



STUDENT HANDBOOK

2025-2026
Lincoln High School



Lincoln High School
Home of the Trojans

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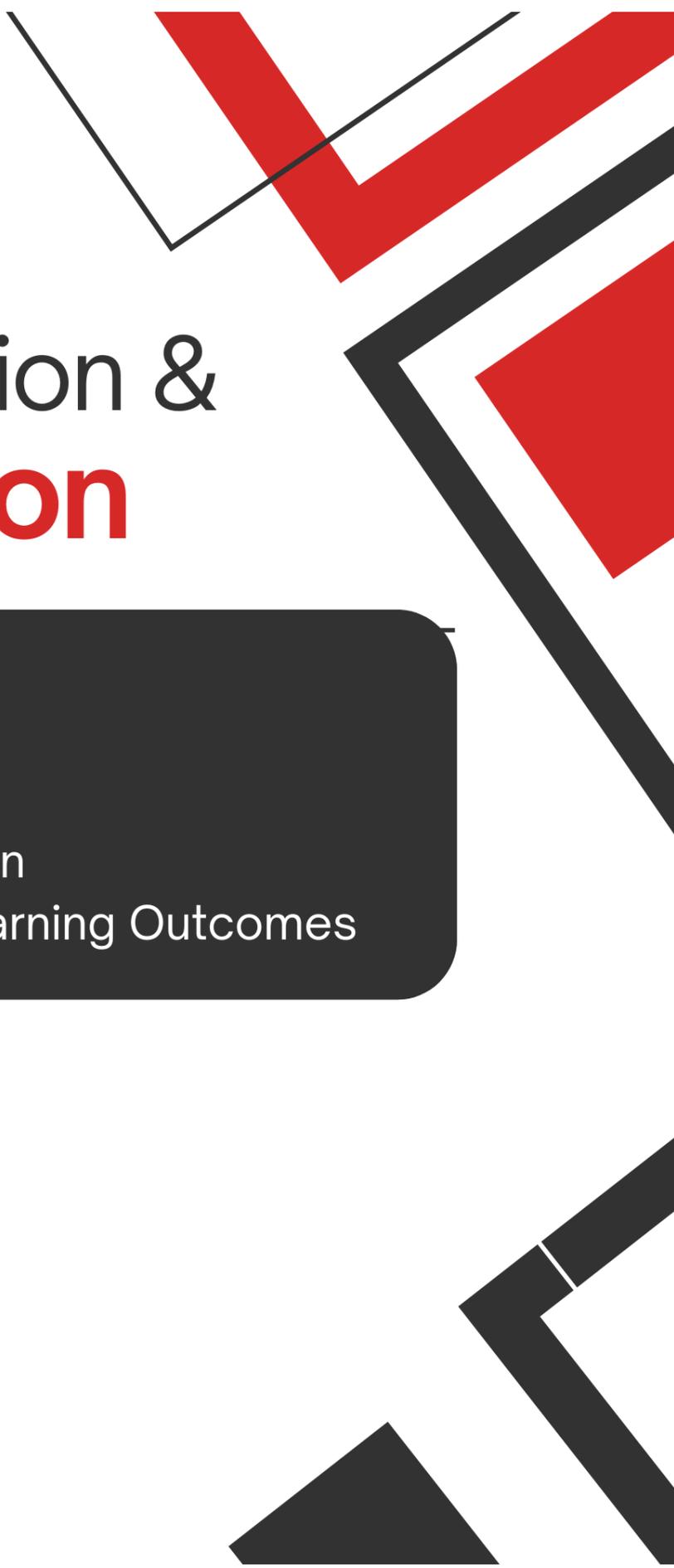
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Visit Our Website
www.lincolnhigh.org



01

Mission & **Vision**

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Mission

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Mission

Lincoln High School strives to educate all students to their maximum potential, to prepare them to be responsible citizens, and to equip them with the tools to live a fulfilling life.

Vision

Lincoln High School aims to be a leader in secondary education by inspiring and empowering all learners to be self-reliant and college and career ready.

Social Vision

Lincoln High School promotes equity, individuality, human kindness, respect, and acceptance of all.



TROJAN PRIDE

Prepared for the future

- Create and reach personal, academic, and career goals
- Graduate college and career ready

Resourceful

- Seek answers and find resources
- Think critically and analyze information

Independent and Collaborative

- Exhibit self-motivation, organization, and confidence
- Collaborate with others

Dynamic

- Adapt to ever-changing technology
- Adjust accordingly to solve problems, gain confidence and build resilience.

Empowered

- Contribute to and advocate for an ethical and positive community
- Respect and appreciate others' perspectives through an equity lens.



02

Resource Page

Information

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LINCOLN HIGH SCHOOL

COMMUNICATION

-  Athletics (209) 953-8924
-  Attendance (209) 953-8926
-  Front Office (209) 953-8920
-  Registrar (209) 953-8915
-  Teacher Message Line
(non-confidential) (209) 953-9508

STUDENT SERVICE CENTER – BY LAST NAME

-  A–Es (209) 953-8933
-  Et–Lop (209) 953-8932
-  Lor–Rod (209) 953-8934
-  Roe–Z (209) 953-8935

-  **STAY CONNECTED**  Aeries
-  @lhs_trojan_pride  ParentSquare
-  lincolnhigh.org

Administration Office

The administration office is located in the front of the school. All visitors must check in at this office first. The staff can help answer any general questions about the school and get support with Aeries and Independent Study information.

Athletics Office

The Athletics office is located in the front of the main gym. Questions about sports as it pertains to our student athletes should be directed here. Also refer to our athletics website for information about tryouts and schedules.

Attendance Office

The Attendance Office is located in the back of the administration office. Students will check in at the attendance office when arriving late to school. In addition, parent/guardians call or message with the attendance office to report absences and to check students out of school for appointments. Students can submit notes for absences.

College & Career Center (CCC)

The CCC is located in the Library, is available to all students, and is open daily. Counselor Julie Dickson and our CCC Clerk are available to assist students with college and career information. The CCC contains resources for researching career clusters, occupations, post-secondary schools, colleges and universities, and armed service programs. The LHS College & Career website contains more information and resources: [LHS College & Career Center](#).

Counseling

LHS offers a comprehensive counseling program with a team of dedicated counselors. Counselors work with their students through their four years at LHS helping them to set goals for life after high school, scheduling new students into appropriate classes, providing guidance in course selection to help students meet their goals, monitoring credits toward graduation, navigating the college application process (including writing letters of recommendation), tackling the job application process, and providing crisis counseling as needed. See the counseling website for more information: [LHS Counseling Website](#).

End Zone & Huddle

The End Zone and Huddle are the areas in which breakfast and lunch are served. Students can get a nutritious breakfast and/or lunch free of charge.

Library

The library welcomes all LHS students who wish to use campus resources or technology. The library is a safe place for students to read, study, research, print, or complete assignments. The library is open from 7:30 to 4 Mondays through Fridays.

Lincoln Theater

The Lincoln Theater (Performing Arts Center) is located in the front of the school. Musical performances, plays and musicals are performed there throughout the year.

Multilingual Community Center

The Multilingual Community Center is located in room 1116. There is access to tutoring for students and translators to support students and their families. The MLCC is open Monday - Friday from 8 AM to 4:30 PM and can be reached at 209-953-8942.

Registration Office

The registration office is adjacent to the administration office. Students and families can get transcript information and submit important school documents at this office such as immunizations and address verifications. Students and families can get support with completing data confirmation and setting up Aeries accounts.

Student Activities Office

The Student Activities Office is located in the center of campus across from the Student Service Center. This is where extracurricular activities are planned and organized.

Student Service Center

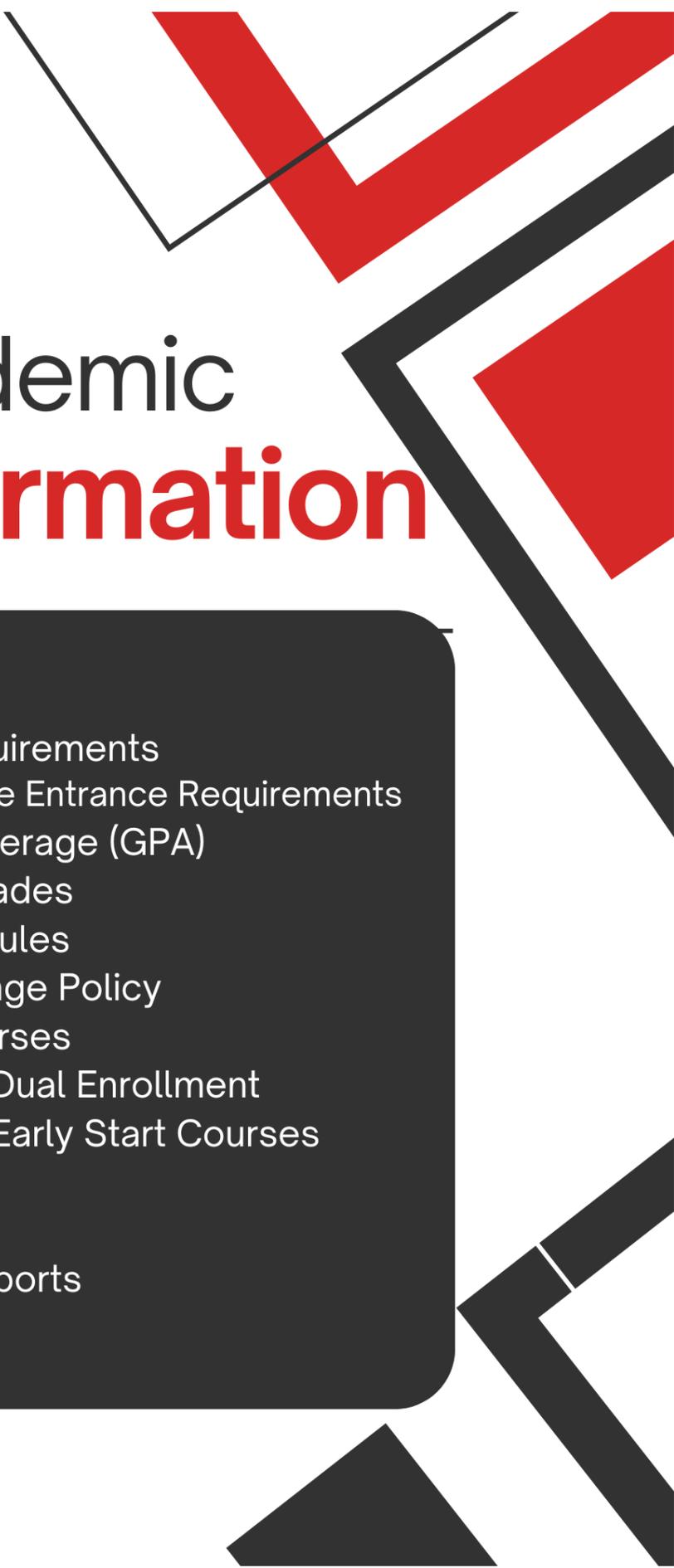
The Student Service Center is located in the center of campus. The counseling department is located in the SSC. In addition, students can get help with schedules, personal emergencies, mental health support, discipline issues and more. Students should make every effort to seek help before school, during lunch, or after school.

Student Store

The Student Store is located in the Main Gym. Students and families can purchase spirit wear and PE clothes during Student Store hours.

Wellness Center

The Wellness Center is located near the 2100 wing of campus. The nurses are located there and available to support students and update and/or create health plans.



