Dolores Huerta Middle School

Student and Family Handbook 2025-2026

IMPORTANT PHONE NUMBERS & WEB ADDRESSES

Main Line/General Information (669) 369-4200
Absence Recorder Line (669) 369-4205
Principal: Dr. Nicole Tafoya (669) 369-4201
Vice Principal: Ramis Ahrary (669) 369-4202
Vice Principal: Juan Gonzalez (669) 369-4203
School Secretary: Araceli Arreola (669) 369-4210
Attendance Clerk: Danielle Chavez (669) 369-4211
Registrar: Liz Delbecq (669) 369-4206
Academic Counselor: Carmen Maciel (669) 369-4225
Academic Counselor: TBD (669) 369-4268
School website: https://huerta.santaclarausd.org/
Staff email addresses: first initial, lastname@scusd.net
Teachers can be contacted through Aeries or ParentSquare

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INTRODUCTION

Welcome to Dolores Huerta Middle School! We are so glad that you are joining us on the wonderful adventure that is middle school.

Please take some time to read the policies in this handbook together so both families and students are aware of them.

OUR CORE VALUES

Equity, **Agency**, and **Student-Centered** are our core values.

Educational **equity** means that each child is ensured equally high outcomes, removing the impact of deficit thinking, interrupting inequitable practices related to social and cultural factors, and creating intersectionally inclusive school environments for adults and children, while discovering and cultivating the unique gifts, talents and interests that every human possesses.

Agency means that students experience voice, autonomy, and self-actualization, which manifest throughout their educational setting.

Student-Centered means that students' physical, social-emotional and academic needs are at the heart of all conversations, decision making, systems and actions.

OUR GUIDING PRINCIPLES

These principles capture our beliefs about the teaching, learning, and community our students and staff should experience. They guide our decisions and form the backbone of our Instructional Framework.

Inclusive
An inclusive environment welcomes, honors, respects, and validates the various intersections of the learning community, sustaining and celebrating the traditions, values, and identities of all peoples.

Collaboration and Connectivity
We are an interdependent, globally-minded, and connected community that collaborates and supports each other for professional growth, wellness and student success.

Interdisciplinary
Concepts from multiple contexts or disciplines are synthesized to create and apply new ideas, understandings, and solutions.

Flexible
Our mindset encourages adaptability of environment, processes, resources, outcomes and perspectives.

Inquiry-Based
Questions engage and drive the exploration of relevant experiences where students construct and evaluate their knowledge through research and exploration

Personalized, Competency-Based Instruction
Each learner is challenged and supported based on their learning progression, which is co-created with their teachers based on their interests and strengths in order to reach mastery of their learning.

Innovative
Learners creatively iterate and explore ethical and imaginative ways to problem solve and critically think.

ACADEMIC POLICIES

At Dolores Huerta Middle School, we-provide a high quality middle school experience based on personalized, competency-based teaching and learning. That learning experience should prepare students to move on to the next grade level and to a successful high school career.

Every effort will be made by Dolores Huerta Middle School teachers and staff to ensure the success of our students. When needed, appropriate staff and counselors will meet with the students to develop a success plan.

Grading Policy

At Dolores Huerta Middle School, we believe that the purpose of grading is to help students and families understand where students are in relation to mastering a given standard or competency. Because of this, all work will be aligned to a standard or competency. Student mastery of the standards is key, so when students have not yet mastered a standard, they will be retaught and reassessed. Students will be scored on a rubric of mastery, and those who do not complete an assignment or assessment will show a missing assignment or .1 until they finish the assignment. As students progress, their previous scores on discrete skills will be excluded from being counted so families and students can see how far they've progressed while having their grade accurately reflect their current level of mastery.

Students are scored on a rubric of 1-4:

- 1 = Developing mastery
- 2 = Approaching mastery
- 3 = Mastery
- 4 = Exceeds mastery

Assignment Policy

We believe that assignments should have purpose and meaning and may be any of the following: prep for in class learning the next day, work left at the end of class, or optional extension activities; we also feel that reading daily in any language or type of text, is a valuable practice to develop reading fluency.

Although our assignment policy focuses on not having students practice new learning at home, there is always something for them to do.

1. Check their grades on Aeries. If you see any orange squares next to assignments, that means that those assignments are missing. Have them work to complete them and turn them in.
2. Have them read for 20-30 minutes every night. It doesn't matter what they read or in what language, as long as it is at their reading level. Have them explain to you what they read about. You can even read a book together and talk about it.
3. Have them work on iReady My Path in reading and math. This is a great way of helping them brush up on areas in which they struggle.

If you are interested in additional practice for certain classes, please contact their teachers.

