum, technology/communications, release of directory information, school information/calendar, school facilities, sex education instruction, student education placement, student records, teacher qualifications/information, career/technical education, college admissions requirements/career technical education-community-wide disaster, bus regulations, program options/interventions, uniform complaint procedures, sexual harassment, district homework guidelines TK-6, student conduct codes, open campus, Section 504, civil rights, parent/guardian TUSD contact information, notice of alternative school.



CHARACTER TRAITS

TURLOCK UNIFIED SCHOOL DISTRICT

ACHIEVER

Work hard and possess a great deal of stamina. Take immense satisfaction in being busy and productive.

RESILIENCY

Recover from or adjust easily to adversity or change.

EMPATHY

Sense other people's feelings by imagining themselves in others' lives or situations.

FOCUS

Take a direction, follow through and make the corrections necessary to stay on track. Prioritize, then act.

FUTURISTIC

Inspired by the future and what could be. Energize others with visions of the future.

INCLUDER

Accept others and show an awareness of those who feel left out and make an effort to include them.

KINDNESS

Display a friendly, generous, or considerate nature.

POSITIVITY

Demonstrate contagious enthusiasm and can get others excited about what they are going to do.

RESPONSIBILITY

Take ownership of what you say you will do. Committed to stable values such as honesty and loyalty.

SELF-ASSURANCE

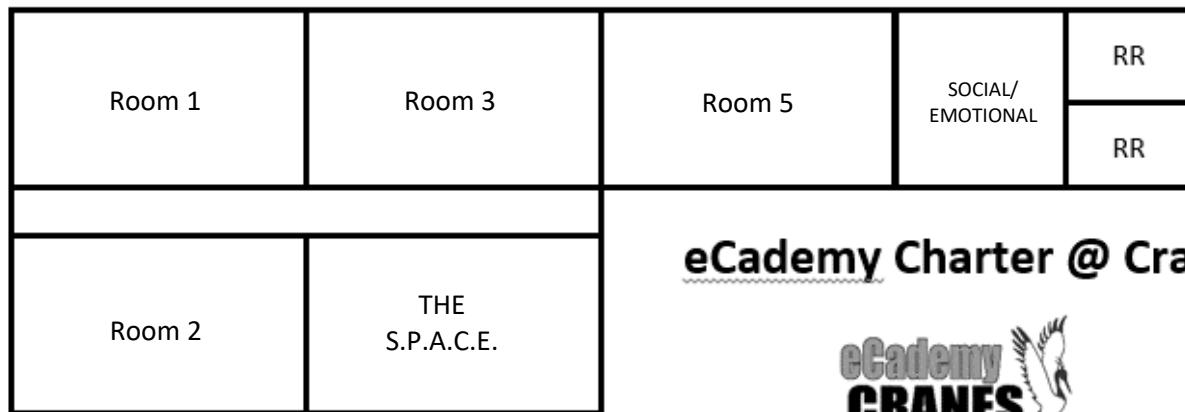
Confident in ability to take risks and manage own lives. Have an inner compass that gives certainty in decisions.

Character is Our Strength



Turlock Unified School District

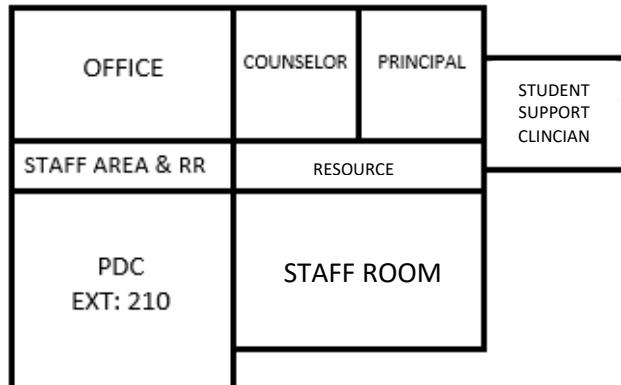
School Map



eCademy Charter @ Crane



1100 Cahill St.
Turlock, CA 95380
209-669-3410—phone
209-669-0180—fax



eCademy Charter Staff

Gabe Ontiveros, Principal
Bonnie Santiesteban, Administrative Secretary II
Anna Simon, Secretary II
Esmirna Imperial, School Counselor
Racquel Barker, Student Support Clinician
Jose Zamora, Head Custodian
Deidre Silva, Paraprofessional
Vacant, Paraprofessional
Vacant, Library Technician

Paul De Ayora, Resource Specialist
Jeff Mathew, Teacher
Jennifer Nagaran, Teacher
Raj Nagra, Teacher
Christopher Peterson, Teacher
Rex Rabine, Teacher
Julie Thompson, Teacher
Amanda Weimer, Teacher

eCademy is a locked campus. Entrance and exit are through the main office. All visitors must check-in for ID verification, a visitor badge, and to sign-in.

TURLOCK UNIFIED SCHOOL DISTRICT

2023-2024

TUSD Vision

All students will become self-motivated, responsible citizens who graduate college and career ready.

TUSD Beliefs

We believe that

- Every person is unique and has inherent value
- Every person can be a successful learner
- People are accountable for their actions
- Family engagement is essential to the academic and social-emotional success of students
- Honesty, integrity, and respect build trust in all relationships
- Motivation, grit, and mindfulness are necessary to achieve full potential
- High expectations yield greater levels of performance
- A quality education enriches all lives by creating and expanding opportunities
- Positive role models inspire excellence
- A service mindset is vital to a thriving community

TUSD Mission

Turlock Unified School District will deliver effective instruction in a safe, equitable, supportive environment in partnership with our families and diverse community.

