

ANN SOBRATO HIGH SCHOOL
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Student Handbook

2024-2025





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ANN SOBRATO HIGH SCHOOL

MISSION STATEMENT

The Morgan Hill Unified School District's central purpose is to educate students. In partnership with families and the community, we create learning environments where all students learn and are empowered to achieve their unique potential. We model and nurture civility, respect, compassion, personal responsibility, curiosity and integrity in an environment of diversity, equity, and service.

GUIDING PRINCIPLES:

To achieve our mission, we believe that the following principles should guide the work of our high schools

Standards, Expectations and Assessments

We believe there should be a challenging curriculum for all students that reflects:

- Clear expectations
- High academic standards clearly stating what a student is to know and be able to do
- Meaningful assessments that are tied to course standards

Personalization

We believe students learn best when they:

- Are known well
- Are trusted, respected, and understood
- Are connected to their teachers, counselors, staff, administrators, families, and other students
- Have adults who can serve as advocates and/or mentors
- Have a variety of electives to meet their needs

Learning

We believe students learn best when:

- Students take responsibility for their learning
- Students are actively engaged in their learning
- Accommodations are made for students' learning styles
- A variety of instructional strategies and supports are used to address the individual and special group needs
- Students are provided information about their academic progress
- Teachers not only present content but also serve as coaches and facilitators during the learning process

Culture and Environment

We believe that students learn best in an environment which:

- Is emotionally and physically safe
- Is mutually respectful
- Is prejudice-free
- Promotes a sense of belonging
- Has maintained and up to date facilities, equipment, and instructional materials

Lifelong Learning

We believe that students must develop the skills, knowledge and enthusiasm to:

- Be lifelong learners

- Fulfill their civic responsibility in a democratic society
- Expand their post-secondary career and educational opportunities

Professional Development and Collaboration

We believe that all staff members:

- Must be well qualified and, in the case of teachers and administrators, credentialed
- Must be lifelong learners
- Must have opportunities and resources to continue to develop their skills and knowledge of instructional practices, assessments, and content
- Must have time to meet, plan, reflect, and collaborate with other staff members

Continuous Improvement

We believe that school staff members must:

- Annually review student achievement data to identify successes and gaps in student achievement
- Share the data, successes, and achievement gaps with the community
- Plan instructional and systemic changes around the annual data analysis
- Have clear criteria for evaluating the impact of instructional and systemic changes on student achievement

ANN SOBRATO CONTACT NUMBERS

For contact numbers and email address for staff members, go to our website at sobrato.mhusd.org

Main Number

Receptionist 201-6200

Administration

Principal's Office 201-6201

Assistant Principal's Office 201-6202

Counseling Department

Counseling Office 201-6203

Registrar's Office 201-6228 or 201-6227

Health Clerk 201-6233

Attendance

Attendance Clerk 201-6221

Bilingual Community Liaison ext. 41509

Associated Student Body

ASB Office 201-6205

Athletics

Athletic Director 201-6240

Library 201-6230

IMPORTANT INFORMATION FOR FAMILIES

Aeries Portals

In order to increase communication between families and teachers to help ensure student success, students and families should regularly check their [Aeries Portals](#). They can easily access critical information 24 hours a day, including real-time attendance, grades, and other information. Through Aeries Portals, families can request automated emailed weekly progress reports to stay informed on student progress.

Google Classroom

Many teachers at Sobrato use Google Classroom to share information and post assignments. Families can receive email summaries about their student's activity in Google Classroom. Email summaries do not include grades. For grades, view the Aeries portal.

To sign up for Google Classroom email summaries, families must accept an email invitation from a teacher or administrator. Families can unsubscribe at any time.

If families have not received an invitation, please contact the individual teacher to request one.

ParentSquare

Sobrato High School and Morgan Hill Unified School District (MHUSD) use [ParentSquare](#) to send newsletters and other important communication. ParentSquare automatically sends messages and updates to the email addresses listed in students' Aeries portals.

In addition, families and students can log into ParentSquare to stay updated on important information. Families and students are able to best receive information when they download the ParentSquare [app](#) and sign up to receive text messages.

Minga

Sobrato High School has implemented the Minga app. This app will be used by students, teachers, campus monitors, and attendance clerks to monitor student hall passes and will work in conjunction with Aeries.

Bell Schedule



Ann Sobrato High School Bell Schedule 2024-2025



A-Day

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
0	7:25	8:25
1	8:30	10:00
Brunch	10:00	10:15
Tutorial	10:20	10:50
3	10:55	12:25
Lunch	12:25	12:55
5	1:00	2:30
7	2:35	3:35

B-Day

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
0	7:25	8:25
2	8:30	10:00
Brunch	10:00	10:15
Tutorial	10:20	10:50
4	10:55	12:25
Lunch	12:25	12:55
6	1:00	2:30
7	2:35	3:35

A-WEDNESDAY

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
1	9:30	11:10
Brunch	11:10	11:25
3 (and announcements)	11:30	1:20
Lunch	1:20	1:50
5	1:55	3:35

B-WEDNESDAY

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
2	9:30	11:10
Brunch	11:10	11:25
4 (and announcements)	11:30	1:20
Lunch	1:20	1:50
6	1:55	3:35

ANN SOBRATO HIGH SCHOOL

ACADEMICS

The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's education and character development. The Board expects that students will not cheat, lie, plagiarize or commit other acts of academic dishonesty. (MHUSD BP 5131.9) Any use of artificial intelligence on assignments or assessments is considered academic dishonesty. Disciplinary consequences will result whenever it is determined that a student has cheated, lied, plagiarized, or committed any act of academic dishonesty. Consequences may include, but are not limited to, receiving a failing mark on the assignment or assessment in question. In addition, documentation of academic dishonesty will be included on the student's record.

Grading & Report Cards

Report cards and interim progress reports are posted online via Aeries Parent Portal one week after the date shown below. ALL grades are reported at the end of the quarter and semester. Only semester report cards are mailed home.

Progress Reports & Semester Grade Dates - 2024-2025

First Quarter Interim Progress Report-----	09/06/24
First Quarter Grades -----	10/11/24
First Semester Interim Progress Report -----	11/08/24
First Semester Grades -----	12/19/24
Third Quarter Interim Progress Report-----	02/07/25
Third Quarter Grades -----	03/21/25
Second Semester Interim Progress Report-----	05/02/25
Second Semester Grades -----	06/06/25

Schedule Adjustments

It is Sobrato's policy that student class changes are made for these reasons:

1. The student is misplaced based upon departmental criteria for the class into which they enrolled.
2. The student is missing a class in their schedule.
3. The student requires more advanced course work because of course results.
4. A student needs a class to complete the requirements for graduation.

Advanced Placement (AP) courses are based on college curricula and require college level work. Students taking an Advanced Placement course are expected to take the Advanced Placement Exam in May. If the cost of the exam is a financial hardship, please click [HERE](#) to fill out the application for the District Families Benefit Program. Filling out this application will qualify students for significant discounts for AP and SAT testing, free or reduced bus passes, and other fee waivers. Because of the extra work involved in Advanced Placement classes, students who achieve a "C" or better will receive an additional grade point towards their grade point average. The Advanced Placement course will be noted on the student's transcript.

