



Victor Valley Union High School District  
**LAKEVIEW LEADERSHIP ACADEMY**  
"Building Leaders One Child at a Time"  
12484 Tamarisk Road Victorville, California 92395  
Telephone: (760) 955-3400 Fax: (760) 261-7030

A Message from the Principal :

Lakeview Leadership Academy's purpose is to educate our students to achieve the academic personal success that sets them on a path to be career and college-ready.

*With the strength of Spartans we are CHARGING towards success by being  
Compassionate, Honorable, Accountable, Respectful, Genuine, and Engaged Citizens.  
Together we are closing the opportunity gap and becoming college and career ready.*

**First Day of School begins on Monday, August 7th, 2023 at 9:30 a.m. and dismissal time is 4:16 p.m.**

Thank you in advance for your support of educational excellence here at Lakeview Leadership Academy. If you have any questions, please feel free to call me at (760)955-3400.

*Sincerely,*

Felicia Limbrick, Principal

**Lakeview Leadership Academy's Mission Statement:**

**At Lakeview Leadership Academy, we are committed to closing the opportunity gap by creating a dynamic and engaging learning environment that prepares students to be college/career ready, honest, and respectful in order to be successful and responsible citizens.**

**Administrators:**

Felicia Limbrick, Principal [FLimbrick@vvuhsd.org](mailto:FLimbrick@vvuhsd.org) (760) 955-3400 x 46111  
Dr. Deidra Edwards, Assistant Principal [DEdwards@vvuhsd.org](mailto:DEdwards@vvuhsd.org) (760) 955-3400 x 46162  
Dr. Jason Olmstead, Assistant Principal [JOlmstead@vvuhsd.org](mailto:JOlmstead@vvuhsd.org) (760) 955-3400 x 46161

**Counselors:**

Pedro Aguilar: Last Names A-F, [PAguilar@vvuhsd.org](mailto:PAguilar@vvuhsd.org) (760) 955-3400 x 46106  
Vacant: Last Names G-M, (760) 955-3400 x 46104  
Brandi Fobes: Last Names N-Z [BFobes@vvuhsd.org](mailto:BFobes@vvuhsd.org) (760) 955-3400 x 46156

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# Lakeview Leadership Academy Bell Schedule

Regular Day		Wednesday Collaboration (Early Out Day)		Minimum Day December 15, 2023 May 29, 2024	
1	9:30 – 10:20	1	9:30 – 10:12	1	9:30 – 10:09
2	10:24 – 11:16	2	10:16 – 11:02	2	10:13 – 10:53
3	11:20 – 12:10	3	11:06 – 11:48	3	10:57 – 11:36
4A	Lunch First 12:10 – 12:40	4A	Lunch First 11:48-12:18	4A	Lunch First 11:36-12:06
	Then Class 12:44-1:04		Then Class 12:22-1:04		Then Class 12:10-12:49
4B	Class First 12:14-1:04	4B	Class First 11:52-12:34	4B	Class First 11:40-12:19
	Then Lunch 1:04-1:34		Then Lunch 12:34-1:04		Then Lunch 12:19-12:49
5	1:38-2:28	5	1:08-1:50	5	12:53-1:32
6	2:32 – 3:22	6	1:54 – 2:36	6	1:36 – 2:15
7	3:26 – 4:16	7	2:40 – 3:22	7	2:19 – 2:58

## Break and Holiday Schedule 23/24

Student Holidays	Important Dates	NON Student Dates
Labor Day Sept. 4	August 7 – First Day of School	Jan. 2
October Break Oct. 9-13	December 15 - Minimum Day	
Veterans Day Nov. 10	May 29 – Last Day of School (Minimum Day)	
Fall Break Nov. 20-24		
Winter Break Dec. 18-Jan. 2, 2024		
Martin Luther King Jr. Day Jan. 15		
Lincoln's Birthday Feb. 16		
President's Day Feb. 19		
Spring Break March 25-29		
Memorial Day May 27		

# VVUHSD High School Graduation Requirements:

**English** - 40 Credits (4 years): English 9, English 10, English 11 and English 12

**Math** - 30 Credits (3 years): Int Math I and 2 other different math courses

**Science**- 20 Credits (2 years): Life Science and Physical Science

**History**- 30 Credits (3 years): World History, US History, Am Govt/Economics

**PE** - 20 Credits (2 years): Beginning PE and 1 additional course

**Fine Art/Foreign Language/CTE** - 10 Credits (1 year):

**Electives** - 70 Credits:

**TOTAL = 220 credits**

**Honors and/or Advance Placement (AP) courses are available for English, Math, Science, and History**

High School students must earn 220 high school credits in order to graduate. Each passing class earns 5 credits per semester. If a student fails a course, that course can be retaken during the following school year in the place of an elective. Students may also take summer school in order to make up for failed classes.

## High School Electives

Anatomy/Phys HP	Digital Music Production * ~	Robotics Tech * ~ #
AP Biology *	Geography *	Spanish I *
AP Calculus AB *	Graphic Arts II * # ~ ^	Spanish II *
AP Pre-Calculus *	Graphic Communication * # ~	Spanish III *
Art I/II/III * ~	Guitar * ~	Spanish IV *
AVID 9 *	Leadership (ASB) * ~	VideoGameD&I 1 * # ~
AVID 10 *	Marine Bio & Eco HP *	VideoGameD&I 2 * # ~ ^
AVID 11 *	Peer Counseling	Weight Training
AVID 12 *	Physics *	Yearbook * ~
Band I/II * ~	Robotics & Auto Prog 1 * ~ #	
Choir I/II * ~	Robotics & Auto Prog 2 * ~ # ^	

**KEY:** \* A-G Course # CTE Course ^ CTE Completer Course ~ Visual and Performing Art Course

## A-G Requirements

The A-G / College Entrance Requirements are a sequence of high school courses that students must complete (with a grade of C or better) to be minimally eligible for admission to the University of California (UC) and California State University (CSU). They represent the basic level of academic preparation that high school students should achieve to undertake university work.

A-G <u>Minimum</u> Requirements			
A	History/Social Science	2 years	→ 3-4 y
B	English	4 years	
C	Math	3 years	→ 4 years
D	Lab Science	2 years	→ 3-4 y
E	Language Other Than English	2 years	→ 3-4 y
F	Visual and Performing Arts	1 year	→ 2 years
G	College Prep Elective	1 year	

*In order to be a competitive candidate, you must take courses be the minimum requirements.*

## Middle School Required Classes and Electives- 7th/8th Grade

- English
- Math
- Science
- History
- PE
- Elective
- Elective

**\* Students designated as English Learners or Special Education Students may have a modified schedule to accommodate their specific needs.**

**\* Students may also have program support classes in place of elective classes.**

## Middle School Electives

- Art
- Art Thru Ages
- AVID 7
- AVID 8
- Beginning Band
- Beginning Chorus
- Beginning Guitar
- Digital Photo Exploration
- Digital Music Production
- Drama
- Exploratory Graphic Arts
- Film Study
- Introduction to Spanish
- Leadership (ASB)
- Robotics 1
- Robotics 2 (Competition class)
- Video Game Design
- Web Design
- Yearbook

## STUDENT SCHEDULE

	<b>COURSE NAME:</b>	<b>TEACHER CONTACT INFO:</b>
PERIOD 1		
PERIOD 2		
PERIOD 3		
PERIOD 4		
PERIOD 5		
PERIOD 6		
PERIOD 7		

**Lunch:** \_\_\_\_\_

**Bus Route:** \_\_\_\_\_

The rules set in place by VVUHSD and Lakeview administration are meant to ensure the safety of our students and the integrity of our campus. Students who choose not to follow these rules will be subject to disciplinary action. The right of decision regarding any instance of dispute or disagreement will ultimately belong to the Principal and his/her designee.


