

**ANN SOBRATO HIGH SCHOOL**  
401 Burnett Avenue  
Morgan Hill, CA 95037  
Tel: (408) 201-6200

# **Student Handbook**

## **2025-2026**





Prepared by:  
**Community Foundation**  
 Mapping the Future

**Ann Sobrato High School**  
 401 Burnett Avenue  
 Morgan Hill, CA 95037  
 (408) 201-6200  
 (408) 465-2467 FAX



**Home of the BULLDOGS**

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# ANN SOBRATO HIGH SCHOOL

## **MHUSD VISION STATEMENT**

All students will receive an excellent education and be empowered to succeed in school. Our students will be prepared to achieve in our diverse, global society and to make meaningful contributions in their community. Students will become critical thinkers and problem solvers who can thrive in the challenges of the 21st Century.

## **MISSION STATEMENT**

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

## **GUIDING PRINCIPLES:**

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

### **Standards, Expectations and Assessments**

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

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

### **Personalization**

We believe students learn best when they:

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

### **Learning**

We believe students learn best when:

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

### **Culture and Environment**

We believe that students learn best in an environment which:

- Is emotionally and physically safe
- Is mutually respectful
- Is prejudice-free
- Promotes a sense of belonging

- Has maintained and up to date facilities, equipment, and instructional materials

### **Lifelong Learning**

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

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

### **Professional Development and Collaboration**

We believe that all staff members:

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

### **Continuous Improvement**

We believe that school staff members must:

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

## **The Sobrato Way**

*Do Good.  
Be GREAT.*

Sobrato Students are...

Gritty

Responsible

Engaged

Accountable

Thoughtful of others

## **ANN SOBRATO CONTACT NUMBERS**

For contact numbers and email address for staff members, go to our website at [sobrato.mhusd.org](http://sobrato.mhusd.org)

### **Main Number**

Receptionist 408-201-6200

### **Administration**

Principal's Office 408-201-6201

Assistant Principal's Office 408-201-6202

### **Counseling Department**

Counseling Office 408-201-6203

Registrar's Office 408-201-6228 or 201-6227

Health Clerk 408-201-6233

### **Attendance**

Attendance Clerk 408-201-6221

Bilingual Community Liaison ext. 41509

### **Associated Student Body**

ASB Office 408-201-6205

### **Athletics**

Athletic Director 408-201-6240

### **Library** 408-201-6230

## **IMPORTANT INFORMATION FOR FAMILIES**

### **Aeries Portals**

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

### **Google Classroom**

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

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

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

### **ParentSquare**

Sobrato High School and Morgan Hill Unified School District (MHUSD) use [ParentSquare](#)

to send newsletters and other important communication. ParentSquare automatically sends messages and updates to the email addresses listed in students' Aeries portals.

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

### **MiNGA**

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

## Bell Schedule 2025-2026

### A-Day

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
<b>0</b>	7:28	8:23
<b>1</b>	8:30	9:56
<b>Brunch</b>	9:56	10:11
<b>Tutorial</b>	10:18	10:52
<b>2 + Announcements</b>	10:59	12:30
<b>Lunch</b>	12:30	1:00
<b>3</b>	1:07	2:33
<b>7</b>	2:40	3:35

### B-Day

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
<b>0</b>	7:28	8:23
<b>4</b>	8:30	9:56
<b>Brunch</b>	9:56	10:11
<b>Tutorial</b>	10:18	10:52
<b>5+ Announcements</b>	10:59	12:30
<b>Lunch</b>	12:30	1:00
<b>6</b>	1:07	2:33
<b>7</b>	2:40	3:35

### WEDNESDAY

<u>Period</u>	<u>Starting Time</u>	<u>Ending Time</u>
<b>1</b>	9:30	10:18
<b>2</b>	10:25	11:13
<b>Brunch</b>	11:13	11:28
<b>3</b>	11:35	12:23
<b>4</b>	12:30	1:17
<b>Lunch</b>	1:17	1:47
<b>5</b>	1:54	2:41
<b>6</b>	2:48	3:35

# ANN SOBRATO HIGH SCHOOL

## ACADEMICS

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

### **Grading & Report Cards**

Report cards and interim progress reports are posted online via Aeries Parent Portal one week after the date shown below. ALL grades are reported at the end of the quarter and semester. Only semester report cards are mailed home. Quarter and semester grades are used for eligibility for extracurricular activities such as athletics, work permits, recognition awards, etc.