03

Academic Information

Information

- Graduation Requirements
- UC/CSU College Entrance Requirements
- Grade Point Average (GPA)
- Incomplete Grades
- Student Schedules
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- Repeating Courses
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- Graduation
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Graduation Requirements

The California Education Code and the Rules and Regulations of the State Board of Education require instruction in certain specific topics in all California public high schools. The Lincoln Unified School District Board of Trustees has updated the requirements for graduation from high school. (District Policy No. 6146.1[a])

Class of 2028 & 2029

LHS GRADUATION REQUIREMENTS & 4-YEAR COLLEGE ENTRANCE REQUIREMENTS

Subject Area	Graduation Requirements	UC/CSU Minimum for Freshmen Admission
English	4 years	4 years
Math	3 years Must include: Math I & Math II	3 years Must include Math III 4 years recommended
Social Science	3 years 1 year of World History AND 1 year of U.S. History AND 1 semester of American Government AND 1 semester of Economics	2 years Must Include: 1 year of U.S. History or one-half year of U.S. History and one-half year of Civics or American Government; AND 1 year of World History
Health	1 semester of Health	-----
Science	2 years Must Include: 1 year of Physical Science AND 1 year of Biological Science	2 years 3 years recommended
Physical Education	2 years**	-----
World Language	2 years Must be in the same language	2 years Must be in the same language 3 years recommended
Visual & Performing Arts	1 year	1 year
CTE	Some CTE courses fulfill the Visual & Performing Arts requirement if UC approved "f"	-----

**The second year of PE can be waived under certain conditions. See LUSD Board Policy 6142.7 or check with a Lincoln High Counselor for details.

Revisions approved by the LUSD Board of Trustees on 2/7/24.

BP 6146.1 High School Graduation Requirements/BP 6142.7 Physical Education

Class of 2026 & 2027
LHS GRADUATION REQUIREMENTS &
4-YEAR COLLEGE ENTRANCE REQUIREMENTS

Subject Area	Graduation Requirements	UC/CSU Minimum for Freshmen Admission
English	4 years	4 years
Math	2 years Must include: Math 1	3 years Must include Math III 4 years recommended
Social Science	3 years 1 year of World History AND 1 year of U.S. History AND 1 semester of American Government AND 1 semester of Economics	2 years Must Include: 1 year of U.S. History or one-half year of U.S. History and one-half year of Civics or American Government; AND 1 year of World History
Health	1 semester of Health	-----
Science	2 years Must Include: 1 year of Physical Science AND 1 year of Biological Science	2 years 3 years recommended
Physical Education	2 years**	-----
World Language	1 year Foreign Language OR	2 years Must be in the same language 3 years recommended
Visual & Performing Arts	Visual & Performing Arts OR	1 year
CTE	Career Technical Education	-----

**The second year of PE can be waived under certain conditions. See LUSD Board Policy 6142.7 or check with a Lincoln High Counselor for details.

Revisions approved by the LUSD Board of Trustees on 2/7/24.

BP 6146.1 High School Graduation Requirements

BP 6142.7 Physical Education

Credits A student must earn no fewer than 60 credits per year in each of the four years of high school in order to be considered as progressing satisfactorily toward meeting the minimum course requirements for high school graduation. Students who fail classes are recommended to attend the extended year summer program to make up credits.

Grade Point Average (GPA)

Grade Point Average is calculated using the student's semester grades as follows:

A = 4.0 (UC Honors/AP Weighted GPA: A = 5.0)

B = 3.0 (UC Honors/AP Weighted GPA: B = 4.0)

C = 2.0 (UC Honors/AP Weighted GPA: C = 3.0)

D = 1.0 (UC Honors/AP Weighted GPA: D = 1)

F = 0.0

Lincoln High lists two types of GPAs on our transcripts:

- Total GPA(9-12): Calculated using grades earned in all courses from grade 9 to grade 12, both weighted and non-weighted.
- Academic GPA 10-12 (UC/CSU A-G GPA): Calculated using grades in only "a-g" courses during grades 10 to 12 both weighted and unweighted. This GPA is used to determine college eligibility. It is important to note that the UC/CSU system recalculates GPA for admissions differently. Please note that "a-g" courses that are taken in 9th grade are also integral as they are part of the minimum requirements necessary for UC/CSU eligibility. Grade 10 students can only receive the UC extra point credit for a maximum of two honors and/or AP courses during their sophomore year.

Incomplete Grades

Under special circumstances, such as an extended illness, a teacher may issue a grade of "incomplete." This mark indicates the potential to earn a passing grade if certain requirements are met within a mutually agreed upon period of time. If the student does not complete the required work within the time period, the grade will be changed to an "F." Incomplete grades must be cleared no later than the following grading period.

Schedule Change Policy

Students and parents should put serious consideration into their course selection during the spring registration process. Classes are intended to be year-long. Students and parents should read the course catalog carefully for prerequisites, college prep status, and expectations associated with special programs, such as Honors and Advanced Placement (AP) courses. If a student has selected a course and has been enrolled in the course they selected, then the student will not be allowed to drop the course. Schedule change requests relating to a 1st/2nd period start time or a 6th/7th period end time will only be considered on a space-availability basis and when a hardship exists.

1. Timing of schedule change requests: If a student has a compelling reason to request a schedule change, they must see their counselor at lunch or after school during the first 5 days of the semester with a signed Schedule Change Request Form. There is no guarantee a student's schedule will be changed. Students must attend their originally scheduled classes until a counselor confirms that a change has been made.
2. Late requests: Requests for schedule changes after the above deadlines are not approved. Requests after this timeline will be considered only if there is a hardship.
3. After the fifth week of each semester: A student dropping a class after five weeks of any semester will receive a transcribed variable credit grade for that class.

Delta College Dual Enrollment

Lincoln High School is proud to offer our students a Dual Enrollment Program by working with Delta College. With a focus on college and career readiness, we are trying to maximize the transferable

opportunities for Lincoln High School students in grades 9-12. Students earn 10 high school credits while attending a semester Dual Enrollment class. See [LHS Course Catalog](#) for links to courses, enrollment restrictions (maximum courses permitted) and course descriptions. Courses may be offered asynchronously or in-person, at the discretion of Delta College Administration. Students are permitted to complete a maximum of 15 Delta units per term in this program. You can review more information on the [LHS Dual Enrollment](#) website. Lincoln High School students may take a TOTAL of 8 courses. (LHS schedule - up to 7 classes plus dual enrollment.)

Delta College Early Start Courses

It may be possible for students to begin taking college-level classes at [San Joaquin Delta College Early Start](#) while still in high school. Students who wish to take a SJDC class must meet minimum requirements (2.0 overall GPA, good attendance, no suspensions). To apply for San Joaquin Delta College Early Start, fill out the form on the San Joaquin Delta College Early Start website and it will be forwarded to LHS for approval. Students wishing to take a class during the summer must have the form completed before the school year ends. Courses taken at SJDC will not appear on the LHS transcript. Students are permitted to enroll in up to 11 Delta units per term in this program.

Graduation

The Lincoln High School graduation ceremony is limited to students who are receiving a diploma or a certificate of completion. Students must attend all three practices and follow dress code policies. A student may be removed from the ceremony for consumption of alcohol, use of drugs, wearing of inappropriate clothing, and other conduct that is disruptive or that poses a risk to safety. Each graduate will receive a specific amount of tickets. Students who attempt to sell/resell graduation tickets will be subject to discipline, up to and including removal from the graduation ceremony. See: [LUSD Graduation Ceremony Board Policies](#)

Early Grads

If a student receives permission from the principal to graduate early, they may participate in the graduation ceremony, prom, and the Disneyland trip. Participation in these activities will be determined by a student's eligibility criteria by their last quarter of attendance and with the approval of the principal.

ACADEMIC AWARDS

At Lincoln High School we identify and emphasize academic merit and behavioral excellence. The following recognitions are available to all students:

Academic Block "L" Letter

- The Block "L" will be awarded to students who earn a GPA of 3.8 or above for two consecutive semesters. Students who accomplish this at the end of the ninth grade will be awarded their Block "L" at the Academic Awards Ceremony of the following year.
- LHS Lamp of Learning, which can be added to the Block "L," will be awarded to students who earn a GPA of 3.8 or above for two additional consecutive semesters (four total semesters).
- LHS Torch, which can be added to the Block "L," will be awarded to students who earn a GPA of 3.8 or above for two additional semesters (six total semesters).
- These awards will be presented during the Academic Awards Ceremony held in May of each year.

AP Scholar Awards

With the AP Scholar Awards, the Advanced Placement Program recognizes high school students who have demonstrated outstanding college-level achievement through their performance on AP Exams.

- AP Scholar - Granted to students who earn scores of 3 or higher on three or more AP Exams
- AP Scholar with Honor - Granted to students who earn an average score of at least 3.25 on all AP Exams taken, and scores of 3 or higher on four or more of these exams
- AP Scholar with Distinction - Granted to students who earn an average score of at least 3.5 on all AP Exams taken, and scores of 3 or higher on five or more of these exams

California Scholarship Federation (CSF)

CSF is a statewide organization to honor outstanding high school students. Applications for semester membership are taken each semester after report cards have been issued. To be eligible for membership, a student must earn at least 10 points based on the previous semester grades, and not have any grades lower than a C. Students must reapply for membership each semester. Students who are members of CSF for at least 4 out of their last 6 semesters of high school (one of those semester memberships must be earned with senior grades) meet the requirements for Life Membership. The benefits of life membership are the following: receiving the official CSF Life Membership pin, the Federation chapter seal on their diploma and indication on permanent academic records and transcripts, the Federation chapter seal on the life membership certificate, and a gold tassel and stole to be worn at the graduation ceremony.

Honor Roll

At the end of each semester, students who have earned a minimum GPA of 3.0 or above earn Lincoln High School Honor Roll recognition. Lincoln High School utilizes a three-tiered recognition model for honor roll:

- Trojan Honor Roll: Awarded to students with 3.0-3.49 GPA and no D or F grades
- Trojan Honor Roll with Distinction: Awarded to students with 3.5-3.79 GPA and no D or F grades
- Principal's Honor Roll: Awarded to students with grade point averages of 3.8 and above and no D or F grades.

Students who earn an incomplete grade in any coursework at the end of the semester are not eligible for Honor Roll recognition.

Senior Scholars

Seniors earning a 4.0 grade point average or above shall be designated as Senior Scholars.

Distinguished Senior Scholars

All students who earn no grade point below 4.00 in every course for eight semesters and no B's in courses other than Advanced Placement and/or UC approved Honors courses will be designated Distinguished Senior Scholars and will participate, with the Valedictorian, in the giving of a joint speech during the graduation ceremony.

Valedictorian

Among the Distinguished Senior Scholars, the student with the highest GPA (calculated using only UC/CSU approved courses) will be named Valedictorian. This student will be recognized at the Academic Awards Ceremony in May and awarded a gold medallion to wear over their robe during the

graduation ceremony. This student will also be a speaker during the graduation ceremony along with the Distinguished Senior Scholars.

- A student must have attended Lincoln High School for the two semesters prior to graduation.
- Students who elect early graduation are ineligible.
- All courses for which high school letter grades and credits are granted on the official transcript of record shall be considered in determining eligibility. Grade points for Advanced Placement and UC approved Honors courses will be enhanced by one when computing the grade point average when either the Advanced Placement and/or UC approved Honors courses are taken at District schools or at another school or school district where District staff determines that the course requirements and demands are comparable and at least equivalent to District Advanced Placement and/or Honors courses.
- Valedictorian status shall be granted to the Distinguished Senior Scholar who has earned the highest grade point average based on eight semester grades and is ranked number one in the graduating class; however, the Superintendent and high school principals shall confer annually to ensure no student is denied Valedictorian status due to selecting an academic schedule that included additional courses beyond the schedule similar to that of the Distinguished Senior Scholar with the highest GPA defined above. The Superintendent may award Valedictorian status to additional student(s) if this condition exists.

The Superintendent or designee shall identify other school-sponsored awards which may be given during graduation exercises. A separate awards program may be held to recognize graduating students receiving other school and nonschool awards.

Commitment to Community Service Award

The Lincoln High School Commitment to Community (C2C) Award is available to all Lincoln students in grades 9-12. Students must complete 100 hours of documented community service involvement within one academic year. For the purpose of this award, community service is defined as work completed for no financial or personal gain, performed beyond the community of Lincoln High School unless it serves a greater good for our school, city, nation, or world. All but 8 hours must be served outside of the school day. Students must submit a community service performance evaluation form, which outlines the work that was done and the number of hours completed, and the name of the person who supervised the work. For questions, please check the Commitment to Community Service website [linked here](#).

