



American Lakes



STUDENT/FAMILY HANDBOOK

2800 Stonecreek Dr.
Sacramento, California 95833
Phone: (916) 567-5500
Fax: (916) 567-5509
www.natomasunified.org/als

American Lakes School

School - Parent Compact (2026-2027)

Parent/Guardian

- Will be intentional at communicating with my student's teacher.
- Will be informed of my student's academic progress, attendance and behavior.
- Be informed about what is happening at my student's school.
- Will be informed of the resources (academic support, mental health support..) available to me and my family through my child's school and NUSD.
- Communicate with the school about my child's attendance and work to get students to school everyday and on time.

Student

- Follow our 3 Personal Standards every day: Show Respect, Make Good Decisions and Solve Problems.
- Assist in keeping our school safe and clean.
- Give all papers and documents I get from my teacher to my parents.
- Explore the different programs and activities available at school (athletics, clubs and school events).

The undersigned hereby agree to all points provided in this document:

Teacher: _____

Principal: _____

Parent/Guardian: _____

Student: _____

Principal

- Provide staff with the support and tools needed to develop students academically.
- Be active and present on campus and in the classrooms.
- Be reasonably accessible to parents and community members.
- Communicate with families on a regular basis about what is happening at our school.
- Monitor data on students academic progress, behavior and attendance.
- Provide access to students and families using resources available on campus and through NUSD.



Teacher

- Promote and model the Three Personal Standards everyday in the classroom and on campus.
- Create a learning environment that is physically and emotionally safe and is conducive to academic success.
- Communicate regularly with families on students academic progress, attendance and behavior.
- Enforce school expectations consistently and fairly.
- Continue to grow my professional capacity by attending professional developments.
- Connect families to our campus by encouraging and inviting families to attend school functions.

Section 1: School Site Information

Contact Information

Office Hours Monday - Friday, 7:30am to 3:30pm

Main Office **Phone:** 916-567-5500 **Fax:** 916-567-5509

Attendance **Phone:** 916-567-5500 or [Report an Absence](#)

Administration Contact Information

Name: Brian Sanino
Role: Principal
Email: bsanino@natomasunified.org
Phone: 916-567-5501

Name: Ezekiel Valenga
Role: Assistant Principal
Email: evalenga@natomasunified.org
Phone: 916-567-5502

Teacher Contact Information

American Lakes School teachers can be contacted through email or phone. To find your teacher's email address and/or extension, please refer to the school website at <https://natomasunified.org/als/> or call the school office at 916-567-5500 and let the office staff know you would like to leave a message for the teacher.

American Lakes School Bell Schedule

Please see our [digital backpack](#) for more resources, which also contains the [American Lakes Bell Schedule](#).

American Lakes School 26-27 Bell Schedule

Elementary Regular Day (7th/8th)	
7:40	Warning Bell
7:45	Instruction Begins
9:00-9:15	TK/K, 1st, 2nd Recess
9:20-9:35	3rd-4th Grade Recess
9:40-9:55	5th-6th Grade Recess
10:30-11:05 TK/K Lunch	Lunch 10:30 - 10:50 Recess 10:50 - 11:05
10:55 - 11:30 1st/2nd Lunch	Lunch 10:55 - 11:15 Recess 11:15 - 11:30
11:30 - 12:05 3rd/4th Lunch	Lunch 11:30 - 11:50 Recess 11:50 - 12:05
12:10-12:45 5th/6th Lunch	Lunch 12:10 - 12:30 Recess 12:30 - 12:45
12:45-1:00	TK/K Recess
12:50 - 1:05	1st/2nd Recess
1:10 - 1:25	2nd(Caruthers)/3rd Recess
1:38	TK/K Dismissal
1:55	1-6 Dismissal

Middle School Regular Day	
7:45-8:45	1st Period (60 min.)
8:48-9:47	2nd Period (59 min.)
9:50-10:49	3rd Period (59 min.)
10:52-11:51	4th Period (59 min.)
11:51-12:26 (Lunch)	Lunch 11:51 - 12:11 Recess 12:11 - 12:26
12:29-1:28	5th Period (59 min.)
1:31-2:30	6th Period (59 min.)
2:30	7/8 DISMISSAL

