Mills Middle School

10439 Coloma Road
Rancho Cordova, CA 95670
(916) 294-9045

Mills Student/Family Handbook 2026-2027

School Website:
www.mms.fcusd.org

This handbook belongs to (please print):

_____

Student Schedule:

	Period 1	Period 2	Advisory	Period 3	Period 4	Period 5	Period 6
Class							
Teacher / Room							

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MILLS INTRODUCTION

The purpose of this handbook is to provide students and families with an overview of the programs, services, expectations, and opportunities available at Mills Middle School. The information contained in this handbook serves as a guide and may be revised by school administration as needed.

At Mills Middle School, we are committed to creating a safe, supportive, and engaging learning environment where all students can thrive. Our dedicated teachers and staff provide rigorous instruction, meaningful learning experiences, and opportunities for students to grow academically, socially, and emotionally. We believe students learn best when they are actively engaged, challenged to think critically, and encouraged to take ownership of their learning.

As a Mustang, students are expected to be Prompt, Productive, Prepared, Polite, and Positive in all areas of school life. In return, students can expect caring adults who are committed to helping them succeed and preparing them for high school and beyond. Together, we strive to build a school community where every student feels valued, supported, and inspired to reach their full potential.

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SCHOOL VISION

Mills Middle School is an inclusive, diverse community of learners whose staff ensures equitable access to rigorous academic learning while simultaneously fostering the social and emotional well-being of the whole child.

SCHOOL MISSION

We empower our students to become responsible community members; to improve intellectually, socially, emotionally and athletically. Mills Middle School cultivates an environment that supports students' potential to exceed expectations by investing in opportunities for creativity and innovation, by empowering teachers and by using a student-centered approach.

COMMUNITY SCHOOL

Mills is in our second year of the California Community Schools Partnership Program Grant dedicated to transforming our school into a Community School. “A community school takes on a whole child, whole-community approach to learning. Community schools leverage the resources of the whole community – students, families, educators, and community partners – to build relationship-centered, supportive, and equitable school communities where learning is culturally-rooted, inclusive, rigorous, and relevant” (CSLX 2022).

SCHOOL COMMUNICATION

Mills Middle School is committed to maintaining strong communication between home and school. To

ensure families receive important information in a timely manner, it is essential that parents and guardians keep their contact information current with the school office.

ParentSquare is the primary communication platform used by Mills Middle School and Folsom Cordova Unified School District. School announcements, emergency notifications, newsletters, attendance messages, event information, and teacher communications are regularly shared through ParentSquare via email, text message, phone call, and the ParentSquare app. Families are strongly encouraged to activate their ParentSquare account and review messages regularly.

In addition to ParentSquare communications, families can find school information, calendars, and resources on the Mills Middle School website at https://mms.fcusd.org. Staying connected helps ensure students and families are informed, engaged, and prepared for a successful school year.

MAIN OFFICE

The Mills Middle School Office is open from 8:00AM - 4:00PM. Appointments are required to meet with teachers, counselors and administrators. The office has a student telephone that is available for students to call parents. Students may use the office phone before and after school or at lunch time.

VISITORS

Mills Middle School campus hours are from 8:00AM - 4:00PM. All visitors must sign in and out at the Main Office and must always wear a visitor's badge before going on to campus. Classroom visits during school hours should be prearranged with the student's teachers at least 24 hours before the visit.

PARENTS' RIGHT TO KNOW REGARDING TEACHER QUALIFICATIONS

Your child is attending a school receiving Title I federal funds through the Elementary and Secondary Education Act (ESEA). At the beginning of each school year, local educational agencies receiving Title I funds are required to notify parents whose student(s) attend a Title I school that they may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum:

1. Whether the student's teacher:
    - Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
    - Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
    - Is teaching in the field of discipline of the certification of the teacher
2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

    If you would like this information, please contact Principal, Dana Carrigan at 916-294-9045

BELL SCHEDULE

Monday, Tuesday, Wednesday, Friday

"A" Lunch			"B" Lunch		
warning	8:21	8:25	warning	8:21	8:25
Per 1	8:25	9:20	Per 1	8:25	9:20
Per 2	9:24	10:15	Per 2	9:24	10:15
Adv/Flex	10:19	10:50	Adv/Flex	10:19	10:50
Per 3	10:54	11:45	Per 3	10:54	11:45
Lunch	**11:45**	**12:15**	Per 4	11:49	12:40
Per 4	12:19	1:10	**Lunch**	**12:40**	**1:10**
Per 5	1:14	2:05	Per 5	1:14	2:05
Per 6	2:09	3:00	Per 6	2:09	3:00

Thursday

"A" Lunch			"B" Lunch		
warning	8:21	8:25	warning	8:21	8:25
Per 1	8:25	9:06	Per 1	8:25	9:06
Per 2	9:10	9:47	Per 2	9:10	9:47
Adv/Flex	9:51	10:21	Adv/Flex	9:51	10:21
Per 3	10:25	11:02	Per 3	10:25	11:02
Lunch	**11:02**	**11:32**	Per 4	11:06	11:43
Per 4	11:36	12:13	**Lunch**	**11:43**	**12:13**
Per 5	12:17	12:54	Per 5	12:17	12:54
Per 6	12:58	1:35	Per 6	12:58	1:35

Super Minimum Day

"A" Lunch			"B" Lunch		
warning	8:21	8:25	warning	8:21	8:25
Per 1	8:25	9:05	Per 1	8:25	9:05
Per 2	9:09	9:45	Per 2	9:09	9:45
Per 3	9:49	10:25	Per 3	9:49	10:25
Lunch	**10:25**	**10:45**	Per 4	10:29	11:05
Per 4	10:49	11:25	**Lunch**	**11:05**	**11:25**
Per 5	11:29	12:05	Per 5	11:29	12:05
Per 6	12:09	12:45	Per 6	12:09	12:45

Mustang Pride

MUSTANG PRIDE: PROMPT, PREPARED, POLITE, POSITIVE & PRODUCTIVE

	Be Prompt & Prepared	Be Polite & Positive	Be Productive
Bathrooms	• Go, flush, wash • Keep area clean	• Honor people's privacy • Wait your turn	• Avoid hanging out/keep it short • Report problems to an adult
Hallways	• Walk, don't run • Stay to the right	• Keep hands and feet to yourself • Use school appropriate language • Throw trash in garbage cans	• Walk and talk • Stay out of other classrooms • Go directly to your destination
Classroom	• Be inside the classroom before the bell rings • Have supplies out and ready	• Keep hands and feet to yourself • Use manners • Raise your hand • Be tolerant of classmates • Respect personal space	• Keep your desk clean • Listen to and follow directions • Participate in learning
Technology	• Bring charged Chromebook daily	• Handle technology with care • Only use your device	• Use all technology properly • Only use technology when directed by a teacher
Library	• When visiting as a class, sit at tables and wait for directions • Drop books in the book return	• Put books back where you found them • Use a quiet voice • Push in chairs	• Wait in line to check out or speak to librarian • Read/work on assignments
Cafeteria/ Quad	• Walk, don't run • Wait your turn in line • Sit correctly	• Use inside voice • Use good manners	• Clean up after yourself • Only eat in the cafeteria, NOT the quad
Gym/ Ball Cart	• Wear closed toed shoes • Come in whistle blows • Have ID/Bus pass ready	• Take turns and include everyone • Practice good sportsmanship • Keep area clean (no food/trash)	• Must be playing a sport to be in ball cart area • Stop activity when the whistle is blown • Put equipment away
School Activities	• Walk you're your class in a single file line • Sit in your classes' designated area	• Keep hands and feet to yourself • Use appropriate applause	• Sit quietly • Remain quiet when others are speaking • Remain seated until dismissed

Show Mustang Pride! OWN IT... EVERYDAY!!!