Other Awards

Lincoln High School students can also earn awards for completing all of the courses in a CTE pathway, for taking Dual Enrollment courses and for successfully completing the required courses to meet UC/CSU freshmen enrollment requirements.

ACADEMIC SUPPORTS

Numerous support systems exist on campus for the purpose of helping every student accomplish their goals. Students and parents are encouraged to take advantage of these services and to ask for help when needed.

Aeries

Students and parents may access student attendance records and current grade information by logging on to [Aeries](#) via our school's website, www.lincolnhigh.org. To create a new account, you will need an email address, the phone number associated with the student in Aeries, the student's ID number (on the

report card) and a verification pass code (may be obtained from the Alpha Secretary in the Student Service Center).

Tutoring

Tutoring will be offered by LHS teachers. Students should obtain a tutoring schedule from the Student Service Center or at lincolnhigh.org. Students who are failing/in danger of failing a class should attend at least two sessions per week. Fifteen hours of documented attendance at tutoring will count toward 1 unit of elective credit. Students should keep track of their hours using the LHS Tutoring Log (copies in the Student Service Center).

Communication With Teachers

Parents/guardians may contact teachers either by email or by phone. Parents/guardians requesting regular communication with their students' teachers are encouraged to initiate the email to teachers on a weekly basis. Parents/guardians wishing a phone call may leave a non-confidential message at 953-8508. Please leave the name of the teacher for whom you are leaving the message, your name, and the name of your student. We also use ParentSquare for communication with families.

Student Homework Requests

Students who are absent are directed to reach out to their teachers regarding missing assignments. When assignments are requested, teachers should be provided at least 24 hours to compile work for students. If a student is suspended, their alpha secretary will request the work from the student's teachers.

Student Portal & School Website

Go to lincolnstudentportal.lusd.net/ and find information about daily bell schedules, school calendar, daily bulletin, and future activities/events.

04

General Information

Information

- Attendance Information
- Closed Campus
- Emergency Information
- Deliveries
- Hall Passes
- ID's (Student)
- Independent Study Contracts
- Lockers & Locker Registration
- Lunchtime Off Campus Passes
- Medications
- Parking Permits
- Prohibited Areas
- Visitors & Classroom Visits

Attendance Information

Beliefs About Attendance:

- Regular and punctual attendance is expected and essential for students to succeed.
- Parent(s)/guardian(s) and students must share the responsibility for school attendance.
- All assignments missed due to an excused absence may be completed for full credit.

Clearing Absences

California Education Code 48205 states that absences from school may only be excused for the following reasons: illness, quarantine, medical/dental appointments, jury duty, attendance at the funeral of an immediate family member, or other justifiable reasons approved IN ADVANCE by administration. Because family vacations are not considered excused absences, we encourage you to schedule them outside of the regular school year. If your student needs to miss school due to a planned absence, parents/guardians should request an Independent Study Contract from the Administration Office IN ADVANCE of the planned absence. All regular school absences must be excused by a note or phone call from the parent/guardian listed on the registration form. It is the student's responsibility to make sure all absences are cleared in the proper amount of time, as well as, making arrangements for all make-up work with teachers. These absences may not be cleared after two school days. Students and parents may check their attendance via Aeries or by contacting the appropriate alpha secretary or the attendance office. 18-year-old students may clear their own absences as described above per Education Code 46012. The school reserves the right to verify absences.

Tardies

Students are expected to be in class ON TIME. A bell will ring for a two-minute warning prior to the start of class. Any student who fails to make it to class by the second bell will be considered tardy, and detention will be assigned. Students must attend assigned detention(s) within the week it is assigned. Students with continuous tardies may be sent to their assistant principal for counsel and/or discipline.

Truancy

A truancy is any absence which is not excused. Students who are habitually truant may be assigned Saturday School. Students more than 30 minutes late to class will be considered truant and will be marked absent for that class period, per CA Ed Code 48260.

Consequences for Poor Attendance

Daily attendance and punctual arrival to all classes is expected. Students who choose to cut classes or arrive late to class will face the following consequences:

- Attendance Office Contact – The Attendance Office calling machine makes an attempt to contact you on a daily basis.
- Teacher Contact with Parents – Teachers may contact parent/guardian directly whenever tardies or unexcused absences are excessive.
- Doctor's Note - Habitual truancy or tardies may require clearance from a doctor.
- Attendance Referral – Teachers may submit a referral for excessive unexcused absences. This referral may result in the assignment of four hours of Saturday School, as well as a truancy letter to parent/guardian.
- Loss of Activity Eligibility/Work Permit - Students who accumulate seven or more single

period unexcused absences or ten or more tardies within a quarter will lose the privilege of participating in co-curricular and extracurricular activities for the next quarter. Additionally, they may not be eligible for a work permit.

- School Attendance Review Team/Board – If students and parent/guardian receive multiple letters of truancy, the student and parent/guardian will be required to attend a hearing with either a School Attendance Review Team (SART) or the School Attendance Review Board (SARB). The student and parent/guardian will be required to commit to a plan of improved attendance. If the student does not adhere to the requirements of the plan, the SART or SARB members may refer the student to a school outside of Lincoln USD.

Closed Campus

Lincoln High School is a closed campus for all students, with the exception of the lunch hour for juniors and seniors (see lunchtime off-campus permission policy below). The campus is closed for 9th and 10th grade students at all times. Once students arrive on the LHS campus, all students are expected to remain on campus unless prior arrangement by a parent or guardian is made through the Attendance Office and the student has been issued an off-campus pass. Students who leave campus without permission will be subject to disciplinary consequences.

Emergency Information

Parents/guardians, or the parents' representative, will be called for students who have had an accident or become too ill to remain in school. Correct information must be provided to the school by updating contact information on Aeries or by contacting the Registrar's Office. It is the parent/guardian's responsibility to provide correct information.

Flowers/Balloons/Candy/Food Deliveries

Deliveries will not be accepted for students. This includes but is not limited to DoorDash, UberEats etc. Students in possession of balloons or flowers during the school day may be asked to take them to the Student Service Center or leave them in a designated location until the end of the day.

Hall Passes

At their discretion teachers may give a student permission to leave the classroom with a hall pass and be checked out through 5-Star by their teacher. Students should never be out of class without a pass. If students are found out of class without a valid excuse they will be considered truant and will be assigned discipline. Students may not be on their cell phones while out with a hall pass during class time, and phones will be confiscated by staff during this time.

ID's (Digital 5-Star and Physical)

Students will be issued digital and physical ID's and are required to carry their ID at school and produce their digital ID when requested by LHS staff members. Digital 5-Star ID's with updated photos are required for school-sponsored functions such as extracurricular events, athletic events, picking up graduation tickets, off-campus lunch privileges, etc. Students who lose their physical ID card can request a replacement in the Student Service Center. A student using another student's ID card, allowing a student to use their ID, using a fake or invalid ID card, or altering an ID card will be issued a consequence.

Independent Study Contracts

The State of California will only provide funding (ADA - Average Daily Attendance) when students are

accounted for in the classroom. Therefore, students who miss 1 or more continuous days of school for reasons other than illness may make arrangements with Jette Asis in the Administration Office (953-8920), *preferably with 1 week notice, but not less than 48 hours/2 days advance notice* to complete an Independent Study Contract for the time of the absence. Completed work is due on the first school day after the contract ends. Failure to complete the Independent Study Contract will result in absences being marked as unexcused. ISCs will not be approved the first 5 days of school or during finals. Note: Requests are subject to administrator approval and may not exceed a total of 14 days cumulative in any school year.

Lockers & Locker Registration

Lockers will be available to all grade levels during Orientation and after the start of the school year in the front Administration Office. Lockers are available for student convenience only. The student is fully responsible for the contents and security of the locker and agrees to provide a suitable lock at their own expense, including a replacement if it becomes necessary for the school to remove the lock in case of an emergency or at their discretion. A student must register and will be assigned a locker. The use of an unregistered locker will not be allowed and will result in unregistered locks being cut off. Misuse or abuse of the locker will result in cancellation of the student's locker privilege. LHS is not responsible for loss, theft, or damage of personal or school property left in lockers, including textbooks and Chromebooks. Students may purchase a lock during Orientation or bring their own lock to secure the contents of the locker.

Lunchtime Off-Campus Permission Policy (Juniors and Seniors only)

Students leaving campus will be required to have a [lunchtime off-campus permission slip](#) completed. Lincoln High School students in grades 11 and 12 will be allowed to leave campus for lunch only if the following eligibility criteria is met:

- A GPA of 2.0 or greater in the most recent progress report/quarter, no F's
- No more than 7 unexcused (single period) absences
- No more than 10 tardies
- A signed parent/guardian permission slip
- No outstanding bills or fines
- No unserved Saturday Schools

Approved off campus permits will be indicated on student ID cards. Please note: permission slips must be completed for each semester. Check the student bulletin and Parentsquare for details. Students who leave campus without permission or use a forged off campus pass will be subject to disciplinary consequences.

Medications at School

Students needing to take any form of medication, over-the-counter or prescription, are required to complete the form, "Authorization for Medication to be Taken During School Hours." A copy of this [Health Services Medication Form](#) is linked here.

Parking Permits/Vehicles

Lincoln High School students and staff who drive a vehicle to school may apply for a numbered parking permit before school, during lunch, or after school in the SSC. This sticker must be in plain view of campus security personnel in order to park in the designated areas without penalty. The stickers help security personnel identify vehicles that do not belong to students or staff, and aid in the notification of owners in the case of emergency. Students parking in the staff parking area will result in revocation of

parking privileges, even with a staff-parking sticker. All vehicles in the parking lot should be locked. Valuable items should be left at home, not in a car. LUSD Safety Officers enforce the parking policy, and tickets will be issued to those students who do not have a current parking permit or who park in staff parking. The parking permit must be visible in the front windshield of the car. Students who drive a vehicle to school are fully responsible for the contents of that vehicle, even if the vehicle or its contents belong to someone else. Vehicles may be searched without prior notice when deemed necessary by school officials. Students are expected to adhere to state laws, municipal regulations, and school rules and regulations when operating and parking vehicles on school property or at school-related events. Failure to do so will result in a citation with a fine and possible exclusion from parking on school property.

Prohibited Area

Students are not permitted at the park, golf course, parking lot, snack bar, or in the Swenson Park clubhouse from 7 a.m. - 4 p.m. Students found on the property will be considered truant. Saturday School may be assigned, followed by progressive discipline for repeat offenses. The area behind the 1300 wing and the Lincoln Theater along with Harrisburg and the Construction Academy parking lot are prohibited areas during lunch.

Visitors/Classroom Visits

In accordance with the state law, any person coming on the school grounds during the school hours must provide identification upon driving onto campus and report to the Administration Office to secure permission to be on the grounds and/or to conduct any business and/or to see any teacher or student. Parents wishing to visit their student's classrooms must notify and receive approval from their student's Assistant Principal/Vice Principal at least 24 hours in advance.

05

Extra & Co-Curricular **Activities**

Information

- Eligibility Standards - overview
- Extra-Curricular Activities
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Overview of the Eligibility Standards

Eligibility Standards

All students participating in an extra-curricular activity or sport must meet the eligibility standards based on the previous quarter in which the activity is occurring. Eligibility is determined after each grading period (1st quarter, Semester 1, 3rd quarter, Semester 2).

Academic Criteria

The student must be making progress toward meeting the high school graduation requirements as prescribed by the governing board. The student must maintain a minimum of a 2.00 GPA and no F's.

Attendance Criteria

The student cannot have more than 7 unexcused single-period absences during the previous quarter. The student cannot have more than 10 unexcused tardies during the previous quarter.

Other Criteria

Any student suspended for more than 3 days for a single incident will become immediately ineligible for extracurricular activities and athletics for 30 calendar days from the day the student returns to school

Extra-Curricular Activities

Some examples of extra-curricular activities are sports team tryouts, participating on a sports team and dances (Homecoming, Winter Formal, Prom)

EXTRA & CO-CURRICULAR ACTIVITIES

Extra-curricular activities are defined as any club, organization, or sport activity that is not directly related to a specific class during the regular instructional day. Students must meet the eligibility standards the previous quarter from the event. All freshmen meet eligibility for 1st quarter extra curricular activities unless there are stipulations.