Preschool Schedule	
AM Preschool	8:00 - 11:00
PM Preschool	12:00 - 3:00

Elementary Minimum Day (TK -6th)	
7:40	Warning Bell
7:45	Instruction Begins
9:00-9:15	TK/K-2nd Grade Recess
9:20-9:35	3rd-4th Grade Recess
9:40-9:55	5th-6th Grade Recess
10:30-11:05 TK/K Lunch	Lunch 10:30 - 10:50 Recess 10:50 - 11:05
10:55-11:30 1st-2nd Lunch	Lunch 10:55 - 11:15 Recess 11:15 - 11:30
11:15-11:50 3rd-4th Lunch	Lunch 11:15 - 11:35 Recess 11:35 - 11:50
11:35-12:10 5th-6th Lunch	Lunch 11:35 - 11:55 Recess 11:55 - 12:10
12:18	TK/K Dismissal
12:35	1st-6th Dismissal

Middle School Minimum Day	
7:45-8:25	1st period (40 min.)
8:28-9:08	2nd period (40 min.)
9:11-9:51	3rd Period (40 min.)
9:54-10:34	4th Period (40 min.)
10:37-11:17	5th Period (40 min.)
11:20-12:00	6th Period (40 min.)
12:00-12:35 (Lunch)	Lunch 12:00 - 12:20 Recess 12:20 - 12:35
12:35	7/8 Dismissal

Middle School Regular Day (1st Wednesday Flex Day)	
7:45-8:45	1st Period (60 min.)
8:48-9:47	2nd Period (59 min.)
9:50-10:49	3rd Period (59 min.)
10:52-11:51	4th Period (59 min.)
11:51-12:26 (Lunch)	Lunch 11:51 - 12:11 Recess 12:11-12:26
12:29-1:28	5th Period (42 min.)
1:31-1:55	6th Period (41 min.)
1:55	7/8 DISMISSAL

Procedures for Notifying School of Absences

Parents/guardians must clear all absences in advance of the absence or upon return to school by calling the attendance office at (916) 567-5500 or by writing a note including the following information:

- Student's full legal name (please print name clearly)
- The day(s) and date(s) of absence(s)
- Reason for the absence
- Parents/Guardian name and the relationship to the student
- Home and work phone numbers

Arrival and Dismissals

Early Dismissal

Attending school is vital to student success. Please ensure that appointments are made outside of school hours whenever possible. Early dismissal during tests or final exams can negatively impact a student's grade. Please be aware of when testing is happening and make every effort to ensure that students are present to take their assessments.

If a student needs to be picked up early, please follow these procedures:

- Only listed parents or guardians are allowed to pick up students, **UNLESS** a parent/guardian has notified the school of other arrangements. Emergency contacts **ARE NOT** allowed to pick up students without notification from a listed parent/guardian.
- **Appointments:** To leave the school during class time or between classes, a student should bring a note from the parent/guardian, prior to the beginning of the school day, stating the reason for leaving and the time to be dismissed from school and the school staff must be able to reach the parent/guardian by phone in order to secure permission to leave school.
- **Unscheduled Early Dismissals:**
 - A parent/guardian listed on the student's emergency card, must be present to sign out a student from the front office.
 - Inform the front desk that you are picking up a student for early dismissal
 - Have a valid I.D. ready for verification
 - The front desk will contact the classroom and the teacher will send the student up to the office
 - Complete the "Sign Out" sheet with parent information, student name, and check out time
- **Illness at School:** Check out with the Health Office; the school will call home to obtain permission for the student to leave. The student will remain at school until a parent/guardian is contacted to take responsibility for the student. Students are not to call a parent to alert them of an illness before meeting with the Health Clerk. Please obtain a pass from your teacher to make this call from the Health Office. Students who leave campus without obtaining clearance as described above will receive a "cut" for each period missed.

Please help school staff keep all students safe and accounted for by following the check-out procedure. Students should not be called out of class by an adult via student cell phone. Students should always exit campus through the front office instead of through a gate to meet a parent. Students who exit campus without being properly checked out will receive a “cut” (unexcused absence) for each period missed.

Early Dismissals over the phone: Parent/Guardian must come into the Office and show valid ID to sign a student out of school. To ensure student safety, parents cannot call from the parking lot or from around the corner to dismiss their student and have them meet them outside. Students will not be dismissed to any parent/guardian without valid ID or not listed on our contact information for that student unless approved by Administration.