SCHOOL ROUTINES

WALKING TO AND FROM SCHOOL

When walking to or from campus, students will use the sidewalks and crosswalks (jaywalking is not permitted). Students shall not walk across the parking lot at any time; students will meet their parents and guardians at the passenger loading zone. A great deal of traffic passes in front of our campus (particularly when the last bell rings); we appreciate your cooperation in keeping our students safe. Inappropriate behavior while walking to or from school (which can include trespassing on private residential property) may result in consequences as determined by administration.

ARRIVAL TO SCHOOL

The school day begins promptly at 8:25 each morning. Upon arrival, students must head to the quad and may eat breakfast in the Multi Purpose Room. **Students may not congregate in front of campus**. Students can be on campus as early as 7:45am. **Students may not leave campus after their arrival, unless** signed out by parent or guardian**.**

BICYCLES, SCOOTERS, SKATEBOARDS, ETC.

All bicycles, scooters, and skateboards must be stored in the bike rack/skateboard area during school hours. This area is locked during the day. Students should furnish locks for their property. Helmets are required by law. To preserve campus safety students must walk bicycles, scooters, skateboards, etc. on sidewalks and must use the crosswalk when crossing the street. **Bicycles, e-bikes, scooters, e-scooters, skateboards, and similar devices may never be ridden by students while on school grounds. Students must walk these devices at all times while on campus. Students with multiple warnings regarding riding their bike, skateboard, scooter, etc. on campus may have the item confiscated until parent/guardian and student can meet with an administrator.** *The school is not responsible for lost/stolen items.*

BUS TRANSPORTATION

Students riding the bus must carry a bus pass. **A bus pass may be purchased from the Transportation Department at (916) 294-9100**.

Administrative Courtesy Ride bus passes are available in the office in case a student has forgotten his or her bus pass. However, only five (5) courtesy passes will be issued to a student each semester per the Transportation Department.

The bus loop at Mills Middle School is reserved for school buses only. **Private vehicles are not permitted in the bus loop.**

Bus transportation may be denied to students for continual disorderly conduct or for disrespect of a driver's authority. Bus referrals are processed by school administration but are generated and enforced by the Transportation Department.

BREAKFAST

Breakfast is served to students upon their arrival from 7:45AM - 8:21AM. Students may eat in the multipurpose room. Food is not permitted outside of the multipurpose room. Students will clean up after themselves when they are finished eating. Students will comply with all directions given by cafeteria/campus supervisors.

LUNCH

Multi Purpose Room:

- Students will consume food and drinks only in the designated eating areas; **no food is permitted on the blacktop, quad or field areas.** No glass containers of any kind are permitted during lunch or any other time during school.
- **Food delivery services are not permitted on campus**. Food that is delivered will not be given to students until dismissal.
- Students will clean up after themselves when they are finished eating.
- Students will comply with all directions given by cafeteria/campus supervisors.

Lunchtime Activities:

- The blacktop and lunchtime activities are privileges intended to provide students with a fun, safe, and active environment during lunch. Students participating in games and activities are expected to demonstrate good sportsmanship, cooperate with others, and exhibit respectful behavior at all times.
- Student ID cards are required to check out lunch equipment. Students who check out a ball or other equipment are responsible for that item and may not loan it to other students. All equipment must be returned by the end of the lunch period.
- Students should not bring personal sports equipment to school, including basketballs, footballs, volleyballs, or similar items. Personal equipment that is used on campus may be confiscated.
- Administration reserves the right to restrict or revoke a student's access to lunch equipment, activities, or the blacktop due to unsafe behavior, poor sportsmanship, misuse of equipment, failure to follow school expectations, or placement on the school's "No Fly List."

FOOD & DRINK POLICY

Food, snacks, and drinks other than water are not permitted in classrooms. Gum and sunflower seeds are not permitted on campus.

AFTER SCHOOL/ACTIVITIES

Students must depart within 15 minutes of dismissal. Expectations may be made if students participate in afterschool activities or athletics. All school rules apply on the way to school, during school, at school related events, and on the way home from school. (EdCode 48900)

Mills offers many activities that take place outside of school hours. Each club, sport, or event may have different requirements for participation. All students will abide by the activity requirements and will also follow all school rules and expectations. Participation in afterschool activities is a privilege and not a right. Students should listen for announcements, refer to the daily bulletin in the main office or consult the school website for information about clubs, sports, and activities. Students should speak with a club advisor or coach to learn about eligibility requirements. To ensure the safety of our students, each student is expected to arrange for transportation home at the conclusion of any activity. Students must be picked up within 15 minutes after a school event or activity ends or they may lose the ability to participate.

EARLY DISMISSALS / APPOINTMENTS

Early dismissals can be pre-arranged by sending a note to the main office before school or by calling (916) 294-9045. If advance notice is not possible, then a student may be called out of class upon the parent or guardians' arrival in the main office. A parent, guardian, or emergency contact on record with the school office must sign the student out. Adult picking up students must be able to show photo identification. Upon returning to campus,

students are required to check in at the main office for a readmit pass (the parent or guardian need not accompany the student). Every attempt should be made to schedule appointments outside of school hours. *When students are at lunch or dressed out for PE it may take more time to locate them and/or have them change in a timely manner for you and you may be late for your appointment.*

CLOSED CAMPUS/ CAMPUS HOURS

CAMPUS HOURS ARE FROM 8:00AM to 4:00PM. Mills Middle is a closed campus institution. "Closed campus" violations may result in suspension and/or a truancy citation served by the Rancho Cordova Police Department.
APPROVED "BEFORE-SCHOOL ZONES": 1) Cafeteria 2) Quad
Students may not linger on campus after hours unless they are attending an approved activity.

HALL PASSES/RESTROOM USE

Students are expected to remain in class until dismissed by their teacher. To maximize instructional time, students should use the restroom before school, after school, during passing periods, or during lunch whenever possible.

Mills Middle School utilizes the 5-Star Digital Hall Pass System to monitor student movement on campus. Students are generally limited to two restroom passes per day. Passes are granted at the teacher's discretion and may be restricted based on safety concerns, misuse of passes, excessive time out of class, or schoolwide expectations.

Students will not be issued restroom passes during the first or last 10 minutes of class except in emergencies. **Any student leaving the classroom during instructional time must have an approved digital pass.** Students may not self-refer out of class or leave without permission. Leaving class without authorization is considered truancy and may result in disciplinary action.

Students wishing to meet with a counselor, teacher, administrator, or other staff member during the school day should schedule an appointment whenever possible. If a student needs to visit a teacher or the library during lunch, they must obtain a pass from the teacher or a library lunch pass before the start of their lunch period.

STUDENT IDENTIFICATION CARDS

Students will be provided with a Mills Middle School identification card (Student ID). Student ID's are used for hall passes, to check out library materials, to receive breakfast and lunch, to check out equipment at lunch time and to attend student extra-curricular activities such as dances, socials and sporting events. Student ID cards are not to be shared with other students. A replacement ID card is available in the office for purchase of $3.00.

DAILY BULLETIN/ ANNOUNCEMENTS

A daily bulletin is read each morning over the PA system. It is also distributed to all teachers via e-mail and will be posted to the school web page. If you do not hear the announcements, be sure to read the bulletin posted on the Mills Middle School website.