2023-2024 SCHOOL CALENDAR

Turlock Unified School District

SCHOOL IN SESSION							SCHOOL CALENDAR 2023-2024												
Holiday																			
SCHOOL VACATIONS & HOLIDAYS																			
Independence Day (observed)	July 4																		
Labor Day	Sept. 4																		
Veterans Day	Nov. 10																		
Thanksgiving	Nov. 18 - 26																		
Winter Break	Dec. 22 - Jan. 7																		
Martin Luther King, Jr. Day	Jan. 15																		
Lincoln's Birthday (observed)	Feb. 15																		
In Lieu Admission Day	Feb. 16																		
Washington's Birthday	Feb. 19																		
Spring Break	Mar. 29-Apr. 7																		
Memorial Day	May 27																		
Juneteenth	June 19																		
MINIMUM DAYS																			
First Day of School*	Aug. 14																		
K-6 Parent Teacher Conf.	Nov. 13 - 17																		
Day Before Winter Break	Dec. 21																		
Last Day of School	May 31																		
EARLY RELEASE DAYS																			
TK-12 Wednesdays	Every Wednesday																		
K-6 TRIMESTERS																			
Trimester 1	Aug. 14 - Nov. 9																		
Trimester 2	Nov. 13 - Feb. 29																		
Trimester 3	Mar. 1 - May 31																		
J-12 QUARTERS/SEMESTER DATES																			
Quarter 1	Oct. 13																		
Quarter 2/Semester 1	Dec. 21																		
Quarter 3	Mar. 15																		
Quarter 4/Semester 2	May 31																		

Student Holidays

September 4, 2023
Labor Day

October 16, 2023
Non School Day

November 10, 2023
Veteran's Day (observed)

November 20-24, 2023
Thanksgiving

December 22, 2023-January 5, 2024
Winter Break

January 15, 2024
Martin Luther King Birthday

February 16, 2024
Lincoln's Birthday (observed)

February 16, 2024
In Lieu Admissions Day

February 19, 2024
Washington's Birthday

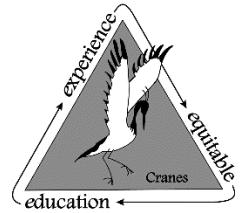
March 25-April 5, 2024
Spring Break

May 27, 2024
Memorial Day



Turlock Unified School District

eCademy Charter



Gabe Ontiveros
Principal

Welcome

Dear Families and Students,

Turlock Unified School District provides opportunities for students to continue their education outside the traditional educational model through program equity sites. Thus, eCademy Charter offers distinct program options for the K-12 grade level students to accommodate alternative educational needs. Our K-6 Home School program provides the T.U.S.D adopted curriculum to each student with the parent meeting with the teacher at least one day per week. Our grade 7-12 program offers online courses, in a traditional Independent Study (I.S.) setting, with the student meeting with the teacher at least one day per week, as well. We will continue to offer concurrent enrollment classes with the two comprehensive high school sites, as we connect with our students socially, emotionally, and most importantly, academically.

Our campus provides a unique environment with a team of dedicated and caring staff where our students **"Experience an Equitable Education"** which all students deserve. We will prepare our students to return to his/her comprehensive school site in good status, if the student chooses to return, or we will educate them as long as they wish to stay on our campus. We offer Edgenuity courses (our on-line learning platform) as this option provides the A-G graduation requirements, effective teacher support and assistance, along with the opportunity for all students to receive tutoring in the S.P.A.C.E. (Student Performance and Academic Center at eCademy) to best support students in their quest for success. We will prepare students to be college and career ready.

The staff at eCademy are confident that every student can learn and be successful, and we look forward to the opportunity to work closely with you to help your student achieve his/her goals. It is important for students and parents to become familiar with the content in this student handbook and use it as a resource throughout the year to inform, guide, and most importantly, assist your student in becoming a successful learner and display strong character.

If there is anything we can do to assist you in providing the best service possible, feel free to contact our office at any time. I look forward to working with your son or daughter this school year. For further assistance, please visit our school website or call anytime at 209-669-3410.

Sincerely,

Gabe Ontiveros
Principal

eCADEMY MISSION STATEMENT

Our mission at eCademy Charter is to support our students in becoming responsible life-long learners through flexible and individualized programs.

VISION

The vision of eCademy Charter is to graduate responsible citizens who are college and career ready.

PURPOSE

The purpose of eCademy Charter is to come together in mission and leave with a purpose.

OBJECTIVES

- All students will incorporate technology, individually and collaboratively, to achieve their academic goals.
- Each student will set and achieve personal and academic goals.
- All students will develop and consistently demonstrate character traits necessary to be socially responsible and self-motivated citizens in our community.

TACTICS

1. Provide access to materials and assignments that are technology-infused to better prepare students for post-secondary opportunities.
2. Advise and support students in setting and achieving their personal and academic goals.
3. Maintain a positive and inclusive environment that fosters personal responsibility and encourages positive character traits.
4. Educate the community about opportunities offered by eCademy Charter.

ESLOs – EXPECTED SCHOOL-WIDE LEARNING OUTCOMES

Commitment by:

- Attending school regularly
- Completing schoolwork as assigned

Respect by:

- Caring for and listening well to others
- Following school regulations

Achievement by:

- Communicating effectively orally and in writing
- Ability to access and analyze information
- Developing critical thinking skills

Networking by:

- Being involved in the community
- Using a variety of resources
- Being a proficient user of 21st century technology

Expectation by:

- Demonstrating good citizenship, discipline, and civility
- Ability to work independently and collaboratively

Success

- Becoming a positive productive citizen
- Developing and sustaining a strong work ethic
- Acquiring the skills to pursue preferred college and career options

eCADEMY CHARTER

eCademy Charter is an Independent Study, WASC accredited alternative program. It offers traditional independent studies and online learning. eCademy Charter is dependent of TUSD and aligns with its educational philosophy and LCAP. eCademy Charter serves students within and outside the district. eCademy Charter's ultimate goal is to educate students and ensure a high school diploma is earned. Courses offered at eCademy follow the same protocols and follow similar curriculum as other TUSD schools. Teachers at eCademy are highly qualified and credentialed under California State Standards in each core subject. We operate a semester system for high school, a quarter system for junior high school, and a trimester system for K-6.