Early Dismissals during PE: Pulling a student from PE can take about 20 to 30 minutes. If a student needs to be checked out of school during their PE class they should come to the Front Office before going to PE and wait in the office for their parents to come in and check them out.

Late Policy: Late Arrival to School or Class

As a school we want students to know and learn the value of being on time, the decency of it, and the expectation of being ready to engage, and of honoring the professional relationship between teacher and student. It is critical that students practice and learn the habits and life lessons of punctuality and commitment because they are essential as students move onto college, a career, and life as a part of a larger community. As a school dedicated to educating young people, students deserve a clear, consistent practice.

Students who are less than 15 minutes late to class will be marked tardy. Students who are more than 30 minutes late to class will be marked truant. The following is American Lakes School Late Policy:

Students will be lined up at their designated class line or at their classroom by 7:45a.m. If a student arrives after 7:45a.m. they will be marked as tardy. Students who arrive 15 minutes or more late to school will need to check in at the front office. In the event that a student arrives at school more than 15 minutes late they should provide a written note from their parent/guardian explaining their lateness.

Instructional Time

During the school day students are expected to be in their assigned classrooms on time and remain for the entire instructional class. If a student must leave class the student should obtain a pass from the classroom teacher that they can display at the request of any staff member who makes contact with them.

Student Pickup/Drop Off (Parking Lots)

NUSD is dedicated to fostering a welcoming and safe environment for our students. To enhance student and staff safety, all parents/guardians are to drop off and pick up students

at the school gate. If a parent needs to enter the campus, they may do so by checking in through the office first. Upon leaving, the parent must check out at the front office. This ensures that staff are aware of all adults on campus. The safety of students is always our top priority, and we thank our families for their cooperation in our efforts.

Drop Off

Student drop off takes place in the front of the administration office on Stonecreek Drive. When dropping off your student, pull your vehicle as far forward in the drop off zone as possible. Please do not leave your vehicle in the drop off zone. If there is a need to leave your vehicle please use a designated parking space or street parking. After dropping off your student please proceed out of the parking lot nearest the preschool and take a right onto Stonecreek Drive.

Pick Up

Student pick up takes place in the front of the middle school building on Brewerton Drive. When picking your student up, pull your vehicle as far forward in the pick zone as possible. Please do not leave your vehicle in the drop off zone. If there is a need to leave your vehicle please use a designated parking space or street parking. After picking your student please proceed out of the parking lot and take a right onto Brewerton Drive.

For pick and drop off please be sure that you are not double parking as this can block others from exiting. In the event of a late arrival or early dismissal please check-in at the front office between the times of 8:00 a.m. and 3:30 p.m.

Campus will open at 7:30 a.m. Any student wanting breakfast can come to the cafeteria. Please be sure students are picked up at their designated dismissal time or make arrangements for after-school activities. If you have any questions on opportunities for after school activities please reach out to the American Lakes School office at 916-567-5500.

Traffic Safety

In the interest of our students and family safety, please be sure to use sidewalks and crosswalks when arriving and departing campus. Please do not park your car in the street and ask your child to cross into traffic or drop off students in the staff parking lot.

If your student rides their bike to school please remind them to wear a helmet, lock their bicycles in the bike rack area and walk their bike on school grounds.

Buses/Transportation

Bus pick up and drop off are provided to students in the Special Education program.

If you have a student who is being transported by the bus please discuss the following expectations:

Students riding the bus will:

- Remain seated, face the front of the bus, and keep the aisle clear
- Stand up only when getting on or off of the bus
- Keep body parts and all objects inside the bus
- Promptly and respectfully obey all bus drivers
- Wait at and walk to all bus stops in an orderly and respectful manner
- Cross the street only when escorted by the bus driver
- Keep any food, beverages or gum in their backpacks.
- Use appropriate language and gestures.

Students who do not follow all bus safety rules could be issued a citation and repeated failure to follow bus rules could result in suspension from the bus as well as revocation of the students transportation privileges.

Student Safety/Safe Routes

American Lakes School is committed to student safety. We reinforce the use of crosswalks when students are walking to and from school. There should be no jaywalking and/or students running across the street without using the crosswalks. Please do not park in any crosswalk path during arrival and dismissal times. This is at the request and partnership of the Sacramento Police Department.