**Lakeview Leadership Academy**  
**School-Wide Rules and Behavior Expectations Matrix**  
**PBIS- Positive Behavioral Interventions and Support**

**What is PBIS?** Positive Behavioral Interventions and Supports (PBIS) is an evidence-based, tiered framework for supporting *students'* behavioral, academic, social, emotional, and mental health. When implemented with fidelity, PBIS improves social emotional competence, academic success, and school climate. It also improves teacher health and wellbeing. It is a way to create positive, predictable, equitable and safe learning environments where everyone thrives.

**C.H.A.R.G.E. Cards:** Students have an opportunity to earn "CHARGE" cards from any staff member on campus when they demonstrate Compassion, Honor, Accountability, Respect, Genuineness, or are Engaged appropriately. CHARGE cards can be dropped off in the box located in the window of the Nurse's Office. CHARGE cards may be redeemed for incentives, opportunity drawings, participation in PBIS activities, etc. Administration and the PBIS committee reserves the right to determine and/or change the incentives, drawings, activities, etc.

Area	<i>Compassionate</i>	<i>Honorable</i>	<i>Accountable</i>	<i>Respectful</i>	<i>Genuine</i>	<i>Engaged</i>
Restrooms	- Give people privacy as you would expect it to be given to you	- Use restrooms at appropriate times - Maintain cleanliness	- Only use the restroom for their designed purpose - Flush toilets	-Treat school property appropriately	- Have a pass when using the restroom during class time	- Take care of your needs in a timely manner and then return to learning
Bus Loading/ Unloading Areas	- Be kind to the bus driver and others	-Turn in lost items -Ride the correct bus route	- Stay clear of the doors - Stay in line - Watch for traffic	- Keep hands, feet and belongings to yourself	-Stay seated at all times	- Keep aisle clear - follow the bus driver's directions
Cafeteria	- Show kindness - Be helpful	- Speak respectfully to cafeteria workers	- Clean up your area or any area that needs it - Stay in line	- Use good manners towards staff	-Think of others before yourself	- Listen to staff - Eat your food
Classrooms	- Affirm accomplishments of others - Listen to other's points of view	-Open doors and help each other -Follow classroom rules -Take pride in your work	- Turn in work on time - Be aware of grades - Have materials for class - Use planners	- Use kind and appropriate language - Follow directions the first time -Take turns speaking	- Have integrity in your work	- Actively participate in lessons - Be on task - Actively listen - Have your phone and airpods put away
Gym	- Show good sportsmanship - Accept encouragement	- Use positive language - Challenge yourself	- Sit properly on the blue bleachers - Use equipment properly - Keep food and drinks outside	- Respect school property - Listen and follow directions - Be a team player	-Accept accountability	- Be aware of your given surroundings - Cheer and support teams in a positive manner - Be attentive during presentations

Library	<ul style="list-style-type: none"> <li>- Speak kindly</li> <li>- Understand that learning is a process</li> </ul>	<ul style="list-style-type: none"> <li>- Follow the library rules.</li> </ul>	<ul style="list-style-type: none"> <li>- Pick up trash and push in chairs</li> <li>- Return books on time.</li> </ul>	<ul style="list-style-type: none"> <li>- Use appropriate voice and language</li> <li>- Respect the books</li> </ul>	<ul style="list-style-type: none"> <li>- Enter with the curiosity for books</li> </ul>	<ul style="list-style-type: none"> <li>- Follow the Librarian's Instructions</li> <li>- Actively read</li> </ul>
Locker Room	<ul style="list-style-type: none"> <li>- Show care for the safety of others</li> <li>- Keep hands, feet and objects to yourself.</li> </ul>	<ul style="list-style-type: none"> <li>- Touch your own property</li> <li>- Report inappropriate activities</li> </ul>	<ul style="list-style-type: none"> <li>- Get to/ from lockers on time</li> <li>- Follow directions</li> <li>- Be responsible for your own belongings</li> </ul>	<ul style="list-style-type: none"> <li>- Keep area clean</li> <li>- Respect school property</li> </ul>	<ul style="list-style-type: none"> <li>- Be kind with your words</li> <li>- Be prepared to move</li> </ul>	<ul style="list-style-type: none"> <li>- Dress promptly</li> <li>- Lock your belongings</li> <li>- Keep rows clear</li> </ul>
MPR	<ul style="list-style-type: none"> <li>- Be sympathetic towards others</li> <li>- Accept others for who they are</li> </ul>	<ul style="list-style-type: none"> <li>- Watch and listen</li> <li>- Participate when appropriate</li> </ul>	<ul style="list-style-type: none"> <li>- Enter in an orderly manner</li> <li>- Sit properly</li> <li>- Keep area clean</li> </ul>	<ul style="list-style-type: none"> <li>- Applaud appropriately</li> <li>- Listen attentively</li> </ul>	<ul style="list-style-type: none"> <li>- Show school spirit</li> <li>- Be proud of who you are</li> </ul>	<ul style="list-style-type: none"> <li>- Enjoy the presentations</li> <li>- Raise your hand to speak</li> <li>- Phones and airpods away</li> </ul>
Offices	<ul style="list-style-type: none"> <li>- Think before you speak</li> <li>- Try to understand the other person's perspective</li> </ul>	<ul style="list-style-type: none"> <li>- Use appropriate language</li> <li>- Treat others the way you want to be treated</li> </ul>	<ul style="list-style-type: none"> <li>- Keep electronics put away</li> <li>- Own your actions</li> </ul>	<ul style="list-style-type: none"> <li>- Wait patiently until acknowledged</li> <li>- Be mindful of your own business</li> </ul>	<ul style="list-style-type: none"> <li>- Be open and honest</li> </ul>	<ul style="list-style-type: none"> <li>- Actively listen</li> </ul>
Quad & Hallways	<ul style="list-style-type: none"> <li>- Accept and celebrate diversity</li> <li>- Show kindness to each other</li> <li>- Stand up and support students in need</li> </ul>	<ul style="list-style-type: none"> <li>- Walk away from confrontations</li> <li>- Clean up after yourself</li> <li>- Follow staff directions</li> </ul>	<ul style="list-style-type: none"> <li>- Accept consequences for behavior</li> <li>- Walk at all times</li> <li>- Arrive to class on time</li> </ul>	<ul style="list-style-type: none"> <li>- Display affection appropriately</li> <li>- Respect property</li> </ul>	<ul style="list-style-type: none"> <li>- Be a leader</li> <li>- Express yourself with self-respect</li> </ul>	<ul style="list-style-type: none"> <li>- Be aware of your surroundings</li> <li>- Have fun with your friends</li> </ul>
Online/ Technology	<ul style="list-style-type: none"> <li>- Show kindness to each other</li> <li>- Be caring about what you share or post online.</li> </ul>	<ul style="list-style-type: none"> <li>- Take care of devices and use them properly</li> </ul>	<ul style="list-style-type: none"> <li>- Apply the Acceptable Use Policy</li> </ul>	<ul style="list-style-type: none"> <li>- Think before you post</li> </ul>	<ul style="list-style-type: none"> <li>- Be your best self</li> </ul>	<ul style="list-style-type: none"> <li>- Participate in class activities</li> <li>- Complete class assignments</li> </ul>