Failed Classes

Failed classes (grade of "F") earn no units. Required classes for high school graduation that are failed must be repeated until they are passed. An equivalent course may satisfy this requirement.

W/F - Withdrawal Fail

After the second week of a semester, any student who believes they cannot remain in a class, may **(with guardian permission)** be removed from that class and be given a W/F (Withdrawal/Fail). The “F” grade will become a permanent grade on the transcript, will affect GPA calculation and will affect eligibility for the entire semester in which it was earned.

Courses that are repeated earn units only once, unless otherwise noted in the course description. Example: A student receives a “D” in Integrated Math 1 and then repeats the course the next year earning a “B”. The “D” grade will remain on the permanent record but will earn no units. The “B” grade will be placed on the permanent record and will be used to calculate the GPA. Students receiving a grade below a “C” are required to repeat the course if it is to be used for college eligibility. However, it is of **no value** to repeat a course where the grade is a “C” or better, as colleges recognize only the original grade given.

Concurrent Enrollment at Gavilan Community College or other Community College

Some students take the opportunity to concurrently enroll at Gavilan College (or at another community college) while still attending Sobrato. Concurrent enrollment is a way to earn both high school credit and college credit for the same class. This coursework will not be reflected on the high school transcript. Students should send transcripts directly to universities. The Counseling Center has more information regarding this program. If the college class is taken on campus through the Dual Enrollment Program, the grade will appear on the high school and college transcript. **All concurrent classes must be pre-approved by the counseling department and the principal.**

Transcripts

Students currently attending Sobrato High School can request transcripts free of charge via this online [Transcript Request Form](#).

Former students that attended after 2015 may also request transcripts via the [Transcript Request Form](#). Alumni are charged a \$5.00 fee for each official transcript requested. Please purchase your official transcript(s) through our [ASB Store](#) and upload your receipt when prompted on the request form.

Please allow 3-5 business days for your transcript(s) request to be processed by the Registrar’s office.

Former students that attended prior to 2015 or students in need of transcripts over the summer, please do not use this form and contact the [Morgan Hill Unified School District for transcripts](#).

Graduation Requirements

Subject Area	Graduation Requirements Units
English	40
Social Studies	30 (World History, US History, Econ, and Civics)
Math	30 (Equivalent of Integrated Math 1, 2, and 3 required)
Science	30 (10 Biology, 10 Chemistry, 10 Physics)
Physical Education	20 (PE 9 Required)
World Language*	20*
VPA (Visual & Performing Arts)	10
CTE (Career Tech Education)	10
Additional Credits of Students' Choice	40
Total Credits	220

* 10 credits that meet or exceed year 2 level of a world language (not English). See UC admission requirements for alternative options. Credits earned above and beyond the required credits in the subject area will be applied to the Additional Credits of Students' Choice area.

College Admission Requirements

Admission Criteria to a California Community College

Minimum requirement is any one of the following:

1. High School Diploma
2. 18 years of age
3. California High School Equivalency Diploma

UNIVERSITY OF CALIFORNIA/CALIFORNIA STATE UNIVERSITY

College Entrance Requirements

COURSE	UC/CSU
US History/Social Studies	2 years
English	4 years
Foreign Language	2 years in same language
Math	3 years through Integrated Math 3
Visual and Performing Arts	1 year
Laboratory Science	2 years
College Preparatory Elective	1 year

College Information

Check the following Websites listed below for College Requirements.

University of California -----<http://www.ucop.edu/pathways/>

California State Universities -----<http://www.csumentor.edu/>

Community College -----<http://www.cccco.edu/>

TESTING DATES 2024-2025

PSAT

Wednesday, October 23, 2024

The PSAT will be administered on campus on Wednesday, October 23, 2024. Any 9th or 11th grader who would like to take the test can do so by paying \$26 through the ASB Store (\$26 per test). All sophomores will take the PSAT exam for free. Students have until Friday, September 27th to purchase a test through the ASB store. Contact Assistant Principal, Mark Pierce (piercem@mhusd.org) for more info.

ACT

Off-campus administration of the ACT are the below dates. Go to www.act.org to register and find more information.

September 14, 2024

October 26, 2024

December 14, 2024

February 8, 2025

April 5, 2025

June 14, 2025

July 12, 2025

SAT

www.collegeboard.com

Sobrato will be administering the SAT during the school day on Tuesday, October 22, 2024 and Tuesday, March 11, 2025. Please contact Assistant Principal, Mark Pierce (piercem@mhusd.org) for more information. Off-campus administration of the SAT are the below dates. Go to www.collegeboard.com to register and find more information.

August 24, 2024

October 5, 2024

November 2, 2024

December 7, 2024

March 8, 2025

May 3, 2025

June 7, 2025

California Assessment Student Performance and Progress (CAASPP)

Sobrato will be administering the CAASPP (English and Math) and CAST (Science) for 11th graders and for some 12th graders. Testing will occur April 1-11, 2025. Please check the Bulldog Family Newsletter in early Spring for more information.

AP Exams

Testing window May 5-16, 2025

(Full schedule here:

<https://apcentral.collegeboard.org/exam-administration-ordering-scores/exam-dates>)

Registration information will be available in September through all AP classes. All students will register through **Total Registration** (<https://user.totalregistration.net/AP/53906>) AND College Board (<https://www.collegeboard.org/>).

High School Code: 053906

CDS Code: 43-69583-0102368

ATHLETICS

ANN SOBRATO HIGH SCHOOL CIF SPORTS

Fall Sports	Winter Sports	Spring Sports
Football Girls' Volleyball Boys' Water Polo Girls' Water Polo Boys' Cross Country Girls' Cross Country Girls' Field Hockey Girls Golf Girls Tennis	Boys' Basketball Girls' Basketball Boys' Soccer Girls' Soccer Coed Wrestling	Coed Badminton Baseball Softball Boys' Track & Field Girls' Track & Field Boys' Volleyball Boys' Golf Boys' Swimming Girls' Swimming Coed Diving Boys' Tennis Boys' Volleyball Boys' Lacrosse Girls' Lacrosse

Sports availability may change based upon minimum participation requirement, funding availability, and Board approval.

How is a student eligible for sports?

High School athletics consist of competitive interscholastic teams. Students are required to try out and meet eligibility requirements. Student-athletes who do not meet the eligibility requirements may not participate in any team function (games, meetings, or practices etc.) for the duration of the quarter grading period. Student-athletes are declared ineligible or re-eligible the Monday after grades are published (approximately one week after the end of the grading period). All students must meet the following eligibility requirements to participate in athletics at Sobrato High School.