Bikes, Skateboards and Scooters

1. Bicycles, scooters and skateboards should always be walked or carried on campus. In-line skates and Heelys are not allowed on campus.
2. All bicycles **MUST BE PARKED** in the bike area.
3. Students must provide their own locking device to secure their bike, skateboard or scooter.
4. Pupils riding bikes, skateboards or scooters to school **MUST** obey all regular traffic rules.
5. California State Law requires that helmets be worn for safety reasons.

Closed Campus

American Lakes School is a closed campus. Students are not allowed to leave school grounds during the day without prior authorization.

Parents, guardians and any other adult must also have authorization from school administration to enter the campus, including before and after school hours.

Parent Opportunities for Involvement

- School Site Council (SSC)

- English Learner Advisory Committee (ELAC)
- Parent Teacher Student Association (PTSA)

Nutrition Services

For information regarding school menus; applying for free/reduced price meals, online lunch payments please visit the Nutrition Services Department page on the Natomas Unified School District website at

<https://www.natomasunified.org/departments/nutrition-services>

Nutrition Service Hours of Operation

- Breakfast: 7:30 a.m. - 7:45 a.m.
- Lunch: Please refer to the Bell Schedule located on page 12 for grade level times.
- Supper: Provided immediately upon dismissal: 2:00p.m. for Elementary and 2:30p.m. for Middle School

Nutrition Services Expectations/Rules

- Outside food delivery is prohibited
- Selling outside food on campus is prohibited, without administrative authorization
- Cafeteria Expectations:
 - Show respect to staff and fellow students.
 - Use all utensils safely and responsibly.
 - Clean your area and throw your trash away into appropriate receptacles.
 - Be sure you are walking when in the cafeteria.
 - Wait to be dismissed

Late Policy: Late Arrival to School or Class

As a school we want students to know and learn the value of being on time, the decency of it, and the expectation of being ready to engage, and of honoring the professional relationship between teacher and student. It is critical that students practice and learn the habits and life lessons of punctuality and commitment because they are essential as students move onto college, a career, and life as a part of a larger community. As a school dedicated to educating young people, students deserve a clear, consistent practice.

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Before and After-School Care

Students 7:30 to eat breakfast in the cafeteria before class is in session.

Participants in the after school program must go directly to the program from their classroom and can stay until 6:00 p.m. The program will make accommodations for sports, tutoring and other after school activities.

Lost and Found

Lost and Found is located in the cafeteria. Students are welcome to look through the lost and found before school, at lunchtime and after school. Students are not able to search through the items during class time. Lost and found items will also be made available during school events for families to locate missing items. It is recommended that name tags or inked names be placed in all coats, hats, sweaters, jackets, lunchpails and backpacks. Lost and Found is given to a charity at the end of each month.

Student Photo Identification Cards

Students, grades 6-8, will receive an identification card with a free city bus pass affixed to the back. Replacements will not be issued. Please go over the importance of being responsible with your identification materials with your student.

Section 2: Site-Specific Programs and Student Support

Examples of Site Specific Programs and Info

- Positive Behavior Interventions and Supports (PBIS)
- Leadership
- Student Council
- Green Team
- Safe Haven Location
- Free and Reduced Breakfast/Lunch and free Supper program
- After School Tutoring
- L.E.A.P After School Program (The Center)
- Athletics for grades 4-8
- EAOP (Early Academic Outreach Program)
- RJ

Academic Support

- Strategic After School Tutoring
- After School LEAP Academy

Instructional Time

During the school day students are expected to be in their assigned classrooms on time and remain for the entire instructional class. If a student must leave class the student should obtain a pass from the classroom teacher that they can display at the request of any staff member who makes contact with them.

Section 3: Behavior Expectations

The following guidelines are provided to help students, parents, and guardians understand expectations for acceptable behavior at school, on school grounds, and during school-sponsored events. Students who repeatedly or seriously violate these guidelines may face consequences like detention, suspension or expulsion as well as exclusion from school activities including, but not limited to classroom parties, field trips, dances, festivals, award ceremonies and promotion.

For questions, please contact the American Lakes School front office at (916) 567-5500.

Student Expectations & Rules

Aerosol Sprays/Perfumes

Students are not allowed to possess any aerosol spray/perfume containers on campus or at school sponsored events.