The following extracurricular activities, which require eligibility clearance, are as follows:

Dances, Homecoming/Spirit Week Royalty, Senior trip to Disneyland, Powder Puff Football, Science Camp Counselors, Student/Staff Competitions, Athletics and any other activities determined by administration.

Not meeting the criteria results in a student not being eligible to participate in any activity considered extracurricular until such a time as eligibility is established. Participation is defined as taking part in practice, contests, shows, events, holding office, etc. Guest passes for LHS students to attend non-Lincoln dances will not be issued for students who do not meet LHS eligibility requirements. No students may participate in co-curricular or extracurricular activities during a period of suspension.

Clubs

Voluntary participation in student clubs is encouraged as a way to become involved on campus, increase school spirit, and develop personal leadership skills. Below is a list of clubs active during the 2024-2025 school year. Students wishing to add clubs must first receive approval through the Student Council. Watch for information about Club Rush for the 2025-2026 school year (TBD) in the Daily Student Bulletin.

Clubs

<ul style="list-style-type: none"> •Book Club •Bring Change to Mind •BSU •Chinese •Cinematic Arts •Crochet Club •Class of 2025 •Class of 2026 •Class of 2027 •Class of 2028 •Dance •Desi •Drama •Drill •Dungeons & Dragons 	<ul style="list-style-type: none"> •Expedition •Fashion •FCCLA •Fellowship of Christian Athletes •Filipino •Folklorico •Friday Night Live •Friends of Special Olympics •French •Future Builders •Game Development Club •Games Club •GSA •Hack Club •Hands of Hope 	<ul style="list-style-type: none"> •Harvest Club •Interact •Italian •Japanese •Key Club •Kind 209 •Korean •LCA Cubing •Lincoln Latin Leadership •Lincoln Lunatics •Link Crew •Make a Wish Foundation •Mathletes •Mecha •Music •Origami •Our Planet 	<ul style="list-style-type: none"> •People to People International •Ping Pong •Pink Ladies •Polynesian •Psychology •Red Cross Club •Science Olympiad •Soul Steppers •South East Asian Club •STEM •Stockton Scholars •Stomp •Student Connect Club •W.A.V.E.S. •Women of Color
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USB Discount “Punch”

A USB Discount “Punch” is available during orientation or later in the Student Activities Office. The price is \$60.00. The “punch” provides free admission to all home sporting events (except playoff games), discounts on dances and activities throughout the year, an LHS spirit t-shirt, and free entry to ASB rallies. The cost of the punch will quickly pay for itself.

Dances

1. Dances are a privilege. All school rules apply.
2. Bids are non-transferrable and will be honored for only the person whose name they are in. The student must be present at the time of purchase.
3. No dance shall start until all assigned chaperones have arrived.
4. Lincoln High School dances are closed to non-students with the exception of the Winter Formal and Prom. Guest bid passes must be completed and turned into administration one week prior to the last day of bid sales. Guests may be no older than 19 years old, with a preference that all guests are current high school students.
5. All students must show their current LHS 5-Star Digital ID with a current photo to be admitted to all dances.
6. Admission to a dance will be allowed for only one hour after the dance has started unless the student has made prior arrangements with administration.
7. Appropriate attire will be worn all evening.
8. A student who leaves a dance before it is over will not be readmitted.
9. Any sexually suggestive dancing is prohibited. Students who fail to redirect their behavior are at risk of being asked to leave the dance.
10. Students must arrive within one hour of the start of any dance. Students may not leave prior to one hour of the dance ending. These times are subject to change by administration.
11. Parents will be called if students do not arrive to dances which require signing up in advance.

Eligibility Standards

All students participating in an extra-curricular activity must meet the academic eligibility standards set forth by Lincoln High School.

Eligibility Standards This is a summary. Please read the full policy below.	
Academic Criteria	<ul style="list-style-type: none">• The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board.• Student must maintain a 2.00 GPA, no F's
Attendance Criteria	<ul style="list-style-type: none">• No more than 7 unexcused single-period absences during the previous quarter• No more than 10 unexcused tardies during the previous quarter
Other Criteria	<ul style="list-style-type: none">• Any student suspended for more than 3 days for a single incident will become immediately ineligible for extracurricular activities and athletics for 30 calendar days from the day the student returns to school

1. Academic Criteria

- a. Students eligible to participate in co-curricular and extra-curricular activity programs must be enrolled in six (6) full-credit LHS courses including those in grades 9-11 who attend Dual Enrollment courses. Seniors who qualify for minimum day may attend no fewer than **6 courses**. This may be 5 LHS classes plus 1 Dual Enrollment course or 4 LHS classes and 2 Dual Enrollment courses.
A student is scholastically eligible if:
 - i. The student is maintaining minimum progress toward meeting the high school graduation requirements as prescribed by the governing board.
 - ii. The student has earned at least a 2.0 grade point average in all classes or the equivalent on a 4.0 scale, with no Fs during the previous quarter.
- b. Students with one F may use a one-time waiver to the No F Policy by informing our athletic director (for athletics) or their assistant principal (for non-athletics) of their intent to use it. The waiver only addresses the academic criteria and may only be applied once in a student's 4 years of high school. Once the waiver is applied, a student is eligible for all sports and extra-curricular activities in the following quarter.
- c. Grades A, B, C, D, and P are passing grades and accrue full credit to the student except in courses where variable credit may be earned and notice has been provided to the student and the student's parent(s) or guardian(s). Advanced Placement classes, and UC approved honors courses, will receive a one point "bump" for grades of A, B or C (not for D, F).
- d. Students' grades shall be reviewed at the end of each quarter (i.e., when grades are available).
- e. Summer school credits shall be counted toward making up scholastic deficiencies incurred in the grading period (semester) immediately preceding.
- f. Students who successfully repeat failed course(s) during summer school may regain their

- eligibility.
- g. A student who becomes ineligible to participate in co-curricular and extracurricular activities as a result of one or more “I” grades being assigned may regain eligibility for that term upon fulfillment of the terms and conditions for completion and having earned a passing grade and full credit.
 - h. A grade change that moves a student from below a 2.0 to a 2.0 or above will only become eligible if an administrator determines that the grade change was not made for eligibility reasons.
 - i. Independent Learning Center students must be enrolled in at least 25 semester credits of work. They must also have passed 25 semester credits of work and must have maintained a 2.0 G.P.A., during the previous grading period.
 - j. Transfer students from other schools must only meet C.I.F. standards for initial eligibility purposes.

2. Attendance Criteria

- a. Students who participate in extracurricular activities, excluding athletics, must meet the following attendance criteria:
 - i. No more than 7 unexcused single-period absences during the previous quarter
 - ii. No more than 10 unexcused tardies during the previous quarter
 - iii. Students are responsible to see that their attendance is accurate on a regular basis
 - iv. 8 hours of Saturday School may be served to clear up to 8 unexcused single period absences. For clarification, 1 hour of Saturday School will clear 1 single period of unexcused absence.
 - v. Students may clear up to five tardies by serving detention. A half hour detention will clear one tardy. Five detentions served would clear five tardies assigned over the maximum permitted (10).

Note: Waivers may be used in lieu of Saturday School for any student with between 13-21 single period unexcused absences or for 15-21 tardies (students who are over in both tardies and absences would be ineligible)..

- b. Students may use a one-time waiver to the Attendance Criteria listed in 2.2.1 by contacting their assistant principal, under the following circumstances:
 - i. Student completes the Waiver Request Form.
 - ii. No other waiver to academic criteria, i.e. No F Policy has been used.
 - iii. No more than 21 periods of unexcused absence or 21 tardies have been earned in one quarter.
 - iv. The waiver must be used for either unexcused absences OR tardies, not both.
 - v. The waiver cannot be used in conjunction with a waiver to the No F Policy.
 - vi. A waiver of any type, i.e. Attendance or No F, may only be applied once in a student's 4 years of high school.
 - vii. Once the waiver is applied, a student is eligible for all extracurricular activities held in the current quarter.
 - viii. Students serve the required amount of Saturday School as outlined in 2.a.iv.
 - ix. Saturday Schools are served at least 1 week prior to any event requiring eligibility
- c. Students must attend a minimum of 4 class periods the day of an athletic competition to participate in athletic events.
- d. Fourth quarter attendance will impact eligibility for senior activities such as Disneyland.

3. Other Criteria

- a. No outstanding fines may be owed to the school for, but not limited to, library, textbook, replacement fees for ID badges, athletic uniforms, band uniforms or instruments, and damage to school property.
- b. Any student who is suspended for more than 3 days for a single incident will become immediately ineligible for extracurricular activities and athletics for 30 calendar days from the day the student returns to school, BUT can and will be expected to practice. The student will be benched from any competition for 30 calendar days, but will remain on the team for the purpose of practicing, conditioning, receiving guidance from the coach, etc. The student may not travel with the team to away games or suit up for competition.
- c. Any student who loses their eligibility due to a substance abuse violation must complete 6 sessions of substance abuse counseling on campus. Students may complete a private six-hour minimum length substance abuse counseling program. Completion of the substance abuse counseling program shall be certified by a trained substance abuse counselor, doctor or osteopath. If the 6 sessions of counseling are not completed, the student will once again be ineligible until the 6 sessions of counseling are complete.
- d. After an athletic team has been selected, the athlete must receive the coach's approval before dropping from the sport. If the student does not receive this approval and quits, or is dropped from the team for disciplinary reasons, they will forfeit their award and/or credit and will not be allowed to participate on another team until the completion of the sport's season and until the student has the approval of the athletic director.
- e. More than 3 days of suspension during fourth-quarter will impact eligibility for senior activities such as Disneyland.

4. Procedures

- a. Eligibility will be determined four (4) times annually following each grading period.
- b. Once a grading period has concluded and grading data have been compiled, a list of students who are eligible for the next grade report period will be generated and made available to all staff. It will be the responsibility of the advisor or coach to check all participants for eligibility.
- c. Students declared ineligible following a grading period will not be eligible to participate in any extracurricular activities until they meet the minimum eligibility standards required by the school as shown on the next grade reporting date.
 - i. Ineligible students who meet these standards may become eligible on the last day of any grade period by hand carrying an Eligibility Certification Form to all classes in which they are enrolled. The instructors in these classes may certify on this form the grade that the student will receive on the official grade report form.
 - ii. The Eligibility Certification Form may be picked up in the Athletic Office and must be returned to the Athletic Director for verification prior to participating in any extracurricular activities.
 - iii. It is the advisor's responsibility to check with the Athletic Director to verify the student's eligibility prior to the student being permitted to participate.

ATHLETICS

Athletics Code Of Conduct

All Lincoln High School spectators/participants are expected to be positive role models. Students shall demonstrate sportsmanship at all times by displaying self-control before, during and after all contests. Students who display unsportsman-like conduct will be removed from the contest and may be denied entrance to subsequent athletic events. The Lincoln High School Conduct Code and discipline policies apply before, during and after all events.

Adult & Student Responsibilities

All members of the Lincoln High School student body and their families MUST:

- Remain in the rooting section during the game
- Cooperate with spirit leaders from both schools
- Treat opponents, game officials, visiting students, and other guests as they would guests in their own home
- Always demonstrate sportsmanship through self-control and civilized behavior before, during, and after any Lincoln High School event
- Respect public and private property

Athlete Responsibilities

All Lincoln High School Athletes MUST:

- Maintain regular attendance
- Emphasize sportsmanship, ethical conduct, and fair play
- Perform to emphasize the values of the game, which include fair play and courtesy to visiting teams, officials, and fans
- Act as cordial hosts
- Respect the integrity and judgment of officials
- Adhere to the rules of the game and standards of eligibility
- Lead, use initiative and good judgment as a player and school leader
- Show recognition of the purpose of athletics to promote physical, mental, moral, social, and emotional well being of each player
- Remember that an athletic contest is no more than a game – not a matter of life and death for a player, coach, school, official, fan, community, state, or nation

Informed Consent Agreement For The Random Drug Testing of Student Athletes Pursuant To LUSD Board Policy/Administrative Regulations

Pursuant to Lincoln Unified School District's Board Policy and Administrative Regulation 5131.6, in order for a student to participate in an activity listed below, the student or their parent or guardian if the student is a minor (under the age of 18), must consent to the District's randomized drug testing policy. No student will be allowed to participate in practice or competition until the Informed Consent Agreement for the Random Drug Testing of Student Athletes document is completed, signed and filed with the District. By signing and dating this form, the student or the student's parent or guardian, if the student is a minor, acknowledges that by participating in a covered activity, the student willingly subjects themselves to the District's randomized drug testing policy, as described in BP/AR 5131.6.