1. Complete the Athletic Participation form. The form requires the following for completion:
 - A. Emergency medical information
 - B. Guardian consent
 - C. Proof of medical insurance
 - D. Physical exam (once per calendar year)This form is obtainable from the athletic web site, ASB, or your coach.
2. No student-athlete whose 19th birthday is attained prior to June 15th shall participate or practice on any team in the following school year.
3. Be an amateur.
4. Be an undergraduate in high school.
5. Have attended high school not more than eight consecutive semesters after completing 8th grade.
6. Scholastically during the previous quarter/semester:
 - A. Maintain a 2.0 grade point average (GPA) or better on all school work. Incoming freshmen do not need a minimum GPA before the first quarter. As of first quarter grades, freshmen must meet the 2.0

minimum GPA requirement.

B. Meet minimum progress toward graduation. The following minimum units must be completed:

Grade	Beginning Semester #	Total # of Credits Minimum
10	3	50
	4	75
11	5	100
	6	130
12	7	160
	8	190

7. Have met the residence requirements.
8. Have not competed on any outside team in the same sport during the school season of that sport.
9. Not been expelled from any high school during the past school year.
10. Have a student ID card, and clear all fines.
11. If you started ninth grade at a school other than Sobrato High School, you must complete transfer paper work before being eligible to play games. Summer school classes must be of like type to make up deficient grades to become eligible. Check with your counselor to verify class substitutions. There is no probation period for student-athletes during grade 9 – 12.

NCAA ELIGIBILITY

All college athletic programs are regulated by the National Collegiate Athletic Association (NCAA) that has established rules on eligibility, recruiting and financial aid. The NCAA has these membership divisions - Division I, Division II and Division III. Institutions are members of one or another division according to the size and scope of their athletic programs and whether they provide athletic scholarships.

If you are planning to enroll in a college as a freshman and you wish to participate in Division I or Division II athletics you must be certified by the NCAA Initial-Eligibility Clearinghouse. The Clearinghouse ensures consistent application of NCAA initial-eligibility requirements for all prospective student athletes at member institutions.

<https://web3.ncaa.org/ecwr3/>

It is the student athlete's responsibility to make sure the Clearinghouse has the necessary documents to certify the student. These documents are the completed and signed Student Release Form and fee, official transcript, and ACT or SAT scores. Pick up the NCAA Student Release Form and information from the Sobrato Registrar, located in the Administration building. If you want to participate in Division I or II sports, it is recommended that students start the certification process after their final junior year grades are posted on the transcript. Sobrato athletes should check with a counselor, in their freshman year, to ensure they are taking a core curriculum that meets NCAA requirements; also, register to

take the ACT or SAT as a junior. The Student Release Form should be submitted early in their junior year.

For more information on Sobrato sports, please check the Athletics website www.sobratoathletics.com

CAMPUS, FACILITIES, AND RESOURCES

ACCESS AND VISITORS TO CAMPUS

Closed Campus

Ann Sobrato High School is a closed campus. **STUDENTS ARE NOT ALLOWED TO LEAVE CAMPUS FOR LUNCH/BRUNCH/TUTORIAL, or after arriving on campus.** The parking lots, front of the school, tennis courts, sports fields, and any other unsupervised areas are off limits during school hours. **The only time students may be in the parking lot is when arriving to and leaving campus.**

Access to Students

Anyone not currently enrolled at or employed by Sobrato will not have direct access to students during the school day. All access to students must be arranged and approved through the Administration Office. Families dropping off any school-related item to be picked up by their student must do so in the front office.

Deliveries for Students

No deliveries of non-school related items will be accepted. In the spirit of maintaining campus safety and security, food and beverage delivery services (ex. DoorDash) may not be used during the school day. Drivers will be turned away from our campus. We are not responsible for charges incurred for failing to adhere to this policy. **Families may not drop off food of any kind.** If students need food, the Sobrato cafeteria offers hot food, sandwiches, snacks, and milk each school day during brunch and lunch. All meals are free for all students.

Visitors

Students are not allowed to have visitors, pets, or children on campus. All visitors to campus must check in with the receptionist in the administration building upon arrival. Salespeople are not allowed to solicit business on campus.

Volunteers

Volunteerism is appreciated and encouraged. All volunteers must have prior approval from an administrator and must sign in at the front office and receive a visitor's badge every time they arrive on campus to volunteer. Volunteers on campus and at school events are required to have fingerprints and tuberculosis test results on file at the Morgan Hill Unified School District office. This includes volunteers helping in classrooms, at after school tutoring, driving on field trips, booster club meetings, helping with lunchtime club activities, etc.

HALL PASSES

Hall Pass

In order for students to be granted permission to leave a classroom during instructional time, they must have a hall pass generated in Minga.

USE OF ELECTRONICS

Cell Phones and other Electronic Devices

Any personal electronics (cell phones, iPods, gaming devices, and other similar items) brought to school are done so at student's own risk. The school takes no responsibility for stolen, lost, or damaged items.

Sobrato High School will be implementing a cell phone policy in order to limit distractions,

create a positive environment, and provide common expectations across all classrooms. We know that students learn best when they are engaged in and accountable for their learning, and when staff can provide focused, personalized support.

Electronic Devices Procedure

1. Procedure is posted in every classroom to clarify expectations.
2. There will be a reminder from the teacher to the class at the start of each class period, verbal or written.
3. Daily expectation is that phones are stored in a phone caddy in the classroom at the start of class. This expectation also applies during tutorial period.
4. Daily expectation is that earbuds or headphones are in backpacks and backpacks are on the floor at the beginning of the class period.
5. Devices stay in the classroom when students use the restroom, or leave during class.
6. Devices stay in phone caddy. Devices can only come out of the caddy with permission from the teacher.
7. Reminders and Warnings
 - a. If a device is out without permission, teacher reminds student of expectation and class culture and waits for them to put their device in the caddy.
 - b. If this is a daily occurrence, or if it is late in the year, teacher may choose to skip this step and move on to the next intervention.
8. In-class confiscation
 - a. If a device is out during the class period, the teacher will ask the student to put the device on the teacher's desk, or in other designated, secure place in classroom.
 - b. Teacher will contact home and document incident in Aeries if device is out more than once.
9. Office confiscation and possible referral
 - a. If a student still has device habit challenges, sending the device to the office and making a referral is appropriate.
 - b. If device is sent to the office, student may pick it up at the end of the day. The second occurrence will require a guardian to pick up the device.

Phones are not permitted in PE locker rooms or in bathrooms. The school consequences for having a phone out in these locations could be a referral, detention, or suspension, depending on the situation. There are severe legal consequences with the police for taking photos or videos in private places like the locker room and restroom. Students should never have phones in these areas of campus.

In the case of an emergency, students may request to use the front office phone.

Chromebook Policy

MHUSD is pleased to provide a Chromebook to every student for their exclusive use at school and at home. Unauthorized or misuse of Chromebooks during class will result in an electronic device violation (see electronic device policy above). Students will be financially responsible for lost or damaged Chromebooks and chargers. Fines will be assessed for damage to outside of Chromebook, including stickers or writing.