- Hair sprays, computer duster sprays, deodorant sprays are potential inhalants, which can and have been used by students to affect the central nervous system as a stimulant, depressant or hallucinogen. Various inhalants produce different effects. The possession of these products, for this purpose, or the use of these products in that manner is in violation of State Penal Code sec. 381.
- The propellants in aerosol containers cause the mist to project into a room and linger long enough to set off the smoke detectors. Students have been doing this at great expense to the educational process and local fire protection agencies. Deodorants, hair fixative, etc. can be obtained in other forms: pump, roll on, etc. which are not aerosols and do not propel the contents in a fashion as described above.

Baked Goods

Baked goods, such as cakes, cupcakes, brownies, etc. are NOT allowed on campus and will be confiscated. Baked goods, for the use of celebrations, must be approved by administration and provided directly to the class by the teacher.

Bullying - BP 5131.2

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and

other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, students can report threats or incidents confidentially and anonymously by go to NUSD Report Bullying Webpage at <https://natomasunified.org/bully-prevention/>

Controlled/Illegal/Imitation Substances (Possession/Use/Intent to Sell)

Possession of Controlled/Illegal/Imitation Substance with Intent To Sell

Students who arrange the sale/distribution of alcohol or drugs will receive a five (5) day out of school suspension and shall be recommended for expulsion (Education Code 48915).

Possession/Use of Controlled/Illegal/Imitation Substance

Students in possession and/or under the influence of drugs or alcohol will be subject to the following actions:

- The drug(s)/alcohol will be confiscated.
- Students will be removed from class or school activity.
- Parents/guardians will be asked to come to the school.
- Law enforcement officials will be contacted and facts reported.
- Home suspension and possible recommendation for expulsion.

Possession/Use of Tobacco Products

The term “tobacco products” includes, but is not limited to, cigarettes, cigars, pipes, chewing tobacco, electronic cigarettes, smokeless tobacco, “Swishers” and snuff. Possession and/or use of tobacco products by students are prohibited by State Law (Education Code 48900) and a violation of Natomas Unified School District policy. Students in possession and/or use of tobacco products can be subject to disciplinary actions, including, but not limited to suspension.

Language Policy

Appropriate language for a professional educational environment should be used at all times while on campus. Use of vulgar or profane language is a violation of Educational Code 48900(i) and is a suspendable offense.

Mutual Combat (Fighting)

Mutual combat—students striking, pushing, or shoving each other—will not be tolerated. Under the Education Code and Penal Code , once a student decides to strike another student even if the other student started it or struck first it is considered Mutual Combat and not Self-Defense.

Self-Defense

A student who engages in self-defense is one who has tried EVERYTHING in his/her power to remove himself/herself from a situation that may result in physical blows. This includes

refusing to engage in verbal threats or confrontations, walking away from the situation, seeking assistance from school personnel, and not striking back due to being hit by another person (grabbing, holding, or restraining one to prevent them from striking is self-defense). Students who are intimidated or harassed by another student should report the problem to a teacher or administrator. Teachers must report these incidents to an administrator immediately.

Consequences for Mutual Combat (Fighting)

Students who engage in mutual combat (fighting) may be immediately suspended from school in accordance with California Education Code and Board Policy. Students who engage in mutual combat may be required to participate in restorative activities, such as mediation, detention, No Contact Contracts, and/or Project Save. Mutual combat may be reported to the Sacramento Police Department because these acts constitute a violation of California Penal Code. Students who engage in mutual combat multiple times in one school year may be recommended for expulsion as a continuing danger where other forms of intervention have not been successful.

Instigating Mutual Combat (Fighting)

Students who instigate fights but are not actively involved (that is, students who carry rumors, put others up to fighting, carry information back and forth between other individuals who subsequently fight, watch or run to a fight, record and/or encourage a fight) submit themselves to the same penalties as those who are involved in the fight. Students who encourage Mutual Combat (fighting) by gathering around, recording, joining in the fight, yelling encouragement, and/or hindering and disregarding school officials, can be subject to disciplinary actions, including, but not limited to suspension.

Prohibited Items

Items that are not allowed on the campus or school sanctioned events include, but are not limited to:

- Aerosol Sprays
- Dangerous Objects such as knives, explosives, firearms, imitation firearms, Orbeez guns, pellet guns, airsoft guns, brass knuckles, or any other item considered a weapon.
- Gambling Devices
- Lighters
- Laser devices (*Penal Code 417.27*)
- Tobacco and Tobacco Products
- Vaping Devices & Products
- Controlled/Illegal/Imitation substances
- Alcohol
- Items related to violence, gangs, or deemed discriminatory or offensive
- External Speakers
- Items that make loud or excessive noise (air horns)
- Items of no reasonable use to the student at school
 - Firecrackers
 - Stink bombs

- o Screwdrivers
- o Water guns
- o Water balloons

Public Displays of Affection (PDA)

American Lakes School is focused upon creating a positive learning environment. Behavior expectations should mirror business-professional standards, and inappropriate displays of public affection are to be avoided.