<b>LAKEVIEW LEADERSHIP ACADEMY</b> 	<b>LAKEVIEW LEADERSHIP ACADEMY</b> STAFF NAME: _____ STAFF SIGNATURE: _____ REASON: (PLEASE BE SPECIFIC FOR PBIS TEAM) _____ _____ _____ WHICH ASPECT OF CHARGE DID THE STUDENT DEMONSTRATE? <input type="checkbox"/> C-COMPASSIONATE <input type="checkbox"/> H-HONORABLE <input type="checkbox"/> A-ACCOUNTABLE <input type="checkbox"/> R-RESPECTFUL <input type="checkbox"/> G-GENUINE <input type="checkbox"/> E-ENGAGED
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## Academic Integrity

In order to create an education environment that promotes academic integrity, all Lakeview Leadership Academy students are prohibited in participating in the following:

- Cheating
- Plagiarism
- Forgery

Any student caught or participating doing any of these prohibited activities is subject to one or more of the following consequences:

- Receiving a zero grade on the assignment
- Receiving a failing grade for the course/class
- On Campus Intervention
- Other consequences may occur at the discretion of LLA administration.

## Aeries

Students, Parents/Guardians may access student information such as grades, attendance, and emergency contacts through Aeries, our student information system. Parents and students can access their Aeries accounts via a web browser or phone app. A link to access Aeries can be found on the Lakeview Leadership Academy website within the Quick Links group or on the district website under the Parent Resources tab.

## Anti-Bullying

Lakeview Leadership Academy is committed to creating a safe, caring, respectful learning environment for all students. Bullying of students occurring in the schools is strictly prohibited and will not be tolerated. For the purposes of the policy, “school” includes school buildings, school grounds, and school-sponsored social events, trips, sporting events, buses, and bus stops. Reported incidents of bullying will be investigated promptly and thoroughly by school administration.

## ASB

The Associated Student Body (ASB) is made up of all the students who attend Lakeview Leadership Academy. Our student body is governed by a constitution, and in order that the rules and standards of that constitution may be carried out, we have a group of students elected by the student body who form the ASB Student Council.

The ASB Student Council acts as the legislative branch for each of the junior high and high school governments and takes care of student body business, special functions, and other student activities. It is made up of four officers: President, Vice President, Secretary, and Treasurer.

## Athletic Eligibility

Lakeview Leadership Academy Athletics are open to all enrolled students. LLA offers Middle School and High School sports. All student-athletes are required to have a current athletic clearance packet and physical exam on file prior to participation in any LLA Athletics events (tryouts/practice/contests/etc.). **To be academically eligible to participate in athletics at LLA, student-athletes are required to maintain at least a 2.0 unweighted GPA and no more than 2 failing (F) grades. Grade checks occur at the end of each quarter and as required by the Athletic Director and Coaches. Anything less than a 2.0 unweighted GPA and more than 2 F failing grades results in the student-athlete being ineligible until the next grade check.**



Students suspended from campus for any reason are not eligible for participation in LLA Athletics in any way during their suspension. Other eligibility requirements as well and that information is available through the Athletics Department.

## **Attendance Procedures**

Absences from school must be cleared with our attendance office **within three days (72 hours)** of the absence. Parents/Guardians can leave a message (at any time) with attendance at 760-955-3400 Ext. 46105. Absences not cleared within 3 days (72 hours) will be unexcused and could result in being reported to SARB (School Attendance Review Board).

## **SART/SARB**

A student is classified as Truant upon receiving the 3<sup>rd</sup> unexcused absence and a 1<sup>st</sup> letter is sent home. 6<sup>th</sup> Unexcused absence—2<sup>nd</sup> truancy notice, 2<sup>nd</sup> Letter and School Attendance Review Team (SART) meeting or meeting with an administrator. 9<sup>th</sup> Unexcused absence—3<sup>rd</sup> truancy notice, 3<sup>rd</sup> Letter and student is classified as a habitual truant and subject to a summons to appear at a School Attendance Review Board (SARB). SARB will have the parent and student sign an attendance contract. Failure to comply with the contract will result in the order of a citation to appear in court (48293 Ed Code). 10 Excused absences are considered to be excessive. Parents are responsible for a child's attendance from the age of 6 until the age of 18 (48200 Ed Code). Penalties range from \$100 to \$2,500 fine + 1 year in county jail (parent) + probation for up to 5 years. We all want our children to succeed. It often is not easy but it is worth the struggle. Thanks for your help in this vital area.

## **AYA - Action Youth America After School Program**

### **LAKEVIEW AFTER SCHOOL PROGRAM**

Lakeview Leadership Academy will offer an afterschool program through the AYA program. It is the intent of AYA to encourage students to participate in a safe and educationally enriching alternative during non-school hours. The AYA program involves collaboration among parents, students, representatives from schools, and government agencies, such as local law enforcement and local parks and recreation departments within the Lakeview community. Programs are created through partnerships between schools and local community resources to provide literacy, academic enrichment, and safe, constructive alternatives for students in grades 7-8. Hours for the AYA program will be 4:30-6:00 PM.

## **Backpacks**

### **The following items ARE NOT ALLOWED:**

- Permanent Markers
- Glass Bottles
- Tobacco, vape, or drug paraphernalia
- Pepper Spray
- Gum
- Sharp Objects
- Weapons
- Speakers
- Medication (prescription and over the counter)

### **Students should bring:**

- Pens/Pencils

- Paper or writing notebook
- Chromebooks and/or textbooks
- Assignments
- Healthy snacks, lunch or money to purchase food items
- Water
- Medication (approved by front office with valid Doctor's Note)

Random backpack searches will be conducted to provide all students a safe and clean learning environment. Search may include metal detector devices such as hand wands. Items not allowed will be confiscated. When legally required, law enforcement will be contacted.

We appreciate routine parent support in monitoring what students bring on campus.

## Bathroom Passes

Bathroom passes will not be issued to students the first 10 minutes or the last 10 minutes of class. Bathroom passes will not be handed out during lunches. Students should plan to use the restroom or get a drink of water during the allotted 4 minute passing period.