Administrators are automatically notified of web searches students make on their student accounts when web searches are related to safety and/or violence. Students should not leave their Chromebooks open unattended, as there could be disciplinary consequences for both the student the chromebook is checked out to and students who make searches on others' chromebooks. Even if searches are a meant as a joke, disciplinary actions could include detention, suspension, searches of backpacks and/or home by the police department, citations by the police department, loss of privileges, and loss of technology.

CAMPUS FACILITIES AND SERVICES

Health Services

Students who become ill will be referred to the Health Office where a staff member will contact a guardian. All students entering the Health Office must have a pass in Minga from the previous or current class. The school is only equipped for minor cuts and bruises. Students may not carry prescription or over the counter medication unless there is a **form signed by their doctor** in the health office. 911 will be called for emergencies at the discretion of the administration or if unable to contact any persons listed on the student's emergency form. All other decisions will be made by the guardian contacted.

Immunizations

All students new to Santa Clara County schools must show evidence of immunization. Required immunizations are poliomyelitis; DPT/TD (diphtheria, pertussis, and tetanus) or tetanus and diphtheria, the Tdap booster, Hepatitis B, measles and proof of a negative Mantoux/PPD Tuberculosis test or clear chest x-ray (Health Code Title 17, Chapter 4, Section 6000).

Food Service – Subsidized Lunches

The Sobrato cafeteria offers hot food, sandwiches, snacks, and milk each school day during brunch and lunch. All meals will be free for all students.

Library

The library is open during school hours. Students must show an Ann Sobrato High School photo ID or their student ID in Minga to check out library materials, including textbooks. No food or drinks are allowed. Library books are checked out for 2 weeks, with renewals as needed. After a 5-day grace period, a fine of 10 cents per day will be charged for overdue books (up to a maximum of the book price). Lost books must be paid for in full. All library fines must be paid in full in order to be eligible for participation in all extracurricular activities, including but not limited to dances, field trips, and athletics.

Lockers

Students are assigned a locker and must not share lockers. Students who violate this policy and are found to be sharing a locker may lose their locker privilege. Students are responsible for maintaining the locker in good working order free of graffiti and decorations, including stickers. Students should report any malfunction to the school office immediately. At the end of a student's high school career, their locker will be inspected before the student is allowed to check out.

Lost & Found

Lost and found items are stored in the ASB Office. Please turn in or retrieve items there. Any unclaimed items stored after 30 days will be donated.

Textbooks and Chromebooks

Textbooks and Chromebooks are issued free of charge to students; however, lost, damaged or stolen books or Chromebooks must be paid for. The school is not responsible for books, materials or personal items placed in a student's locker or car.

PARKING, TRANSPORTATION, AND WORK PERMITS

Student Parking

Parking is a privilege – not a right at Sobrato, and is by permit only. Students may park a car, at their own risk, under the following conditions:

- ♦ Student possesses a valid California driver's license and can show insurance coverage for the vehicle

- ◆ Student must have all school fines cleared
- ◆ Student agrees to park in the student parking lot only
- ◆ Student will not access the parking lot during the regular school day, nor violate the closed campus policy.
- ◆ Student will not engage in reckless driving on school property
- ◆ Student will arrive to school on time
- ◆ Any incident involving drugs/alcohol may result in the loss of parking privilege
- ◆ Students must be in good standing

Student Parking Permits may be obtained through the ASB Office for a fee of \$40.00 with an ASB card or \$60.00 without and must be visibly displayed in the vehicle. Senior spots are \$60 with an ASB card or \$80.00 without.

Permits are not transferable. Permit cost is not prorated for midyear purchases. A replacement fee is charged for lost or stolen permits. Student's permits may be withdrawn or suspended for failing to comply with the conditions cited at the discretion of the administration. Students who violate the parking rules or who park without a permit, may be cited by the MHPD. A car may be towed away at student's expense.

The only time students may be in the parking lot is when arriving and leaving campus. Sobrato is not responsible for theft or damage to vehicles. Students park at their own risk.

MHUSD Transportation

Fee-based* school bus transportation to Sobrato is available through our district Transportation Department. **To enroll in this program, please visit www.mhusd.org or call the MHUSD Transportation office with specific questions (408-201-6320).**

**Free or reduced transportation is available for students who qualify.*

Valley Transit Authority (VTA)

VTA also provides service to and from Ann Sobrato High School. Accurate schedules and fees can be found on the VTA website <http://www.vta.org> or call (408) 321-2300.

MoGo Morgan Hill

MoGo Morgan Hill Quick Ride is Morgan Hill's on-demand rideshare service. MoGo offers trips to and from fixed points citywide, within a 10-minute walk to all neighborhoods and stops at downtown, shopping centers, schools, recreation facilities, businesses, and community spaces, including Sobrato High School. The service is for short trips and uses small vehicles (seating up to 5 customers). Cost for students is \$1 per ride. Book a ride at book.mogo.rideco.com or download the MoGo app.

Work Permits

All students under the age of 18 must have work permits in order to be employed. **To get a work permit:** pick up a blank application from the Counseling Office. Have your guardian and potential employer sign, and return the application to the Counseling Office. You may also email Edie Atkins at atkinse@mhusd.org to request and process applications. Actual work permits may be picked up the following day. **A work permit may be denied/revoked at any time if the student's school work, attendance, or behavior becomes unsatisfactory. As per California state requirements, all working students must maintain a minimum 2.0 GPA to have a work permit.**

STUDENT DRESS AND CONDUCT

STUDENT DRESS CODE

Dress Code Philosophy

Morgan Hill Unified School District student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

Our values are:

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal "distractions" without regulating individual students' clothing/self-expression.
- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- School staff are trained and able to use student/body-positive language to explain the code and to address code violations.
- Reasons for conflict and inconsistent and/or inequitable discipline should be minimized whenever possible.

Our student dress code is designed to accomplish several goals:

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), or PE (athletic attire/shoes).
- Allow students to wear clothing of their choice that is comfortable.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia or other illegal conduct or activities.
- Prevent students from wearing clothing or accessories that will interfere with the operation of the school, disrupt the educational process, invade the rights of others, or create a reasonably foreseeable risk of such interference or invasion of rights.
- Prevent students from wearing clothing or accessories that reasonably can be construed as being or including content that is racist, lewd, vulgar or obscene, or that reasonably can be construed as promoting gang affiliation, containing fighting words, speech that incites others to imminent lawless action, defamatory speech, or threats to others.
- Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

Dress Code

Morgan Hill Unified School District expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse

range of identities. The primary responsibility for a student's attire resides with the student and their families or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.

1. Basic Principle: Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that genitals, buttocks, breasts, and nipples are fully covered with opaque fabric. All items listed in the "must wear" and "may wear" categories below must meet this basic principle.

2. Students Cannot Wear:

- Violent language or images.
- Images or language depicting drugs or alcohol (or any illegal item or activity).
- Hate speech, profanity, pornography.
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
- Swimsuits (except as required in class or athletic practice).
- Accessories that could be considered dangerous or could be used as a weapon.
- Any item that obscures the face or ears (except as a religious observance).
- Any attire that depicts or promotes gang affiliation
- Bandanas of any color

3. Students Must Wear*, while following the basic principle of Section 1 above:

- A Shirt (with fabric in the front, back, and on the sides under the arms), AND
- Pants/jeans or the equivalent (for example, a skirt, leggings, a dress or shorts), AND
- Shoes.

**Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).*

4. Students May Wear, as long as these items do not violate Section 1 above:

- Hats (outside of the classroom). Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Religious headwear
- Hooded sweatshirts. Wearing the hood overhead is allowed, outside of the classroom, but the face and ears must be visible to school staff.
- Fitted pants, including opaque leggings, yoga pants and "skinny jeans"
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Tank tops, including spaghetti straps; halter tops
- Athletic attire
- Visible waistbands on undergarments or visible straps on undergarments

worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

5. Dress Code Enforcement

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.

- Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 and 2 above. Students in violation of Section 1 and/or 2 will be provided three (3) options to be dressed more to code during the school day:
 - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
 - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
 - If necessary, students' guardians may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- School staff shall not enforce the school's dress code more strictly against transgender and gender nonconforming students than other students.
- Students should not be shamed or required to display their body in front of others (students, guardians, or staff) in school. "Shaming" includes, but is not limited to:
 - kneeling or bending over to check attire fit;
 - measuring straps or skirt length;
 - asking students to account for their attire in the classroom or in hallways in front of others;
 - calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; in particular, directing students to correct sagged pants that do not expose the undergarment, or confronting students about visible bra straps, since visible waistbands and straps on undergarments are permitted; and,
 - accusing students of "distracting" other students with their clothing.

These dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities, such as graduation ceremonies, rallies, and dances. Students who feel they have been subject to discriminatory enforcement of the dress code should contact an assistant principal.

PE Dress Policy:

In order to maintain a safe and healthy learning experience, all students are required to dress out in clothes specifically for Physical Education (no "street clothes"). All PE clothes must follow the current Sobrato High School dress code policy found in the student handbook. In addition to that, the PE uniform required for class is as follows:

- Sobrato PE t-shirt OR plain gray t-shirt or appropriate tank top
- Sobrato PE athletic shorts OR plain black athletic shorts
- Athletic shoes with proper arch support and shock absorption (no Vans or Converse-type shoes)

In cold weather, students may wear over their uniform*:

- Sobrato P.E. sweatshirt OR plain gray sweatshirt
- Sobrato P.E. sweatpants OR plain black sweatpants or black yoga pants

*Students choosing to wear sweatshirts must also wear their PE shirt underneath. Students choosing to wear sweatpants are encouraged to wear their PE shorts underneath. Should the student become overheated during class, they will be able to remove the sweatshirt or sweatpants in an effort to cool down quickly to minimize the chance of a heat related illness.

STUDENT CODE OF CONDUCT

The rules you are about to read in the code of conduct supplement are in addition to our broad, discretionary authority to maintain safety, order, and discipline inside the school zone. These rules support, but do not limit, our authority.

Bicycles/Skateboards

Students are not permitted to ride their bicycles or skateboards on campus. **Ann Sobrato High School is not responsible for lost, damaged, or stolen bicycles or skateboards.** Bicycles may be locked up in the bike rack, which is located next to the Administration building. Skateboards are not allowed to be carried around during the school day.

Rallies

Rallies will be held in the gym throughout the year. All students must follow general school rules at the rallies. Students are expected to:

1. Show respect and courtesy to the presenters/speakers/performers.
2. Sit in assigned areas.
3. Remain seated until the end of the rally.
4. Never bring food, drinks, and/or backpacks or other bags to the rallies.

Dance Policies

All school rules apply at all dances. In addition to the general school rules, the following applies to all students participating in school dances.

1. School dances are limited to Ann Sobrato High School students **in good standing** and their guests. To be in good standing and be eligible for dances and other extracurricular privileges, a student must have a **90% attendance rate** (both excused and unexcused absences apply to student attendance rates). See attendance policy for complete details.
2. Each Ann Sobrato High School student must present their Minga Ann Sobrato High School photo ID upon entrance.
3. A guest must have a photo ID and **a guest pass** from the ASB office to enter. Guests must be at least high school age, under age 21, and have prior approval by Sobrato administration in order to attend.
4. All students and guests attending dances are subject to search before entrance. Alcohol, drugs, and weapons are not permitted. Backpacks will not be allowed into the venue.
5. No student will be allowed in 90 minutes or more after the start of the dance.
6. Students leaving early for any reason will not be allowed to re-enter the dance.
7. School dances are school functions, and as such, students are expected to dress and behave in ways that are appropriate for the school setting. Students and their guests are expected to behave appropriately on the dance floor. Students must recognize that movements and dance styles present in non-school settings or portrayed in the entertainment industry are not always appropriate in the high school setting. Sexually explicit dancing such as grinding or any other type of dancing or act which could be construed as vulgar is prohibited. Dancers must remain upright with both feet on the floor. Face-to-face dancing is preferred.

Moshing or slamming is not permitted.

8. All fees must be paid before purchasing tickets to any dance and prior to participation in any extracurricular event, including graduation.
9. All dance tickets are presale only. No tickets are sold at the door.

NOTE: Violation of the dance conduct policy will result in removal from the dance and possible discipline. No refund will be given to students or guests who are asked to leave the dance.

Loss of Privileges/Extra-Curricular Events (Including Dances) Policy

Any student who is involved in any of the following types of incidents while at school or at any school function, including but not limited to dances, athletic events, and evening rallies, will lose the privilege of participating in any and all extracurricular activities for a period of at least 6 weeks, inclusive of the first day of suspension. This includes all senior activities and participation in the graduation ceremony:

- possession of drugs, nicotine, alcohol or other illicit substances - students may be subject to drug or alcohol testing
- acts involving any physical violence
- behavior resulting in a suspension from school for 3 or more days.

Field Trips/School-Sponsored or School-Related Off-Campus Activities

In order to participate in field trips or other school related activities that require missing classes, students must maintain a 2.0 GPA, have less than 6 unexcused absences in each of their classes, and have 90% attendance.

Searches

Any student, student locker, backpack, purse, electronic device and its contents, and/or vehicle parked on campus is subject to search by the Ann Sobrato High School administration at any time (**given reasonable suspicion of an effect on school environment/safety**). This may include breathalyzer testing. Bathrooms on campus have installed vape detectors. If students are in the area when a vape detector goes off, they are subject to search. Guardians will be notified via email if students are searched due to proximity to a vape detector alert.

Tobacco/Vape Devices and Drugs

Drugs, tobacco, and vape devices are not allowed on the Ann Sobrato High School campus nor at any school function. Offenders will be referred to an assistant principal. Offenders may face consequences including but not limited to detention, restorative justice assignments, family conferences, loss of privileges, and possible suspension.

Campus Disruptions

Disruptive behavior on this campus is not allowed. Examples include, but are not limited to, food fights, spraying or throwing water/beverages, whistling or shouting, inappropriate hand gestures, swearing, movement or gathering of large groups of students, general horseplay, and repeated defiance within a classroom. These behaviors are subject to disciplinary consequences.