School Property

Students are expected to take care of school property, including books, paper, supplies and other necessary materials used to enhance learning. Students must pay for damaged or lost items.

Parents/guardians have a responsibility to the community for damages caused by their children to school property during or after school. The California Education Code 48909 states that any student who willfully cuts, defaces or otherwise injures in any way property belonging to the school district is liable may be subject to disciplinary actions, including, but not limited to suspension or expulsion. Parents or guardians shall be liable for all damages so caused by the student. The parent or guardian of a student shall be liable to a school district for all property belonging to the school district loaned to the student and not returned on demand.

School Responsibility for Students To and From School

According to the California Education Code 44808, no school district, city or county board of education, county superintendent of schools, or any officer or employee of such district or board shall be responsible or in any way liable for the conduct or safety of any student of the public schools at any time when such student is not on school property, unless such district, board or person has undertaken to provide transportation for such student to and from the school premises or in a school-sponsored activity.

Selling/Buying Personal Property

Students may not arrange the buying and selling of any personal property, including food, on a school campus. Students found doing this will be subject to appropriate consequences and the items and money involved being confiscated by administration and returned to parents once determined the items involved are not illegal or stolen.

Student Photo Identification Cards

Students, grades 6-8, will receive an identification card with a free city bus pass affixed to the back. Replacements will not be issued. Please go over the importance of being responsible with your identification materials with your student.

Student Search and Seizure - BP 5145.12

The Board of Trustees is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other

controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, or otherwise prohibited items.

School officials may search individual students, his/her property, or district property under his/her control when there is a reasonable suspicion that the search will uncover evidence that he/she is violating the law, Board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, student vehicles parked on district property, cellular phones, or other electronic communication devices. Please note reasonable suspicion is not the same as Law Enforcements probable cause.

Use of Contraband Detection Dogs

In an effort to keep the schools free of dangerous contraband, the district may use specially trained nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or Board policy.

Safe and Welcoming Learning Environment

3 Personal Standards

1. Show Respect
2. Make Good Decisions
3. Solve Problems

Positively stated Personal Standards are important, because research has shown that recognizing scholars for following the Personal Standards is even more important than catching them breaking them. By stating the standards positively, the hope is that staff will be more likely to use the rules to catch scholars engaging in the appropriate behavior.

By selecting only a few standards it is important that the standards are broad enough to talk about all potential problem behaviors. With the Personal Standards selected, the PBIS team believes that we can then teach all specific behavioral expectations across all school settings according to these simple standards, for example:

- You were **Showing Respect** by holding the door for an adult and/or a peer without being asked.
- Thank you class for **Making Good Decisions** by coming into the class in a timely manner and getting straight to work without interrupting others working around you.
- Cleaning up your spills in the cafeteria is an example of **Solving Problems**

because someone could slip on the spill and get hurt.

All staff and scholars in the school are expected to know the 3 Personal Standards. Schools will be evaluated twice per year (Fall & Spring) to see if staff and scholars know the school-wide rules. The goal is that 90% of staff and scholars know the school-wide rules. To be most effective, regular teaching using the school-wide rules should become part of the school culture.

Dress Code

Weekly Dress Code:

Students should arrive dressed for school and school activities in an appropriate manner. Attire should not be too tight, short, or revealing or depict logos and/or graphics that promote the use of drugs, tobacco, alcohol, or display bad language, violence, suggestive references, or racial/ethnic slurs.