NCAA Eligibility Standards

Students who wish to qualify for an athletic college scholarship must register with the National Collegiate Athletic Association ([NCAA Eligibility Center](http://www.ncaa.org)). Students must meet minimum eligibility requirements before colleges/ universities can offer athletic scholarships. Students may receive more information about this process at Lincoln's Athletics Office.

Eligibility for college freshmen:

1. Satisfy high school graduation requirements
2. Earn a GPA of not less than 2.3 in 16 core courses (Division 2 requires a 2.2 GPA).
3. Earn a combined SAT or ACT sum score that matches your core course grade point average and test-score sliding scale. See the Athletics Office for a copy of the sliding scale.

16 Core Courses:

1. 4 years of English
2. 3 years of math at the Algebra 1 level and above
3. 2 years of college preparatory science (including 1 lab)
4. 2 years of social science
5. At least 1 additional course in English, math, or science
6. At least 4 additional academic courses

Students are responsible for registering for the appropriate courses and for monitoring their progress toward NCAA eligibility. Students should check the NCAA Eligibility Center website (www.ncaa.org) to get a list of approved NCAA courses at Lincoln High School.

If you intend to participate in Division I or II athletics as a freshman, you must register and be certified by the NCAA Initial Eligibility Center. In order to be registered with the Eligibility Center, you must complete the registration process found at <http://www.ncaa.org>. After completing the online Web application, print a copy of the completed registration form. You will receive two copies. Give both copies to the Athletics Office. They will send a copy, along with an official high school transcript to the Eligibility Center. The Athletics Office will keep the second copy on file.

Sports By Season

Fall	Winter	Spring
Cheer (Co-ed) Cross Country (Boys) Cross Country (Girls) Dance Flag Football (Girls) Football (Boys) Golf (Girls) Tennis (Girls) Volleyball (Girls) Waterpolo (Boys) Waterpolo (Girls)	Basketball (Boys) Basketball (Girls) Cheer (Co-ed) Soccer (Boys) Soccer (Girls) Wrestling (Co-ed)	Badminton (Boys) Badminton (Girls) Baseball Golf (Boys) Lacrosse (Co-ed) Softball Swimming/Diving (Boys) Swimming/Diving (Girls) Tennis (Boys) Track & Field (Boys) Track & Field (Girls) Volleyball (Boys)

Security

Metal Detector screening may be required upon entering athletic events or other events at Lincoln High School. California courts and the California Attorney General's Office have approved the use of random metal detector searches for weapons. The District conducts random wand metal detection at District Graduation ceremonies, athletic, and other events as may be designated by the Superintendent. If, as a result of a random wand metal detector search, reasonable suspicion arises that a particular person may have a weapon, school officials may conduct a search of that person, in a private area, in accordance with guidelines for reasonable suspicion searches.

Sports Insurance

A prospective athlete must have parental consent, a physical examination, and specific insurance coverage in order to participate. Supplying and verifying coverage is a parental responsibility. If a student does not already have the necessary coverage under their parents' insurance, the required minimum insurance may be purchased through the Athletics Office. The school makes available minimum requirement student insurance policies at no profit to the school. Insurance information should be uploaded to Home Campus once obtained.

Transportation Donations

Lincoln Unified School District Transportation Policy #3250 requests that every participant who is financially able, pay a transportation donation for each activity or sport in which they participate. A \$75.00 donation is requested for each sport. All donations for students participating in any athletics team, including cheerleading and dance, may be paid in the LHS Athletics Office and will be collected after team rosters are complete for each season. A receipt will be provided.

06

Code of Conduct

Information

Academic Integrity
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Restorative Justice
In School Detention
Suspension
Prohibited Items and Behaviors
Disciplinary Policies
California Education Codes
Expulsion Process
Lincoln Unified School District Non
Discrimination Policy

CODE OF CONDUCT

Lincoln High School is determined to provide the best educational atmosphere possible. To ensure this happens Lincoln High School, Lincoln Unified School District, and the California Education Code policies are in effect during the regular day and at all school-related events and activities. The school administration may deviate from these guidelines when appropriate to do so, as determined by the principal. In the event of extreme or repeated offenses, any misconduct may result in exclusion from school activities, suspension, notification of law enforcement agencies, and/or recommendation for expulsion.

Academic Integrity

Definitions:

Academic integrity	Honest behavior in an academic setting
Cheating	Any attempt of dishonesty in order to gain an unfair advantage on an assignment or test
Plagiarism	Using someone else's work as your own
Obtaining an unfair advantage	Any act of dishonesty where you complete any assignment or assessment meant to be done independently through information provided by a peer or outside source. This includes sharing of information in-person or by electronic means.

Goal: For all students to value academic integrity in their classes.

Consequences (Any plagiarism/cheating/obtaining an unfair advantage, including use of AI)

All Assignments/Homework/Short Projects

1st offense	2nd offense	3rd offense
<ul style="list-style-type: none"> ● Restorative conversation between teacher and student ● Teacher provides student with an opportunity to redo an assignment, lab work, homework, short project for full credit 	<ul style="list-style-type: none"> ● Teacher will contact parent/guardian ● Restorative meeting between teacher and student ● Student may redo the assignment, lab work, homework, short project for a reduction in points <ul style="list-style-type: none"> ○ Point reduction is at the discretion of the teacher 	<ul style="list-style-type: none"> ● Teacher will contact parent/guardian ● Referral to AP ● Zero on assignment, lab work, homework, short project ● Detention to up to two days class suspension assigned at the discretion of the teacher

Assessments (Tests and Quizzes)/Essays/Labs/Extended Projects

1st offense	2nd offense	3rd offense
<ul style="list-style-type: none"> • Teacher will contact parent/guardian • Restorative meeting between student and teacher (Peer mediator, counselor, or another staff member will help to facilitate, if requested by either teacher/student) • Zero on assessment, essay, extended project, but • Student will have opportunity for re-do, and teacher will have discretion as to reduction in points as well as the due date 	<ul style="list-style-type: none"> • Teacher will contact parent/guardian • Referral to AP • Zero on assessment, essay, extended projects - teacher discretion on any type of redo and points reduced • Detention or up to two days class suspension assigned at the discretion of the teacher 	<ul style="list-style-type: none"> • Teacher will contact parent/guardian • Referral to AP • Zero on assessment, essay, extended project • One day In-School Detention

Cell Phone/Electronic Devices

Cell phones/smart watches/headphones and other unauthorized electronic devices are to be off and put away during class hours including time out of the classroom on a hall pass, and during ALL school and state tests. Students are required to turn their phones off and place them in the secured area designated by the teacher each class period. All other unauthorized electronic devices should not be brought to school.

LHS Electronic Device Policy



All students must turn their cell phones off and place them in the designated secure location at the beginning of each class period.

All other personal electronic devices must be put away in the student's backpack. This includes, but is not limited to headphones and smart watches.

Only school issued Chromebooks may be used during class. Personal laptops are prohibited.

Dress Code

Lincoln High School respects students' rights to express themselves in the way they dress. All students who attend Lincoln High School are also expected to respect the school community by dressing appropriately for an educational environment. Student attire should facilitate participation in learning as well as the health and safety of students and the adults that supervise them. If a student's clothing doesn't meet expectations, staff will address it privately and respectfully, and offer options to resolve the issue without embarrassment. This policy is intended to provide guidance for students, staff, and parents.

Minimum Requirements:

- Clothing must cover areas from one armpit across to the other armpit. Tops must have shoulder straps.
- Midsections should be covered.
- Bottoms should provide full coverage — shorts, skirts, and pants should be long enough to cover undergarments and allow for movement.
- Shoes must be worn at all times and should be safe for the school environment.
- See-through or mesh garments must not be worn without appropriate coverage underneath that meets the minimum requirements of the dress code.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear.

Additional Requirements:

- Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, weapons, or the use of alcohol, tobacco, marijuana, or other controlled substances.
- Clothing may not depict or imply pornography, nudity, or sexual acts.
- Clothing may not display or imply vulgar, discriminatory, or obscene language or images.
- Clothing may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- Ski masks may not be worn while on the LHS campus.
- Sunglasses may not be worn inside the building.
- Clothing and accessories that endanger student or staff safety may not be worn.
- Apparel, jewelry, accessories, tattoos, or manner of grooming that, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in a gang that advocates illegal or disruptive behavior is prohibited.

The administration reserves the right to determine what constitutes appropriate dress. Students who do not adhere to these guidelines will not be allowed to attend class. Parents will be called if appropriate clothing is not available or the student refuses dress-code appropriate clothing.

GENERAL PROCEDURES

Assemblies/Rallies

Students are required to attend assemblies/rallies scheduled during the school day, unless otherwise notified. Students should be punctual, seated promptly with or near their teacher, remain during the entire performance, and conduct themselves appropriately. Teachers will take roll at the assembly. Students who are not seated in their assigned area may be assigned detention. All school rules apply.

Billing

All textbooks and school equipment issued to you are to be returned in good condition. Failure to do so will result in the students and the parent(s)/guardian(s) being billed for the total replacement cost, including handling charges. Grades, diplomas, and class registration schedules may be held until the return of the item(s), or payment in full is received. Non-payment of fines or fees will result in the student being ineligible for extracurricular activities and off-campus lunchtime passes (juniors and seniors).

Contraband-Sniffing Dogs

Dogs trained in detecting contraband may be allowed on campus for the safety of students and staff. All classrooms, lockers, backpacks and vehicles on or within 1000 feet of the campus may be subject to search. Once a dog has alerted, the school has an obligation to investigate if there is a weapon, dangerous, or unsafe object present. Students whose backpacks and/or lockers are searched and in which an illegal substance or weapon is discovered will be considered to be in possession of that item and will face disciplinary action as outlined in the Guidelines for Student Disciplinary Actions of this handbook. Students who drive a vehicle to school are fully responsible for the contents of that vehicle, even if the vehicle or its contents actually belong to someone else.

Detention (Located in 1113-Lecture Hall)

Monday - Friday

7:45 - 8:15 AM

8:45 - 9:15 AM

2:45 - 3:15 PM

- Teachers may assign a student an informal detention to serve during lunch at their discretion. All other detentions shall be served either before or after school as listed above.
- Students are required to serve the assigned detention on either the day assigned, the day after it is assigned or the following day.
- Students are required to sign in with the staff member in charge.
- Students are expected to have schoolwork to do during the assigned time.
- Students who display poor behavior may be subject to other disciplinary action from administration.
- Students who miss detention due to an excused absence must reschedule their detention with their alpha secretary in the SSC when they return.
- Failure to serve after-school detention: refer to Code of Conduct in this handbook.
- The assignment of 10 or more detentions will result in the student being ineligible for extracurricular activities.

Digital Integrity

All students must have a signed Internet Use and Technology Agreement form each year this includes completing the data confirmation in Aeries. Students are expected to be responsible and ethical users

of school computers and the internet. Failure to adhere to all policies and procedures governing access and utilization could result in disciplinary action and/or loss of computer access.

Electronic Devices

Digital video and audio recording devices are not to be used on campus without teacher/administration permission. Personal electronic devices of any type are not to be used in the classroom or in the library without specific permission by the teacher. If they are seen or heard, they may be confiscated by staff, security, and/or administrators. Parents will be required to meet with the Assistant Principal in order to have these items returned to the student. Neither LHS security nor administration will investigate the loss of these items.