## Books and Supplies

It is suggested that each student carry a three-ring binder divided into sections for each class. This allows each student to carry all the assignments he/she needs for each class in an easy-to-find section.

**THREE-RING BINDERS ARE IMPORTANT BECAUSE:** Indexed dividers keep papers organized, papers are easily found in their correct section, misplaced and forgotten papers will no longer be a problem, papers are kept neat and clean, and they do not fall out of the binder. Book lockers are not available. Students are encouraged to carry their school materials and personal belongings in a school bag or backpack.

## Bus Route Information

Bus loading and unloading will occur off Pahute Avenue and behind the gymnasium. Parents who wish to drive their children to and/or from school MUST drop them off and pick them up in front of the school on Tamarisk Road. Please do not use Pahute Avenue for this purpose. This arrangement is to alleviate safety concerns and traffic congestion. Please be considerate of school buses that may be parked to ensure safety for all students.

Students are not to be on campus before 8:45 a.m. Upon arrival, students are to enter campus and wait in the lunch area for the school to begin. Students are not allowed to wait in front of the school or to leave campus. Students should also be off-campus at 4:30 p.m. unless involved in a school activity (Sports, AYA/Afterschool Program) which is directly supervised by a teacher or adult advisor. **Students may not wait for their parents to pick them up in the front office. If a student is abandoned, the proper authorities will be called.**

## Cell Phones - Off and away during the school day

Students may carry a cell phone in their backpack or pocket, **however, they must be turned off and put away during school hours.** A student phone is provided in the attendance office for emergencies. Lakeview Leadership Academy employees and school will not be responsible for lost, stolen, or damaged cell phones.

Students not following LLA's cell phone policy will face the following disciplinary action(s):

1st offense = Verbal warning, visitation documentation

2nd offense = Teacher phone call home, visitation documentation  
3rd offense = Parent/teacher meeting  
4th offense = Referral to Administration/lunch detention  
5th offense = OCI for the impacted class.  
6th offense = Mandatory parent meeting / possible SST

## **Cheating**

Cheating on an assignment or test limits a student's inherent value of the assignment or test. In addition, cheating may unfairly affect other students by changing a grading scale or curve. The choice to cheat on an assignment or test may reflect more serious academic issues including fear of failure, an outside of school schedule that prevents the student from completing work, and/or incorrect class placement. Whatever the cause, students who engage in cheating compromise their integrity, dignity, and self-worth. All assignments should be considered individual unless specifically stated by the facilitator as otherwise.

### **Cheating includes:**

- Exchanging assignments with other students, whether you believe the assignment will be copied or not.
- Using any form of assistance during tests or quizzes without the expressed permission of the instructor.
- Giving or receiving answers during tests or quizzes. It is the student's responsibility to secure his or her own paper, thereby removing the opportunity for another to copy.
- Taking credit for group work when you have not contributed an equal or appropriate share toward the end result.
- Accessing a test or quiz to determine the questions prior to the administration of the test.
- Making/Distributing/Possession of any test materials.

## **Dress Code and Grooming Regulations**

Any apparel, jewelry, accessories, etc., which draws undue attention to the wearer, detract from the educational process or is considered a safety risk to the wearer or others, shall be considered inappropriate. Lakeview administration reserves the right to ultimately determine what constitutes appropriate student apparel (and the like) according to the guidelines set forth. In order to provide a safe and nurturing environment, Lakeview Leadership Academy has developed the following dress code and grooming policy. Any violation of the following rules and regulations is subject to disciplinary action. Rev. 2/22
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### **Appropriate Clothing**

All clothing shall be within the bounds of decency, in good taste, and appropriate for school.

1. Clothing shall be sufficient to conceal undergarments at all times, including bra straps, underwear, and athletic shorts worn underneath pants.
2. Shoes must be worn at all times. For safety purposes, no heel over two inches, no slippers/house shoes or “**slides**” and sandals, to include CROCS, must be held in place with a heel strap. Steel-toed shoes and cleats are not permitted; all footwear must have a rubber (or comparable) sole. Sandals, to include CROCS, are not appropriate footwear for PE.
3. Dress/skirt/short length must be appropriate. When students' arms hang straight down, their fingertips should meet the hem of the garment.

4. Text or images are allowed on apparel (clothing, backpacks, etc.) so long as it is acceptable for school attire. Vulgar or offensive text and/or pictures depicting tobacco, drugs (**Cookies, Backwoods, Cake, and any other brands as determined by administration**), alcohol, gang related names/symbols, hate violence or behavior, weapons, or that are sexually explicit/suggestive are not allowed. Profanity or scripted font that intentionally implies any of the above is not allowed.
5. Pants
  - Pants must be in good taste and not be a distraction to the learning environment. No undergarments, specifically underwear and shorts, may be visible above the waistline nor through any visible tears.
  - Sagging is not allowed. When the belt is removed, pants must not fall below the hip bone or expose undergarments. Excessively oversized clothing may pose a danger and is also not allowed.
6. No clothing that is too tight, revealing, or sexually provocative. No exposure of cleavage or midriff area. The student should be able to raise his/her arms above their head without revealing bare skin. Crop top must touch the top of the student's pants.
7. Hats must not contain vulgar or offensive text and/or pictures depicting tobacco, drugs, alcohol, gang-related names/symbols, hate violence or behavior, weapons, or that are sexually explicit/suggestive are not allowed. Profanity or scripted font that intentionally implies any of the above is not allowed.
8. During warm weather months, tank tops are allowed provided they meet the following criteria:
  - No spaghetti straps, no bra straps showing.
  - Must not be see-through.
  - Cannot be low cut, must have shoulder straps wide enough to cover undergarments from front to back.
  - Arm opening must not fall below the top of the rib cage and completely cover the chest.
  - Must be in good taste, anything that is considered sleepwear or loungewear is not permitted.

### **Gang Related Apparel**

Students wearing, or in possession of, items associated with gang related activities become targets for violence - even though they may not be gang members themselves. In order to maintain a safe campus at all times, we have a zero-tolerance for anything falling into this category. The following have been identified by VVUHSD, the Principal, and Local Law Enforcement as unacceptable:

1. Team sportswear is acceptable in moderation, but no one team, color, or club can be worn in its entirety; i.e a team shirt with matching pants or belt or socks, etc.
2. No bandanas, do-rags, hairnets, or headgear that prevents a clear view of the head or face.
3. Items that promote hate, intolerance, or violence.
4. Wallet chains, bandanas/rags, or lanyards hanging from a pocket.
5. No monikers, "gang slang" or references to any of the above.

**COLORS-** Students shall not wear clothing or apparel identified as "colors." The term "colors" is defined as a display by the wearing or placement of apparel by a group of students, or an individual, which would signify the membership or intent of membership in a group known to advocate or participate in disruptive, hateful, or illegal behavior.