Free Tutoring for Students

SCUSD offers free tutoring services for all of our students. Tutors are available virtually 24/7 at https://app.paper.co/login/student and are ready to lend students a helping hand. PAPER tutors can help in over 200 subjects and four different languages (English, Spanish, French, and Mandarin). For an overview of Paper services please watch this Video for Parents/Guardians. Additional information on Paper can be found by visiting the Paper Website. You can also learn more about Paper tutors by clicking

here. Click Here to Register for A Paper Parent Info Session. All students have to do is login and someone will be ready to help in about 5 seconds. To login, students will have to follow these steps:

1. Visit PAPER's student login page: https://app.paper.co/login/student
2. Type in their school's name.
3. Login with their SCUSD Google account

Late Work
Because learning is the most important aspect of given assignments, late work will not be penalized; we want the learning to happen, and learning is not shown by the due date of an assignment, support will be provided so that the learning can be shown at a different time or through a different assignment.

ACADEMIC TRIPS
Academic teams will plan educational field trips. Donations may be requested to offset the cost of field trips. Students who need behavioral support may be required to have a parent to chaperone the field trip in order to attend. No student will be excluded from any academic field trip due to financial hardship.

COUNSELING SERVICES
The Counseling Department at Dolores Huerta Middle School provides both academic, social-emotional and personal counseling for students. Our counselors have an open-door policy for students, families, and teachers. The department works in partnership with the school psychologist, Health and Wellness Coordinator and counseling interns, and other outside agencies. Students may self-refer or be referred for guidance counseling by parents and teachers. Student Support Team (SST) Meetings are conducted for struggling students to determine appropriate support. For those students who are in need of more in-depth services, the department can provide recommendations and community referrals to the parent of the student as needed.

GRADING PERIOD/REPORT CARDS
Dolores Huerta Middle School has four grading periods; each is about nine weeks in length. Report cards are sent four times a year. Progress reports are also sent midway through each quarter. If you do not receive a report card within two weeks of a quarter's closing, phone (669) 369-4211.

Grades are posted online through the Aeries Parent Portal. Both students and families are encouraged to register online for Aeries. If you need assistance with a username or password contact the Secretary at (669) 369-4210.

SPECIAL EDUCATION ASSISTANCE/SECTION 504 PLANS
SCUSD provides specialized educational programs for students with identified learning differences. These programs require referral, assessment, and parental permission. Questions regarding special education or Section 504 procedures should be directed to the school principal.

HAWKS' ASSISTANCE TEAM (HAT)
This group meets on a regularly scheduled basis to take a closer look at students who are experiencing academic and/or behavioral difficulty. Membership on the HAT may include the school psychologist, the resource specialist, the principal, the child's teacher, and the child's parent. Interventions may include classroom accommodations, special education assessment, and/or medical or behavioral evaluations.

ARRIVAL AND DISMISSAL / CLOSED CAMPUS

Closed Campus
Dolores Huerta Middle School has a closed campus policy.

- Once students arrive on campus, they cannot leave during school hours except with a written note from parents/guardian and/or an authorized person who signs them out in the Welcome Center. Students returning from an appointment must first check in with the attendance clerk.
- All school gates will be locked during school hours and all visitors must enter and leave campus through the Welcome Center; all visitors must check in at the front desk and obtain a visitor's badge before entering the campus.
- Parents/guardians must come to the Welcome Center to sign their student out if they are taking them off campus for any reason.
- Items (such as lunches, money, special projects, etc.) that need to be delivered to students during school hours must be done through the office. Families may not go directly to the classroom.
- Students may not bring visitors (such as friends or relatives) to school or visit them on campus.

Riding the Bus
Applications for transportation are available on the Transportation website at https://www.santaclarausd.org/Domain/43. Contact the Transportation Department at (408) 423-2063 with questions.

Upon approval of the transportation application, your student will receive a bus pass and a copy of the bus regulations. Students are expected to follow these regulations when entering or exiting the bus, while on the bus, and at all bus stops. Failure to comply may result in a behavioral citation, including suspension of bus riding privilege.

Riding Bicycles, Skateboards, and Scooters
We recognize the importance of bicycles, skateboards, and scooters as a means of transportation for some students. Bicycles, skateboards, and scooters may be ridden to school; however, they may not be ridden on campus. **Dolores Huerta Middle School takes no responsibility for the theft or vandalism of any bicycle, skateboard, or scooter brought to school.** Students must lock bicycles, scooters, and skateboards to the racks provided in either the front or rear of campus. Students must supply their own locks. Students, by law, are required to have a helmet. Free student helmets may be available in the Welcome Center.

Student Drop-off and Pick-up
Safety for children walking or riding bicycles, scooters, or skateboards is of utmost importance. Please slow down, observe all stop signs, obey traffic rules, and keep an eye out for children walking close to the edge of the sidewalk.

- There is a drop-off/pick-up loop in front of school that can be accessed from Zanker Road. Please drive with great caution, as there are many children and other cars around.
- Please do not leave your car unattended at the curb. Please remember to move your car forward when dropping off your child or picking your child up; this helps create space for other cars behind you.
- It is against the law to park in front of a curb painted red or yellow.
- It is against the law to park in a space designated for disabled persons.