SCHOOL SAFETY AND EMERGENCY CODES

Mills takes the safety and welfare of our students seriously. Periodically, we will conduct drills to practice procedures that will help to keep our students safe.

- **Shelter in Place/Duck and Cover Drill**—When the announcement "Duck and cover" is made, then all students will duck under their desks, or sturdy tables, until an "all clear" has been announced by the incident commander. Examples of Shelter In Place include: a gas leak or an earthquake.
- **Evacuate/Fire Drill** —The fire alarm is a loud horn and is accompanied by flashing strobe lights in each room. Students will follow their teachers out of their rooms and will follow the escape routes posted by each

door. If a student is outdoors during a fire drill, then he or she should immediately and safely head for the blacktop at the back of the campus. Students should then seek out and remain with their teacher.

- **Lockdown/Active Shooter Drill**—When teachers hear the word "Lockdown" or "Active Shooter" over the public address system, they will lock their doors and instruct students to stay away from any windows. Students should remain calm and quiet and wait for further instructions. Any students outside during the Lockdown should immediately go to the nearest room and get inside. In the event of an Active Shooter, students should be prepared to "Run, Hide, or Fight"

SCHOOL SERVICES

ATTENDANCE

Participation at school is one of the best ways to be successful. To be successful, students must be present and engaged with their work and school staff. Being present means being at school everyday, and being on time to classes. Parents can check PowerSchool to check daily attendance.

- **ABSENCE** – Schools understand that sometimes you may have to miss some days due to illness or to deal with personal needs. If it is absolutely necessary to be absent, please bring a valid note from his/her parent/guardian, or have the parents/guardians contact the attendance clerk by phone. The Attendance Line can be reached 24 hours a day. Parents/guardians may call and leave a message after hours. Messages may be left in English or other primary languages (916) 294-9045. Keep in mind that **Parent/guardian can only excuse 10 all-day student absences per year due to illness without a doctor's note.**
- **NON-TRUANT ABSENCES** – The only non-truant reasons for a pupil to be absent from school are: 1) illness; 2) medical appointments; 3) quarantine; 4) funeral of member of immediate family (one day in state, three out of state); 5) court required appearance; or 6) exclusion from school for not having proper immunizations (five days only).
- **TRUANCY** – Remember it's important to be in class to be successful. If you are not in class during designated instructional time then a student is considered truant. Being truant means a student is missing valuable instruction, but there are also consequences. Single-class truancies, full-day truancies, and tardiness may result in after school detention, lunch detention, class suspension. Multiple Truancies may result in a Student Attendance Review Board hearing. Please communicate with the school so possible reasons for being truant can be addressed.
- **ILLNESS DURING SCHOOL** – After visiting with the nurse, the parent/guardian must give permission before the student can check out with the main office.
- **LATES** - Students arriving late to school for any reasons other than a medical appointment are unexcused. Students arriving late will report directly to class. Students are expected to be in their assigned classroom when the bell rings. Students in the hallway when the bell rings are considered late. Students who are habitually late may be assigned a lunch detention or after school detention in the Restorative Center (RC). Administration and faculty may conduct regular "prompt pick ups" where teachers lock their doors when the bell for class rings and students who did not make it into class on time are "picked up." Students caught in a prompt pick up may be assigned a consequence and/or parents/guardians will be notified. Excessive lates during the school year may result in lunch or after school detention in the Restorative Center (RC), affect a student's citizenship mark and eligibility for grade level events.

1st Late: Student will receive *Warning #1*
2nd Late: Student will receive *Warning #2*

- **CUTS** - A class cut is an unauthorized absence from an entire class period.

MAKE-UP POLICY

The FCUSD's School Board passed a policy that reinforces our expectations of positive attendance for success in school:

- Students shall be given the opportunity to make-up school work missed because of an excused absence and shall receive full credit for work that is turned in according to a reasonable make-up schedule. By board policy, students may have two days for each excused day of absence to make up the work. It is the student's responsibility to request the missed work. (Education Code 48205).
- Students who miss school work because of unexcused absences will be given the opportunity to make-up missed for full or reduced credit. Teachers shall assign such make-up work as necessary to ensure academic progress, not as a punitive measure.
- Students who have non-truant absences or who receive in-house suspensions will be allowed to complete all assignments and tests missed during their absence that can be reasonably provided.
- Students who are truant or suspended off-campus can make up missed work during their absences. Suspended students shall receive full credit for work that is turned in according to a reasonable make-up schedule.
- IT IS THE STUDENT'S RESPONSIBILITY TO REQUEST THE WORK ASSIGNED DURING THE ABSENCE AND TO CLARIFY WITH THE TEACHERS WHEN THE MAKE-UP WORK IS DUE.
- Long term assignments (assigned prior to the day of absence) are still due on the date originally set, regardless of the student's attendance on that due date.

COUNSELING SERVICES

The counseling department is located in the Main Office. **Students wanting to visit the Counseling Staff MUST FIRST sign up through the Google Form on the school website.**

The counseling department strives to provide the best possible service to students in academic, social and emotional guidance. Counselors can help by: making recommendations of possible schedule changes to administration, scheduling teacher conferences as needed, setting up student grade checks and/or student study team meetings (SST), helping students resolve conflicts, and referring students and their families to outside community resources.

STUDENT SUPPORTS

Students may need extra support to be successful. Mills offers the following programs: Check In/Check Out, Support Calls, Restorative Center, Behavior Academies, home visits, counseling services and referrals to outside agencies. Parents and guardians may request a parent teacher conference by contacting their student's teachers

directly. Parents and guardians, as well as school staff, may also request a Student Study Team (SST) meeting to develop support plans for students.

HEALTH SERVICES

A School Health Assistant is available to assist students with medications and to provide first aid. The School Nurse will develop individual health service plans for students with health concerns, such as asthma, diabetes, seizure disorders, etc. The Nurse coordinates efforts to control communicable disease, check immunization status, provide health referrals, and offer health education.
Students must have a signed pass to visit the Health Office and must sign in and out on the attendance record. Students are allowed fifteen minutes of rest. When a student is not feeling able to return to class, a phone call is made to notify a parent/guardian**. Students must check out within the main office in order to be released from school.**

- **STUDENT MEDICATION -** Students are NOT to keep medication of any kind in their possession while on campus. If it is necessary to take medication during school hours, the medicine must be brought in the original labeled container to the health office, along with a district release form completed and signed by a parent/guardian. Prescription medications or prescription-strength dosages of over-the-counter medicines require a physician's signature. Medication release forms may be downloaded from the FCUSD Health Programs website and are available in the office. **NO MEDICATION (INCLUDING "OVER THE COUNTER" MEDICATIONS) WILL BE GIVEN WITHOUT A CONSENT FORM SIGNED BY THE STUDENT'S DOCTOR AND THE STUDENT'S PARENT/GUARDIAN. A NEW FORM MUST BE COMPLETED EVERY SCHOOL YEAR FOR MEDICATION.**

SCHOOL LIBRARY

Students are welcome to use the library before school and after school. Students may read books, work on assignments, and use their chromebooks for academic purposes. For lunch time, students must obtain a library pass at the beginning of the day to go to the library at lunch time. Lunch time library passes are available in the library. Students may not bring or eat their lunch in the library. Students may check out up to two items with their Student ID card.

Hours: 8:00AM – 3:30PM Monday, Tuesday, Wednesday, Friday
8:00AM – 1:35PM Thursday

If a textbook or library book is lost, students will be charged the replacement cost. Students are expected to follow all school and library rules including using quiet voices in the library, treat all people and materials with respect, use computers appropriately, no cell phone use, and no food or drink items allowed. Any inappropriate behavior/conduct may result in students' loss of library privileges.