### **Progress Reports & Semester Grade Dates - 2025-2026**

First Quarter Interim Progress Report-----	09/12/25
First Quarter Grades -----	10/10/25
First Semester Interim Progress Report -----	11/07/25
First Semester Grades -----	12/18/25
Third Quarter Interim Progress Report-----	02/06/26
Third Quarter Grades -----	03/20/26
Second Semester Interim Progress Report-----	05/01/26
Second Semester Grades -----	06/05/26

### **Schedule Adjustments**

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

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

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

### **Failed Classes**

Failed classes (grade of "F") earn no units. Required classes for high school graduation

that are failed must be repeated until they are passed. An equivalent course may satisfy this requirement.

### **W/F - Withdrawal Fail**

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

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

### **Concurrent Enrollment at Gavilan Community College or other Community College**

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

### **Transcripts**

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

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

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

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

## Graduation Requirements

Subject Area	Graduation Requirements Units
<b>English</b>	<b>40</b>
<b>Social Studies</b>	<b>30</b> <b>(World History, US History, Econ, and Civics)</b>
<b>Math</b>	<b>30</b> <b>(must include Integrated 3 or Financial Algebra)</b>
<b>Science</b>	<b>30</b> <b>(10 Biology, 10 Chemistry, 10 Physics)</b>
<b>Physical Education</b>	<b>20</b> <b>(PE 9 Required)</b>
<b>World Language*</b>	<b>20*</b>
<b>VPA (Visual &amp; Performing Arts)</b>	<b>10</b>
<b>CTE (Career Tech Education)</b>	<b>10</b>
<b>Additional Credits of Students' Choice</b>	<b>40</b>
<b>Total Credits</b>	<b>220</b>

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

## College Admission Requirements

### Admission Criteria to a California Community College

Minimum requirement is any one of the following:

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

## UNIVERSITY OF CALIFORNIA/CALIFORNIA STATE UNIVERSITY

### College Entrance Requirements

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

### College Information

Check the following Websites listed below for College Requirements.

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

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

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

## TESTING DATES 2025-2026

### **PSAT**

Thursday, October 16, 2025

The PSAT will be administered on campus on Thursday, October 16, 2025. Any 9th grader who would like to take the test can do so by paying \$26 through the ASB Store (\$26 per test). Sophomores and juniors who want to take the PSAT will be offered the exam for free. More information will be shared in September. For additional questions, please contact Assistant Principal, Carlos Trujillo ([trujilloc@mhusd.org](mailto:trujilloc@mhusd.org)).

### **ACT**

Students who would like to take the ACT will need to register for an off-campus test at [www.act.org](http://www.act.org).

### **SAT**

Sobrato will be administering the SAT during the school day on Thursday, October 2, 2025 and Thursday, March 5, 2026. More information will be shared closer to the exam dates. For additional questions, please contact Assistant Principal, Carlos Trujillo ([trujilloc@mhusd.org](mailto:trujilloc@mhusd.org)). If students would like to register for an off-campus administration of the SAT, visit [www.collegeboard.com](http://www.collegeboard.com) to register and find more information.

### **California Assessment Student Performance and Progress (CAASPP)**

Sobrato will be administering the CAASPP (English and Math) and CAST (Science) for 11th graders and for some 12th graders. Testing will occur April 7-17, 2026. Please check the Bulldog Family Newsletter in early Spring for more information.