Facility Care & Maintenance

Ann Sobrato High School takes pride in its facilities. We expect students to contribute to a clean and safe environment, and they may be asked by a staff member to assist with cleaning or disinfecting areas they have used. In order to preserve a clean, attractive campus, the following rules must be observed.

- ◆ Students are not to post flyers around campus unless approved by Administration. Use Blue tape ONLY. Other kinds of tape can pull paint off of doors and window frames.
- ◆ Students are to respect classroom rules and assist in maintaining a tidy appearance.

- ◆ Students must dispose of their garbage in the garbage cans located throughout campus.
- ◆ Students must clean up after themselves after eating lunch or brunch. Littering will lead to disciplinary consequences. Students are encouraged to recycle.
- ◆ Students are not to deface or vandalize any school property in any way. This includes decorations of lockers for any celebration. Actions may result in a citation by the Morgan Hill Police Department.

Students refusing to follow these rules will be subject to disciplinary action and will be responsible for the cost of repair.

ATTENDANCE POLICY

Because class attendance and participation is so important to student success, Ann Sobrato High School has established the following policies to encourage students to attend all of their classes. We ask that families work with us as a team to support this policy and student attendance. Daily attendance is important to success in school. **Students are expected to have an attendance rate of 90% or higher to remain in good standing.** All absences, excused or not, contribute to a student's attendance rate. **If a student's attendance rate is less than 90%, they will not be eligible for any extracurricular activities.**

Communicating Attendance with Families and Guardians

- Guardians are responsible for monitoring their student's attendance.
- Guardians can log on to their Aeries portal or call the office between 8:00am and 4:00pm to monitor their student's attendance. Please call (408) 201-6221.
- Guardians are also encouraged to email individual teachers regarding potential attendance errors or other issues of concern. Teachers should respond within 2 school days.
- Any time a student is absent from one or more class periods in a day, an automated system will email that day to inform the guardian. In addition, a text message will be sent if parents/guardians have opted in on ParentSquare. It is important that the school has the correct primary number and email address on file.

Consequences for Tardies

- **1-5 Tardies in any one class:** Three tardies equal one unexcused absence. If a student misses more than 30 minutes of class, the tardy will count as unexcused absence and truancy processes will apply.
- **6 or more Tardies in any one class:** Students may be referred to the administration. Students with excessive tardies are subject to disciplinary action.
- As a consequence for **each additional tardy**, students may be assigned further consequences aligned with restorative justice practices.

Consequences for Unexcused Absences

- **State of California approved excuses for missing class are illness, doctor or dentist appointment, funeral, religious observance, and court appearance.**
- **At 6 unexcused absences** in any one class during the semester of occurrence, the student loses the opportunity to participate in all extracurricular activities (athletics, band performances, dances, any senior activities, etc.), and may lose their work permit.
- **At 8 unexcused absences** in a class in the same semester, the student may receive an "F" and be ineligible for credit for the semester, however the student will not be dropped from the class. Under certain circumstances, a guardian may request that the student be dropped from the class, in which case the student will receive a W/F (Withdrawal/Fail) for the semester
- 3 unexcused tardies are equivalent to 1 unexcused absence.

Excusing Absences

- To call the Attendance Office, please dial **(408) 201-6221** at any time, day or night. Attendance clerks are available from 8:00am-4:00pm or you can leave a voicemail at **any time of the day or night.**
- To excuse an absence, the guardian must notify the Attendance Office in one of these ways: telephone call, in person, or a signed note.
- Guardians have 3 school days after the date of an absence to excuse the

absence. If an absence is not excused within 3 days, it will remain in the record as an unexcused absence. **Under no circumstances are absences cleared at the end of the grading period or before school events such as dances, etc.**

- **If a student shows a pattern of chronic absenteeism due to illness, district staff may require physician verification of any further student absences. When deemed necessary by administration, a physician's note may be required for ANY illness related absence.**

Releasing Students From Class

- Students who have doctor, dentist, or other off-campus appointments must have a guardian call or write a note to the Attendance Office prior to 8:00 am on the day the student must be released early from school.
- Except for extreme emergencies, class time will not be interrupted to call a student to the office to leave school. Guardians must be prepared to show a picture ID to verify information on the student's emergency card when picking up a student to leave campus during the school day. **Students must check out through the Attendance Office when leaving campus. Failure to do so may lead to disciplinary action.** Students will be given an off-campus pass when they leave. Students that park in the student parking lot must ask a campus monitor or Administrator to open the student driveway gate.

Making Up Work

Attending classes every day is crucial to student success in a comprehensive high school program. The most challenging aspect of a student being absent from school is making up for the missed coursework. Below are guidelines to keep students from falling behind:

1-4 Days' Absences

Email - The student and/or their family may email the teachers directly for an absence of 1-4 days. Teachers will respond within 2 school days. Teachers' email addresses can be found on the school website. The student should always make arrangements with the teacher to make-up any missed quizzes, tests, projects, presentations, or lab work that was missed. The student has as many days as they were absent (for excused absences) to make up missed work.

5-15 Days' Absences

Short-term independent study contract - When a student knows in advance that they will be out for 5-15 consecutive days, a short-term independent study contract can be requested through the attendance office. Students can be on an independent study contract for a maximum of 15 days in one school year. This is a formal agreement which includes all work that the student will miss. The teachers assign work for the number of days that the student will be absent, and **the work is due the day the student returns**. This contract must be requested two weeks **prior** to the absences occurring. **The family should request this as soon as they know that the student will be out for 5-15 days. If the conditions of the independent study contract are not met, part or all of the attendance contract will be canceled, which will result in unexcused absences and could initiate the truancy process. If this occurs, no further independent study contracts will be issued for the remainder of the year.**

16+ Days' Absences - See a counselor or administrator immediately for an educational alternative.

Truancy Process

If a student has 3 or more unexcused absences in any class, the truancy process will begin for that student. The truancy process includes notifications sent home, a home visit, and

meetings with administrators.

Appeals for Students Losing Credit for Excessive Absences

When a student loses course credit due to this Attendance Policy, and it is believed that there were extenuating circumstances that should be considered, a written appeal may be filed with the principal within 7 days of receiving the report card. The appeal will be reviewed by up to at least 3 school officials and the guardian and student will be notified of the decision within 14 days.

DISCIPLINARY PROCEDURES

The following Code of Conduct is to assist guardians, staff and students to ensure a positive and safe learning environment at Ann Sobrato High School. The understanding of these school rules and regulations will ensure due process for everyone. The school has the right to determine the appropriate level of discipline based on the particular facts of each incident of misconduct. The school may choose any or all of the listed disciplines depending on the particular facts. Where the misconduct fits within more than one of these categories, the school can choose any or all of the listed disciplines within any or all of the categories. Students committing minor offenses may be assigned to alternative support such as referrals to community based organizations that have partnerships with our district or the use of restorative justice practices.

The rules you are about to read below in the Disciplinary Procedures are in addition to our broad, discretionary authority to maintain safety, order, and discipline inside the school zone. These rules support, but do not limit, our authority.