PROGRAM OVERVIEW

Grades: K-6 Home School

1) Traditional & Online IS Courses:

- Parent is the primary teacher for the student using TUSD standard curriculum and pacing calendar
- Works independently and at least once per week meets with assigned teacher

Grades: 7 - 12

1) Online IS Courses: **(Selected Courses also offered for Credit Recovery)**

- English Language Arts, Math, Science, Social Science, Foreign Language, Electives
- Works independently and once per week meets with assigned teacher

2) Concurrent Enrollment Courses:

- Based on availability

RECOMMENDED PROGRAM OPTIONS FOR STUDENTS

Online Independent Study Courses

Students are required to attend their assigned appointment and work at home the required hours to complete the assignments to meet pacing targets each week. All tests must be taken at school, during the assigned appointment. If a student plagiarizes an assignment or a test, it will be a zero score. Students will independently complete on average of 35 to 55 hours of coursework at home just as at a comprehensive school site. Students should be at grade level and be able to work independently.

Online Program (Edgenuity)

Students will take multiple classes online.

Traditional Independent Study Courses

Students are required to attend scheduled weekly appointments and work at home the required hours to complete the assignments each week. Students will independently complete an average of 35 to 55 hours of coursework at home.

RETURNING TO A TRADITIONAL SCHOOL SITE

Return to Home School Site

Prior to returning to your home school, it is highly recommended the student and parent/guardian(s) meet with the counselor and the principal to discuss options. Typically, we do not recommend returning to the home school until the student has successfully completed the current quarter or semester.

ENROLLMENT PROCESS

To be referred to eCademy Charter (for students in TUSD)

- Home site counselor completes recommendation form
- Student/parent or guardian make appointment to meet with eCademy Principal
- Bring recommendation form
- Do not drop from your home school until after meeting with the eCademy Principal

To be referred to eCademy Charter (for students outside TUSD)

- Student and parent/guardian must make an appointment to meet with Director of Student Services. The Student Services office phone number is (209)667-0887
- Student/parent or guardian make appointment to meet eCademy Principal
- Bring current records (transcript, current grades, attendance, discipline, etc.)
- Do not drop from your home school until after meeting with the eCademy Principal
- Enrollment commitment of “a Semester and a Day” Rule

Items needed for enrollment:

Grades K-12

- Immunization Records (State Law)
- Birth Certificate
- Transcript (unofficial) and drop slip with current grades from last school attended
- CAASPP Results (most recent)
- Copy of ELPAC scores (most recent), if applicable, to include date previously tested and name of school where testing took place
- A parent, guardian, or educational rights holder must accompany student at time of enrollment

STUDENT RESPONSIBILITIES AND EXPECTATIONS

“At eCademy, we do what is right.”

Abusive Students - Bullying

State laws forbid any act that is likely to injure, degrade, or disgrace any student. Students who violate these laws are subject to suspension and/or a recommendation to Student Services Office for expulsion.

Bullying Criteria: - All four must be met to be considered bullying

1. Specific type of aggression (verbal, physical or psychological)	3. Carried out repeatedly over time
2. Behavior is intended to harm or disturb	4. Imbalance of Power (physical or psychological)

The Turlock Unified School District strives to provide students with optimal conditions for learning by maintaining a school environment where everyone is treated with respect and no one is physically or emotionally harmed. In order to ensure respect and prevent harm, it is a violation of the Conduct Code for a student to be harassed, intimidated, or bullied by others in the school community, on the way to or from school, at school sponsored events, or when such actions create a substantial disruption to the educational process. Student(s) shall not be harassed basis of actual or perceived ancestry, age, color, disability, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, parental, pregnancy, family or marital status, or association with a person or a group with one or more of these actual or perceived characteristics. Any staff who observes, overhears, or otherwise witnesses harassment, intimidation, or bullying or to whom such actions have been reported must take prompt and appropriate action to stop the harassment and to prevent its reoccurrence which depending on the frequency, intensity and/or severity may require an immediate report to the school site administration.

Courteous Treatment of Others

Students will treat each other and all individuals on campus with dignity, courtesy, and respect. Students will not exhibit unruly behavior and will not speak rudely or in a derogatory manner. Students will not interfere with the rights of others. Students should expect such treatment from both members of the staff and their fellow students.

Littering

Students are expected to assist in keeping the campus clean. Litter cans are placed strategically about the campus to enable everyone to avoid littering.

Closed Campus

Students must remain on campus and in the respective classroom until their class time or appointment time is complete or released by the teacher. Students are required to be cooperative and show respect when asked by staff for proper identification.

Following Direction of Teachers

Students are expected to follow the directions of their teachers in class. The teachers are expected to provide effective instruction, but they cannot do this without the cooperation of their students. If a student has a complaint or concern about how a class is being conducted, he/she should meet with the teacher in private to discuss it. When in class students are expected to obey the instructions of the teacher. Persistent or flagrant misbehavior may result in suspension from school and a recommendation to Student Services for a change of placement. Also, if plagiarism occurs the student may be dropped from the course with an "F" grade.