### **AP Exams**

Testing window May 4-15, 2026

(Full schedule here:

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

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

High School Code: 053906

CDS Code: 43-69583-0102368

# **ATHLETICS**

## **ANN SOBRATO HIGH SCHOOL CIF SPORTS**

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

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

### **How is a student eligible for sports?**

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

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

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

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

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

### **NCAA ELIGIBILITY**

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

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

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

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

For more information on Sobrato sports, please contact Lawrence Crawford  
[crawford@mhusd.org](mailto:crawford@mhusd.org).

## **CAMPUS, FACILITIES, AND RESOURCES**

### **ACCESS AND VISITORS TO CAMPUS**

#### **Closed Campus**

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

#### **Deliveries for Students**

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

#### **Visitors**

Students are not allowed to have visitors, pets, or children on campus. All visitors to campus must check in with the receptionist in the administration building upon arrival. Salespeople are not allowed to solicit business on campus. Families dropping off any school-related item to be picked up by their student must do so in the front office.

#### **Volunteers**

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

### **HALL PASSES**

#### **Hall Pass**

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

### **PERSONAL ELECTRONIC DEVICE POLICY**

At Sobrato High School, our goal is to foster a focused, respectful, and productive learning environment. To support this, we are implementing a schoolwide policy regarding the use of personal electronic devices during instructional time.

#### **Policy Basis and Rationale**

This policy is aligned with Assembly Bill 3216 – The Phone-Free School Act, supports compliance with safety laws and district policies, and is grounded in the following goals:

- **Productivity:** Personal devices can interfere with academic focus and reduce classroom engagement. Using school-issued devices can keep students focused

and safe while learning online.

- Security: School-issued devices are filtered and monitored for student safety, unlike personal devices. The district IT department is able to flag apps or websites that may pose data privacy risks on school-issued devices, as well as provide alerts for concerning search terms or online behavior. Using school-issued devices reduces incidents of inappropriate content access.
- Minimizing Distractions: Texting, social media, and gaming negatively impact student behavior and learning outcomes.

### **Devices Covered by this Policy**

This policy applies to all personal electronic devices, including but not limited to:

- Cell phones
- Earphones/headphones
- Smartwatches and smart glasses
- Gaming devices
- Tablets
- Personal laptops

### **General Guidelines**

- Devices brought to school are at the student's own risk. The school is not responsible for any lost, stolen, or damaged personal electronics. Students are not permitted to use personal electronic devices during instructional hours, including during tutorial. All classrooms will follow a consistent procedure to reduce distractions and support academic success.

### **Classroom Procedures for Electronic Devices**

- Each classroom will display a posted copy of the schoolwide expectations. At the start of each period (including tutorial), teachers will remind students—either verbally or in writing—of the device policy.
- Students are expected to:
  - Place their phones in the classroom phone caddy at the beginning of the period.
  - Store earphones, headphones, smartwatches, and smart glasses in backpacks, which should remain on the floor.
  - Leave devices in the room when leaving class for the restroom or other reasons. Devices may only be retrieved from the caddy with explicit permission from the teacher.

### **Progressive Interventions**

1. Reminder
  - Teacher provides a verbal reminder and prompts the student to follow the expectations.
  - If reminders become habitual, teachers may escalate immediately to the next step.
2. In-Class Confiscation
  - If the device is out without permission, the teacher may ask the student to place it on the teacher's desk or in another secure, designated location.
  - The teacher will contact the student's guardian and document the incident in Aeries for repeat offenses.
3. Office Confiscation and Referral
  - Continued violations will result in the device being sent to the front office and a referral being made.

- 1st offense: Student may pick up device at the end of the day.
- 2nd offense and beyond: A parent or guardian must retrieve the device from the office.