### **Grooming and Accessories**

For the safety of our students and the integrity of our campus, the following rules apply

1. Hair and physical appearance shall be clean and neatly groomed. Aerosol cans of any type are not allowed on campus, i.e.; hairspray, hair color, "AXE" and perfume. No excessive makeup is allowed.
2. Belts and belt buckles must be plain, unadorned and of an appropriate size for the student. No spikes or chains are allowed.
3. Piercings must be kept to a minimum, in good taste, and must not present a safety hazard to the student or anyone else. Pointed, sharp, or large looped jewelry, in addition to jewelry that is distracting to the learning environment, is not allowed. IE: large gauges, cone-shaped or pointed piercings, brass knuckle style rings, chains, or loops that could easily get caught on or in something.
4. Gloves should be worn during inclement weather only. No single glove is to be worn at any time. No leather-type gloves such as baseball or football gloves are to be worn to school.

## **Field Trips**

Lakeview Leadership Academy offers a variety of field trip options throughout the school year. In order for a student to participate in any field trip, a signed parent/guardian permission slip is required. On the day of the field trip if the signed permission slip has not been returned, the student will not attend the field trip. A student can be excluded from participation in field trips if they violate any school rules.

Please be advised that students who participate in field trips need to be picked up within **20** minutes of the return to school from the field trip. If a student is not picked up within 20 minutes, LLA staff are required to call the authorities to take your child home. Students in this situation may not be permitted to participate in additional field trips at the discretion of site administration.

## **Food Services**

Meals are offered to all students, at no charge. Outside food is not allowed on campus. We cannot accept ANY outside food to be dropped off for students.

## **Forgery**

There are many times when a parent or legal guardian must sign school documents. Some documents become part of the official school record and some are returned to individual faculty members. It is vital that every document possesses a valid signature.

## **Leading with Limbrick**

The opportunity to chat with the principal will occur during evening events called Leading with Limbrick. Information about the meetings, to include scheduled dates, will be sent out via ParentSquare. The opportunity to chat with the principal will occur on the first Tuesday of the month (bi-monthly). Meetings will take place in the Library from 5 pm-6 pm. We look forward to seeing you there.

## **Lost and Found**

Lost and Found items are stored in the front office near the attendance windows. Found items should be delivered to the Lost and Found. Students wanting to search Lost and Found for lost items must do so during non-academic times, i.e., before and after school, during passing periods, and during lunch. Lakeview Leadership Academy is not responsible for any property that is lost or stolen.

## **Lunch Procedures**

All students will be expected to eat in the cafeteria, directly after picking up their lunches from the cafeteria. Students will be excused from the cafeteria once they are done eating/throwing their trash away. Food deliveries are not allowed.

## **Medication and Inhalers**

California Law states that we must have parent and physician permission for medication to be dispensed at school. It is district policy that no medication will be dispensed until we have permission slips in the office. If your child is to take any medication at school, please obtain the proper form in the school office.

(Board Policy 5141.21)-- In order for a student to self-carry an asthma inhaler, a consent form must be on file in the office. In addition, students with asthma who need to have any accommodations for physical education will also be required to have a diagnosis-specific doctor form on file in the P.E. department and in the school office.

Forms can be found in the front office with the school nurse.

## **Nurses Office**

Lakeview Leadership Academy has an LVN on site. If a student is feeling ill, they will need to check in first with their teacher and proceed to the nurse's office. Students with a fever over 99.9 or who are deemed too sick to return to class will require a parent/guardian pick-up. Over-the counter medication/prescriptions will not be available to students without a medication form on file and must be provided by parents to remain in the office.

## **Note from Librarian**

Textbook procedures: Students please check your textbooks for damages and report them to the librarian to avoid being fined for those damages. Library books are due on the due date given at check out.

## **Parent Conferences**

Parent conferences may be set up with our counselors and teachers. Please contact the counseling office or the individual teacher via email to set up an appointment. The phone number for the counseling office is 760-955-3400 and ext. 46107.

## **Parent Involvement and Volunteers**

Parents are encouraged to visit the school and to observe their students in their daily activities. We have several committees that we also encourage your participation in. They include ELAC for our English Language learners and our School Site Council, which helps guide the school with the implementation of our school plan and our site goals. Parents vote for School Site Council representatives during the first SSC meeting. If you are interested in having your name placed on the School Site Council Ballot, contact Ms. Limbrick at 760-955-3400 ext. 46111 or Donovan Botelho [dbotelho@vvuhsd.org](mailto:dbotelho@vvuhsd.org). For more information or a volunteer form, please contact the office at 760-955-3400 ext. 46118 or by email [dbotelho@vvuhsd.org](mailto:dbotelho@vvuhsd.org).

Parents must present an official ID (Drivers License) when visiting the school during the regular day.

## Physical Education

Physical Education is required for every student in grades 7-12. Students aged 16 or older prior to the first day of school can apply for a PE exemption for the final two years of high school; provided they received a passing grade in the 9th and 10th grade. Students who do not turn 16 prior to the first day of school will be required to take a full year of PE. If there is a health or physical problem, our P.E. department will modify the P.E. program for students according to restrictions established by physician. P.E. uniform consists of Lakeview Spartans P.E. blue shorts and Lakeview Spartans PE gray T-shirt, white socks, and laced gym shoes of any color. Sweatshirts and sweatpants are not required, but are recommended on cold days and must be light gray in color. P.E. clothes will be sold during the first two weeks of school and throughout the school year as needed. T-shirts are \$10, shorts are \$15, and the sweats are \$15. Locks will be issued to each student, but replacement locks will cost \$10. Please do not bring locks from home or share your combination with anyone! Students will have P.E. lockers for their P.E. clothes. These lockers will be assigned after school starts and should not be shared.

All students desiring an exemption from physical education must complete this PE Exemption Form, including reason for exemption request, and have the form signed and approved by an administrator.

### **PE Frequently Asked Exemption Questions:**

#### **1. How often should high school students be participating in physical education courses?**

“All pupils, except pupils excused or exempted pursuant to Section 51241, shall be required to attend upon the courses of physical education for a total period of time of not less than 400 minutes each 10 schooldays.” [California Education Code (EC) Section 51222 (a)]

All students in grades seven to twelve inclusive must participate in physical education courses unless the pupil is excused from participation in accordance with the exceptions in EC sections 51222(a), 51241, or 51242.

#### **2. What are the state high school graduation physical education course requirements?**

All students are required to complete two years of physical education in order to be eligible to graduate from high school, unless the pupil has been exempted pursuant to the provision of the California Education Code (EC). (EC Section 51225.3 [a][1][F])

Local education agencies (LEAs) may require more than two years of physical education for high school students to graduate. (EC Section 51225.3 [a][1])

#### **3. What are the three distinct and separate exemptions available under California Education Code (EC) Section 51241. Each exemption is described below?**

##### **Temporary:**

“The governing board of a school district or the office of the county superintendent of schools of a county may grant temporary exemption to a pupil from courses in physical education, if the pupil is one of the following:

- (1) Ill or injured and a modified program to meet the needs of the pupil cannot be provided.
- (2) Enrolled for one-half, or less, of the work normally required of full-time pupils.” (EC Section 51241 [a][1][2])\*

##### **Two-year:**

“The governing board of a school district or the office of the county superintendent of schools of a county, with the consent of a pupil, may grant a pupil an exemption from courses in physical education for two years any time during grades ten to twelve, inclusive, if the pupil has met satisfactorily any five of the six standards of the physical performance test administered in grade nine pursuant to Section 60800.” (EC Section 51241 [b][1])

Note that the standards are found on the PFT Administrative Documents Web page [FITNESSGRAM® Healthy Fitness Zones (HFZ)].