LOST AND FOUND

The lost and found is located in the main office. Articles will be held for two weeks at a time during the school year, and through the last Friday of the school year. Items not claimed will be donated to a community organization.

PERSONAL PROPERTY

Mills Middle School is not responsible for damaged, lost or stolen items. Students are solely responsible for personal items brought to school. including all electronics, such as iPods, cell phones, water bottles, bicycles, skateboards, etc). We will not stop instruction to search a classroom for a lost of stolen items. Parents are encouraged to have their students keep personal items of any value at home. Your personal property is **YOUR**

responsibility. The school district does not carry insurance for the loss of personal property for staff or students. Misuse of personal property may result in your items being confiscated.

- Students should leave items of great value at home.
- Any item causing a disruption can result in a Behavior Referral to the office
- Students should NEVER bring large sums of money to school.
- Students should not leave backpacks, purses or wallets out of sight or unattended.
- Students are required to lock their belongings in their PE locker during PE class.
- Personal sports equipment should be put away during school hours.

SCHOOL PROPERTY

Students are financially responsible for all textbooks and materials, including Chromebooks, music instruments, issued to them. Students will be billed for damaged materials or vandalism caused to school property. Report cards, schedules, and/or diplomas are held until all fines are paid.

MESSAGES AND DELIVERIES

To preserve the instructional time of our students and preserve an effective learning environment, Mills will minimize any classroom distractions. Main Office staff **WILL NOT** interrupt instruction to deliver nonessential personal messages or items (e.g. food items or school supplies). Items such as balloons, flowers, and gifts marking special events are not appropriate on campus and will not be delivered. Food deliveries from outside agencies are not permitted for students. Parents and guardians are encouraged to allow students to assume responsibility for remembering lunches, school items and homework. Thank you for your understanding.

ACADEMICS

GRADING POLICY

At the beginning of the school year, students will receive from each of their teachers a written grading policy as part of the course expectations explaining the class academic and behavioral requirements. Mills Middle School's grading system consists of 2 semesters with 4 quarters. Grades are recorded at the completion of each semester, and are mailed to parents/guardians. Progress reports notices occur once every quarter. Parents are encouraged to use PowerSchool Parent Portal to check student's grades.

The semester and quarter grading periods are:

1st Quarter Progress	2nd Quarter/End of 1st Semester	3rd Quarter Progress	4th Quarter/End of 2nd Semester
Aug. 6 - Oct. 9	**Oct. 13 - Dec. 18**	**Jan. 4 - Mar. 12**	**Mar. 15 - May 27**

The semester grade is the final grade for each academic period. This grade becomes a part of the student's permanent record. Letter grades are assigned on the following scale (see each teacher's course expectations):

A - SUPERIOR

B - ABOVE AVERAGE

C - AVERAGE

D - BELOW AVERAGE

F - FAILING

INCOMPLETE: If a student receives an Incomplete, the Incomplete Mark Follow-Up Agreement must accompany all incomplete grades. Incomplete may be given if a student is absent at the end of the grading period and has makeup work to turn in. Incomplete grades must be changed within two weeks or the grade reverts to an F.

NO MARK: A grade of "no mark" may only be given with written permission from the student's counselor and would encompass such situations as very late entry into the class and transfer grades not received yet.

CITIZENSHIP MARKS

Citizenship marks shall be assigned by each teacher. These marks set behavior standards that describe an appropriate educational environment for all students.

Supporting ideas for marking citizenship:

- A good citizen must assume responsibility for his/her own behavior.
- A good citizen respects himself/herself, adults, fellow students, teachers, the school, and the property of others.
- Each student will follow the rules and regulations of the school and each classroom to be successful.
- A good citizen is in class on time daily and prepared with materials.

Marking system:

O = Attitude elevates the behavioral and academic level of class. Lates/tardies are very rare. Participation and volunteerism is continuous and constructive. Respect is always demonstrated for people and property.

S = Attitude is positive and constructive. Lates/tardies are uncommon. Participation and volunteerism are frequent and constructive. Respect is consistently demonstrated for people and property.

N = Attitude is negative and nonproductive. Lates/tardies exceed teacher's limit. Participation and volunteerism are rare or inappropriate. Respect is sometimes not demonstrated for people or property.

U = Attitude diminishes the behavioral and academic level of class. Lates/tardies are excessive. Participation and volunteerism are nonexistent or inappropriate. Respect is often not demonstrated for people or property.

HOMEWORK POLICY

Teachers will communicate their homework policies in writing to the students and administration. Teachers will continually monitor the quality of assigned homework.

Students returning to school after an absence are entitled to make up missed assignments for full credit. (SEE ABSENCE/MAKE-UP POLICY on pg. 12) The normal time allowance is two days for each day of excused absence. Students are responsible for making arrangements with teachers to make up work missed because of absences. If the student will be out of school for 5 or more days for an excused (non-truancy) reason, the parent must arrange "Independent Study" at least five days in advance. For short-term absences, students should check the website, contact classmates or check with the teachers when returning to school. No make-up work is allowed for truancies. Any work assigned prior to an absence is still due on the designated due date or on the first day that the student returns to school, whichever comes later.

GRADE CHECK PROCEDURE

Students and parents are encouraged to utilize PowerSchool Parent Portal for grades, assignments, and teacher contacts. Simply go to the Mills Middle School Website https://mms.fcusd.org and login. Parents and students can get login information, usernames, and passwords through the counselor or the clerical staff in the main office.

PROCESS FOR RESOLVING CLASSROOM ISSUES

The Mills Middle School process is a four-step progressive process:

- Step 1: Contact the teacher directly (by phone or email)
- Step 2: Contact your student's counselor
- Step 3: Contact the Assistant Principal per first letter of student's last name
- Step 4: If you have completed the previous three steps, and your problem/issue still needs to be addressed, please contact the Principal.

ADVISORY / FLEXTIME

Advisory and Flextime is a 30 minute band of time within the school day. Advisory takes place on Monday and Thursday where students will meet with their advisory teacher for grade checks, and receive social emotional character education curriculum. Flextime takes place Tuesday, Wednesday and Friday where staff provide all students with the opportunity to participate in strategic and timely intervention, amplification, and/or enrichment. Student schedules include a 30-minute "Flextime" between 2nd and 3rd periods where students will be invited or choose a class to receive additional time and support. Mills uses Powerschool>Adaptive Scheduler to schedule all students for FLEX time.

ACADEMIC HONESTY

Academic honesty and personal integrity are fundamental components of a student's education and character development. Students will not cheat, lie, plagiarize or commit other acts of academic dishonesty. Those who are involved in any such activities will be referred immediately to their Assistant Principal and will receive a teacher determined academic consequence within the classroom. Repeat offenders may be subject to suspension and/or expulsion.

STATEWIDE TESTING NOTIFICATION

California students take several mandated statewide tests. These tests provide parents/guardians, teachers, and educators with information about how well students are learning and becoming college and career ready. The test results may be used for local, state, and federal accountability purposes.

The California Assessment of Student Performance and Progress (CAASPP) tests consist of the following:

- Smarter Balanced Assessment Consortium Assessments
- California Science Tests (CAST)
- California Alternate Assessments (CAAs)
- California Spanish Assessment (CSA) for Reading/Language Arts
- English Language Proficiency Assessments for California (ELPAC)
- Physical Fitness Test (PFT)

Pursuant to California *Education Code* Section 60615, parents/guardians may annually submit to the school a written request to excuse their child from any or all of the CAASPP assessments.