### **Prohibited Use and Legal Considerations**

- Students may not take photos, videos, or audio recordings during class time without prior approval from both the teacher and administration.
- Phones are strictly prohibited in PE locker rooms and restrooms.  
Violations may result in:
  - Disciplinary referrals
  - Detention, suspension, or expulsion
  - Police involvement in cases involving recording in private areas

### **Emergency Communication**

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

### **Chromebook Policy**

In order to minimize distractions, protect student security, and maintain an environment conducive to academic success, students are not permitted to use personal laptops or tablets on school grounds during instructional hours.

Each student is issued a district Chromebook for educational use at school and home:

- Misuse of Chromebooks during instructional time is considered a violation of this electronic device policy.
- Students are financially responsible for lost or damaged Chromebooks and chargers. Fines may be issued for physical damage, including stickers, writing, or other modifications.
- Important: Chromebook activity is monitored. Web searches related to violence or safety are flagged and reported to administrators. Even "joke" searches may lead to:
  - Detention or suspension
  - Searches of backpacks or homes by law enforcement
  - Police citations
  - Loss of technology access and other privileges

Students must not leave their Chromebook open and unattended, as misuse by others could lead to disciplinary action against both the student it's assigned to and the one who misuses it.

### **Permitted Exceptions**

Students may use personal devices during class only with prior approval from school administration, as allowed under AB 3216.

## **CAMPUS FACILITIES AND SERVICES**

### **Health Services**

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

### **Immunizations**

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

### **Food Service – Subsidized Lunches**

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

### **Library**

The library is open during school hours. Students must show an Ann Sobrato High School photo ID or their student ID in Minga to check out library materials, including textbooks. No food or drinks are allowed. Library books are checked out for 2 weeks, with renewals as needed. Lost books must be paid for in full. All library fines must be paid in full in order to be eligible for participation in all extracurricular activities, including but not limited to dances, field trips, and athletics.

### **Lockers**

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

### **Lost & Found**

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

### **Textbooks and Chromebooks**

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

## **PARKING, TRANSPORTATION, AND WORK PERMITS**

### **Student Parking Policy**

**Parking at Sobrato is a privilege, not a right, and is by permit only. Students park at their own risk, and the school is not responsible for theft or damage.**

To be eligible for a parking permit, students must:

- Hold a valid California driver's license and vehicle insurance
- Clear all school fines
- Park only in the designated student lot
- Not access the lot during the school day or violate the closed campus policy
- Avoid reckless driving on campus
- Arrive to school on time
- Be in good standing
- Avoid involvement with drugs or alcohol

### **Permit Details:**

- Available in the ASB Office:
  - \$40 with ASB card | \$60 without
  - Senior spots: \$60 with ASB card | \$80 without

- Senior Painting: Seniors may paint their spot for \$50 (with valid senior parking permit and approved painting agreement)
- Permits must be visibly displayed and are non-transferable
- Not prorated for midyear purchase; replacement fee applies for lost/stolen permits
- Violations may result in permit suspension/revocation, citation from MHPD, or towing at the student's expense

Students may only be in the parking lot when arriving or leaving campus.

### **MHUSD Transportation**

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

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

### **Valley Transit Authority (VTA)**

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

### **Work Permits**

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

## **STUDENT DRESS AND CONDUCT**

### **MHUSD Civil and Human Rights**

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

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

### **Anti-Harassment Policy**

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

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

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

If any words or actions make a student feel uncomfortable or fearful, please report to a teacher, counselor, assistant principal, the principal or the District’s Compliance Officer at (408-201-6000). If a student believes that they or someone else has been the victim of harassment, they should report the alleged acts to a teacher, counselor, assistant principal, the principal or the District’s Compliance Officer. The report may be verbal or written.

### **Bullying**

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

- Physical bullying involves harmful actions against another person’s body. Physical bullying also involves the interference with another person’s property.
- Verbal bullying involves speaking to a person or about a person in an unkind or hurtful way.
- Emotional bullying involves behaviors that upset, exclude, or embarrass a person.

