Los Primeros School of Sciences and Arts (LPSSA)

1555 Kendall Ave.
Camarillo, CA 93010
805-383-5330

Parent and Student Handbook 2026-2027

All PVSD's student handbook is a living document that is updated periodically based on changes in laws, board policies, and administrative regulations. Information in this student handbook may change throughout the year. Parents and students should review their school's student handbook throughout the year to be aware of the changes.

Kimberly LePage - Principal
klepage@pleasantvalleysd.org
Tara Matheson - Counselor
tmatheson@pleasantvalleysd.org
Front Office Phone: 805-383-5330

Please visit the school website to learn more about school assignments, programs, and activities.
https://lpssa.pleasantvalleysd.org/

You can follow us on Instagram:
@Los_Primeros_Panthers

You can also follow us on Facebook at:
https://www.facebook.com/LosPrimerosLPSSA

PVSD Vision: Excellence for All

PVSD Mission Statement: Pleasant Valley School District prepares 21st century learners who are responsible members of our global society.

Table of Contents:

TOPIC	PAGE NUMBER
School Wide Positive and Progressive Behavior Intervention and Support Plan(SWIPPBIS)	2
Dress Code	3-4
Academic Dishonesty	5
Teacher Issued Restriction	5-6
Suspension and Expulsion	6-7
Substance Abuse Policy	7
Rights of Students	8
Bullying	8
No Place for Hate	8
Sexual Harassment	8-9
Communication Expectations	9-10
Personal Possessions	10
Cell Phones	10-11
Bikes, E-Bikes, Skateboards, Scooters, etc.	11-13
Counseling Services	13
Grades	14
Homework Policy	15
Tardies and Absences	15-16
Emergency Preparedness	16
Textbooks	16-17
Middle School Lockers	17
Physical Education	17-18
Chromebooks	18-19
Student Recognition	19

California Junior Scholarship Federation (CJSF)	19
8th Grade Promotion	19
Lunch Procedures	19-20
Water Bottles	20
Medications	21
Student Athletes	21
Notice of School Disruption	21-22
Surveillance Cameras	22

SCHOOLWIDE POSITIVE AND PROGRESSIVE BEHAVIOR INTERVENTION AND SUPPORT PLAN (SWPPBIS) FOR TK-8:

Pursuant to all State laws, Pleasant Valley School District Policies, and Procedures, the following steps are taken to enforce necessary regulations. **THIS LISTING OF MINIMUM AND MAXIMUM ACTIONS DOES NOT IMPLY OR REQUIRE THAT A "STEP BY STEP" PROGRESSION OF INCREASING SEVERITY BE USED BY SCHOOL STAFF IN DEALING WITH A VIOLATION. IN MOST CASES, DISCIPLINARY ACTION IS DEPENDENT UPON THE SITUATION AND AFTER CONSIDERING ANY PREVIOUS RECORD OF STUDENT DISCIPLINE.**
In accordance with state law, all school rules apply on the way to and from school.

The schedule of actions possible when an infraction of regulations occurs is: 1. Teacher warning;
2. Individual teacher consequences (In-school restrictions, restorative practices, etc.);
3. Teacher/parent communication;
4. Referral to administration office;
5. Individual class suspension. Teachers must meet with parents/guardians of students ***prior*** to the implementation of assigning a class suspension. Parent/teacher/administrator conference to establish a signed behavioral contract before return;.
6. Home Suspension (1-5 days); or other consequence assigned by Administration or In-School Suspension (determined by Administration)
7. Referral to SARB;
8. Possible transfer to another school in the district;
9. Transfer to another specialized program;

10. Expulsion from the District.

CLEAR STUDENT EXPECTATIONS

Students are expected to display appropriate behavior while in class, on the school grounds, while going to and from school and during school-sponsored activities. ***Students can be disciplined by school personnel for inappropriate/unacceptable actions while coming to and from campus.***

- Be polite and helpful.
- Be in the assigned seat, ready to work with all materials when the bell rings.
- Arrive on time for school.
- Conform to all school rules, regulations, and expectations.
- Follow directions the first time they are given.
- Keep hands, feet and objects to themselves - “Hands-to-self” policy
- Refrain from eating in the classroom.
- Refrain from the use of profane and vulgar language.
- Refrain from teasing, name-calling, etc.
- Have respect for all adults on campus and follow directions immediately.
- No chewing gum, leaving food or food trash behind for others to clean up.

Not Permitted: Public displays of affection including, but not limited to, hand-holding, sitting in laps, hugging, and/or kissing.

DRESS CODE:
DRESS FOR SUCCESS

Per **PVSD Board Policy 5132**, the Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to wear clothing that is suitable for the school activities in which they participate. Students shall not wear clothing that presents a health or safety hazard or causes a substantial disruption to the educational program.