Walking

Students walking to and from school are encouraged to walk with family members or friends, not alone. Students are expected to follow the school's behavioral standards and all safety laws, including crossing at the crosswalk. Parents can set a good example by following the safety laws at all times. Make sure your child is familiar with the safety laws and how to handle an emergency situation.

ATTENDANCE POLICIES*

At Dolores Huerta Middle School, we believe that regular attendance is essential as it enables students to access education effectively and reach their full potential.

ABSENCES

The importance of regular attendance cannot be overemphasized. In addition to the obvious learning benefits to students, the law requires regular attendance. As a result, office staff must verify all absences and classify them as excused or unexcused. Excused absences are illness, medical/dental appointments, or other emergencies as defined in the SCUSD Student and Family Information Handbook.

In order to avoid missing valuable class time, we ask that you do your best to make medical, dental, and other appointments after school hours, on staff development days, or on Wednesday shortened days when possible.

Absence and Tardy Reporting

A student's absence from school must be verified by parent/guardian with a written note on the date they return to school or phone call to the school within 24 hours of the absence.

Whenever a child has missed more than 10% of school in a school year for a verifiable excused reason, the parent must provide supporting documentation for any further absences to be considered excused. Verification may include notes from doctors, dentists, or other medical professionals (on letterhead), a school nurse or health clerk verification, family funeral notices, or other supportive documentation.

Absence 24 hour Reporting Line: (669) 369-4205
***Information needed: Child's name, grade, name of parent/guardian reporting, dates absence(s), and reason for absence.**

Long Term Absences

If a student will be absent for three or more days, the parent or guardian may request assignments that will be missed during that time.

Make-Up Work for Absences

Students must make up assignments for schoolwork missed during an absence. It is the student's responsibility to check Google Classroom and speak to the teacher about missed assignments. If work that is missed cannot be made up, the teacher will decide upon a suitable alternative assignment.

Unexcused Absences

Unexcused absences may result in one or all of the following:

- Telephone call to parents
- Parent conference
- Referral to Student Attendance Review Board at the district level.

TARDY POLICY

Students arriving at school after 8:30 a.m. are tardy to school; if they are less than 10 minutes late, and the gates are still open, they should go directly to class, and their teacher will mark them tardy. If they are more than 10 minutes late, the gates will be closed, and they should enter through the Welcome Center and check in with the attendance clerk to get a pass before going to their first period class.

If a student is consistently tardy to school, the office will schedule a conference with the family.

In between classes, if students are tardy to class, their teachers will mark them tardy. Excessive tardies throughout the day will result in a student/family problem-solving conference.

Important Note: If the student misses thirty (30) or more minutes of instruction time, it is considered an unexcused absence.

TRUANCY

The Board of Education of the Santa Clara Unified School District recognizes the value of regular attendance in enabling students to profit from the school program. Students with chronic truancy issues will follow the Santa Clara Unified School District truancy process. Adjustments may be made to the process due to family circumstances.

- A truancy letter will be mailed home to those students who miss 10% of school days due to illness or medical appointments. A medical doctor's note will be required to excuse any further illnesses or appointments.
- **Truant**: A student is truant after missing three days of school or three 30-minute periods without a valid excuse.
- **Habitual Truant**: If a student is truant three or more times in a school year and an effort is made to meet with parents, then the student is habitually truant.
- **Chronic Truant**: A chronically truant student has missed 10 percent or more school days in a school year.
- **Interventions**: Students who are habitually truant, miss a lot of school, can be referred to a student attendance review board (SARB), a district attorney mediation program, or the county probation department. Through these programs, the student can be given guidance to meet special needs for improving attendance. The goal is to intervene before a student enters the juvenile justice system or drops out.

*Please refer to the District Handbook provided at registration for all SCUSD attendance policies.

BELL SCHEDULE

All Grades				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
1st period 8:30 - 9:22	1st period 8:30 - 9:22	1st period 8:30 - 9:11	1st period 8:30 - 9:22	1st period 8:30 - 9:22
2nd period 9:26 - 10:18	2nd period 9:26 - 10:18	2nd period 9:15 - 9:56	2nd period 9:26 - 10:18	2nd period 9:26 - 10:18
Brunch 10:18 - 10:28	Brunch 10:18 - 10:28	Brunch 9:56 - 10:05	Brunch 10:18 - 10:28	Brunch 10:18 - 10:28

3rd period 10:32 - 11:27	3rd period 10:32 - 11:27	3rd period 10:09 - 10:50	3rd period 10:32 - 11:27	3rd period 10:32 - 11:27
4th period 11:31 - 12:23	4th period 11:31 - 12:23	4th period 10:54 - 11:35	4th period 11:31 - 12:23	4th period 11:31 - 12:23
Lunch 12:23 - 1:08	Lunch 12:23 - 1:08	Lunch 11:35 - 12:20	Lunch 12:23 - 1:08	Lunch 12:23 - 1:08
5th period 1:12 - 2:04	5th period 1:12 - 2:04	5th period 12:24 - 1:05	5th period 1:12 - 2:04	5th period 1:12 - 2:04
6th period 2:08 - 3:00	6th period 2:08 - 3:00	6th period 1:09 - 1:50	6th period 2:08 - 3:00	6th period 2:08 - 3:00