- Sexual bullying singles out a person because of gender and demonstrates unwarranted or unwelcome sexual behavior.
- Racial bullying involves rejection or isolation of a person because of ethnicity.
- Cyber bullying is a form of indirect or social bullying that uses technological communications to humiliate, harass, embarrass, tease, intimidate, threaten, or slander another person. Cyber bullying is the act of being cruel to others by possessing or sending or posting harmful material or compromising photographs online or via any electronic device.

### **Hazing**

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

#### **Examples include, but are not limited to:**

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

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

## **STUDENT DRESS CODE**

### **Dress Code Philosophy**

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

### **Our values are:**

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

### **Our student dress code is designed to accomplish several goals:**

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

### **Dress Code**

Morgan Hill Unified School District expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their families or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.

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

#### **2. Students Cannot Wear:**

- Violent language or images.
- Images or language depicting drugs or alcohol (or any illegal item or activity).
- Hate speech, profanity, pornography.
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Any clothing that reveals visible undergarments (visible waistbands and visible straps are allowed)
- Swimsuits (except as required in class or athletic practice).
- Accessories that could be considered dangerous or could be used as

- a weapon.
- Any item that obscures the face or ears (except as a religious observance).
- Any attire that depicts or promotes gang affiliation
- Bandanas of any color

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

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

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

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

- Hats (outside of the classroom). Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Religious headwear
- Hooded sweatshirts. Wearing the hood overhead is allowed, outside of the classroom, but the face and ears must be visible to school staff.
- Fitted pants, including opaque leggings, yoga pants and “skinny jeans”
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Tank tops, including spaghetti straps; halter tops
- Athletic attire
- Visible waistbands on undergarments or visible straps on undergarments worn under other clothing (as long as this is done in a way that does not violate Section 1 above).

**5. Dress Code Enforcement**

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

- Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 and 2 above. Students in violation of Section 1 and/or 2 will be provided three (3) options to be dressed more to code during the school day:
  - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
  - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
  - If necessary, students’ guardians may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- School staff shall not enforce the school’s dress code more strictly against transgender and gender nonconforming students than other students.

- Students should not be shamed or required to display their body in front of others (students, guardians, or staff) in school. “Shaming” includes, but is not limited to:
  - kneeling or bending over to check attire fit;
  - measuring straps or skirt length;
  - asking students to account for their attire in the classroom or in hallways in front of others;
  - calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; in particular, directing students to correct sagged pants that do not expose the undergarment, or confronting students about visible bra straps, since visible waistbands and straps on undergarments are permitted; and,
  - accusing students of “distracting” other students with their clothing.

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

### **PE Dress Policy:**

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

- Sobrato P.E. t-shirt OR plain gray t-shirt
- Sobrato P.E. athletic shorts OR plain black athletic shorts (5 inch inseam)
- Athletic shoes (NO boots, sandals, Uggs, platform shoes, Crocs, or other non-athletic footwear)
- Sobrato P.E. sweats OR a plain gray sweatshirt and plain black sweatpants over PE clothes
- Leggings- Sobrato PE leggings required, no other leggings will be accepted.

## **STUDENT CODE OF CONDUCT**

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

### **Body Shaming Policy**

Ann Sobrato High School is committed to fostering a respectful and inclusive environment for all students. Body shaming—any form of teasing, mocking, or making negative comments about a person’s body, appearance, or physical traits—is strictly prohibited. This includes in-person interactions, written notes, gestures, or digital communication (including social media).

Students who engage in body shaming may face disciplinary action, including counseling, parent conferences, loss of privileges, or suspension, depending on the severity of the behavior. All students are encouraged to report incidents of body shaming to a trusted adult or school administrator.