Student ID's

Students must have Student ID Card in possession at all times.

Public Display of Affection

A school campus is not the place for obvious displays of physical affection between students. Public displays of affection will be considered inappropriate. Continued inappropriate contact may result in parent contact, detention, and possible suspension for defiance.

Personal Hygiene

For health and safety reasons, hair grooming is permitted in designated areas only (restrooms). Students are discouraged from sharing their combs and brushes with other individuals. For reasons of safety, electrical or butane appliances are not allowed. Eye make-up is not to be shared at school because of the possibility of eye infections. Aerosol cans (hair spray, deodorant, body spray) and glass containers of any kind are not allowed and will be confiscated.

Dress Regulations

In partnership with students and parents, the Turlock Unified School District administration and staff requests review of students' attire to ensure it meets the following dress code guidelines before arriving to school:

Students MUST Wear:

- Top with straps
- Bottom: pants, skirts, shorts, etc. covering buttocks (no micro minis or short shorts with entire thigh exposed)
- Shoes (no backless footwear for elementary students)
- **Secured** clothing that protects and covers personal body parts

Students MAY Choose to Wear:

- Hats, including religious headwear
- Hooded shirts/jackets (over the head is allowed)
- Teachers/staff may direct students to remove/adjust the position of hats/hoods over the head on campus in situations that include, but are not limited to, classroom activities, headphone/earbud use issues, or visual identification of a student's face. This does NOT apply to any headwear worn for religious reasons.

Students CANNOT Wear:

- Clothing that depicts violent language or images
- Clothing that includes, but is not limited to hats, shoes, headgear, belts, shirts, pants, piercings, key chain holders that are deemed a potential threat to student and/or staff safety
- Clothing that illustrates images or language depicting drugs or alcohol (or any illegal item or activity) or the use of same
- Clothing that displays hate speech, profanity, pornography
- Clothing that includes images or language that create a hostile or intimidating environment based on any protected class
- Clothing that is sheer or see-through, (clothing must be opaque)
- Visible underwear, bralettes, bandeau tops, sports bras, or backless shirts
- Unsecured clothing that allows personal body parts to be visible with movement or contact
- Helmets, hoods, or other headgear that obscures a student's identity (except as a religious observance)
- For identification purposes, a student's face must be clearly visible, including when taking school photos; this may require removal of a hood and/or hat

Examples of clothing deemed a potential threat to student and/or staff safety:

- Pants oversized at the waist such as folded in at the waist or belt line (e.g., student with a 32" waist should wear pants no larger than 32" waist)
- Wearing pants below the waistline (sagging)
- Steel-toe combat style boots
- Jewelry, insignia, colors, paraphernalia, materials, apparel, clothing or attire worn or carried on campus, or at school activities, that may be intimidating to students/staff
- Solid red or blue items including, but not limited to, scrunchies, belts, shoelaces, and beanies
- Predominately red or blue shirts or sweatshirts (two or more articles of clothing)
- Red or blue items hanging over the shoulder or out of pockets
- Red or blue apparel exposed under any shirt or collar
- Non-team color or intimidating hats, knit caps, baseball-type caps, or head gear
- Bandannas, red or blue belts, red or blue shoelaces, or red or blue rags

GRADING POLICY

Class grades are determined by the individual teacher's grading criteria. Teachers explain these criteria to students at the beginning of the course. Students' participation contributes to their overall grade. Letter grades will reflect the following:

A	Excellent	F	Failure. No credit awarded
B	Above Average	P *	Passing (P grades are not computed into G.P.A.)
C	Satisfactory	W	Withdrawal – Failure
D	Passing, but not satisfactory	INC	Incomplete - To be replaced by final mark later

Report cards are mailed to parents after the close of each grading period. For high school students, grades recorded on a permanent transcript are those awarded at the end of each semester. Students and parents are entitled to be notified whenever it becomes evident that the student may fail. Normally, the student and parents are notified by the midpoint of a grading period, except in those situations where there is a sudden decline in a student's performance later than that midpoint. Any transcript review or revision must be requested in writing. The request will be reviewed by the teacher of record. Only the teacher is allowed to change a student's grade. Grades and transcripts will only be changed in the event of a grading error or circumstance beyond the control of the student, such as a medical exemption or emergency. Once a grading period has ended, no further work will be allowed to change a grade. Approved grade changes will be submitted by the teacher of record to the Principal or designee.

JUNIOR HIGH PROMOTION REQUIREMENTS

Credits

Students must earn a combined 250 credits during the seventh and eighth grades to be promoted to the ninth grade. The counselor will notify the parents of those students who are deficient in credits and under consideration for loss of promotion. Each quarter, a student with a passing grade earns credit toward promotion.

English (Required each quarter)

Math (Required each quarter)

Physical Education (Required each quarter)

General Electives (Required each quarter)

Science

Life Science 7 (Required each quarter)

Physical Science 8 (Required each quarter)

Social Science

World History 7 (Required each quarter)

US History 8 (Required each quarter)

HIGH SCHOOL GRADUATION REQUIREMENTS

<u>Required Subjects</u>	<u>Required Credits</u>		
	eCAD	THS/PHS	RHS
ENGLISH SCIENCE	40	40	40
Physical Science	10	10	10
Life Science	10	10	10
MATH	20	20	20
All students must pass Integrated Math and earn an additional 10 acceptable Math Credits			
SOCIAL SCIENCE			
World History (Grade 10)	10	10	10
United States History (Grade 11)	10	10	10
American Government (Grade 12)	5	5	5
Economics (Grade 12)	5	5	5
FINE/VISUAL PERFORMING ARTS/FOREIGN LANGUAGE/CTE	10	10	10
Visual Performing Arts/Foreign Language or Electives (i.e. Art, Drama, Music, Business, Home Economics, Foreign Language, additional classes as listed and/or other credits earned at other schools)			
PHYSICAL EDUCATION	20	20	20
ELECTIVES	60	90	60
Not more than 40 credits of elective courses may be satisfied by Work Experience, Teacher Aide, Office Aide, or Community Service			
TOTAL CREDITS FOR GRADUATION	200	230	200
<u>Courses cannot be used to meet requirements in more than one area</u>			

Community Service-Learning Requirement:

Community Service Learning requirement promoting responsible citizenship through active participation in a thoughtfully organized service experience as follows:

10th Grade: 5 hours of community service completed by the end of the 2nd semester.