Peer Mediation

Students may voluntarily request a mediation in order to resolve a conflict through their teacher, Counselor or Assistant Principal/Vice Principal. Any student who has been involved with a verbal or physical altercation will be directed to participate in a peer mediation. Trained peer mediators will meet with the students to help them resolve their conflicts and establish a contract to prevent future problems.

Personal Property

Personal property of importance or value, including large sums of money, should not be brought to school. Loss, theft, or damage of personal property is not the responsibility of Lincoln High School or the Lincoln Unified School District. This includes personal property left in a locker.

Saturday School

Students will attend Saturday School in The End Zone on the LHS campus from 8 a.m. to 12:00 p.m. Students must be on time and bring schoolwork and a book to read, or they will not be admitted to Saturday School. Students who do not successfully complete their Saturday School assignment will be assigned a consequence as outlined in the discipline policies. Saturday School dates will be released in August. Students may choose to attend Saturday School to clear tardies/absences. Students must meet with the assistant principal to coordinate this.

Surveillance Cameras on School Grounds

Lincoln Unified is committed to providing a school environment that promotes the safety of students, employees, and visitors to school grounds. The District also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft. Security surveillance cameras are used on District property to promote a safe and secure environment, and the enforcement of District Board Policies. Security surveillance cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Outside of these areas, there is no expectation of privacy and surveillance cameras may be used. Any audio capability on the District's surveillance equipment shall be disabled so that sounds are not recorded, unless authorized by the Superintendent. Video recordings may be shared with outside law enforcement authorities. Images that capture minors shall not be shared with the exception of situations noted in district policy. Nothing in district policy shall preclude the use of body worn cameras by law enforcement or safety officers as outlined in Board Policies and Administrative Regulations 3515.3.

Tobacco

Smoking presents a health hazard that can have serious consequences both for the smoker and the nonsmoker. Students shall not be allowed to smoke, chew, vape, or possess tobacco or nicotine products on school property or while attending school sponsored activities, or while

under the supervision and control of district employees. Students who violate this policy shall be subject to disciplinary procedures that may result in suspension from school. (Education Code 48900) The District shall provide instruction regarding the effects of smoking on the human body and shall take steps to discourage students from making it a practice to smoke. (Education Code 48901, 51502) Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. Tobacco products include:

- (1) A product containing, made, or derived from tobacco or nicotine that is intended for human consumption whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco or snuff.
- (2) An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.
- (3) Any component, part, or accessory of a tobacco product, whether or not sold separately.

These prohibitions do not apply to a student's possession or use of their own prescription products. However, student possession or use of prescription products in school shall be subject to the district's policy and regulation for addressing the administration of medications on campus.

STUDENT DISCIPLINE

Restorative Justice: A Restorative Approach to Discipline

When a student falls short of our school's expectations, a school administrator will determine the action that will most help the student acknowledge their wrongdoing, accept responsibility for it, and make amends to those who have been negatively impacted. Consequences will be targeted to restore the harm caused to relationships and/or property as a result of the violation. The application of disciplinary action is at the discretion of the school administrator or the administrator's designee depending on the individual circumstances and the student's disciplinary history.

The administrator may deviate from these guidelines when the principal determines it is appropriate to do so. Part of our district's mission is to prepare students to be successful in today's global society. Part of being successful is the ability to acknowledge how our behavior impacts those around us. We must be willing to take responsibility for our behavior when we physically or emotionally hurt another person, or cause damage to another person's property. Having to face those we hurt, repair damage we have caused, and hear how we caused others to feel helps us to take responsibility for our behavior. It helps us make different choices the next time we are upset about something. LUSD believes that by addressing discipline in this way - a way that restores and repairs relationships - our students will be better prepared for success when they graduate from our schools.

In School Detention

Students may be referred to In School Detention (ICD) in lieu of a suspension to home for behavior infractions. The purpose of ICD is to keep students in school and working on their classwork while being given an opportunity to talk with an adult about how to avoid making the same mistake in the future. The decision to refer to ICD is at the sole discretion of the administrator and is based on the

infraction and the individual student's discipline history.

Suspension

Any student suspended must be off campus and under the supervision and responsibility of parents/guardians for the duration of the suspension (1 to 5 days per offense). Violations of school disciplinary policies may result in a suspension and/or recommendation for expulsion. Additionally, any student with 20 or more days of suspension will result in a recommendation for expulsion. Stockton City municipal ordinance requires that all students on suspension remain home during school hours. Violations of this ordinance may result in a curfew suspension by Stockton Police Dept. Students are excluded from participation in and attendance at, extra curricular activities and from being on or near the school grounds during the period of suspension. Students suspended for drug or alcohol related offenses will also be assigned 6 sessions of mandatory on-campus counseling. Students will be allowed to make up class assignments and tests for absences due to suspension per California Ed. Code 48913.

Prohibited Items and Behaviors

Lincoln High School has the right to confiscate any prohibited items found on campus and may not return these items. Lincoln High School administration and security will not investigate lost or stolen prohibited items, including AirPods or cell phones. Lincoln High School administration also reserves the right to amend these prohibited items at any time based on the distraction to the educational environment. Students will be assigned discipline for infractions of items below:

- Aerosol paint cans/scribes, etching tools or any items that can be considered used for vandalism or tagging
- Any object that creates an inherently dangerous situation
- Candy or food sales on campus unless under the authority of the student council (Applications to hold a food/candy sale may be obtained in the Student Activities Office.) Food, soda or other goods being sold on campus is prohibited and will be confiscated.
- Firearms or other weapons as defined in section 12020 of the California penal code and any knife as defined in 653k, and 626.10 of the California Penal Code (this includes any item that could be considered dangerous).
- Fireworks, other explosives or incendiary devices
- Gambling paraphernalia, i.e., dice, playing cards, shooting quarters/pennies, etc.
- Glass bottles
- Laser light pens (without specific permission from a teacher)
- Littering
- Permanent Markers
- Pepper spray/mace
- Physical displays of affection (with the exception of holding hands)
- Riding skateboards, rollerblades, scooters, or bikes anywhere on campus
- Rolling papers (per penal code 308B)
- No ski masks are permitted to be worn while on the Lincoln High School campus (LHS staff must be able to identify all pupils for safety purposes).
- Spitting
- Squirt guns, splatter ball guns, paint guns, and water balloons
- Stink bombs and smoke bombs
- Tagging or tag insignias on any items including backpack, papers, clothing, or schoolbooks
- Toy or look-alike weapons, including brass knuckles

Disciplinary Policies

According to CA Ed Code 48900s the following actions which occur while on school grounds, take place while going to or coming from school, during the lunch period whether on or off campus and during or while going to or coming from a school sponsored activity are subject to discipline.

Students may be suspended 1-5 days on the first offense for the infractions below. Depending on the severity of the infraction, students may also be recommended for expulsion.

Ed Code/Board Policy	Violation
48900 (a)(1) 48900 (a)(2)	Physical injury to another: Caused, attempted to cause, or threatened to cause physical injury to another person. Force or violence upon another: Willfully used force or violence upon the person of another, except in self-defense.
48900 (b)	Dangerous object: Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
48900 (c)	Controlled substance: Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with §11053 of Division 10 of the Health and Safety Code, an alcoholic beverage or an intoxicant of any kind.
48900 (d)	Drugs/alcohol: Unlawfully offered, arranged, or negotiated to sell any controlled substance; listed in Chapter 2 commencing with §11053) Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant of any kind.
48900 (e)	Robbery/extortion: Committed or attempted to commit robbery or extortion. Restorative and progressive approach to discipline (fighting and jumping in...)

LHS Administration uses a restorative approach to discipline that is progressive. Discipline for the infractions below may range from warning, counseling, or a conference with an administrator, in-school detention up through 5 days of suspension. Depending on the severity of the infraction, students may also be recommended for expulsion.

<u>CA Ed Code 48900(f)</u> <u>Board Policy 5131.5</u>	Arson The criminal act of deliberately setting fire to property.	Any Offense: 1 - 5 days suspension and/or notification of law enforcement agencies, possible recommendation for expulsion.		
CA Ed Code <u>51512</u> Board Policy <u>5131.13</u>	Cell Phones or Other Electronic Devices (includes headphones/airpods and smart watches) Cell phones are to be off and put away during class hours including time out of the classroom on a hall pass, and during <u>ALL</u> school and state tests. Cell phone usage is permitted only before/after school, during passing periods and during lunch. Students will not be allowed to use cell phones during class time. School authorities may confiscate cell phones at any time for failure to follow school policy. Note: Failure to hand over a cell phone to administration when asked will result in a class suspension.	Cell phone confiscated and turned into the office. Teacher contacts and notifies parent/guardian of the infraction. Phone is returned to the student at the end of the day.	Detention issued and parent/guardian contacted. Cell phones are turned into the SSC and anyone on the emergency contact list may pick up the phone at the end of the day.	4 hours of Saturday School or Focus Center will be assigned. Only parent/guardian may pick up the phone.
CA Ed Code <u>48900(i)</u> Board Policy <u>5131</u>	Conduct / Inappropriate Behavior On Campus Any behavior that disrupts the educational process. Students are expected to adhere to all school rules while anywhere on campus, including classrooms, library, and cafeteria. Students are expected to behave in a positive and respectful manner at all times.	Teacher-initiated consequences, to include parent/guardian notification	Students will be referred for discipline to the alpha administrator, and	Students will be referred for discipline to the alpha administrator. Parent/guardian,

			parent/guardian notified	teacher, student, and administrator conference requested
CA Ed Code <u>48900(r)</u> Board Policy <u>5131.2</u>	Cyber Bullying / Harassment / Hazing / Hate Crimes	Any offense: Consequences may range from warning / counseling / conference with Assistant Principal up through 5 days of suspension and possible recommendation for expulsion.		
CA Ed Code <u>48900 (k)</u>	Defiance of School Authority / Disruption of School Activities	Any Offense: Counseling/mediation up to 5 days of suspension		
CA Ed Code <u>48900(i)</u>	Displays of Affection	Warning and conference with administration, parent / guardian	Detention and parent/guardian contact	Consequences range from Saturday School to 5 days of suspension.
CA Ed Code <u>48900 (j)</u>	<p>Disrespectful, Unacceptable Language no</p> <p>The use of any of this kind of language is not conducive to a safe and secure learning environment. Students are expected to refrain from its use while on the school campus, just as they would be expected to when reporting for employment.</p> <p>Definitions:</p> <p>Racial or Religious Slurs: Offensive words used to describe persons of a race, a particular color, country or faith</p> <p>Habitual Profanity: The regular and/or frequent use of expletives and/or language which is profane</p> <p>Hate Speech: Language which degrades, intimidates, or incites violence or prejudicial action against another person based on race, ethnicity, national origin, religion, sexual orientation, or disability. The term covers written as well as oral communication.</p> <p>Homophobic Speech: Language which promotes the hatred of or violence towards homosexuals</p> <p>Misogynistic or Misandry Speech: Language which promotes the hatred of or violence specifically towards women or men</p> <p>Obscene Language: Language which is abhorrent to morality or virtue, specifically designed to incite lust or depravity; considered to be taboo in polite situations; repulsive by reason of crass disregard of moral or ethical principles.</p> <p>Roasting: Vulgar language used in a joking manner to degrade another student; see Vulgarity below for definition of vulgar language.</p> <p>Verbal Abuse: Verbal abuse, also called verbal attack or reviling, is a form of abusive behavior involving the use of language. Verbal abuse includes the following: countering, withholding, discounting, verbal abuse disguised as a joke, blocking & diverting, accusing & blaming, judging & criticizing, trivializing, undermining, threatening, name calling, chronic forgetting, ordering, denial of anger or abuse, and abusive anger.</p> <p>Vulgarity: Language which offends good taste and manners and is deemed to be raunchy, gross, offensive, crude, rude and/or suggestive</p>	Consequences may range from warning / counseling / conference with Assistant Principal up through 5 days of suspension and possible recommendation for expulsion.	Detention up through 5 days of suspension and possible recommendation for expulsion.	Consequences range from Saturday School to 5 days of suspension and possible recommendation for expulsion.
Board Policy <u>5132</u>	<p>Dress / Appearance-Appropriate Clothing</p> <p>The following guidelines shall be in effect for all school-related activities. School administration reserves the right to amend this policy at any time. Please refer to <u>LUSD Board Policy 5132</u>.</p>	Warning, required to go to Student Service Center to get a change of	Detention, permitted to return to class if/when changed and	4 hours of Saturday School assigned, permitted to return to class