## Hate Speech Policy

Ann Sobrato High School maintains a zero-tolerance policy for hate speech. Hate speech includes any verbal, written, or symbolic act that demeans, intimidates, or threatens an individual or group based on race, ethnicity, national origin, religion, gender, sexual orientation, gender identity, disability, or other protected characteristics.

Hate speech has no place in our school community and will result in disciplinary consequences, which may include counseling, parent meetings, restorative practices, suspension, recommendation for expulsion, or referral to law enforcement when appropriate. Students are encouraged to report incidents of hate speech immediately to a counselor, administrator, or teacher.

Our goal is to ensure a safe and respectful campus for all students.

## Traditional or Electric Bicycles, Skateboards, and Scooters

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

## Rallies

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

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

There will be an alternative location assigned to students who are sensitive to high levels of noise. More information will be provided closer to rally dates.

## Dance Policies

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

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

Dancers must remain upright with both feet on the floor. Moshing or slamming is not permitted.

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

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

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

Any student who is involved in any of the following types of incidents while at school or at any school function, including but not limited to dances, athletic events, and evening rallies, will lose the privilege of participating in **any and all extracurricular activities** for a period of up to 3 weeks, inclusive of the day of the incident. This includes all senior activities and participation in the graduation ceremony:

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

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

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

### **Searches**

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

### **Tobacco/Vape Devices and Drugs**

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

### **Campus Disruptions**

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

### **Facility Care & Maintenance**

Ann Sobrato High School values a clean and safe campus. Students are expected to help maintain this environment and may be asked to clean or disinfect areas they use.

To support campus upkeep, students must follow these rules:

- ◆ Do not post flyers without admin approval; only use blue tape to avoid damage.
- ◆ Follow classroom rules and keep spaces tidy.
- ◆ Throw trash in designated bins and clean up after eating.
- ◆ Refrain from littering; recycling is encouraged.
- ◆ Do not deface or vandalize school property, including locker decorations.

Failure to comply may result in disciplinary action, repair costs, and possible police citation.

## **ATTENDANCE POLICY**

Regular class attendance is essential for academic success. Students are expected to maintain a **90% or higher attendance rate** to remain in good standing. This includes both excused and unexcused absences. Falling below this threshold will result in **loss of extracurricular eligibility including athletics, dances, field trips, work permits, and other school activities.**

### **Family & Guardian Communication**

- Guardians must monitor attendance via the **Aeries portal** or by calling the Attendance Office at **(408) 201-6221** (8:00 AM–4:00 PM).
- Email teachers directly to resolve attendance discrepancies; expect a response within **2 school days**.
- Automated email and text notifications (via ParentSquare) are sent when a student misses any class. Keep contact info up to date.

### **Tardy Policy**

- **Minga & Tardies**

Frequent tardiness reduces valuable learning time and late arrivals disrupt the flow of teaching and distract other students' learning. Knowing where students are during school hours is also vital for safety and accountability. When a student is tardy to class, their attendance is recorded in Aeries, then students' tardies in Aeries will be uploaded to MiNGA. Students and families will receive a MiNGA message alerting them of 4 tardies. When a student is marked tardy 8 times, they will be assigned a lunch detention. For every four tardies after that, the student will be assigned another lunch detention. Unserved lunch detentions will lead to loss of privileges, assignment to Saturday Academy, and/or other further consequences.

### **Unexcused Absences**

The following are state-approved excuses: illness, medical appointments, funerals, religious observances, and court appearances.

- **6 unexcused absences** in a class = loss of extracurricular eligibility including athletics, dances, field trips, work permits, and other school activities.
- **8 unexcused absences** = potential loss of course credit (grade of F). Students are not dropped from the course.