STUDENT LIFE

ATHLETICS

Our campus offers various opportunities to represent Mills as student-athletes. Students may join our basketball, soccer, track and field, cross country, volleyball and wrestling teams. Students and parents must fill out athletic clearance forms prior to participating in athletics. Criteria to participate are:

- Participant must be a full time student at Mills Middle School

- Students must maintain an unweighted GPA of 2.0 (on a 4.0 scale) in enrolled courses at the conclusion of the previous grading period
- No school disciplinary issues during probationary period (BP 6145).
- Satisfactory citizenship in all classes

**Students with less than a 2.0 GPA may be placed on academic probation until the next grading period. (BP 6145, CIF 205 b.(2)) A student applying for academic probation must meet the above criteria and complete Academic Probation Application which includes:

  - Maintaining a minimum of 1.5 GPA (FCUSD requirement);
  - Complete a weekly progress check (include attendance and behavior).

Please refer to District Athletic Handbook for more information:
https://mms.fcusd.org/athletics/student-athlete-handbook

CLUBS AND ORGANIZATIONS

Information regarding current clubs and organizations can be found in the main office. Each club or organization has its own eligibility criteria. Listen for announcements or refer to the Daily Bulletin in the Main Office for information about clubs. Talk with a club advisor to see what is needed to join the club. As with sports, club participation is a privilege and not a right.

ASSEMBLIES

Assemblies are provided for the enjoyment and benefit of the students. Teachers accompany their classes to assemblies. Students are to be on their best behavior and give full attention to performers. Please note, no gum, food, drinks, or backpacks are permitted in the gym or the multi-purpose room.

SCHOOL ACTIVITIES / DANCES / SOCIALS / FIELD TRIPS / ATHLETIC EVENTS

Social events are an important part of school life. With the permission of the administration, dances, field trips and other social events sponsored by classes or approved clubs may be held on school grounds. Rules include:

1. The Administration reserves the right to refuse student permission to attend any school event.
2. Students must be in school the day of the activity, except for medical appointments.
3. All school rules apply; this includes behavior and dress code standards.
4. Once a student leaves the dance, she/he may not return and must leave campus. Students may, however, leave the dance anytime with a parent/guardian.
5. Students who are not enrolled at Mills Middle School may not attend dances.
6. Inappropriate dancing is not permitted. Students choosing to act or dance inappropriately, after being warned, will be asked to contact a parent to be picked up.

Individual events, activities, athletic events, and field trips may have additional eligibility requirements that must be met in order to participate. These requirements may include, but are not limited to, attendance, grades, citizenship, behavior, completion of assigned consequences, and adherence to school expectations. Students placed on the school's "No Fly List" may be restricted from attending school activities, field trips, dances, athletic events, and other extracurricular opportunities.

STUDENT COUNCIL/LEADERSHIP

Mills Student Council consists of elected student officials plus appointed representatives from each grade. Student Council is responsible for running the extracurricular student program. Class officers are elected by their classmates to promote and plan activities. Class officers and representatives must maintain a minimum 2.5 grade point average in order to run for and remain in office.

REWARDS AND RECOGNITION

AAA (Triple A Recognition)

The Mills Scholars Recognition program is a school-wide recognition for students at each grade level. Recipients are honored in a special "invitation-only" assembly, party, or off-campus activity. In order to qualify, a student needs to have all of the following per semester:

- A- Attendance that is exceptional (MUST HAVE A 95% ATTENDANCE RATE OR HIGHER, NO MORE THAN 3 TARDIES/LATES)
- A- Academic Excellence (MUST HAVE A 3.0 G.P.A OR HIGHER)
- A- Attitude (EXCELLENCE IN CITIZENSHIP; HAVING ONLY MARKS OF "O" OR "S")

NOTE: No Class, In House or Off Campus Suspensions.

END OF YEAR AWARDS

Teachers nominate students of their choice as recipients of various awards for their academic achievements and positive behavior on campus. These awards are presented at the end of the school year.

HONOR ROLL

Students with a 3.0 GPA qualify for the Honor Roll, 3.5 GPA qualifies for High Honor Roll and 4.0 GPA for Principal's Honor Roll**.** Students will be recognized at the end of the year during grade level awards presentations for their efforts.

8TH GRADE END OF YEAR CELEBRATION / END OF YEAR ACTIVITIES

To participate in the end of the year Celebration - a student must meet all of the following criteria:

- **Attendance:**
  - 95% attendance: 9 days of unexcused absences
- **Discipline:**
  - No major Ed Code violations in the second semester (Principal's discretion) • All discipline consequences must be served
- **Grades:**
  - 8/12 semester grades are passing in a six period day over two semesters
  - Passing is defined as all grades above an F

- **Principal's Discretion**: All promotion decisions are subject to the Principal's discretion

Failure to meet this criteria makes a student ineligible to participate in the Celebration. The Celebration is defined as: all end-of-the-year 8th grade activities (field trips, dances, etc) and the ceremony where a student receives their certificate of middle school completion in an organized procession at the end of the year. Students who do not meet the eligibility requirements to participate in the Celebration will still advance to the 9th grade and receive their certificate unless retention is recommended by administration.

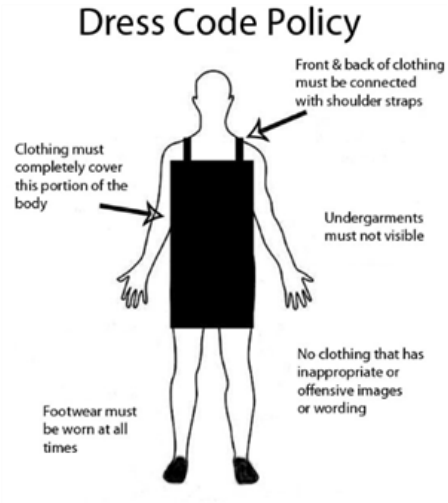
STUDENT BEHAVIOR EXPECTATIONS

DRESS FOR SUCCESS POLICY

The Folsom Cordova Unified School District has adopted Board policies 5132 which include the following: "The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment.

The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction, which would interfere with the education process."

Mills Middle School's Dress for Success Policy is as follows:



Students MUST wear:

- Clothing that protects and covers private body parts.
- Top (shirt, blouse, sweater, sweatshirt, tank, etc.)
- Bottom (pants, shorts, skirt, dress, etc.) that completely covers the buttocks
- Footwear must be worn

This policy permits additional student attire requirements when necessary to ensure safety in certain academic settings (e.g. physical activity, science or CTE courses). Additionally, this policy allows for reasonable variation in required student attire for participation in activities such as swimming.

Students MAY NOT wear:

- Clothing that is pornographic, contains threats, or that promotes illegal or violent conduct such as the unlawful use of weapons, drugs, alcohol, tobacco, or drug paraphernalia.
- Visible underwear or bathing suits of similar design. Visible waistbands or straps on undergarments worn underneath other clothing are not a violation.
- Clothing that demonstrates hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups.
- Sheer or see-through clothing that reveals private parts.
- Hats or headgear that cover the student's face or intentionally masks student identity, with the exception of clothing with a medical or religious purpose. Teachers may direct students to adjust headwear during exams or to address headphone/earbud issues.

*Clothing for Physical Education is available from the student store. P.E. course outlines contain specific guidelines for appropriate attire.
*When needed for student safety, such as in laboratory or school activities, additional safety measures may be added to the dress code.

The dress code will be enforced by ALL STAFF. The appropriateness of clothing in question as per this dress code will be left to the discretion of the Mills Middle School Administration. Repeated and/or habitual dress code concerns may result in assigned consequences.