	Please refer to the above stated guidelines for specific information related to dress code. Violations of these rules may result in a student having to change clothing or to be sent home to change, contact made with parents, and/or possible suspension for repeat violations.	clothes prior to returning to class	parent/guardian notified	if/when changed and parent/guardian notified Further offenses: 1 day on-campus suspension
CA Ed Code <u>48900(k)</u>	Failure to Serve Detention Rescheduling a detention: Students have 2 days in which to reschedule a detention due to illness. Following the first three missed detentions, failure to reschedule will result in Saturday School. Students may reschedule a detention if they have a medical appointment or family hardship, which will require a note to confirm. Consequence count will start over at the start of 2nd semester.	Reschedule for illness, family hardship, and medical (note or call is required)	4 hours Saturday School	On-campus or at-home suspension
CA Ed Code <u>48900(k)</u>	Failure to Serve Saturday School	Counseling / log as warning / reassign Saturday School	1 day on-campus suspension	1 day on-campus or at-home suspension
	Falsifying Student ID Card or Permission Slip (for such things as attending dances, lunchtime off-campus permission, etc)	Saturday School Permission is rescinded for any event indicated on the permission slip, including loss of semester off-campus lunch pass. No refunds will be permitted if forms are forged.	1 day on campus suspension.. Permission is rescinded for any event indicated on the permission slip, including semester off-campus lunch pass. No refunds will be permitted if forms are forged.	2 days on campus suspension. Permission is rescinded for any event indicated on the permission slip, including semester off-campus lunch pass. No refunds will be permitted if forms are forged.
CA Ed Code <u>48900 (a)</u>	Fighting The following behaviors communicate a willingness to fight: remaining engaged in a verbal or physical argument; stepping towards the other student; clenching fists; throwing down items being held, i.e. backpack, books, etc.; removing outer garments, such as a jacket; threats via text message, posts on social networking sites or any electronic means. Threats of any school employee or their property, including via the Internet, will result in a 5 day suspension and possible recommendation for expulsion. Students who initiate fights and those who "fight back" will both receive consequences. Scuffle: verbal altercation, which may or may not include minor physical contact. Fighting: mutual combat, contributing to or perpetuating the fight. Jumping in: joining in on another student's fight or contributing to / perpetuating the fight. Running to or Being Present to Watch a Fight: escalates the potential of a fight occurring and the seriousness of the fight. Video Taping/Photography/Recording: Any use of a video/audio recording device, including cameras and camera phones, on campus before/during/after school during school activities, without the explicit permission from a teacher or administrator, is strictly prohibited. Use of a phone to record people without their consent is illegal.	Counseling / mediation up to 5 days of suspension, possible recommendation for expulsion. It is the intent of LHS administrators to work with students in avoiding conflicts and provide counseling or peer mediation when appropriate.	Counseling / mediation up to 5 days of suspension, possible recommendation for expulsion. It is the intent of LHS administrators to work with students in avoiding conflicts and provide counseling or peer mediation when appropriate.	5-day suspension, possible recommendation for expulsion

CA Ed Code <u>48900(k)</u>	Fire Alarms / Setting False Alarms	3 - 5 days suspension and notification of law enforcement, possible recommendation for expulsion. If the fire department charges LHS with a fine for the false alarm, the amount of the fine will become the responsibility of the student.		
CA Ed Code <u>48900(k)</u>	Fire Extinguisher	Any offense: 3 - 5 days suspension, plus the cost of recharging the fire extinguisher, and any other associated costs.		
	Forgery of Parent Signature To Clear Absences Forgery of any signature or an imitation phone call to clear absences	Saturday School assigned. Permission is rescinded for any event indicated on the permission slip, including loss of semester off-campus lunch pass.	1 day on-campus suspension. Permission is rescinded for any event indicated on the permission slip, including semester off-campus lunch pass.	1 day on-campus or at-home suspension. Permission is rescinded for any event indicated on the permission slip, including semester off-campus lunch pass.
	Gambling Students taking bets on behalf of others or booking bets for others will be suspended for five days and face possible recommendation for expulsion.	1 day on-campus suspension, parent/guardian notification	1 day suspension, parent/guardian notification	2 days suspension, parent/guardian notification
Board Policy <u>5132</u>	Gang Related Behavior Any gang indicators including gang signs, clothing, tagging (includes displaying gang related tagging on personal property).Confiscated items that have any gang tagging may not be returned. Documentation of gang-related activity may be made with both LUSD Security and notification of Stockton PD.	1 - 3 days suspension, confiscation of items and notification of Stockton PD and parent/guardian.	3 - 5 days suspension for defiance and parent/ guardian notification and possible recommendation for expulsion.	5 days suspension and possible recommendation for expulsion
<u>48900 (c)</u>	Illegal Substances: Drugs, Alcohol, Drug Paraphernalia Lincoln High School is a Drug-Free Zone. All students are expected to adhere to school policy and make good decisions if confronted with situations where drugs or alcohol are present. Students may be subject to disciplinary action if present where drugs and or alcohol are in possession or use during school or any school activity. NOTE: This includes any form of cannabis usage, electronic or otherwise.	2 days at home suspension up to 5 days suspension, recommendation for expulsion, referral to Safe and Drug Free Schools Program. Referral to law enforcement when applicable.		
Board Policy <u>6163.4</u>	Internet Misuse Internet Agreements are available in the Student Service Center. All students are expected to be responsible and ethical users of school computers, Chromebooks. Accessing anything during class time other than relevant instructional content is prohibited.	Warning	Detention-4 hours Saturday School may be assigned depending on the offense.	On-campus or at-home suspension
LHS lunch policy: Only 11th and 12th grade students may leave campus during lunch)	Leaving Campus or Transporting Students Without ID Badge, Pass, or Privilege	4 hours Saturday School	1 day on-campus suspension, parent/guardian notification	1-3 days at-home suspension, parent/guardian notification.
CA Penal Code <u>417.27</u>	Laser Pointers Possession and use of laser pointers without specific permission from a teacher is strictly prohibited	4 hours Saturday School	1 day on-campus or at-home suspension	2 days on-campus or

				at-home suspension
Board Policy <u>1250</u>	Loitering/Trespassing Students from other campuses are not permitted to visit. Trespassers may be subject to arrest. Students who arrive early are welcome on campus while waiting for classes to begin. Once students are finished with school, they may not wait at Swenson Park, the golf course, clubhouse, or in front of the Sierra Middle School campus. Students are often asked to move to the front or back of the campus to prevent noise while students are in class on campus or to clear campus once school has ended. Note: Students are not permitted to socialize or loiter inside bathrooms under any circumstances.	Students who cause a disruption will be subject to after school detention or Saturday School. Students found loitering in a bathroom where drugs are in usage or where fights are taking place are subject to further discipline. Repeated violations will result in further discipline by administration.		
CA Ed Code <u>48900(i)</u>	Obscene Act	Any Offense: Up to 5 days suspension, possible recommendation for expulsion		
Board Policy <u>5131.7</u>	Pepper Spray/Mace	Any offense: possible suspension up to recommendation for expulsion		
Stockton Municipal Code <u>8.24.130</u>	Permanent Markers The possession of permanent markers by minors is illegal. This includes, but is not limited to, Sharpie and Magnum markers. All markers will be confiscated.	Confiscation of the markers, referral to appropriate law enforcement agency	4 hours of Saturday School may be assigned, referral to appropriate law enforcement agency	1 -5 days on campus or at home suspension, referral to appropriate law enforcement agency
	Portable Speakers Use of portable speakers is prohibited unless under the supervision of a staff member	Confiscation of speaker(s). Parent/guardian may be required to pick up speakers from the office.	Confiscation of speakers. Parent/guardian required to pick up speakers. Up to 4 hours of Saturday School may be assigned.	Confiscation of speakers. Parent/guardian required to pick up speakers. 1-5 days Suspension assigned.
Stockton Municipal Code <u>10-012.7.1</u>	Riding of Skateboards, Rollerblades, Scooters, Bikes on Campus These are not to be ridden on campus per Stockton Municipal Code 10-012.7.1	Any Offense: Parent/guardian will be contacted. Item may be confiscated until a parent/guardian picks it up. Repeated violations will result in further discipline by administration.		
	Rough Housing	Any Offense: Warning - 3 days suspension		
	School Records Falsification of Records and / or Official Documents: <ul style="list-style-type: none"> Altering documents affecting academic records Forging signatures of authorization Falsifying information on an official academic documentation, grade report, letter of application, letter of recommendation, petition, drop/add form, or any other official school document <hr/> Unauthorized Access or Attempt to Access Computerized	Teacher notifies student, parent/guardian and administrator For falsification of records, student receives a zero on the assignment if applicable. Student may receive up to a 1-5 day suspension. Teacher notifies	Teacher notifies student, parent/guardian and administrator For falsification of records, student receives a zero on the assignment if applicable Student may receive up to a 1-5 day suspension. Teacher notifies student, parent and	

	<p>Academic or Administrative Records or Systems:</p> <ul style="list-style-type: none"> Viewing or altering computer records Modifying computer programs or systems Releasing or dispensing information gained via unauthorized access, or interfering with the use or availability of computer systems or information 	<p>student, parent/guardian and administrator</p> <p>Student may receive up to a 1-5 day suspension with a possible recommendation for expulsion and referral to appropriate law enforcement agency</p>	<p>administrator</p> <p>Student may receive up to a 1-5 day suspension with a possible recommendation for expulsion and referral to appropriate law enforcement agency</p>	
<p>CA Ed Code <u>48900 (2)</u></p> <p>LUSD Board Policy: <u>5145.7</u></p>	<p>Sexual Harassment For the purpose of student discipline, sexual harassment is defined as unwelcome and/or offensive sexual behavior. It includes visual, verbal, or physical behaviors that make a student or staff member feel uncomfortable. <i>Documentation of all sexual harassment incidents is sent to the Child Welfare and Attendance Office.</i></p>	<p>Any Offense: Warning - 5 days suspension with possible recommendation for expulsion and referral to law enforcement agency when appropriate.</p>		
<p><u>48900 (r) 2</u></p>	<p>Social Networking Sites/Electronic Communication Any posts on a social networking site or electronic communication that come to the attention of school staff and are deemed as bullying, threatening, harassing or hazing, and cause the campus to be an intimidating, hostile or offensive environment for another student will be disciplined according to the procedures spelled out in this handbook.</p>	<p>Any Offense: Warning - 5 days suspension with possible recommendation for expulsion</p>		
	<p>Substitute Teacher, Misbehavior with Students are expected to behave respectfully to all substitutes so learning may continue in the teacher's absence.</p>	<p>A referral will be considered for defiance of school authority and disruption of school activities. Discipline will be at the discretion of administration.</p>		
	<p>Tardiness (under 10 minutes)</p>	<p>1st - 10th offense(s): Student must serve 1 detention</p>	<p>Further offenses: 4 hours of Saturday School—consequences start over at the beginning of each semester</p>	
	<p>Theft / Extortion / Burglary (includes possession of stolen property) <i>Restorative practices will be utilized when applicable</i></p>	<p>Any offense: 1 - 5 days suspension/possible recommendation for expulsion and possible notification of law enforcement agencies.</p>		
<p>CA Ed Code <u>48900 (h)</u></p>	<p>Tobacco, Use / Possession Lincoln Unified School District is a non-smoking / no tobacco use district. All tobacco products, including rolling papers, will be confiscated. All forms of smoking materials are prohibited on campus and at any school event.</p>	<p>1 day on campus suspension, confiscation, substance abuse counseling</p>	<p>2 days on campus or at-home suspension, confiscation</p>	<p>3 days on campus or at-home suspension, confiscation</p>
<p>Board Policy <u>5131.5</u> <u>48900 (f)</u></p>	<p>Vandalism / Tagging / Graffiti to School or Private Property on Campus</p>	<p>Any offense: Warning - 5 days suspension with possible recommendation for expulsion and referral to law enforcement agency when appropriate.</p>		
<p>CA Ed Code <u>48900 (j)</u></p>	<p>Vape Pens Vapor pens, hookah pens, e-cigarettes or any smoking device are prohibited on campus. When any of these items are used with an illegal substance, the consequences outlined in Illegal Substances will be imposed.</p>	<p>1 day on-campus suspension,, confiscation, substance abuse counseling</p>	<p>2 days on-campus suspension, or at-home suspension, confiscation, substance abuse counseling</p>	<p>3 days on-campus, or at-home suspension, confiscation, substance abuse counseling</p>

Board Policy <u>5131</u>	Videotaping / Photography / Recording /Live Streaming Any use of a video/audio recording device, including cameras and camera phones, on campus before/during/after school during school activities, without the explicit permission from a teacher or administrator, is strictly prohibited. Use of a phone to record people without their consent may be illegal.	Any offense: Counseling up to 5 days suspension.
CA Ed Code <u>48900(b)</u>	Weapons / Explosives / Dangerous Objects, Use / Possession (including live ammunition) All knives will be considered weapons and are prohibited on campus.	Recommendation for expulsion and possible notification of law enforcement agencies.