- Student/Parent Guardian Verification form Service Learning Log
- Service Learning Completion Form
- This represents 5% of the History 2nd semester grade

11th Grade: 5 hours of community service completed by the end of the 2nd semester.

- Student/Parent Guardian Verification form Service Learning Log
- Service Learning Completion Form
- This represents 5% of the History 2nd semester grade

12th Grade: 10 hours of community service/ community service reflection

- Student/Parent Guardian Verification form
- Service Learning Log
- Service Learning Completion Form Community Service Reflection
- This represents 10% of the American Government semester grade

Graduation Requirements

Students successfully completing all the graduation requirements will receive an eCademy Charter High School diploma.

Graduation Commencement Ceremony

eCademy has a traditional commencement ceremony and students wear caps and gowns. To participate in the commencement ceremony, seniors must:

- Complete and pass all courses required for graduation by the senior due date.
- Return all books, materials, and complete Daily Course Logs. Pay all outstanding fines at eCademy Charter and/or from other schools. Attend commencement practice.

Other Graduation Options

Information is available for students interested in one of the three State Board-authorized high school equivalency tests, these include the General Educational Development (GED®), the High School Equivalency Test (HiSET®), and the Test Assessing Secondary Completion (TASCTM). Presentation of an official certificate received after passing one of these State-authorized tests should be considered equivalent to a high school diploma in order to obtain education or employment in California. These tests are available to students 18 years old and older, and 17 years old in some instances.

California High School Proficiency Examination (C.H.S.P.E.) - All California high school students who are either 16 years of age or second semester sophomores are eligible to take this examination usually given 3 times each year. Students who are under the age of 18 years, with the written consent of their parents, may leave school to attend college or pursue employment after passing this test.

Turlock Adult School - Older students (18+) may wish to transfer credits earned to Turlock Adult School. Students can meet with the counselor for more information.

COLLEGE/UNIVERSITY REQUIREMENTS

The admission requirements for colleges and universities vary from school to school. Also the requirements for any given college or university will vary depending upon the major the student intends to pursue. Students should meet with their counselor to develop a plan for college/university enrollment. Students who plan to enroll in college should also arrange to take the Pre-Scholastic Aptitude Test (PSAT) during their sophomore year and the Scholastic Aptitude Test (SAT), or the American College Test (ACT) early senior year. Students must consult their counselor at the start of their sophomore year regarding these tests. eCademy offers most of the college prep courses online, required for admission to a 4 year college.

Below are the general admission requirements for the following schools:

Community/Junior College - Any high school graduate, any person who has passed the California High School Proficiency Examination or any person 18 years of age or older who is capable of profiting from instruction is eligible to enroll in a Community/Junior College.

Freshmen College Admissions Subject Requirements*

Class	CSU	UC
English	4 years	4 years
Mathematics	3 years	3 years (4 recommended)
U.S. History/Government	1 year	1 year
World History	1 year	1 year
Lab Science (Physical & Life)	2 years	2 years (3 recommended)
Foreign Language	2 years	2 years (3 recommended)
CP Elective	1 year	1 year
Visual and Performing Arts	1 year	1 year

*All courses listed above must be College Prep and earn "C" or better. Students should take the SAT or ACT. eCademy currently meets the requirements for A-G acceptance to CSU and UC campuses. Repeating a course for grade improvement must be approved by the school administrator or designee. The original class and grade will remain on the transcript and the repeated class and grade will be posted and indicated as a repeat "r" on the transcript.

PARENT ENGAGEMENT AND MONITORING STUDENT PROGRESS

Students and parents/guardians must have a clear understanding of what it takes for students to succeed in an independent study/home school program. Parents/guardians and student must develop shared understanding and commitment. Student success in completing required homework assignments on time is the responsibility of the student and the parent. Students are responsible for completing the assignments at home in addition to studying sufficiently to pass each of the course assessments (quizzes/tests). Completed work will be reviewed at the Weekly Instruction Session/appointment or class time.

Stay Connected with Family Link

TUSD Family Link parent portal provides parents with access to their student academic information including grades and assignments as well as simple steps to update student data and approve annual authorizations online. Creating an account is as easy as providing your email address to your school office which will be followed by an email with the Family Link logon information.

Parent Expectations

- Ensure student attends all instructional sessions, completes schoolwork at acceptable levels, and completes all required tests
- Provide transportation or walking permission for students to and from school
- Monitor students' grades with Aeries Family Link
- Notify the office if you change your mailing address, home or work telephone numbers
- Contact school staff for clarifications and additional information
- Support your students desire to learn
- Expect acceptable behavior from your child that includes self-control and accountability
- Expect regular, on-time, attendance

Academic Counseling

The school counselor is available to assist students with personal, social, and academic needs. Students meet with the counselor to develop a college plan, review graduation requirements, and/or receive assistance with any problems they may have.