CELL PHONES / ELECTRONIC DEVICES

Students in grades 6-8th may use their cell phones, smart watches, and other mobile communication devices on campus **before the first bell and after the last bell**. ***BP 5131.8***

All mobile communication devices shall be turned off and out of site from 8:25 am until after dismissal. Cell phone violations will result in an office referral.

Cell phone violations are as follows:

- **1st violation**: Student receive *Warning #1*
- **2nd violation**: Student receive *Warning #2*
- **3rd violation**: Student will receive *Warning #3*
- **4th violation**: Student will receive a phone call home
- **5th violation:** Student's phone will be collected by staff, held in the office and parent will be required to pick up the phone. In addition, student will be placed on the school's "No Fly" list which means that student cannot participate in any school-wide events including but not limited to rallies, field trips, extended flexes, etc. ***Option to voluntarily turn in phone for 2 weeks to earn back school privileges **Reset at semester**

LOSS/DAMAGE/THEFT OF PERSONAL PROPERTY

It is important for Parents/Guardians and students to understand that Mills Middle School takes no responsibility for the loss, damage or theft of any personal devices (B.P. 5131.1). We will **NOT** stop instruction to search classrooms, locker rooms, etc. for lost or stolen items. Students are responsible for their electronic and personal belongings.

CELL PHONE CAMERAS / CAMERAS / RECORDING DEVICES

It is absolutely forbidden for any student to take photos or record another student or adult without the full knowledge and permission of the student or adults (Ed. Code 51512). This includes walking/riding to and from school, during class time, before and after school, passing periods, lunch breaks, etc. The use of electronic devices of any kind in the bathroom or locker room is also strictly prohibited.

The cell phone/electronic devices policy will be enforced by ALL STAFF. Repeated misuse of cell phones or electronic devices may result in assigned consequences. When a student uses a mobile communication device in an unauthorized manner, the student may be disciplined and a district employee may confiscate the device (B.P. 5131.8)

****Students are also prohibited from recording, photographing, livestreaming, sharing, or posting physical altercations, unsafe behavior, or incidents involving other students. Students who record, distribute, promote, or encourage fights may be subject to significant disciplinary action, including suspension, even if they were not directly involved in the altercation.**

TECHNOLOGY / INTERNET SAFETY

Mills Middle School follows all FCUSD guidelines for internet usage. Please see the Student Technology Use Agreement.

SELLING ITEMS

The selling of any items such as candy, chips, and sodas with the exception of approved school fundraisers are prohibited.

LITTERING / TAGGING / VANDALISM

Mills Middle School takes pride in our school buildings and grounds. Tagging or graffiting of any items include but not limited to: notebooks, books, binders, clothing, homework, desks, classrooms, lockers and bathrooms are prohibited. Students marking on or damaging school equipment in any way will be required to clean the article and or pay for the damage caused. Vandalism is a suspendable offense and will result in disciplinary action or alternative means including campus beautification.

PERSONAL DISPLAYS OF AFFECTION

In order to protect the health and safety of our students, excessive kissing, hugging, touching or hand holding will not be permitted.

RESTORATIVE CENTER / DETENTION

The Restorative Center (RC) is a classroom on campus where students may be assigned by administration for a variety of reasons:

- RC Lunch / Lunch Detention
- RC Thursday School
- Saturday School (In lieu of suspension)
- In School Suspension (in lieu of out of school suspension)

BULLYING / HARASSMENT

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program while on school grounds, while going to or coming from school, while at school activities, and while on district transportation. Prohibited student conduct includes, but is not limited to: harassment of students or staff, including bullying, intimidation, so-called "cyberbullying," hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause bodily harm or emotional suffering (B.P. 5131).

Direct Acts of Bullying May Include:

- Hitting, tripping, shoving, pinching and excessive tickling
- Verbal threat(s), name calling, racial slurs and insults
- Taunting, teasing, spreading rumors or intimidation

Indirect Acts May Be More Difficult to Detect, and May Include:

- Rejecting, excluding, or isolating target(s)
- Humiliating target(s) in front of friends
- Manipulating friends or relationships
- Sending hurtful emails or writing notes
- Developing a website for taunting, ranking, or degrading a target and inviting others to join in posting humiliating notes or messages.

Bullying Means:

- Bullying is generally repeated over time and involves a real or perceived imbalance of power with more powerful student(s) attacking the less powerful student(s).

Bullying Definition:

- Bullying is any severe or pervasive physical or verbal act or conduct including, but not limited to:
- Written and digital communication that can be reasonably predicted to place a student in fear of harm to that pupil's person or property.
- Causing a pupil to experience a substantially detrimental effect on his or her physical, mental health, interferes with a pupil's academic performance.
- Restricting a pupil's ability to participate in services, activities or privileges provided by school.

Cyberbullying Definition:

- Cyberbullying includes communication in writing or by means of electronic act including: transmission of messages, text, sound, image, video, website, burnpage or social networking activity and has a substantial effect on a person's physical or mental health, academic performance or ability to participate in school.

Process to Report Bullying:

- Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)
- Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with the district's procedures outlined in the Student Conduct Code.
- When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.
- When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

Any student who engages in bullying on school premises, or off campus in a manner that causes, or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

FIGHTING

Fighting will not be permitted on the Mills campus or during any school event.

- Fighting may result in off-campus suspension and **will require Reflective, Restorative and Instructional consequences**.
- At ten (10) days of suspension a discipline hearing will be held, and a student may be administratively transferred to an alternative setting.
- If there is a serious injury during a fight, even if it is the first time the student has been in a fight, then a student may receive a five day off-campus suspension, pending a disciplinary meeting and the possibility of being expelled or administratively transferred to another school site.
- Students involved in a fight may also be cited by Rancho Cordova PD.

DO NOT MAKE THREATS!

- Students threatening to fight or encouraging others to fight.
- Students threatening to have a friend or family member fight someone.
- Students threatening/ bullying through phone, text, Facebook, Snapchat, Tiktok, or other social media.

Spectators BEWARE…Spectators add to the problem and may also get hurt.

- **Students attending, watching, recording, posting, or encouraging a fight may be subject to administrative actions.** Mills Middle School takes a very strict stance against fighting! Any students concerned that they may become involved in a fight should immediately contact an adult (teacher, counselor, administrator, etc.) Let us help you sort the situation out BEFORE it becomes a fight!

BEHAVIOR RESPONSE PLAN / DUE PROCESS PROCEDURES

Mills Middle School believes in using **restorative, reflective and instructional practices**, such as student support calls, check-in/checkouts, conflict mediations and/or peer mediation and reteaching of expected behaviors may be used before punitive steps are taken. Disciplinary steps taken follow the guidance of Education Code Section 48900. Please refer to FCUSD's Conduct Code for more information.

Although each incident will be evaluated and the administrator will determine appropriate discipline, the following will serve as a guide. California Education Code 48900(p) states that a student may be suspended or expelled for acts enumerated below and related to school activity or attendance that occur at any time, including but not limited to:

- While on school grounds
- While going to or from school
- During lunch time
- During or while going to or from any school sponsored activity

BEHAVIOR RESPONSE SYSTEM

Mills Middle School uses a progressive behavior response system for both minor and major incidents in all locations of the school. A variety of supports are attempted if possible prior to punitive discipline. These supports include but are not limited to: parent/guardian contact, reteaching expected behavior, push-in, class suspension, restorative conversations, Student Study Team (SST) or Individual Education Plan (IEP) meetings. Additionally, administration may place students on behavior contacts as alternatives to suspension or use in-school suspensions and off sites suspensions as needed.