California Education Codes: GROUNDS FOR SUSPENSION OR EXPULSION

A pupil shall not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has:

- §48900(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
(2) Willfully used force or violence upon the person of another, except in self-defense.
- §48900(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- §48900(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with §11053 of Division 10 of the Health and Safety Code, an alcoholic beverage or an intoxicant of any kind.
- §48900(d) Unlawfully offered, arranged, or negotiated to sell any controlled substance; listed in Chapter 2 commencing with §11053) Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant of any kind.
- §48900(e) Committed or attempted to commit robbery or extortion.
- §48900(f) Caused or attempted to cause damage to school property or private property.
- §48900(g) Stole or attempted to steal school property or private property.
- §48900(h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel. However, this section does not prohibit use or possession by a pupil of their own prescription products.
- §48900(i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- §48900(j) Unlawfully possessed,, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in §11014.5 of the Health and Safety Code.
- §48900(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- §48900(l) Knowing received stolen school property or private property.
- §48900(m) Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a Firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- §48900(n) Committed or attempted to commit a sexual assault as defined in §261, 266c, 286, 288, 288a, or

- 289 of the Penal Code or committed a sexual battery as defined in §243.4 of the Penal Code.
- §48900(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- §48900(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- §48900(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in Physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.
- §48900(r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following Meanings:
- (1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in §48900.2, §48900.3, or §48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.
 - (B) Causing a reasonable pupil to experience a substantially detrimental effect on their physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with their academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with their ability to participate in or benefit from the services, activities, or privileges provided by a school.
 - (2) (A) “Electronic Act” means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to any of the following:
 - (i) A message, text, sound, or image
 - (ii) A post on a social network Internet Web site including, but not limited to:
 - (I) Posting to or creating a burn page. “Burn page” means an Internet Web Site created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the affects listed in paragraph (1). “False” profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (2) (B) Not-with-standing paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of their age, or for a person of their age with exceptional needs.

§48900(t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

§48900.2 In addition to the reasons specified in §48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in §212.5. For the purposes of this chapter, the conduct described in §4212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This section shall not apply to pupils enrolled in Kindergarten and grades 1 to 3, inclusive. (Added by Stats. 1992, c. 909 (S.B. 1930), §2.)

§48900.3 In addition to the reasons specified in §48900 and §48900.2, a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of hate, violence, as defined in subdivision (e) of §233. (Added by Stats. 1994, c. 1198 (A.B. 2543), §6.)

§48900.4 In addition to the grounds specified in §48900, §48900.2, and §48900.3, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, or staff that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment. (Added by Stats. 1994, c. 1017 (A.B. 2752), §1.)

§48900.6 As part of or instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, the superintendent of schools, or the governing board may require a pupil to perform community service on school grounds or, with written permission of the parent or guardian of the pupil, off school grounds, during the pupil's nonschool hours. For the purposes of this section, "Community service" may include, but is not limited to, work performed in the community or on school grounds in the areas of outdoor beautification, community or campus betterment, and teacher, peer, or youth assistance programs. This section does not apply if a pupil has been suspended, pending expulsion, pursuant to Section 48915. However, this section applies if the recommended expulsion is not implemented or is, itself, suspended by stipulation or other administrative action.

§48900.7 (a) In addition to the reasons specified in Sections 48900, 48900.2, 48903, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.

§48900.7 (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for their own safety or for their immediate family's

safety, or for the protection of school district property, or the personal property of the person threatened or their immediate family. (Added by Stats. 197, c. 405 (A.B. 307), §1.)

BOARD MUST FIND CONDITIONS TO EXPEL

§48915 (a) (1) Except as provided in subdivisions (c) and (e), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address

The conduct:

- (A) Causing serious physical injury to another person, except in self-defense.
P.C. 243 (f) (5) "Serious bodily injury" means a serious impairment of physical condition including, but not limited to the following: loss of consciousness; concussion; bone fracture; Protracted loss or impairment of function of bodily member or organ; a wound requiring extensive suturing; and serious disfigurement.
P.C. 243 (f) (6) "Injury" means any physical injury which requires professional medical treatment. (Amend. Stats. Ch. 421)
- (B) Possession of any knife, or other dangerous object of no reasonable use to the pupil.
- (C) Unlawful possession of any controlled substance, listed in Chapter 2 (commencing with §11053) Of Division 10 of the Health and Safety Code, except for either of the following:
 - (i) The first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
NOTE: "Not under the influence --marijuana must be over an ounce."
 - (ii) The possession of over-the-counter medication for use by the pupil for the medical purposes or medication prescribed for the pupil by a physician.
- (D) Robbery or extortion.
- (E) Assault or battery, as defined in Sections 240 and 242 of the Penal COde, upon any School employee.

NOTE/INFORMATION ONLY: A decision to expel under §48915 (a) (1) (A-E) must include additional findings of one or both of the following:

- §48915 (b) Upon recommendation by the principal, superintendent of schools, or by a hearing officer or administrative panel appointed pursuant to subdivision (d) of §48918, the governing board of a School district may order a pupil expelled upon finding that the pupil committed an act listed in subdivision (a) or in subdivision (a), (b), (c), (d), or (e) of §48900. A decision to expel shall be based on a finding of one or both of the following:
- (1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
 - (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.
- §48915 (c) The principal or superintendent of schools shall immediately suspend, pursuant to §48911, and shall recommend expulsion of a pupil that they determine has committed any of the following acts at school or at a school activity off school grounds.
- (1) Possession, selling, or otherwise furnishing a firearm. This subdivision does not apply to an act of possessing a firearm if the pupil had obtained prior written permission to possess the firearm from a certificated school employee, which is concurred in by the principal, or the designee of the principal. The subdivision applies to an act of possessing a firearm, only if the possession is verified by an employee of a school district. The act of possessing an imitation firearm, as defined in subdivision (m) of §48900, is not an offense for which suspension or expulsion is mandatory pursuant to this subdivision and

subdivision (d), but it is an offense for which suspension, or expulsion pursuant to subdivision (e), may be imposed.

- (2) Brandishing a knife at another person.
- (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) Of Division 10 of the Health and Safety Code.
- (4) Committing or attempting to commit a sexual assault as defined in Subdivision (n) of §48900 or committing a sexual battery as defined in Subdivision (n) of §48900. {CWA must send out letter to parent/guardian informing the victim of their rights}.
- (5) Possession of an explosive.

- §48915 (e) Upon recommendation by the principal, superintendent of schools, or by a hearing officer an administrative panel appointed pursuant to subdivision (d) of §48918, the governing board may order a pupil expelled upon finding that the pupil at school or at a school activity off of school grounds violated subdivision (f), (g), (h), (i), (j), and (k), (l), or (m) or (n) of §48900, or §48900.2, §48900.3, §48900.4, and either of the following:
- (1) Other means of correction are not feasible or have repeatedly failed to bring about proper Conduct.
 - (2) Due to the nature of the act, the presence of the pupil causes a continuing danger to the physical safety of the pupil or others.

- §48916 (a) An expulsion order shall remain in effect until the governing board, in the manner prescribed in this article, orders the readmission of a pupil. At the time an expulsion of a pupil is ordered for an act other than those described in subdivision (c) of §48915, the governing board shall set a date, not later than the last day of the semester following the semester in which the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the district or to the school the pupil last attended. For a pupil who has been expelled pursuant to subdivision (c) of §48915, the governing board shall set a date of one year from the date the expulsion occurred, when the pupil shall be reviewed for readmission to a school maintained by the district, except that the governing board may set an earlier date for readmission on a case-by-case basis.

EXPULSION PROCESS

The student shall be entitled to a due process hearing to determine whether a recommendation for expulsion should be made to the Board of Trustees. An Administrative Hearing Panel shall convene within 30 school days of the date the superintendent, principal or the principal's designee determines that the student has committed any of the acts enumerated in Education Code Section 48900, 48900.2, 48900.3, 48900.4, 48915 and/or 48916. The adopted rules and regulations shall require that the student shall be entitled to at least one postponement. Thereafter, any additional postponement may be granted at the discretion of the Board of Trustees.

The superintendent, or the superintendent's designee, in writing may extend the suspension until such time as the Board of Trustees renders a decision in the action. However, an extension may be granted only if the superintendent, or the superintendent's designee, has determined, following a meeting in which the student and the student's parent/guardian are invited to participate, that the presence of the student at the school or in an alternative school placement would cause a danger to persons or property or a threat of disrupting the instructional process.

Written notice of the hearing shall be forwarded to the student and the parent/guardian at least ten calendar days prior to the date of the hearing. A parent may waive this ten-day requirement. The notice shall include: the date and place of the hearing; a statement of the specific facts and charges upon which the proposed expulsion is based; a copy of the disciplinary rules of the district which relate to the alleged violation; and the opportunity for the student and the student's parent/guardian to appear in person, or employ and be represented by counsel; to inspect and obtain copies of all documents to be used at the hearing, confront and question all witnesses who

testify at the hearing, to question all other evidence presented, and to present oral and documentary evidence on the student's behalf, including witnesses.

An administrative panel shall conduct a hearing to consider the recommendation of a student in a session closed to the public. Within three school days following the hearing, the administrative panel shall determine whether to recommend the expulsion of the student to the Board of Trustees. This recommendation will be forwarded to the student and parent/guardian.

The Board of Trustees shall conduct a hearing in private, unless the student requests in writing at least five days prior to the date of the hearing that the hearing be conducted at a public meeting. Regardless of whether the expulsion hearing is conducted in a closed or public session, the Board of Trustees may meet in closed session for the purpose of deliberating and determining if the student should be expelled. If the student and the student's parent/guardian are not in agreement with the recommendations, or wish to make other comments, they will be given an opportunity to do so.

A decision of the Board of Trustees whether or not to expel a student shall be made within ten school days following the conclusion of the hearing.

An appeal of the Board of Trustees may be made to the Board of Education of San Joaquin County, Office of Superintendent of Schools. Such an appeal must be presented to the County Superintendent of Education within thirty (30) days following the Board of Trustees' decision.

LINCOLN UNIFIED SCHOOL DISTRICT NON DISCRIMINATION POLICY

Lincoln Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation and bullying. The District prohibits unlawful discrimination, harassment, intimidation and bullying based on the actual or perceived characteristics set forth in Penal Code §422.5, Education Code §220 and actual perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; or association with a person or group with one or more of these actual or perceived characteristics, in any program or activity it conducts or to which it provides significant assistance.

For inquiries or complaints related to discrimination, harassment, intimidation and bullying of students based on the actual or perceived characteristics listed above, or for inquiries or complaints related to employee-to-employee, student-to-employee, or work/employment related discrimination, harassment, or intimidation, contact your school administrator, or Michele Tatum, Associate Superintendent Human Resources Lincoln Unified School District; 2010 W. Swain Road, Stockton CA 95207; (209) 953-8817; mtatum@lUSD.net.