School Books, School Property & Transferring from eCademy

Each of our classes complies with Williams Act and Title IX guidelines. When a student checks-out a book, they are responsible for that particular bar-coded book until it is returned to the school. All textbooks, Chromebooks and other school property must be returned before transferring to a new school. If property is lost or damaged, the parent/guardian must reimburse the cost of the property.

Unpaid Bills and Fines

California State Education Code, Section 48904 gives permission 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 who is 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 this pupil's parent or guardian has paid for the damages thereto"...not to exceed seven thousand five hundred dollars (\$7500.00).

Local Accountability Control Plan Committee

The eCademy Local Control Accountability Plan (LCAP) committee is composed of the principal, teachers, parents, and school staff. Community partners are invited to attend the meetings whose role is to plan, monitor, and evaluate the school site expenditures and activities for specific programs operated at the school site to improve student achievement. Messages are sent to all community partners at the beginning of the year and prior to each scheduled meeting. Meeting notices can be found on the school website.

INTERNET, CHROMEBOOK, AND CELL PHONE POLICIES

Internet Usage

- Student and parent/guardian must sign a Technology Acceptable Use Agreement
- Email and chat room usage, as well as inappropriate websites, are not permitted

Internet User Policies

The computers at eCademy provide access to the Internet and Microsoft Office (Word, Excel, Power Point, Access, etc.). All school rules and regulations are in effect as well as, including, but not limited to, having a signed Internet Usage Form on file. **BE AWARE THAT STUDENTS' COMPUTER ACTIVITY IS MONITORED AT ALL TIMES!**

Chromebook Policy

Each student in grades TK-12 will receive a Chromebook for their personal use to complete classwork. The Chromebook is for STUDENT USE ONLY to complete assignments. Abuse of this privilege may result in termination of the right to have a TUSD Chromebook assigned to the student.

Chromebooks are the property of the school where they are assigned. If a student leaves eCademy and enrolls at another school, within the district, the student must return to the Chromebook to eCademy and request another from the new school.

Cell Phone Policy

Cell phones must be turned off, or silenced and put away, in a place you will not tamper with it during class time. You may not use a cell phone during class time unless the teacher has granted you permission. Students may be allowed to use their electronic devices during non-class times while on campus.

ADDITIONAL PROGRAMS AND SERVICES

Concurrent Enrollment

Students who choose to take classes that are not offered at eCademy Charter may be eligible to take these classes at Turlock High School or Pitman High School. The respective high school site administrators, counselor, and/or teacher will assess and approve the student's enrollment based upon space availability and other factors.

Adult School

Students in 11th and 12th grade who need to make up credits or need extra help in certain academic areas may concurrently enroll in Turlock Adult School. Students wishing to attend Turlock Adult School should set up an appointment with the eCademy Charter counselor and their parent. Classes are on a first-come, first-served basis, with seniors receiving priority. Students may only enroll during the first two weeks of each semester. All students must abide by the rules and regulations set forth by Turlock Adult School. Students will be dropped for missing 3 or more days.

Summer School

eCademy Charter students may make-up credits by attending summer school offered by the Turlock Unified School District. Students may also earn credits through other programs available during the summer such as CTE.

Work Permits

Work permits are required for students under the age of 18 to work. Students behind in credits (more than 10 credits) may not be eligible for a Work Permit. Students who are failing in school, who are truant, who are not attending, or not completing minimum schoolwork will have their work permits revoked.

Career Planning

Many high school students think that career planning is something that begins once they have entered college. Career planning is a process that begins before high school, and should continue into the college years. Career planning is an ongoing process that allows you to rethink and reevaluate yourself as you gain experience, grow, and develop. At the high school level, perhaps the best way of starting is to begin the process of self-exploration. Self-exploration allows you to think about:

- Your skills, abilities, and interests
- Personal preferences, training, education, and life experiences

During the high school years, you should get to know yourself. Now is the time to learn about who you are and what your strengths are. Below are some activities that can help:

Our school counselor is available to assist ALL students to:

- Take classes to learn about subjects, strengths, and interests. Learn to develop new skills through activities
- Begin to explore career options. Talk to advisors, counselors, teachers, parents, and friends. Conduct research into careers that interest you
- Find part-time jobs or voluntary experiences which allow you to try different career areas

School Fundraising

Approximately twice per year, students will be asked to participate in a school fundraiser. These fundraisers help to cover or defer the cost of school events such as ice cream socials, Back to School Night and Open House refreshments, snacks, and fun events throughout the year for the students. We encourage you to participate in these fundraising opportunities to help us continue to provide these events for our school.

AWARDS AND RECOGNITION

Student of the Month

Each Month, one student is recognized as the “Student of the Month”. Students are chosen in recognition of the TUSD Monthly Character Traits. Their picture may be seen in the school office and in the Turlock Journal.

Honor Roll

We are very proud of our students who achieve grades which place them in the top 20% of their class. Those students who earn a GPA of 3.0-3.49 receive the Silver Honor Roll award. Students who earn a GPA of 3.5 to 3.99 earn the Gold Honor Roll award. Students who earn a 4.0 GPA will earn the Principal’s Honor Roll. Grade 7-8 earn awards following the 2nd Quarter. Grades 9-12 earn awards following 3rd Quarter.

RIGHTS OF STUDENTS

Fair Hearing Before Discipline

Students have a right to a fair hearing before any disciplinary action can be taken. This means that, before a student can be suspended (except in an emergency); he/she is entitled to at least an informal meeting with an administrator to hear the evidence against the student and to have a chance to explain his/her side of the story. The student can also appeal the decision of the administrator as will be explained in the following section.