Assembly Schedule	**Non-Wednesday Minimum Day**	**Promotion Day (regular day for 6/7)**
All Grades	**All Grade**	**8th**
1st period/1er período 8:30 - 9:14	1st period 8:30 - 9:11	1st period/1er período 8:30 - 9:22
2nd period/2do período 9:18 - 10:02	2nd period 9:15 - 9:56	2nd period/2do período 9:26 - 10:18
Brunch/receso 10:02 - 10:13	Brunch 9:56 - 10:05	Brunch/receso 10:18 - 10:28
3rd period/3er período 10:17 - 11:01	3rd period 10:09 - 10:50	3rd period/3er período 10:32 - 11:24
4th period/4to período 11:05 - 11:49	4th period 10:54 - 11:35	Lunch/almuerzo 11:24 - 11:59
Lunch/almuerzo 11:49 - 12:25	Lunch 11:35 - 12:20	12:00 pm 8th graders go home
5th period/5to período 12:29 - 1:13	5th period 12:24 - 1:05	2:30 pm 8th graders report to gym
6th period/6to período 1:17 - 2:01	6th period 1:09 - 1:50	Promotion Ceremony 3:30 pm
Assembly: 2:05 - 3:00	Minimum days: 8/21, 9/18, 10/16, 11/13, 12/11, 1/15, 2/12, 3/12, 4/23, 5/7	**Last Day of School All Grades**
Friday assembly days: 8/22, 10/10, 12/19, 3/13, 5/22		1st period/1er período 8:30 - 9:00
		2nd period/2do período 9:04 - 9:34
		3rd period/3er período 9:38 - 10:08
		4th period/4to período 10:12 - 10:42
		5th period/5to período 10:46 - 11:16
		Lunch/almuerzo 11:16 - 11:46
		6th period/6to período 11:50 - 12:20

COMMUNITY AGREEMENTS

Respect the land, yourself, and others	Ignite your agency	Strive to bring out the best in yourself and others	Embrace diversity, equity, and inclusion

STUDENT EXPECTATIONS AND NORMS	
Respect the land, yourself, and others	Hawks treat themselves, each other, and our school with compassion and courtesy.
Ignite your agency	Hawks take responsibility for their learning, their decisions, and their actions.
Strive to bring out the best in yourself and others	Hawks use their actions and words to positively affect themselves, others, and our community.
Embrace diversity, equity, and inclusion	Hawks are inclusive, empathetic, and challenge social injustice.

R.I.S.E. AROUND CAMPUS AND BEYOND	
Arrival and Departure	• Be aware of your surroundings • Be on time for 1st period • If you're late, sign in and get a tardy slip • Chromebook charged for the day • Phones, earbuds, and smart watches are put in Yondr pouch • Wear a helmet on bikes, scooters, and skateboards • Pick up and dropoff at the curb only
Welcome Center	• Greet office staff • Have a pass • Be respectful • Sign in and state why you're there • Inside voices
Wellness Center	• Have a pass • Inside voices • Keep food outside • Return to the front desk if an adult is not present or the Center is closed.
Hawks Nest	• Have a pass • Return to front desk if adult is not present

	• Inside voices
Health Center	• Have a pass • Inside voices • Return to the front desk if an adult is not present
Classroom	• Have materials ready (backpack, pencils, chromebook) • Chromebook charged • Focus on your work • Keep cell phones, earbuds and other electronics devices in Yondr pouch • Use inside voice • Use materials for what they are intended for
Restrooms	• Have a pass and use sign in/sign-out sheet • Leave belongings in class • Use the closest restroom • Report any vandalism • Avoid wasting supplies • Return to class in a timely manner • Only one person in a stall at a time
Brunch and Lunch	• Eat in designated areas - cafeteria and quad • Clean up after yourself • Throw away your trash
Passing Period (Hallways)	• Walk • Go directly to your next class • Take care of personal needs • Keep your hands to yourself • Hold sporting equipment • Be to class on time (by the time the bell rings) • Bring all materials needed for class
Cafeteria	• Wait patiently in line • Keep hands and feet to yourself • Clean your table • Throw away trash • Keep food in the cafeteria or quad • Let adults know of any spills or messes
Library	• Use indoor voices • Keep food and drinks outside the library • Clean up after yourself • Put seating back to the correct spot • Return materials in good condition on time