### **Excusing Absences**

- Call or visit the Attendance Office, please dial (408) 201-6221 at any time, day or night. Attendance clerks are available from 8:00am-4:00pm or you can leave a voicemail at any time. For Spanish, please dial (408) 201-6200 ext. 41509.
- Send a signed note, or email Noemi Gallardo [gallardon@mhUSD.org](mailto:gallardon@mhUSD.org) and Bianca Cardoza [cardoza@mhUSD.org](mailto:cardoza@mhUSD.org).
- Guardians have **3 school days** to excuse an absence; after that, it remains unexcused.
- Absences cannot be retroactively cleared at grading periods or before events like dances.
- Chronic absences may require **doctor's verification**.

### **Releasing Students During School**

- Submit early release requests before **8:00 AM** via call, email, or signed note.
- Except for extreme emergencies, class time will not be interrupted to call a student to the office to leave school.

- Guardians must be prepared to show a picture ID to verify information on the student's emergency card when picking up a student to leave campus during the school day.
- Students must check out through the Attendance Office when leaving campus. Failure to do so may lead to disciplinary action.
- Students will be given an off-campus pass when they leave.
- Students that park in the student parking lot must ask a campus monitor or Administrator to open the student driveway gate.

### Make-Up Work Guidelines

- **1-4 days:** Email teachers for assignments. Teachers' email addresses can be found on the [school website](#). The student should always make arrangements with the teacher to make-up any missed quizzes, tests, projects, presentations, or lab work that was missed. Students have the same number of days as they were absent to complete the work.
- **5-15 days: Short-term independent study contract** - When a student knows in advance that they will be out for 5-15 consecutive days, a short-term independent study contract can be requested through the attendance office. Students can be on an independent study contract for a maximum of 15 days in one school year. This is a formal agreement which includes all work that the student will miss. The teachers assign work for the number of days that the student will be absent, and **the work is due the day the student returns**. This contract must be requested two weeks **prior to** the absences occurring. **The family should request this as soon as they know that the student will be out for 5-15 days. If the conditions of the independent study contract are not met, part or all of the attendance contract will be canceled, which will result in unexcused absences and could initiate the truancy process. If this occurs, no further independent study contracts will be issued for the remainder of the year.**
- **16+ days:** Contact a counselor or administrator for alternatives.

### Truancy Process

Begins after **3+ unexcused absences** in any class and includes home notifications, visits, and meetings with school staff.

## DISCIPLINARY PROCEDURES

The following Code of Conduct is to assist guardians, staff and students to ensure a positive and safe learning environment at Ann Sobrato High School. The understanding of these school rules and regulations will ensure due process for everyone. The school has the right to determine the appropriate level of discipline based on the particular facts of each incident of misconduct. The school may choose any or all of the listed disciplines depending on the particular facts.

The rules below are in addition to our broad, discretionary authority to maintain safety, order, and discipline inside the school zone. These rules support, but do not limit, Sobrato's authority.