Permanent:

“The governing board of a school district or the office of the county superintendent of a county may grant permanent exemption from courses in physical education if the pupil complies with any one of the following:

- (1) Is sixteen years of age or older and has been enrolled in the 10th grade for one academic year or longer.
- (2) Is enrolled as a postgraduate pupil.
- (3) Is enrolled in a juvenile home, ranch, camp, or forestry camp school where pupils are scheduled for recreation and exercise pursuant to the requirements of Section 4346 of Title 15 of the California Code of Regulations.” (EC Section 51241 [c][1][2][3])

**4. What physical education courses shall be available for high school students who have been exempted from two years of physical education?**

“The governing board of each school district that maintains a high school and that elects to exempt pupils from required attendance in physical education courses pursuant to paragraph (1) or (2) or both of subdivision (b) of Section 51241 shall offer those pupils so exempted a variety of elective physical education courses of not less than 400 minutes each 10 schooldays.” (California Education Code sections 33352[b][7], 51220 [d], and 51222 [b])\*

**5. Who can exempt a student from physical education?**

The governing board of a school district or the office of the county superintendent of schools may grant exemptions to pupils from courses in physical education if the pupil consents to such an exemption. (California Education Code sections 51241, 51242, and 51246)

**6. How should school districts define “passed” in order to determine if their high school students can qualify for the two-year exemption?**

Senate Bill 601 (Chaptered October 14, 2007) amended California Education Code Section 51241 [b][1]. This amendment defined “passed” for purposes of the two-year exemption from high school physical education courses as “met satisfactorily any five of the six standards of the physical performance test administered in grade nine pursuant to Section 60800.”\*

**7. If a school district requires two years of physical education credits for the high school graduation requirements, has the district essentially invoked the two-year physical education exemption?**

No. Exemptions may be granted to a pupil with the pupil’s consent only if the requirements set forth in California Education Code (EC) sections 51222(a), 51241, or 51242 are met. The district is required to offer courses in physical education to those students who do not qualify for an exemption or do not consent to an exemption. (EC sections 51220 and 51222)

Districts must continue to offer students who are exempted under relevant EC, a variety of elective physical education courses for no less than 400 minutes every 10 school days. (EC sections 33352[b][6] and 51222[b])



## Plagiarism

The ability to present thoughts and ideas clearly and coherently in a written form is a cornerstone of academic success. Plagiarism prevents students from developing the skills necessary for academic competence. Additionally, it prevents the instructor from providing appropriate feedback and assessment to assist the student in correcting any deficiencies in his or her writing.

All assignments must be written in the student's own words. Quotations, thoughts and ideas taken from another's writing must be given appropriate credit in the paper.

Plagiarism includes:

- Taking someone else's assignment, or portion of an assignment, and submitting it as your own.
- Submitting material written by someone else, or rephrasing the ideas or thoughts of another, without giving the author's name and/or source.
- Presenting the work of someone else, including tutors, friends, parents, or siblings, as your own.
- Submitting purchased papers, in whole or in part.
- Submitting papers from the Internet as your own, in whole or in part.
- Supporting plagiarism by providing your work to others, whether you believe it will be copied or not.
- Self-plagiarism, reusing your previous work.

## PROM / GRAD-NITE

*Persons invited by Lakeview Leadership Academy Students to a Lakeview dance or any school sponsored event who are not enrolled at Lakeview must be 19 years of age or younger. Individuals 19 years of age or under must be enrolled in high school and must produce a signed form from the principal of their school verifying they are in good standing (no discipline, good grades, etc.) in order to attend any Lakeview event.*

### Grad-Nite (Senior Event):

- Transportation is provided by Lakeview Leadership Academy and is included in the cost of the ticket.
- Students must follow dress code requirements as outlined by the venue and LLA
- Permission slips are required.
- Guests are not permitted for this event. Attendees must be current students at LLA.
- No refunds. No exceptions.
- Additional information will be provided closer to the date of the event.

### Prom

- If transportation is provided by Lakeview Leadership Academy, all attendees must use that transportation, and it will be included in the cost of the ticket.
- Permission slips and dance contracts are required.
- All attendees, including guests, must meet all the requirements of the dance contract (available in front office or ASB office).
- All guests must have an approved guest application.
- Priority is given to Juniors and Seniors. Sophomores can only attend as a guest and if tickets are still available.
- No refunds. No exceptions.
- Additional information will be provided closer to the date of the event.

**\*\*Please be advised that students who participate in field trips need to be picked up within 20 minutes of the return to school from the field trip. If a student is not picked up within 20 minutes, LLA staff are required to call the authorities to take the child home.**

## **Sales of Outside Food and Drink**

Students are prohibited from selling outside food and drinks at school unless the sale is part of an ASB approved fundraiser. Students caught selling food or drinks on campus will be subject to disciplinary action according to the school's progressive discipline policy. Food or drinks found being sold will be confiscated and held for parent pick up.

## **Searches**

In the interest of promoting student safety and attempting to ensure that schools are safe and drug free, Lakeview Leadership Academy officials will conduct random searches. Such searches are conducted without a warrant and as permitted by law. Searches may include pat-downs by administration or campus security personnel, drug-sniffing dogs, and/or metal detector devices such as hand wands.

### **Confiscated Items**

Illegal or inappropriate items confiscated through searches will be turned over to law enforcement or destroyed.

## **School Site Council**

Lakeview Leadership Academy has an active school site council composed of 12 members, elected by their peers as follows: 3 classroom teachers, 2 classified staff members, 1 principal, 4 parents or community members, and 2 students. School site council shall obtain recommendations for, and review the proposed Single Site Plan for student achievement from all school advisory committees. SSC will also develop and approve the Single Site Plan and related expenditures in accordance with all state and federal laws and regulations.

Selection of the SSC members will be held at a special meeting based on the need to maintain a full SSC in August. Any parents/students who are interested in SSC may volunteer to be placed on the SSC ballot during orientation. An election will be held during the first month of school. This is a great opportunity for all parents to "Take a Stand...Lend A Hand" and become a part of the school site council. If you're interested in having your name on the SSC ballot during orientation, contact Ms. Limbrick, ext.46110 ([flimbrick@vvushd.org](mailto:flimbrick@vvushd.org)) or Salina Gregg, ext.46111 ([sgregg@vvuhdsd.org](mailto:sgregg@vvuhdsd.org)).