Field and Courts	• Keep food in the quad • Check out/return equipment • Be aware of your surroundings • Be respectful to others around you • Share the space
Gym	• Enter and use the gym with adult supervision • Enter storage room with staff permission • Keep food out • Stay off bleachers • Use equipment as instructed • Report any issues or damages to the gym or equipment • Put away equipment as instructed
Quad and Amphitheater	• Amphitheater steps can be for sitting • Amphitheater grass area can be used for games • Eat in designated areas - cafeteria and quad • Clean up after yourself • Throw away your trash
Movestrong	• Keep food in the quad • Stay below the highest cross bar • Share the space • Keep your hands to yourself
Locker Rooms	• Keep food out • Backpacks remain in the locker room • Keep your combination secure • Dress quickly
Assemblies	• Sit in the assigned/designated area • Phones and earbuds remain in Yondr pouch • Be an active listener • Stay focused on the presenter • Keep hands, feet, body, and objects to yourself • Wait for dismissal
Bus Stop	• Walk to the stop • Keep your hands to yourself • Have your bus pass out and ready • Go directly to your assigned bus
Bus	• Keep voices down • Stay in your seat • Wear your seatbelt

	• Food stays in the backpack • Keep your hands to yourself • Keep hands and objects are within windows
Neighboring Shops (Starbucks)	• Respect our neighbors! • Use indoor voices • Be calm and considerate

DRESS CODE POLICY

We believe that students and their families hold the primary responsibility in determining students' personal attire, hairstyle, jewelry, and personal items (e.g. backpacks, book bags). However, the school is responsible for ensuring that student attire, hairstyle, jewelry, and personal items do not interfere with the health or safety of any student/staff and do not contribute to a hostile or intimidating environment for any student/staff.

WE BELIEVE...

- Students should be able to dress and style their hair for school in a manner that expresses their individuality without fear of unnecessary discipline or body shaming;
- Students have the right to be treated equitably. Dress code enforcement will not create disparities, reinforce or increase marginalization of any group, nor will it be more strictly enforced against students because of racial identity, ethnicity, gender identity, gender expression, gender nonconformity, sexual orientation, cultural or religious identity, household income, body size/type, or body maturity;
- Students and staff are responsible for managing their personal distractions; and
- Students should not face unnecessary barriers to school attendance.

UNIVERSAL DRESS CODE

Students must wear:

- Top (shirt, blouse, sweater, sweatshirt, tank, etc.)
- Bottom (pants, shorts, skirt, dress, etc.)
- Appropriate footwear

There may be additional student attire requirements when necessary to ensure safety in certain academic settings like PE, science, or CTE courses.

Students may not wear clothing, jewelry, or personal items that:

- Are pornographic, contain threats, or promote illegal or violent conduct such as gangs or the use of weapons, drugs, alcohol, tobacco, or drug paraphernalia
- Demonstrate hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups
- Intentionally show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material
- Intentionally show undergarments
- Cover the student's face to the extent that the student is not identifiable (except clothing/headgear worn for a religious or medical purpose)

- Interfere with your or another student's safety

ENFORCEMENT
Staff will use reasonable efforts to avoid dress-coding students in front of other students.

Students will not be disciplined or removed from class as a consequence for wearing attire in violation of this policy unless the attire creates a substantial disruption to the educational environment, poses a hazard to the health or safety of others, or has a negative impact on others, such as harassment, intimidation, and bullying. Further, no student shall be referred to as "a distraction" due to their appearance or attire.

Typical consequences for a violation of this policy include parent/guardian contact or conference and the directive to cover, change, or remove the noncompliant attire. A student may be instructed to leave their classroom briefly to change clothes.

ELECTRONIC DEVICE POLICY

Dolores Huerta Middle School uses instructional technology as one way of enhancing our mission to teach the skills, knowledge and behaviors students will need as responsible citizens in the global community. Students learn collaboration, communication, creativity and critical thinking in a variety of ways throughout the school day.

DEVICE TYPES
Students will be issued 1:1 Chromebooks that they must bring to school each day charged. Students must use district-provided Chromebooks for in-class work; personal laptops and other personal devices are not allowed at school.

Beginning with the 2025-26 school year, cell phones and personal electronic devices are prohibited during the school day in all SCUSD schools. All students will be provided with a Yondr pouch to store their cell phone, smart watch, wireless earbuds, and other electronics. The cellphone must be powered off or in "Do Not Disturb" mode while inside the pouch. The pouch must be secured (locked) by the start of the first period of the day until the end of the last class period of the day.

If a student does not bring their Yondr pouch to school on a given day, that student must come to the Counseling Office prior to their first period of the day and surrender their phone and any other personal electronic devices for the duration of the day.

Teachers may on specific days grant permission to unlock the pouch so students can have access to their device for specific instructional purposes; after which the phone must be put back into the pouch and locked before leaving the classroom.

Tampering with the pouch's locking mechanism, intentionally damaging the pouch, or losing the pouch will result in financial liability. Students/families will be responsible for the replacement cost of a new pouch in addition to school consequences up to and including detention and the loss of participation in school events/activities for repeated violations.