Complaints and Appeals

Students and their parents are entitled to make complaints against any member of the school staff and to appeal the decisions made by members of the staff. Complaints can also be made against administrators or other district employees. The appropriate procedure, if a student feels the need to make a complaint, is to first request to meet with that person in private. Most complaints are the result of a misunderstanding and can usually be resolved by the two persons meeting in private to discuss the problem. If such a meeting fails to resolve the problem, the student may wish to bring it to the attention of the Principal in a written letter detailing the reasons behind the filing of the complaint. If the student is dissatisfied with the administrator’s response, he/she may request a meeting with the Superintendent or his designee and eventually the Board of Education.

In cases of discipline, such as suspensions or involuntary transfers to continuation school, the students and his/her parents may appeal directly to the Director of Student Services. Students who are suspended or transferred involuntarily are always informed in writing of how to make such appeals. Students or parents can appeal a grade for a class, but no one can order a teacher to change a grade unless it is proven that either incompetence or miscalculation caused an error. When making complaints it is also recommended that the student wait until he/she actually meets with the teacher or administrator in private rather than sounding off in front of others about his/her intention to make a complaint. It can be embarrassing to announce in public that a student had been wronged and then later realize that the student was mistaken. If a student has a complaint, he/she should request to meet in private with that teacher or administrator to discuss it. He/she may also consult with the counselor before meeting with the teacher or administrator. The student's counselor will participate with the student in the meeting if so wished. Whatever the complaint, however, the student should make it only through the appropriate channels as described above. The student and their parents could be sued for libel or slander if they wrongfully accuse school district employees outside of these channels.

CONDUCT CODE AND ATTENDANCE

Discipline Philosophy

The purpose of school discipline is to ensure that our school is a safe environment and to make learning attainable. The staff at eCademy Charter is here to provide the finest education possible. eCademy has a clear set of student expectations to help maintain a safe and orderly campus that is conducive to learning. Establishing and maintaining a safe and secure campus is a priority for everyone. Physical violence will not be tolerated. Possession, use, and/or furnishing of any controlled substance for intoxicant of any kind will not be tolerated. Any student who has possessed, used, and/or furnished a controlled substance or intoxicant of any kind may be recommended for expulsion.

Plagiarism/Cheating Philosophy

Per the agreement via Edgenuity and school policy, students are expected to submit their own work for all assignments.

- All work must be your own or properly cited.
- Plagiarized work will receive a zero with no opportunity to resubmit.
- You will receive a zero (0) for the entire Edgenuity assignment if you do not attempt the written part in good faith OR if you plagiarize. The "Assignment" category is 15-25% of your entire grade.

Attendance Philosophy

Per the master agreement, signed at the beginning of each school year or enrollment, students must attend their scheduled appointment day, and on time, to ensure student success. Missed appointments and/or poor attendance will result in a conference with the student and/or parent to help resolve the situation.

DISCIPLINE AND ATTENDANCE MATRIX

Below is a brief description of eCademy discipline consequences. Please refer to the TUSD web site and the “*Annual Parent Notification of Rights*” for further information.

All students are expected to follow TUSD campus rules and regulations.

Violation of Conduct Code

Progressive Discipline Matrix: Grades 7-12

Step	Consequence
1	Warning
2	Parent Contact
3	Parent Conference and possible suspension
4	Suspension
5	Suspension and referred to Student Services for Involuntary Transfer

Violations of Attendance Policies – Tardiness and Absences – Grades TK-12

Tardiness: A student is considered tardy if not sitting in seat at the start of their appointment time (i.e. 8:30 AM for first appt).

# of Tardies	Consequence Step	Notification
3 in one month	Parent Notification	In School Notification
4+ in one month	Parent Notification for each addt'l tardy	In School Notification and Call Home
9+ in one month	Parent Conference	Call Home
15+ in one month	Possible Suspension	Parent Meeting with Principal
18+ in one month	Suspension	Referred to Student Services for Involuntary Transfer

Attendance:

eCademy is an Independent Study program, in which school guidelines and policies are enforced by the school and TUSD to ensure the student is present for agreed upon schedule.

Level	Absences	Consequence
Truant	3 Unexcused	Truancy notice mailed home
Attention	3 consecutive days absent due to medical reason	Requires a doctor's note provided to school office
Continuing Truant	5 Unexcused	SART Meeting with School Site
Attention	Depending on SART	Referral to next step
Chronic Truant	7 Unexcused	DART Meeting with Student Services/Referred for Involuntary Transfer

Note: Excessive “excused” absences may lead to the above process.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

TUSD Classroom Positive Behavior Interventions & Supports

All students will possess the ability to learn and apply Classroom Positive Behavior Expectations as they work collaboratively to meet all expectations of Common Core State Standards.