Violations	Consequences, Supports, and Considerations
<p>Alcohol Possession/Use Alcohol Sale/Distribution Altering of School Document Arson Assault/Battery on Another Student Battery with Weapon Breaking Closed Campus Policy Bullying/Harassment/Hazing Cheating/Plagiarism/Using AI when not appropriate Computer Misuse/Inappropriate Internet Searches Computer Misuse/Vandalism Controlled Substances Distribution/Possession/Usage Controlled Substances (Sale) Disruptive Conduct (Classroom or School Activities, Field Trips) Drug Paraphernalia (Distribution/Possession/Sale) Electronic Device Out in Classroom Electronic Device Out in Restroom or Locker Room Explosive Device (Distribution/ Possession/Sale) Explosive Devices (Use) Extortion False Fire Alarm Forged Administrator's or Teacher's Signature Forged Note Gambling Gang-Related Activity Hate Crimes/Speech Inappropriate Attire Insubordination Mutual Student Fighting Obscene Acts/Gestures Parking Violation Profane or Abusive Language Robbery Sexual/Battery Assault Sexual Harassment/Verbal or Written Theft of School/Staff/Student Property Threatening Harm to Another Student Threatening Harm to Staff Tobacco Possession or Use Trespassing Use of prohibited electronic device Vandalism Verbal Abuse of Staff Weapons Possession, including imitation firearms</p>	<p><b>The following consequences may be administered:</b></p> <ul style="list-style-type: none"> <li>● One-on-one discussion with teacher</li> <li>● Phone call home</li> <li>● Conference with any combination of student, teacher, counselor, guardian, and administrator Student and teacher conference</li> <li>● Move student's seat</li> <li>● Loss of credit on related class assignment</li> <li>● Confiscation of student electronic device (cell phone, chromebook, smart watch, smart glasses), with release of device possibly only to parent/guardian</li> <li>● Reflection activity/ assignment</li> <li>● Restricted use of electronic device(s)</li> <li>● No Contact Agreement</li> <li>● Loss of privileges (for 3-6 weeks)</li> <li>● Brunch and/or lunch detention</li> <li>● After school detention</li> <li>● No Pass or Restricted Pass on Minga</li> <li>● Staff member escort when out of classroom</li> <li>● Restricted area during some/all school breaks</li> <li>● Community service hours</li> <li>● Referral to Law Enforcement, including possible search of possessions and home</li> <li>● Class suspension</li> <li>● Suspension</li> <li>● Expulsion recommendation, with suspension extended while district office proceeds with expulsion process</li> </ul> <p><b>To determine administration and severity of consequences, the following may be considered:</b></p> <ul style="list-style-type: none"> <li>● Previous related offenses, supports, and consequences</li> <li>● Persistence and/or pervasiveness of the violation</li> <li>● Impact on others' safety and wellbeing</li> <li>● Student honesty and reflection</li> </ul> <p><b>The following supports may be provided to students in addition to consequences:</b></p> <ul style="list-style-type: none"> <li>● Daily/weekly check-in/check-out process with a staff member</li> <li>● Turning in electronic device in office during the school day</li> <li>● Restorative justice circle</li> <li>● Follow-up conference with student, guardian, and administrator</li> <li>● Counseling services</li> <li>● Student Success Team meeting(s)</li> <li>● Additional educational programs with follow-up on program completion</li> <li>● Referral to outside agencies or programs</li> </ul>

**\*expulsion recommendation\* with school board approval. While expulsion is pending, suspension may be extended until the school board's decision.**

**Any student who is involved in any of the following types of incidents while at school or at any school function will lose the privilege of participation in any and all extracurricular activities for a period of at least 3 weeks, inclusive the day of the incident. This includes all senior activities and participation in the graduation ceremony:**

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

### **MHUSD Special Education**

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

### **MHUSD Non-discrimination**

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

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

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

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

### **MHUSD Notice of Compliance**

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

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

- (a) Reasonable accommodations under this section include, but are not limited to, all of the following: (1) Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.
- (2) Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
- (3) Access to a power source for a breast pump or any other equipment used to express breast milk.
- (4) Access to a place to store expressed breast milk safely.
- (b) The district provides a lactating pupil on a school campus with a reasonable amount of time to accommodate her need to express breast milk or breast-feed an infant child.
- (c) The district ensures that a pupil does not incur an academic penalty as a result of her use, during the school day, of the reasonable accommodations specified in this section, and pupils are provided the opportunity to make up any work missed due to such use.

### **EC § 222(a), (b), (e)**

## COMMUNITY RESOURCES

### Student Assistance

Listed below are Community Services and Hotline Numbers to assist you

- **National Domestic Violence Hotline:** 1-800-799-7233
- **National Suicide Crisis Hotline:** 24/7 call or text 988, or 1-800-273-8255
- **Santa Clara Suicide Crisis Hotline:**
  - If you have a local phone number (area codes: 408, 605, or 699), 24/7 call or text 988
  - If your number is outside the County, call (800) 704-0900
- **Santa Clara County LGBTQ Crisis Text Line**
  - Text "LGBTQ" to 741741