If a student has a specific health-related condition that necessitates access to cell phones, that student should bring their concern to the Health Office for possible alternative protocols.

If a student is seen by a teacher or other staff member with a cell phone or otherwise not following these protocols, the staff member will immediately contact an administrator or supervisor for support. The consequences for unauthorized cell phone use given by that administrator/supervisor will be:

- 1st offense - verbal warning and re-Yondr the device
- 2nd offense - device is confiscated the rest of the day, and student can pick up the device in the office at the end of the day
- 3rd offense - device is confiscated until the parent/guardian can pick up the device
- 4th offense - student will not be allowed to have a cell phone or any other personal electronic device on campus at all. That student must turn in all devices everyday to the main office prior to school start time or keep devices at home.
- In case of an emergency situation that involves danger to self or others, administration has the right to search student devices.

LOST, STOLEN, OR DAMAGED DEVICES
Each user is responsible for their own device and should use it responsibly and appropriately. If a district Chromebook is lost, stolen, or damaged, families will be held responsible for paying for it.

Dolores Huerta Middle School takes no responsibility for stolen, lost, or damaged personal devices.

FAMILY PARTICIPATION

We recognize the importance of family and community partnership in the success of our students, school, and community. There are many ways that families can be involved at Dolores Huerta Middle School.

PTSA (Parent Teacher Student Association)
We have an active parent Teacher Student Association that supports students, staff, and our community in a variety of ways. You can join at https://jointotem.com/ca/san-jose/huerta-middle-ptsa. Your membership of $10 will help pay for things like dance/socials, field trips, clubs, sports, performing arts, staff appreciation, and much more (if you are interested in joining but have a financial barrier, please let us know; no one will be excluded from joining).

ENGLISH LANGUAGE ADVISORY COMMITTEE (ELAC)
The English Language Advisory Committee consists of parents and guardians whose children are all second language learners. Their role is to advise the principal and school staff on programs and services for English Learners. The committee serves in an advisory capacity and is required at any school with more than 21 students identified as English Language Learners. Any parent may attend these meetings.

PRINCIPAL COFFEE CHATS
The principal and/or assistant principal will be available for regular coffee chats held. This is a time to share school related current events. Dates will be published on the school website and communicated with families.

SCHOOL SITE COUNCIL
The School Site Council is a decision-making body made up of parents, community representatives, and school staff members. The School Site Council's primary responsibility is to oversee the funds the school receives under the Single Plan for Student Achievement (SPSA). The funds are designed to improve student performance as measured by standardized tests, the District's assessment program, and classroom performance. The Council assists in developing and approving the SPSA. If you are

interested in running for a position on the School Site Council, please contact the principal, Nicole Tafoya, at ntafoya@scusd.net.

SCHOOL EVENTS

School events are highlighted on the website and communicated through ParentSquare to remind families and encourage parent involvement. The school website contains a more detailed monthly calendar highlighting school wide events, and information about school or district events.

VOLUNTEERS

We love having families volunteer at school! Volunteer opportunities include helping in the office, helping in a classroom, lunch supervision, and supporting school events.

HEALTH INFORMATION

EMERGENCY CONTACTS

For the safety of your student, it is imperative that you complete the emergency contact information through the Annual Student Information Update (ASIU), which will be completed through the Aeries Parent Portal each July. If families need to update their Emergency Card after the ASIU, they may update with the school office staff. This is the only way office staff can contact you in the event of an emergency. It is also the only means the staff has of verifying your authorization of designated friends or family members picking up your child. Without such verification, staff cannot release a child under any circumstances.

ILLNESS OR INJURY

The Health Office is located in the Welcome Center. It is important to inform the office of any special health matters concerning a student. Students must get a pass from a teacher to go to the Health Office. The nurse, health clerk, or other office staff will determine whether a student needs to go home and contact the parent or guardian or a person listed on the student's Emergency Contacts. In case of a serious accident or injury on campus, the paramedics may be contacted to administer medical aid to students and parents or guardians will be notified immediately.

MEDICATION

If medication must be taken during school hours, the nurse's office will provide the proper form and procedures. **All (prescription and non-prescription) medications must be kept in the nurse's office. Students may not carry any medication without a permit from the health office.**

INTERVENTION, PREVENTION, AND SAFETY

WE BELIEVE:

At Dolores Huerta Middle School, we believe that

- All students have the right to be physically, mentally, and emotionally safe at school and free from bullying, harassment, and hazing;
- Students have the right to be treated equitably. Response to behavior will not create disparities, reinforce or increase marginalization of any group, nor will it be more strictly enforced against students because of racial identity, ethnicity, gender identity, gender expression, gender nonconformity, sexual orientation, cultural or religious identity, household income, body size/type, or body maturity.

WE VALUE:

- Partnering with students to develop their own agency
- Being knowledgeable about and employing evidence-based best practices that support our students' development
- Building and maintaining our collaborative relationships with our families and community

We understand that students sometimes make poor choices that adversely affect themselves and/or others. School staff have the opportunity to partner with students and families to approach these events as teachable moments to help students to develop their abilities to more consistently make better choices over time.