Routines	Be Respectful	Be Responsible	Be Safe
Start of Class	<ul style="list-style-type: none"> • Wait quietly • Use active listening • Wait your turn 	<ul style="list-style-type: none"> • Follow directions first time given • Be prepared for class (notebook) • Be on time 	<ul style="list-style-type: none"> • Keep hands, feet & objects to yourself • Maintain appropriate physical boundaries • Keep all legs of chair on ground
Classroom & Group Collaboration	<ul style="list-style-type: none"> • One person speaks at a time • Stay on Subject • Participate actively in discussion or activity 	<ul style="list-style-type: none"> • Be prepared for activity or discussion • Start and stop on time • Do fair share in work or activity 	<ul style="list-style-type: none"> • Provide positive and productive feedback • Everyone may ask questions and share • Peaceful and non-argumentative solutions
Working Independently	<ul style="list-style-type: none"> • Follow staff directions • Use kind words and actions • Take good notes 	<ul style="list-style-type: none"> • Finish your work on time • Be efficient in use of time • Follow directions 	<ul style="list-style-type: none"> • Follow teacher requests • Be substance free • Keep hands, feet & objects to yourself
Special Events (e.g., movies, assemblies, snacks, parties, etc.)	<ul style="list-style-type: none"> • Use appropriate language • Display good sportsmanship • Demonstrate positive school spirit 	<ul style="list-style-type: none"> • Look out for your classmates • Model positive behavior • Display positive image of TUSD 	<ul style="list-style-type: none"> • Be substance free • Avoid conflict • Engage in the event in a positive manner
Obtaining Materials & Supplies	<ul style="list-style-type: none"> • Clean up after yourself • Say please & thank you • Use your whisper voices 	<ul style="list-style-type: none"> • Look out for your classmates • Put Materials & supplies away after use • Follow through with group task 	<ul style="list-style-type: none"> • Take turns & share • Use materials & supplies properly • Report dangerous & hazardous situations
Using Equipment (e.g., computer, Chromebook, mp3, ipod, cell phone, etc.)	<ul style="list-style-type: none"> • Respect other people online by not posting anything rude, offensive or threatening • Avoid sending images or information that might embarrass, hurt, or harass someone or damage his/her reputation • Turn off electronic devices when requested 	<ul style="list-style-type: none"> • Put equipment away after use • Be aware of your impact on others • Report cyber bullying immediately to an adult and avoid responding 	<ul style="list-style-type: none"> • Use computer equipment properly • Think Before Posting (Avoid posting personal information, such as your name, age, address, or phone number or sharing information that could be embarrassing)
Managing Homework & Other Assignments	<ul style="list-style-type: none"> • Take notes of homework & assignments due • Mark due dates for homework & assignments • Ask teacher to review instructions 	<ul style="list-style-type: none"> • Homework and Assignments On-Time • Follow directions • Organize homework & assignments 	<ul style="list-style-type: none"> • Use internet for school purposes • Cite all sources including internet • Do original work
Personal Belongings (e.g., coats, hats, etc.)	<ul style="list-style-type: none"> • Say please and thank you • Use "indoor" voices • Use good manners • Use appropriate language 	<ul style="list-style-type: none"> • Clean up after yourself • Take care of school property & other peoples' property • Take care of personal property 	<ul style="list-style-type: none"> • Be substance free • Keep hands, feet & objects to yourself • Immediately report to staff if you are being bullied
Entering/Exiting Classroom (e.g., restroom/drinking fountain, to/from class, moving around room, etc.)	<ul style="list-style-type: none"> • Enter classroom and quietly go to seat • Allow room for other students to pass in hallway • Clean up after yourself 	<ul style="list-style-type: none"> • Get to where you need to go on time • Pick up litter when you see it • Be efficient in use of time 	<ul style="list-style-type: none"> • Walk using correct hallway procedure • Keep hands, feet & objects to yourself • Maintain a path for travel

SEXUAL HARASSMENT (BP 5145.7[a])

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

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

Disciplinary Actions

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

Examples of Sexual Harassment

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment under state and/or federal law, in accordance with the definitions above, include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

Title IX Coordinator/Compliance Officer

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures, as well as to oversee investigate, and/or resolve sexual harassment complaints processed under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Title IX Coordinator
Director of Student Services
1574 E. Canal Drive, Turlock, CA 95380
(209) 667-0632 Ext 3

Reporting Complaints

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the Principal, the district's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the Principal or other school employee shall forward the report to the district's Title IX Coordinator. Any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report the observation to the Principal or Title IX Coordinator. The report shall be made regardless of whether the alleged victim files a formal complaint or requests confidentiality.

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable district complaint procedures.

Supportive Measures

Upon receipt of a report of Title IX sexual harassment, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures and shall consider the complainant's wishes with respect to the supportive measures implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be nondisciplinary, nonpunitive, and designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment or to deter sexual harassment. Supportive measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. (34 CFR 106.30, 106.44)

The district shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the district's ability to provide the supportive measures. (34 CFR 106.30)

Emergency Removal from School

A student shall not be disciplined for alleged sexual harassment under Title IX until the investigation has been completed. However, on an emergency basis, the district may remove a student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)



1100 Cahill Ave.
Turlock, CA 95380
209-669-3410

REPORT TO PARENTS

All rules and regulations have been approved by Turlock Unified School District Board of Trustees as well as reflect the Education Code of California and the policy of the Turlock Unified School District.

Remove this page and return to the eCademy front office.

“At eCademy we do what’s right”

Parent/Guardian Signature Form

Please complete this form by signing the space indicated. Tear it from the handbook and your child may return it to the front office.

I have read the entire eCademy Charter student handbook and have discussed its contents with my child.

I have also explained to my child that I will cooperate with the school by:

1. Recognizing achievements and awards.
2. Communicating with teachers and counselors concerning academic and behavioral progress.
3. Following through at home when my child breaks school rules and receives consequences.

Student Signature

Parent/Guardian Signature

Student Name Printed

Parent/Guardian Name Printed

Section 5 of Article IX of the State of California Constitution guarantees students a “free and public education.” The State Supreme Court concluded in 1984 case of *Hartzell v. Connell* (35 Cal.3d.899(1984)), “that all educational activities carried out by public school districts, extra-curricular as well as curricular, must be without cost to the students who participate in such activities.” This same ruling found that “mandatory fees for participating in such extra-curricular activities such as drama, music, and athletic competition were illegal under the State Constitution.” Furthermore, they also rejected the argument that “fees could be charged so long as the district waived fees for students who were financially unable to pay.”