<p>Alcohol Possession/Use Administrator/Guardian/Student conference 1-5 day suspension Referral to law enforcement Expulsion recommendation*</p> <p>Alcohol Sale/Distribution Administrator/Guardian/Student conference 5 day suspension Expulsion recommendation*</p> <p>Altering of School Document Administrator/Guardian/Student conference 1-5 day suspension Expulsion recommendation*</p> <p>Arson Administrator/Guardian/Student conference Restitution: Referral to law enforcement 5 day suspension Expulsion recommendation* Assault/Battery on Another Student Administrator/Guardian/Student conference 5 day suspension Referral to law enforcement Expulsion recommendation*</p> <p>Battery with Weapon Administrator/Guardian/Student conference Referral to law enforcement 5 day suspension Expulsion recommendation*</p> <p>Breaking Closed Campus Policy Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension</p> <p>Bullying/Harassment/Hazing Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Cheating Administrator/Guardian/Student conference Zero credit on assignment</p> <p>Computer Misuse/Inappropriate Searches Administrator/Guardian/Student conference Referral to law enforcement, home search and citation by police department Detention 1-5 day suspension Restitution: Restriction from computer use for 1-5 days Expulsion recommendation*</p>	<p>Computer Misuse/Vandalism Administrator/Guardian/Student conference Restitution: Restriction from computer use 1-5 day suspension Expulsion recommendation*</p> <p>Controlled Substances (Distribution/Possession/Usage) Administrator/Guardian/Student conference Referral to law enforcement 5 day suspension Expulsion recommendation*</p> <p>Controlled Substances (Sale) Administrator/Guardian/Student conference Referral to Law enforcement 5 day suspension Expulsion recommendation*</p> <p>Disruptive Conduct (Classroom or School Activities, Field Trips) Administrator/Guardian/Student conference 1-5 day suspension 1-year restriction from field trips Referral to law enforcement Expulsion recommendation*</p> <p>Drug Paraphernalia (Distribution/Possession/Sale) Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Electronic Device (Possession) Guardian must pick-up</p> <p>Explosive Device (Distribution/ Possession/Sale) Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Explosive Devices (Use) Administrator/Guardian/Student conference Referral to law enforcement 5 day suspension Expulsion recommendation*</p> <p>Extortion Administrator/Guardian/Student conference Restitution; Referral to law enforcement 5 day suspension Expulsion recommendation*</p>
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<p>False Fire Alarm Administrator/Guardian/Student conference 5 day suspension Referral to law enforcement Expulsion recommendation*</p> <p>Forged Administrator's or Teacher's Signature Administrator/Guardian/Student conference 1-5 day suspension Expulsion recommendation*</p> <p>Forged Note Administrator/Guardian/Student conference 1-5 day suspension Expulsion recommendation*</p> <p>Gambling Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Gang-Related Activity Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Hate Crimes/Speech Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation</p> <p>Inappropriate Attire Clothing item is changed or removed Guardian contact Detention Repeated offense - 1-5 day suspension</p> <p>Insubordination Administrator/Guardian/Student conference Detention 1-5 day suspension</p> <p>Mutual Student Fighting Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Obscene Acts/Gestures Administrator/Guardian/Student conference 1-5 day suspension Referral to law enforcement Expulsion recommendation*</p> <p>Parking Violation Citation or tow Referral to law enforcement</p> <p>Profane or Abusive Language Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension</p> <p>Robbery Administrator/Guardian/Student conference Restitution Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p>	<p>Sexual/Battery Assault Administrator/Guardian/Student conference Referral to law enforcement 5 day suspension Expulsion recommendation*</p> <p>Sexual Harassment/Verbal Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Theft of School/Staff/Student Property Administrator/Guardian/Student conference Restitution Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Threatening Harm to Another Student Administrator/Guardian/Student conference Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Threatening Harm to Staff Administrator/Guardian/Student conference Referral to law enforcement - CW30 1-5 day suspension Expulsion recommendation*</p> <p>Tobacco Possession or Use Administrator/Guardian/Student conference 1-5 day suspension Referral to Law Enforcement Expulsion recommendation*</p> <p>Trespassing Administrator/Guardian/Student conference Referral to Law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Vandalism Administrator/Guardian/Student conference Restitution; Referral to law enforcement 1-5 day suspension Expulsion recommendation*</p> <p>Verbal Abuse of Staff Administrator/Guardian/Student conference 1-5 day suspension Referral to law enforcement Expulsion recommendation*</p> <p>Weapons Possession, including imitation firearms Administrator/Guardian/Student conference Referral to law enforcement 5 day suspension Expulsion recommendation*</p>
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***Expulsion recommendation with school board approval. While expulsion is pending, suspension may be extended until the school board's decision.**

Any student who is involved in any of the following types of incidents while at school or at any school function will lose the privilege of participation in any and all extracurricular activities for a period of at least 6 weeks, inclusive of the first day of suspension. This includes all senior activities and participation in the graduation ceremony:

- **any drugs, nicotine, alcohol or other illicit substances**
- **acts involving any physical violence**
- **and/or any behavior resulting in suspension from school for 3 or more day**

MHUSD Civil and Human Rights

“The Morgan Hill Unified School District shall take reasonable steps to provide a school environment without unlawful harassment, including sexual harassment, and shall maintain an environment in which all students and adults model this behavior and are treated with dignity and respect. Therefore, no student or adult shall be subjected to sexual overtures or conduct, either verbal, visual, physical or perceived, which are intimidating, hostile, offensive, or unwelcome. Such conduct is unacceptable and will not be tolerated. Sexual and other unlawful harassment violates state and federal law, and District policy.

Physical or verbal harassment, physical abuse, profanity, slurs, and any other actions or words, actual or perceived, are not permitted. Harassment based on sexual orientation, gender identity, race, national origin, ethnicity, religion, age, physical or mental disability, or any other basis protected by federal, state, or local law, ordinance or regulation to the extent protected by law is prohibited. Violators of this rule will be subject to disciplinary action, which may range from guardian conference, counseling, suspension, expulsion, and referral to the appropriate law enforcement agency.”

Anti-Harassment Policy

Everyone at Ann Sobrato High School has a right to feel respected and safe. Consequently, we want students to know about our policy to prevent sexual harassment, and harassment based on gender identity, race, national origin, ethnicity, religion, sexual orientation, or disability.

A harasser may be a student or an adult. Harassment may include the following when related to sexual orientation, gender identity, race, national origin, ethnicity, religion, or disability:

- ◆ Name calling, teasing, derogatory comments, slurs
- ◆ Remarks or rumors about an individual’s sexual activities, sexual jokes, catcalls or whistles
- ◆ Leering, winking, sexual gestures, pinching, patting, intentional rubbing against another individual’s body
- ◆ Graffiti, offensive or graphic posters or book covers
- ◆ Derogatory notes or cartoons
- ◆ Unwelcome touching of a person or clothing, grabbing, fondling
- ◆ Violent acts or threats

If any words or actions make a student feel uncomfortable or fearful, you need to tell a teacher counselor, assistant principal, the principal or the District’s Compliance Officer at (408-201-6030). If a student believes that they or someone else has been the victim of harassment, they should report the alleged acts to a teacher, counselor, principal or the District’s Compliance Officer. The report may be verbal or written.