RESTORATIVE JUSTICE AT HUERTA*

Restorative Justice (RJ) is a set of principles and practices inspired by indigenous values used to build community, respond to harm/conflict and provide individual circles of support for students. By building, maintaining and restoring relationships between members of the entire school community, we help to create an environment where all students can thrive. Our program is implemented through a 3-tier, school-wide model.

Tier 1: Community Building (Prevention/Relate)

Tier 1 is characterized by the use of social emotional skills and practice (classroom circles) to build relationships, create shared values and guidelines, and promote restorative conversations following behavioral disruption. The goal is to build a caring, intentional, and equitable community with conditions conducive to learning.

Tier 2: Restorative Processes (Intervention/Repair)

Tier 2 is characterized by the use of non-punitive response to harm/conflict such as harm circles, mediation, or family-group conferencing to respond to disciplinary issues in a restorative manner. This process addresses the root causes of the harm, supports accountability for the offender, and promotes healing for the victim(s), the offender, and the school community.

Tier 3: Supported Re-Entry (Individualized/Re-Integrate)

Tier 3 is characterized by 1:1 support and successful re-entry of youth following suspension, truancy, expulsion or incarceration. The goal is to welcome youth to the school community in a manner that provides wraparound support and promotes student accountability and achievement.

*Adapted from Oakland Unified School District's Restorative Justice Policies

ADMINISTRATIVE SUSPENSION

The safety of all of our students is of the utmost importance. There is good cause to suspend a student who violates any section of the California State Education Codes, 48900 or 48915. For more information about these violations, please see SCUSD Student and Family Handbook.

OTHER IMPORTANT INFORMATION

AERIES PARENT PORTAL

The Aeries Parent Portal (https://aeriessis.scusd.net/ParentPortal/LoginParent.aspx) provides year-round online access to student report cards, state testing, and English Language Proficiency Assessments for California (ELPAC) test results.

Before the start of school each year, parents must also use the Aeries Parent Portal to complete the Annual Student Information Update which allows families to update emergency contacts, medical information and electronically sign yearly consent forms.

BREAKFAST/LUNCH
Thanks to recent legislation, all school meals are free for all students. However, all families must still complete the free/reduced lunch application; they are available on the Nutrition Services Webpage or in our Welcome Center.

Breakfast will be served starting at 8:00 am every day. Please see the Nutrition Services website for menus.

For the health and safety of our community, we ask that students follow the guidelines below:

- Form orderly lines with no cutting
- Place all trash in the appropriate containers
- Keep all food and drink within the cafeteria or quad; please do not take food to the blacktop or field
- Do not bring glass containers of any kind
- Respect and follow the direction of noon duty supervisors and other supervisory staff

CHANGING SCHOOLS
Students moving to a new location outside of the Dolores Huerta Middle School attendance area must notify the office by bringing a note from a parent or guardian stating where he or she will be attending school. The student should be prepared to return all textbooks, Chromebook, and school materials and, if applicable, pay any necessary fines for lost or damaged materials. Once we know which school the student is moving to, we will send the student's grades and cumulative file to that school.

CHANGING STUDENT INFORMATION
If you change address or phone numbers, or if you go on vacation and leave your student under the temporary care of someone other than his/her/their legal guardian, please notify the office.

CLEAN CAMPUS
Please take pride in our campus! The appearance of our school and the sustainability of our environment is important to all of us. It is the responsibility of each student to do their part to keep the campus clean. Please dispose of waste properly and put recyclables in the appropriate containers.

COMMUNICATION
The most important way to ensure a child's success and positive school experience is through good communication. Without it, we all miss out on enriching opportunities. **Be sure to do your part by reading all information sent home, signing up for Aeries (grades and attendance) email notification, checking the website regularly, attending school events, and asking questions.** The Dolores Huerta Middle School staff members are happy to answer any questions you might have.

Concerns and/or questions
Please contact your child's teacher if you have any concerns and/or questions. You can contact teachers through Aeries and find other staff members' contact information on the school website. If you feel your attempts to resolve an issue have failed, please contact the school office for assistance.

FOOD DELIVERIES

Food deliveries from companies like Doordash, etc. are not allowed on campus. If a parent chooses to drop off food for their child, they should make sure to notify their students so they can pick it up at lunch. Anything not picked up at lunch will stay in the Welcome Center until the end of the day.

LOST AND FOUND
Students must assume sole responsibility for loss or damage to any personal property left in classrooms, P.E. lockers or on campus. Dolores Huerta Middle School Middle School will try to help protect personal possessions, but we are not responsible for them. Check the "Lost and Found" located in the cafeteria, or see the custodians about recently lost items. The best way to assure items are returned is to have your name in permanent ink on all articles of clothing, books, and other personal property. If you find something that does not belong to you, please turn it in. If you keep something you find, it is considered stolen. Students who have witnessed a theft or know a student is in possession of someone else's belongings should inform a teacher, counselor, or administrator.