American Lakes School Dress Code Guidelines

- Shorts should be hemmed and are no shorter than mid-thigh.
- Halter tops, spaghetti straps, tube tops and half-shirts are not permitted. Tank top straps must be at least one inch in width.
- No attire that exposes midriff, or cleavage.
- Any shirts that are transparent or mesh are required to have an undershirt underneath. (i.e. Sport jerseys)
- All shoes and sandals must have back straps. Flip-flops are not permitted.
- All shoes must have a heel no higher than one inch.
- Hats may be worn for sun protection outside and should be worn with the bill facing forward. Hats are to be removed inside all buildings. Writing or alterations to hats are not permitted.
- Pants must be worn at the waist, not sagging (undergarments should not be visible).
- Clothing or any accessories that may be deemed dangerous such as chains, steel-toed boots, spikes or studs are not allowed.
- Physical education **students are required to wear appropriate clothing and tennis shoes for PE.**
- Any gang apparel is prohibited. This includes, but is not limited to:
 - Jewelry, accessories, notebook or manner of grooming (including haircuts) which by virtue of its color, arrangement, trademark or any other attribute denoting membership in a gang or group is prohibited. Clothing or articles of clothing, such as gloves, bandannas, shoestrings, wristbands, belts and jewelry, related to a group or gang that may provoke others to acts of violence are prohibited.

Spirit Day Dress Code:

Will be announced ahead of time and posted on the American Lakes School website (www.natomasunified.org/als).

Dress code will be enforced during all times the students (grades TK-8) are on school grounds and at all school functions.

Field Trips

Students are given Parent Permission Slips several days prior to a scheduled field trip. These slips must be signed and returned to the teacher in order for the student to go on the field trip. Students who are unable to attend their class field trip for any reason will be supervised by another teacher here at school. Students are expected to abide by all school rules while attending off-campus school sanctioned activities/events. Students who violate school policies may be subject to disciplinary actions.

Volunteers: Please be aware that if a volunteer is going to be with an American Lakes Student, including on field trips, you must have completed the NUSD volunteer packet, have the necessary fingerprint clearance and an up to date TB certificate on file. Once all of these have been completed and placed on file with NUSD, you can volunteer for the entire time your child attends school in our district.. You can find this information on our website.

Progressive Student Discipline

Maintaining a safe and orderly campus is a necessary component to student learning. There are occasions when students break school rules and behavior expectations. These types of behaviors will be addressed following progressive steps and interventions. Serious infractions may result in an advanced progression through steps based upon severity and previous behaviors. Please refer to the discipline matrix in our NUSD district handbook.

Additional Student Supports and Resources are also available as differentiated layers of support to students.

PBIS Universal Strategies

- Schoolwide expectations and positive behavior reinforcement
- Preventative and proactive approaches to behavior

Restorative Justice – Circles

- Community-building and conflict-resolution circles that promotes inclusion, empathy, and accountability

After School Intervention (ASI) – Tutoring

- Targeted academic support beyond classroom hours
- Small group sessions to address specific learning gaps

Small Groups for Targeted Support

- Focused intervention for social-emotional, or behavioral needs
- Often facilitated by the site Wellness Team (Social Workers, Psychologist)

Wellness Team Intervention – 1:1 Support

- Individualized mental health or social-emotional counseling
- May include case management, referrals, and crisis response

Student Support Team (SST)

- Collaborative team that creates and monitors individualized plans
- Focuses on improving academic success and addressing behavioral challenges
- Often involves data review, goal setting, and family engagement

Title IX (Prohibition of Sex Discrimination)

Title IX of the Education Amendments of 1972 (“Title IX”), implemented at 34 C.F.R. § 106 *et seq.*, provides that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by an entity, including a K-12 school district, that receives federal financial assistance. Sex discrimination includes discrimination based on sex stereotypes; sex characteristics; pregnancy or related conditions; parental, family or marital status; and sexual orientation. (34 C.F.R. §§ 106.10; 106.20.)

In compliance with Title IX, the Natomas Unified School District (“District”) prohibits sex discrimination in any education program or activity that it operates, including but not limited to student programs and/or activities and employment.

Inquiries about Title IX may be referred to the District’s Title IX Coordinator, the U.S. Department of Education’s Office for Civil Rights, or both.

Title IX Coordinator

The following is the contact information for the District’s Title IX Coordinator(s):

Shannon Henry - Student-Related
Director of Safety and Safe Schools
1901 Arena Blvd. Sacramento, CA 95834



(916)567-5501

Sarah Laws - Employee-Related
Coordinator III - Human Resources

1901 Arena Blvd. Sacramento, CA 95834



(916)561-5211

Laura Westlake - Employee-Related
Coordinator III Human Resource
1901 Arena Blvd. Sacramento, CA 95834



(916)567-5720