Sexual Orientation/Gender Identity Harassment

- “The Board prohibits sexual harassment of students at school or at school-sponsored or school related activities. The Board also prohibits retaliatory behavior or action against any person who files a complaint, testifies, or otherwise participates in district complaint processes.”
- If a student believes that they or someone else has been the victim of harassment based upon real or alleged sexual orientation or gender identity, they should report the alleged acts to a Compliance Coordinator. The Compliance Coordinators for Ann Sobrato High School are the Principal and Assistant Principals.
- A student may also make a complaint to any teacher, counselor, or other staff member. The report may be verbal or written.
- A student’s right to privacy will be respected consistent with the District’s legal obligations and the need to investigate harassment allegations and take remedial and corrective action. Ann Sobrato High School takes seriously all reports of sexual harassment, and harassment based upon sexual orientation, gender identity, race, national origin, ethnicity, religion, or disability and will take all appropriate action to investigate such claims, to eliminate the harassment, and to discipline any persons found to have engaged in such conduct.

- The District will also take action if anyone tries to intimidate a student or take action to harm them because they made such a report.

This is a summary of this District's policy against sexual harassment, and harassment based on gender, race, national origin, ethnicity, religion, sexual orientation, or disability. A complete copy of the policy is available at the School office upon request.

Bullying

Bullying is intentional harmful behavior initiated by one or more students and directed toward another student. Bullying exists when a student with more social and/or physical power deliberately dominates and harasses another who has less power. Bullying happens in several different forms including:

- Physical bullying involves harmful actions against another person's body. Physical bullying also involves the interference with another person's property.
- Verbal bullying involves speaking to a person or about a person in an unkind or hurtful way.
- Emotional bullying involves behaviors that upset, exclude, or embarrass a person.
- Sexual bullying singles out a person because of gender and demonstrates unwarranted or unwelcome sexual behavior.
- Racial bullying involves rejection or isolation of a person because of ethnicity.
- Cyber bullying is a form of indirect or social bullying that uses technological communications to humiliate, harass, embarrass, tease, intimidate, threaten, or slander another person. Cyber bullying is the act of being cruel to others by possessing or sending or posting harmful material or compromising photographs online or via any electronic device.

Hazing

Hazing violates the MHUSD School Code of Conduct. This may be directed toward an act which ridicules, humiliates or embarrasses.

Examples include, but are not limited to:

- Identifying students by demeaning names
- Intentional isolation
- Scaring students with what may happen at initiation
- Requiring students to wear ridiculous costumes or perform ridiculous activities ·
Stunt or skit nights/events with demeaning and/or crude skits and/or poems ·
Requiring students to perform personal service to students such as carrying books, running errands, performing maid duties, etc.
- Forced alcohol consumption
- Forced ingestion of vile substances
- Gang initiation
- Assault including paddling, beating
- Birthday bashing

The commission of any of the above acts will garner disciplinary consequences which may include suspension and/or an arrest by MHPD.

MHUSD Special Education

The Individuals with Disabilities Education Act (IDEA) is a federal law that mandates a "free and appropriate public education" to children with disabilities. Morgan Hill Unified School District follows the education code for special education to be in compliance with the IDEA. Students become eligible for special education services through a formalized process of evaluation. Anyone who suspects that a student is disabled may request an evaluation in writing. Requests will receive response from the school site within 15 days. Usually a Student Study Team is asked to determine whether an assessment is necessary. If recommended, assessments will take place within 60 days of the initial request. If an assessment is not recommended, the Study Team will explain their reasoning in writing. Once a student has been assessed, an Individualized Education Plan (IEP) meeting is held to determine a student's eligibility for services.

MHUSD Non-discrimination

"The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or family/guardian status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics."

"Prohibited discrimination, harassment, intimidation, or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities."

"Students who engage in discrimination, harassment, intimidation, bullying, or retaliation in violation of law, Board policy, or administrative regulation shall be subject to appropriate discipline, up to and including counseling, suspension, and/or expulsion. Any employee who permits or engages in prohibited discrimination, harassment, intimidation, bullying, or retaliation shall be subject to disciplinary action, up to and including dismissal."

"The Coordinator for Nondiscrimination will handle complaints regarding discrimination, harassment, intimidation, or bullying, and will answer inquiries regarding the district's nondiscrimination policies: call Human Resources at (408) 201-6015".

MHUSD Notice of Compliance

The California Department of Education sets policies and procedures that district's must follow to ensure compliance with state and federal regulations. We are required to provide notice of the information below to all guardians and students in grades kindergarten through twelve regarding pregnant, lactating and parenting students.

The LEA provides reasonable accommodations to a lactating pupil on a school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. A school shall be required to provide the reasonable accommodations specified only if there is at least one lactating pupil on the school campus.

(a) Reasonable accommodations under this section include, but are not limited to, all of the following: (1) Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.

(2) Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.

(3) Access to a power source for a breast pump or any other equipment used to express breast milk.

(4) Access to a place to store expressed breast milk safely.

(b) The district provides a lactating pupil on a school campus with a reasonable amount of time to accommodate her need to express breast milk or breast-feed an infant child.

(c) The district ensures that a pupil does not incur an academic penalty as a result of her use, during the school day, of the reasonable accommodations specified in this section, and pupils are provided the opportunity to make up any work missed due to such use.

EC § 222(a), (b), (e)

COMMUNITY RESOURCE

Student Assistance

Listed below are Community Services and Hotline Numbers to assist you

- **National Domestic Violence Hotline:** 1-800-799-7233
- **National Suicide Crisis Hotline:** 24/7 call or text 988, or 1-800-273-8255
- **Santa Clara Suicide Crisis Hotline:**
 - English 1-855-278-4204
 - Spanish 1-888- 628-9454
 - Text RENEW to 741741
- **Santa Clara County LGBTQ Crisis Text Line**
 - Text "LGBTQ" to 741741



In our own words: Students talk about...

The Sobrato Way

Sobrato Way--Culture

Ann Sobrato High School is a campus full of opportunities to grow, both as students and individuals. Its staff encourages students to learn not only about the curriculum, but also about their own identity. Ann Sobrato is an uplifting and safe environment that accepts its students' and staff's diverse perspectives.

Sobrato Way-- Community

The Sobrato Way is created by the attitude and actions of the student body and staff. They show respect by listening to one another and working together in the face of differences. Ann Sobrato includes welcoming students and staff who create a constructive environment that promotes life-long learning.

Sobrato Way -- Climate

Ann Sobrato students are united, spirited, and respectful; our confidence, maturity, and thoughtfulness set us apart. The staff works tirelessly to help students of all backgrounds feel supported, yet challenged, in their current education as well as their future pursuits. We have a strong sense of community and leadership.