SELLING ITEMS
Students may not sell any items at school unless under the direction of a club advisor.

SPECIAL OCCASIONS
We all enjoy celebrating special occasions such as birthdays. However, sending flowers, balloon bouquets or other gifts to the students during school hours disrupts instruction. Therefore, parents and students are asked to refrain from such deliveries. If such deliveries occur or students bring them on campus, they will be kept in the Welcome Center until the end of the day.

STUDENT SUPPLIES /TEXTBOOKS
Students are responsible for the condition of books and Chromebooks assigned to them. Textbooks and Chromebooks must be returned at the end of the year or when withdrawing from school. Any student who damages textbooks or any other school materials or fails to return these materials may be charged replacement costs.

WELCOME CENTER
The Welcome Center is open from 8:00 a.m. to 4:00 p.m. on school days. Our office telephone number is (669) 369-4200.

STUDENT ACTIVITIES

We encourage all of our students to become involved in the variety of activities offered. We believe that students who participate in any activity can more closely identify with the school and develop feelings of connection to Dolores Huerta Middle School.

Board policy requires that in order to participate in extra/co-curricular programs and activities, students must demonstrate satisfactory educational progress. A student's eligibility for participation in extra athletics and other activities if a student's poor citizenship is serious enough to warrant loss of this privilege.

Students should listen carefully to announcements and check the school website for information regarding school events and student activities.

Assemblies
We will hold assemblies scheduled throughout the year; some of these will be for students and others will include families.

Clubs
Clubs are based on student interest. If a group of students want to start a club, and they can find a staff member to be a club advisor, they can complete a Club Request Form; once it is approved by the administration, the club can begin. Clubs must be inclusive and open to all students.

Dances/Socials
School dances/socials occur throughout the year, and students assist in the planning process. Specific dates will be included in the announcements and posted on the school website. These dances/socials are open to Dolores Huerta Middle School students only. Students must be picked up immediately following the dance/social.

Lunchtime Activities
Dolores Huerta Middle School Leadership Students may plan lunchtime competitions and activities, enjoyed by participants and spectators alike.

Sports Teams
Dolores Huerta Middle School Middle School is very fortunate to have competitive sports teams in volleyball, basketball, soccer, and track and field. Tryouts for sports will be announced to students and advertised on the website. Transportation to off site games will be provided; transportation after practice is not provided. Students must be in good academic standing to play in games; those who need additional support may be put on probation so they can work out with the team while working to improve their academics.

Student Leadership Club
Leadership is one of the clubs we offer. In addition to learning leadership skills, these students help plan lunchtime activities, dances, socials, and special day activities.

Yearbook
A student team will create an annual yearbook. Yearbooks must be purchased, and are distributed the last week of school.

Dolores Huerta Middle School
Tentative Activities Calendar 2025 -2026

August 2024 8/6 Hawks New Student Orientation 8/7 7th and 8th Schedule Pickup 8/13 First Day of School *8/21 Minimum Day-TBD 8/22 First Friday Assembly		**March** *3/12 Minimum Day-TBD 3/13 First Friday Assembly 3/18 End of 3rd Quarter 3/19-3/20 Professional Development (No School)
September 9/1 Labor Day Holiday(No School) 9/4 Community Picnic/Back to School Night @ 4:30 pm 9/17 Professional Development (No School) *9/18 Minimum Day-TBD 9/19 Student Picture Day	**December** *12/11 Minimum Day -TBD TBD Winter Concert 12/19 End of 2nd Quarter 12/19 First Friday Assembly 12/22 – 1/2 Winter Break (No School)	**April** 4/8 8th Gd Panoramic Pic./Staff Picture 4/13-4/17 Spring Break (No School) *4/23 Minimum Day-TBD
October 10/10 End of 1st Quarter 10/10 First Friday Assembly *10/16 Minimum Day -TBD 10/29 Makeup Pictures 10/31 Spirit Day - Halloween	**January** 1/5 Professional Development (No School) 1/6 School Resumes 1/10 First Friday Assembly *1/15 Minimum Day-TBD 1/19 Martin L. King Holiday(No School)	**May** *5/7 Minimum Day-TBD 5/7 Community Picnic/Celebration of Learning 4:30 pm TBD Spring Concert TBD Staff Appreciation Week 5/22 First Friday Assembly 5/25 Memorial Day Holiday (No School)
November 11/11 Veterans' Day Holiday(No School) *11/13 Minimum Day-TBD 11/24 - 11/28 Thanksgiving Break(No School)	**February** *2/12 Minimum Day -TBD 2/16 - 2/20 February Break (No School)	**June** 6/4 8th Promotion 3:30 pm 6/5 Last Day of School - Release time at 12:20 pm 6/5 End of 4th Quarter

***Dates are subject to change**

*** = Early Dismissal**