## **Smoking/Vaping**

Smoking, vaping, or any device or paraphernalia associated with these behaviors are not allowed on or around campus or on the bus to and from school. Students caught smoking, vaping, or with any paraphernalia will have all paraphernalia confiscated and be disciplined according to the school's progressive discipline policy. Students may be assigned to On-Campus Intervention where they will complete the Vaping Online Prevention Course.

## **Student Activities**

Lakeview Leadership Academy offers extracurricular activities to help boost student morale and create a positive school environment. Some of these activities include field trips and dances. Students must be in good disciplinary and attendance standing in order to participate in these activities. Good standing means no more than 15 tardies, 3 absences, no suspensions, and no cuts during the quarter in which the activity takes place. Also, no more than 2 "F" grades during the last grading period in which the activity takes place.

## Tardy Policy

Students are expected to be in class on time ready to learn. Lakeview Leadership Academy has four (4) minutes in between classes for students to use the restroom and get to their next class on time. To assist students' time management, there is a warning bell at 3 minutes into break alerting students they have 1 minute to be in class. Excessive tardiness will result in disciplinary action up to and including Student Attendance Review Board (SARB).

## Vending Machines

There are vending machines on campus for student use. Two of the vending machines are operable during school hours and contain water and other healthier snack options. **Students are not to use the vending machines during class time even if they have been given a pass to be out of class.** Two of the vending machines are only operable 30 minutes after the school day has ended and has other snacks available for purchase.

## Weekly Progress Reports

Students may pick up weekly progress reports from the counseling office every Thursday or Friday morning. Teachers will complete the report during class on Friday which will provide up-to-date information on the student's progress. Parents are encouraged to email teachers (pg 3) regarding the student's progress throughout the year.

## Weapons

California Education Code 48900/48915 prohibits weapons of any kind on school campuses. On the first offense, the student will be suspended for 5 days with a recommendation for expulsion. *\*\*Parents please remember, even fishing knives left in a student's backpack from a weekend fishing trip count as weapons on any school campus\*\*.*

## Wellness Center

Our goal is to provide a safe and welcoming space for our students to receive the support they need to improve their health, well-being, and academic success. The Lakeview Wellness Center, located in Room P102, is a place for students to check in with a Mental Health Clinician and take a wellness break. When needed, students may visit the Wellness Center before school or during their assigned lunch. If a Wellness Center visit is needed during class time, students are required to first receive permission from their teacher. While visiting, students are taught safe coping strategies to help manage life stressors such as anxiety, depression, and family/relationship concerns. These topics may also be explored individually or in a small group setting upon referral from school staff, the parent, or the student. Mental health crisis response and referrals for more intensive services within the community are also available.

For more information regarding the Wellness Center or available support on campus, please contact Mental Health Clinician, Helena Sjulie, at [hsjulie@vvuhsd.org](mailto:hsjulie@vvuhsd.org). Parents and students may also request support by clicking [Student Intervention Referral](#) or scanning the QR code.



## DISCIPLINE

Lakeview Leadership Academy operates its academic program and its disciplinary program from within a philosophy which allows parents, school staff, and students to act as responsible members of a school environment which has as its primary goal the promotion of student learning and academic excellence. An essential element in this program is the maintenance of a safe and orderly school environment. Therefore, rules have been established to protect the rights of the students and faculty of our school. Students shall comply with school rules while going to and from (including school bus), attending school or at school sponsored activities. Individuals who choose not to follow these rules or respect the rights of others will be subject to disciplinary action.

## DUE PROCESS

### FAIR HEARING BEFORE DISCIPLINE

Each student has the right to a fair hearing before any disciplinary action can be taken. All suspensions will be preceded by an informal conference between the student and school administrator, during which the student shall be informed of the reason for the suspension and the evidence that supports the action, and all Other Means of Correction implemented, \*\*if applicable\*\*. The student will be given the opportunity to present their version and evidence of self- defense. Students will be asked to complete an Incident Report that will assist in determining disciplinary actions that may need to occur. In emergency situations, this opportunity may not be afforded. However, a conference shall be held within 72 hours or as soon as possible. It is the policy of the school to telephone parents at the time of suspension and mail a written copy of the notice home within one working day.

### **VIOLATIONS AGAINST PERSONS:**

- **ASSAULT/THREATS/BATTERY/FIGHTS:** Fighting is strictly forbidden at school and all school activities. Students should find acceptable ways to settle their problems and disagreements. Talking to teachers, administrators, counselors, parents, or participants in peer mediation can often help solve disputes. Fighting will result in a minimum of 3 days at home suspension. Additional days will be given for injuries or if school personnel are required to break up the fight. (EC sec 48900 (a))
  - o Any student involved in a fight the first time MAY be suspended immediately from school and they will be put on a Contract. Upon return to school the parent and students must attend an "intake meeting."
  - o A second offense of fighting carries a suspension from school, an intake meeting and possible SST meeting.
  - o A third offense of fighting results in a suspension from school, an immediate SST.
- **INTIMIDATION/HARASSMENT:** Lakeview Leadership Academy prohibits intimidation or harassment of any student by an employee, student, or other person in the school. Students who intimidate or harass other students shall be subject to appropriate disciplinary action, up to and including expulsion. Any student who feels that they are being harassed should immediately report it to a teacher, counselor or administrator.
- **HAZING/INITIATIONS:** The abuse of students by other students is strictly forbidden. This includes humiliating, horseplay and pranks, physical abuse, verbal abuse, gestures, etc. Students who take part in such activities are subject to disciplinary action. In addition, parents of victims of such abuse have the right to notify the police and press charges. (EC sec 32051)
- **SEXUAL HARASSMENT:** Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal, visual or physical conduct. Any student who engages in sexual harassment may be subject to disciplinary action up to and including expulsion. Any

student who feels they are being harassed should report it immediately to a teacher, counselor, or administrator. (EC sec 48900.2)

- **ABUSE OF STAFF:** Verbal and/or physical abuse of teachers, other staff members or parent volunteers of the school will not be tolerated. Any student who threatens or in any manner does, or attempts to do physical harm to any school staff member will be disciplined most severely. A first offense for physical abuse of any staff member or parent volunteer will result in notification of law enforcement officials and suspension from school pending an expulsion by the Board of Trustees. (EC sec 48900 (a))
- **FIRECRACKERS:** Possession of firecrackers and other incendiary devices such as “poppers” while on campus is a violation of both school and city rules and will result in suspension from school and notification of the fire department authorities. Firecrackers are explosives and therefore are dangerous objects. If any serious injury occurs from the use of firecrackers, it could be grounds for expulsion from the district. (EC sec 48900 (b))
- **WEAPONS:** The possession and/or use of any article or materials which could logically be used as a weapon (including pepper spray) is strictly forbidden and requires very strong disciplinary action. Parent notification, suspension, expulsion and notification of law enforcement officials will result depending on the article or materials involved and the nature of the incident. This includes holding any type of weapon for another student. If you see a weapon on campus, report it immediately to a teacher, counselor, administrator or the office. (EC 48900 (b))