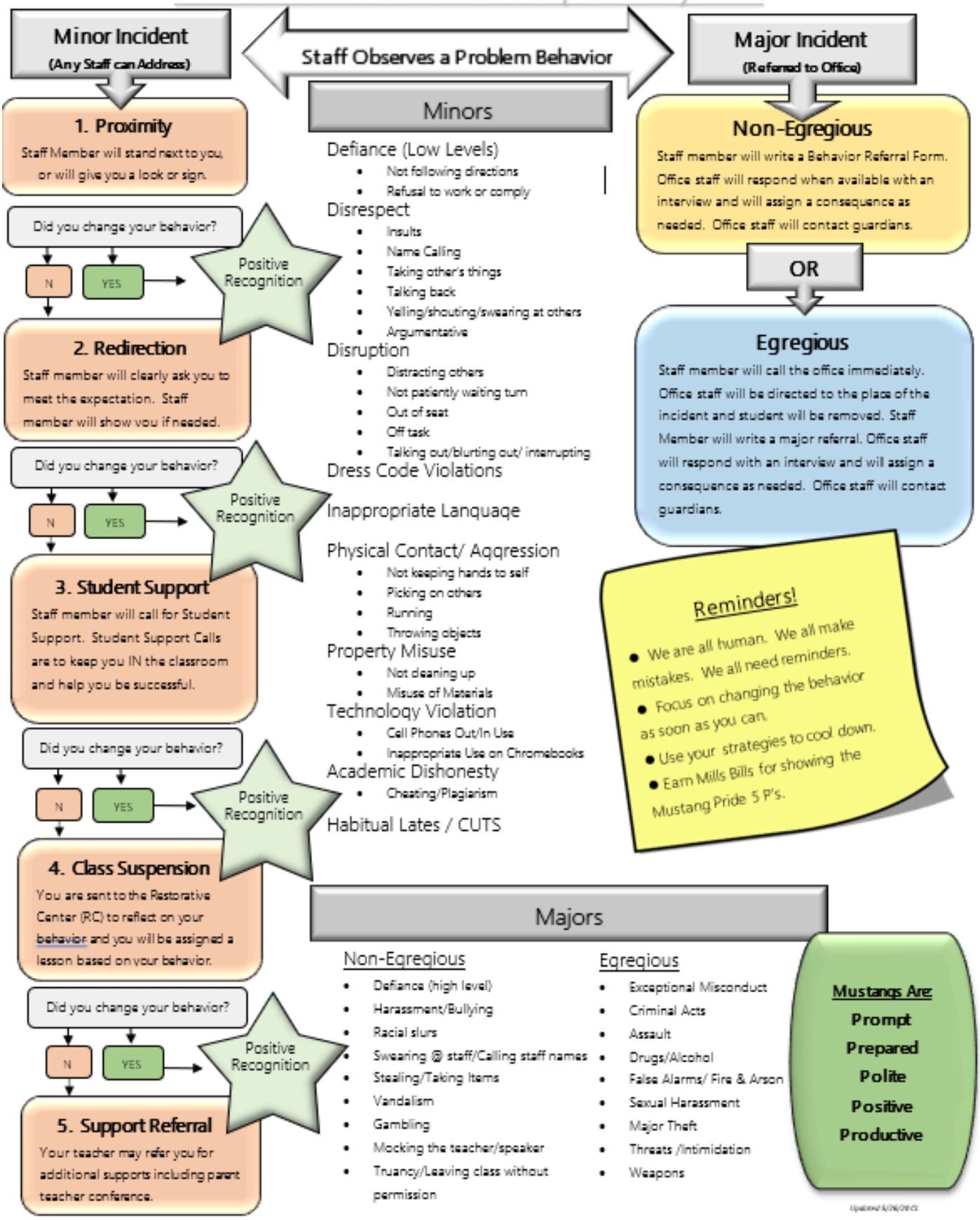
This Behavior Response System demonstrates the process that teachers and office staff will take when student behavior arises which may include:

- **BEHAVIOR REFERRAL** - A behavioral referral is made to serve 2 purposes: refer a student to administration for a major behavior incident that occurs during the school day (inside or outside of classrooms) or class suspend a student for classroom misbehavior.
- **CLASS SUSPENSION** - As a last resort, a student may be suspended from the class and sent to the Restorative Center (RC) and/or administration with a referral. Some behaviors may result in an immediate suspension if they are dangerous or unacceptable. **A teacher may suspend a student from class of the acts enumerated in the discipline guidelines (Ed. Code 48900 and 48900.2). The teacher will inform the parent or guardian of the class suspension.** Reteaching of the appropriate behavior in the Restorative Center will occur during the class suspension.
- **IN SCHOOL SUSPENSION** - In school suspension may be assigned for repeated or serious infractions of school or classroom. Students may receive an in school suspension for 1-5 days.
- **OFF SITE SUSPENSION** - Off campus suspension will be assigned for repeated or serious infractions of school or classroom rules for 1-5 days. Although it is not our intention to suspend students from school, it is

our intention to provide an opportunity for all students to learn in a safe environment. Students who exhibit unsafe or repeatedly disruptive behavior will be removed.

- **ALTERNATIVE TO SUSPENSION** - A variety of supports may be attempted prior to punitive discipline. Alternatives to suspension will be assigned by a school administrator and monitored by a team that may include: administrator, counselor, teachers, and support staff. Alternatives may include a combination of: behavior contract, lesson(s) to reteach appropriate behavior, projects, campus beautification, lunch detention, brief intervention sessions, etc.

Mills Student Behavior Response System



SUSPENSION OR EXPULSION

If a student is suspended from school, they will lose the right to attend school and all school activities for the entire time of the suspension. During a suspension a student may not be on any FCUSD campus at any time, or attend any activity sponsored by a FCUSD school or organization. (This includes before or after school hours, weekends, and holidays). A student may be suspended or expelled for any of the acts listed below if the infraction occurred:

1. While on school grounds.
2. While going to or coming from school.
3. During, going to, or coming from a school-sponsored activity.
4. Falls within one or more of the district's definitions of bullying or harassing behaviors, even if the bullying or harassment took place outside the times listed between numbers 1 – 3 above.

GROUNDS FOR SUSPENSION OR EXPULSION (ED. CODE 48900)

a. Caused, attempted to cause, or threatened to cause physical injury to another person.
b. Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object. (includes lighters, matches, BB guns, firecrackers, poppers.)
c. Unlawfully possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
d. Unlawfully offered or arranged or negotiated to sell any controlled substance, and alcoholic beverage, or an intoxicant of any kind, and then sold, delivered, or furnished to any person another liquid, substance, or materials as a controlled substance, alcoholic beverage, or intoxicant, or "look alike" drug substances.
e. Committed robbery or extortion.
f. Caused or attempted to cause damage to school property or private property.
g. Stole or attempted to steal school property or private property.
h. Possessed or used tobacco.
i. Committed an obscene or vulgar act or engaged in habitual profanity or vulgarity. This includes "pantsing" self or others, "cup check," "bra-strap snap," etc.
j. Possessed, used, unlawfully offered, arranged or negotiated to sell any drug paraphernalia.
k. Defiance and disruption.
l. Knowingly received stolen school property or private property.
m. Possession of an imitation firearm.
n. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 287, 288, or 289, or former Section 288a of the Penal Code, or committed a sexual battery as defined in Penal Code 243.4.
o. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness, or both.
p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug SOMA.
q. Engaged in, attempted to engaged in, hazing as defined in EC 32050
r. Aids or abets the infliction or attempted infliction of physical injury to another person.