#### **VIOLATIONS AGAINST PUBLIC HEALTH:**

- **SMOKING, MATCHES, CIGARETTES AND LIGHTERS:** Any student smoking or with tobacco in their possession will receive LAS (In-school Suspension), or be suspended from school. If you are found with tobacco, you are guilty of possession. Students may be suspended or expelled.
- Students carrying matches, cigarette lighters or any other inflammatory articles shall be referred to the Asst. Principal's office. Parents will be notified that the student may be suspended from school. Students discovered lighting fires on campus will be suspended and/or expelled from school, and the fire department will be notified. (EC sec 48900 (h))
- **DRUGS AND ALCOHOL:** Students using, selling, under the influence of, or in possession of an illegal substance while on school premises will be considered detrimental to the welfare of other pupils and shall be suspended pending investigation and possible expulsion. LLA is very strict when it comes to drug related offenses and MAY RECOMMEND EXPULSION FOR STUDENTS ON THEIR FIRST OFFENSE. (EC sec 48900 (c) and/or (d))

#### **VIOLATIONS AGAINST PUBLIC DECENCY AND INTEGRITY:**

- **GAMBLING:** Gambling of any kind on school grounds will not be tolerated. This includes dice, cards, flipping coins, pogs, etc. Students will be subject to disciplinary action.
- **INAPPROPRIATE LANGUAGE:** Obscene/vulgar language is prohibited at school and all school activities. Disciplinary action will be taken in instances of inappropriate language. (EC sec 48900 (i))

#### **VIOLATIONS AGAINST PROPERTY:**

- **STEALING SCHOOL OR PERSONAL PROPERTY:** Any student who steals or attempts to steal school or personal property will be subjected to disciplinary action. (EC sec 48900 (f))
- **CAUSING DAMAGE TO SCHOOL/PRIVATE PROPERTY:** Any student who vandalizes school or personal property will be subject to disciplinary action. Graffiti will not be tolerated. Students are not allowed to be in possession of tools/instruments that may be used for graffiti/tagging/vandalism purposes

which includes but is not limited to permanent markers, paint tips, spray cans, etc. (EC 48904/48905) Parents will be responsible for damage costs and students will be required to remove graffiti. (EC sec 48900 (f))

- **EXTORTION:** The taking of money or property from a student by another student is forbidden. Any student who intimidates, coerces, or in any manner forces another student to give up money or property will be disciplined most severely. A first-time offender may receive a suspension from school, be referred to the law enforcement officials, and be recommended for expulsion from the district. (EC sec 48900 (e))

### **VIOLATIONS AGAINST SCHOOL ADMINISTRATION:**

**Public display of affection:** Students are warned that excessive public affection is not permitted on campus. Inappropriate displays of affection will NOT be allowed. Parents will be notified in cases where students consistently and flagrantly violate this rule and discipline may be issued.

- **BICYCLES/SKATEBOARDS/ROLLERBLADES/SCOOTERS:** Bicycles and skateboards are to be WALKED onto school property and stored in the bike racks. Roller blades must be removed before entering campus. Bicycles are to be locked individually. Bicycles, skateboards and roller blades are NOT permitted on any area of campus. The school is not responsible for damaged or stolen bicycles, skateboards or roller blades.
- **DEFIANCE:** All students must follow the directions or orders of teachers, staff and parent volunteers. Any student who refuses to obey a staff member or parent volunteer is guilty of defiance and will be subject to disciplinary action. Teachers are encouraged to refer to Disciplinary Procedures described in the handbook.
- **DISRUPTING SCHOOL ACTIVITIES:** Any student who disrupts class work, extra- curricular activities or other school activities during the day will be subject to teacher or administrative disciplinary action. (EC sec 48900 (k)) Teachers are encouraged to refer to Disciplinary Procedures described in the handbook.
- **MATERIALS NOT RELATED TO SCHOOL:** Any materials or articles deemed to be a disturbance to the educational environment are not permitted at school. This includes sports equipment, lighters, matches, yoyos, stuffed animals, chains, expensive jewelry, dominos, playing cards, make-up, fingerboards, dice, etc. If found to be a disturbance, these items will be confiscated and may be subject to disciplinary action. Certain confiscated items may be returned at the end of the day. Certain items must be picked up by a parent. On the second offense of a confiscated item it will require a parent to pick up the item. Confiscated items will be disposed of at the end of the school year.
- **LASER PENS:** Laser pens are not permitted on campus at any time and will be confiscated and a warning issued. **ITEMS WILL BE HELD FOR PARENT PICK UP ONLY.** Continued violation of this policy will result in further disciplinary action.
- **VIOLATION OF BEHAVIOR CONTRACTS:** Students who have established a Behavior Contract of any kind and have violated any/all of the provisions of the contract may receive at home suspension and/or expulsion.
- **WATER GUNS/WATER BALLOONS/SIMILAR:** Items filled with water or other solutions that disrupt the educational program are prohibited and will be confiscated and students will face disciplinary actions.

## **CONSEQUENCES**

These policies and procedures will be enforced through the following disciplinary actions:

- **WARNINGS**
- **TEACHER DISCIPLINE** - Except for major offenses, teachers will handle minor infractions and should not refer them to the office for disciplinary action. Teacher disciplinary actions will include warnings, conference with student, parent conference, teacher detention, time out in another teacher's room, and/or class suspension. A parent of a pupil who is class-suspended by a teacher for violation of Education Code 48900 (i) or (k) may be required to attend that class. The principal will send a letter to the parent requiring parental attendance. (EC sec 48900 (l)). **Education code 48910** states, A teacher may suspend any pupil from class, for any of the acts enumerated in Section 48900 for the day of the suspension and the following day. **HOWEVER**, the teacher must immediately report the suspension to the principal/designee and send the pupil to the principal or designee for appropriate action. As soon as possible, the teacher shall ask the parent or guardian of the pupil to attend a parent teacher conference regarding the suspension. If practicable a school counselor, psychologist, school administrator may attend the conference if requested by the parent or teacher. The pupil shall not be returned to class from which he or she was suspended, during the period of suspension, without the concurrence of the teacher of the class and the principal.
- **DETENTIONS** - State law permits the school to assign a student up to one hour after school detention, however a 24 hour notice must be given to the parent. Bus transportation after detention may not be provided by the school. Students will receive academic tutoring and do campus beautification. If a student fails to serve detention, appropriate disciplinary consequences will result.
- **ON CAMPUS INTERVENTION-** Students may be assigned to OCI for any of the above infractions in lieu of suspension. Students suspended from class by a classroom teacher may be assigned OCI for no more than 2 days(2 periods if in a middle school block section).
- **SUSPENSION FROM SCHOOL** - A legal disposition is required whenever a student is not allowed to attend school. Suspension is that legal disposition. While under suspension the student is to remain at home and/or under adult supervision for the duration of the school day. The student is not to be on campus or participate in school related activities or use school transportation.
- **RECOMMENDATION FOR EXPULSION** - Causes for Suspension and/or Expulsion for class I offenses are listed in the Education Code 48900, Section (a)