Ed Code Sec. 48900.2: Committed sexual harassment as defined in Education Code 212.5, provided that the conduct is 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 victim's academic performance or to create an intimidating, hostile or offensive educational environment in grades 4-12.

- Ed Code Sec. 48900.3: Committed hate violence in grades 4-12.
- Ed Code Sec. 48900.4: Committed harassment, threats, or intimidation in grades 4-12.
- Ed Code Sec. 48900.7: Made terrorist threats against a school official or school property, or both.

During the suspension period the student may not be on any school campus before, during or after school or at any school related activity in the district for any reason.

EXPULSION

A. Mandatory Suspension, Recommendation for Expulsion and Expulsions

Education Code Section 48915 requires a principal or superintendent to immediately suspend and recommend expulsion of a pupil that he or she determines has committed any of the five following acts at school or at a school activity off school grounds:

a. Possessing, selling, or otherwise furnishing a firearm.
b. Brandishing a knife at another person.
c. Unlawfully selling a controlled substance listed in Health and Safety Code Section 11053.
d. Committing or attempting to commit a sexual assault or committing a sexual battery, as defined in Education Code Section 48900(n).
e. Possession of an explosive as defined in 18USC921.
Under Section 48915(d), if the governing board or hearing panel finds that the student did in fact commit one of the five acts listed above, the governing board shall order a pupil expelled. No exceptions.

B. Mandatory Recommendation for Expulsion; Permissive Expulsions.

Education Code Section 48915(a) identifies grounds on which a recommendation for expulsion must be made unless the expulsion is not appropriate because of particular described circumstances. These grounds are:

a. Causing serious physical injury to another person.
b. Possessing any knife, explosive, or other dangerous object of no reasonable use to the pupil.
c. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of…the Health and Safety Code, except for a first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.
d. Robbery or extortion.
e. Assault or battery upon a school employee, as defined in Penal Code Sections 240 and 242

C. Permissive Recommendation for Expulsion and Permissive Expulsions.

A principal or superintendent may recommend expulsion and a governing board may order a pupil expelled upon a finding that the pupil violated Sections 48900(a) through (o), 48900.2, 48900.3, or 48900.4. However, there may be some overlap with 48915(a) and, which require mandatory recommendations or mandatory expulsions.

SEARCH OF PROPERTY

Students have a reasonable expectation of privacy with personal items (backpack, purses, pockets). School officials may conduct searches of pupils and their personal belongings while on school property or at school-sponsored events. Searches of pupils and personal belongings will be conducted when there are reasonable grounds to suspect that the search will provide evidence that a pupil is violating the law and/or school regulations. The scope of the search will be related to the objectives of the search, the age and sex of the pupil, and the nature of the violation. By way of example, and not limitation, "personal belongings" includes backpacks, briefcases, bags, etc. All students who leave campus without permission will be subject to search upon return. Searches are also conducted of school property under joint control. "School property" under joint control includes lockers, chrome books, and desks. Lockers are school property under the joint control of the school and the pupil. There is no expectation of privacy. The District may search lockers, or any other school property under joint control, at any time. Searches may be random and without cause of any kind. Automobiles parked on the school premises or in the school parking lot are subject to search when officials have reason to believe weapons, drugs, or objects prohibited by school policy or state law are contained therein. Canines may be used to search a pupil's personal

belongings and vehicles and school property under joint control. Canine searches will be used to search a pupil's person when either (1) there are reasonable grounds to suspect a particular pupil of wrongdoing; or (2) the District determines that the school has a drug crisis or problem. Contraband will be seized (Penal Code 62610) V)

QUESTIONING BY OUTSIDE AGENCY

A law enforcement agent, upon request and with appropriate identification, has the authority and right to question students while at school. Mills Middle School will attempt to contact parents and inform them of the questioning.

FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT

2024-2025 Nondiscrimination Statement

The Folsom Cordova Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

Jim Huber, Ed.D., Assistant Superintendent, Educational Services
Compliance Officer, Section 504 Coordinator, ADA Coordinator (students)
jhuber@fcusd.org
916-294-9000 x 104580

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415
1965 Birkmont Drive
Rancho Cordova, CA 95742

The Folsom Cordova Unified School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the Folsom Cordova Unified School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The District Title IX Coordinator is:

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415
1965 Birkmont Drive
Rancho Cordova, CA 95742

The District nondiscrimination policy can be located at:
https://www.fcusd.org/district/about-us/nondiscrimination-statementpolicy

The District's nondiscrimination complaint procedures can be located at: Students:
https://www.fcusd.org/departments/compliance/complaints/uniform-complaints Staff:
https://www.fcusd.org/departments/compliance/complaints/nondiscrimination-in-employment

To report information about conduct that may constitute sex discrimination or sex-based harassment, or make a complaint of sex discrimination or sex-based harassment under Title IX, please refer to: Students:
https://www.fcusd.org/district/about-us/title-ix-notificationsexual-harassment Staff:
https://www.fcusd.org/departments/compliance/complaints/sexual-harrassment-title-ix

STUDENT & FAMILY RESOURCES

For questions or assistance regarding our community partnerships, please visit our Family Services Center or contact our Community School Facilitator, Veronica C. Lane.

Veronica C. Lane
vlane@fcusd.org
916.294.9045 ext. 710144
916.800.3967 Cell
Community Schools Facilitator II

FOOD

Rancho Cordova Food Locker
10497 Coloma Rd., Rancho Cordova, CA 95670
Mon/Wed/Fri 9:30m-12:00pm

HOUSING

FCUSD Families in Transition
www.fcusd.org/family-community/homeless-services

Housing Assistance Program (HAP)
(916) 263-7400, (800) 952-8356, (800) 952-5275

Sacramento 2-1-1
Call 2-1-1 (dial 8) or dial (844) 546-1464 to be assessed for shelter options and connected to other homeless services.

CHILDCARE

Child Action Inc.
(916) 369-0191 Mon-Fri 8:00am-5:00pm
Find childcare or get help paying for care.

Rancho Cordova Youth Center (RCYC)
10455 Investment Circle, Rancho Cordova, CA
(916) 851-8700 Mon-Fri 12:00pm-5:30pm

OTHER RESOURCES

FCCP – Family Resource Center
10655 Coloma Rd, Suite 200, Rancho Cordova, CA
www.thefccp.org (916) 361-8684
Mon-Wed 8:00am-3:30pm

MENTAL HEALTH

Care Solace: (888) 515-0595
Crisis Text Line: 741741 free 24/7
CA Youth Crisis Line: (800) 843-5200
988 Suicide and Crisis Lifeline: Call/Text to 988

HEALTHCARE

Free Medical Care for Kids & Teens
1st & 3rd Saturdays of the Month
9:00am-12:00pm, Walk ins welcome!
RIVER Pediatric Clinic
Hiram Johnson Community Center
3535 65th Street, Building C, Sacramento, CA
(530) 564-8439 www.riverpediatricclinic.org

SPORTS PHYSCIALS

Action Urgent Care (In Safeway)
10635 Folsom Blvd., Rancho Cordova, CA
(916) 562-0812

WellSpace Health Clinic
10423 Old Placerville Rd. Sacramento CA 95827
(916) 737-555 www.wellspacehealth.org

Need Additional Help? CALL 2-1-1

211 is your 3-digit, non-emergency helpline for local support and resources. 24 hours a day, 7 days a week. Assistance is available in many languages.

2·1·1
Get Connected. Get Help.™