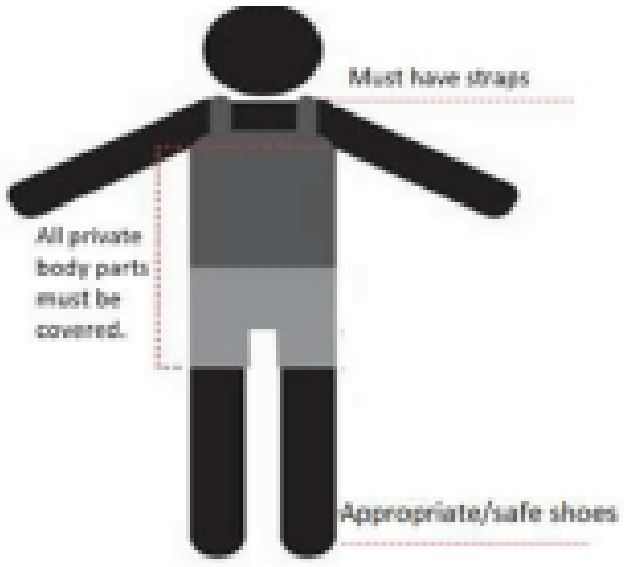
All Panthers must dress appropriately for the academic environment of the school. Parents and students share responsibility with the school to make sure a student’s dress does not affect the learning environment by causing substantial disruption and/or an intimidating, unsafe atmosphere.

Any clothing or grooming which, in the judgment of school administration, may tend to be detrimental to the overall school climate will not be permitted.

DRESS CODE POLICIES

- Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of

alcohol, drugs, tobacco, or other illegal activity.
● Clothing shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited. Off-the-shoulder tops are not permitted.
● Hats, caps and hoods may be worn outside.
● Open-toed shoes, sandals and slippers are prohibited. This includes Crocs or similar shoes. The back strap must be around the back heel if a student is wearing Crocs (these will not be permitted to be worn during PE at any age due to safety). Closed- toed shoes must be worn during the school day.
● Students must wear appropriate shoes (i.e. tennis shoes) to participate in PE.
● Any dress that the school administration or the police consider to be indicative of gang attire is prohibited.
● Students must not wear capes, blankets, or other draped items (including, but not limited to, animal tails) that could present a pulling hazard.
● All students must wear clothing that covers their torsos and follow the graphic below.



Consequences of Dress Code Violation:

- **1st Violation** – Warning and change of clothes – parent contact if needed for change of clothes
- **2nd Violation** – Parent Contact
- **3rd Violation** – In-school restrictions, restorative practices, and consequences relevant to the infraction.

The administration reserves the right to deem certain items as unsafe and/or disruptive even if not delineated in this notice.

ACADEMIC DISHONESTY

The LPSSA Staff expects all students to be successful on the merit of his/her own work. We do not condone cheating or dishonest acts of any kind. Students are expected to always do their own work except when the teacher directs otherwise.

- Plagiarism (the practice of using someone else's ideas and words as his/her own) will not be allowed. This includes using information directly copied from computer programs, AI Apps, the Internet, etc.
- Students are considered cheating when they are engaged in copying another student's work, allowing another student to copy their work, supplying another student with answers, talking (regardless of the content of the conversation) during an examination, using study aides (including calculators when not allowed) during examinations and plagiarizing on any assignment and/or test.
- Cooperative learning is the process of two or more students exchanging ideas and contributing to a group outcome. Each student is responsible for a specific task. During group work, all students must contribute. We will not permit one student to do all of the work while another student takes full or partial credit.
- Homework and/or other activities are assigned as independent practice. These are to be done individually and not copied from other students.
- Using notes or other study aides during examinations will not be tolerated, unless allowed by the teacher and with an appropriate reason.

Consequences of Cheating:

1st Offense: No credit for the assignment or test and no opportunity to make-up. Parents and all teachers with whom the student has classes will be notified.
2nd Offense: No credit for the assignment or test and no opportunity to make-up. Parents and all teachers with whom the student has classes will be notified. Detention or similar consequence assigned. Possible referral to CST; Possible teacher, administration, and parent meeting.
3rd Offense: No credit for the assignment or test and no opportunity to make-up. Parents and all teachers with whom the student has classes will be notified. Suspension or similar alternative consequence assigned.

TEACHER-ISSUED DURING-SCHOOL OR AFTER-SCHOOL RESTRICTION

Students may be detained for disciplinary reasons during recess/lunch (with bathroom use and/or lunch meal retrieved) and/or for up to one hour after the close of the maximum school day. Parent notification is required. State law limits detention/restriction to a duration of no more than one hour on any one-day. School policy states that the length of a detention/restriction will

be doubled when a student fails to report on the assigned date. Continued failure to report for a school and/or teacher detention will be viewed as defiance and may result in additional appropriate disciplinary consequences.

SUSPENSION AND EXPLULSION

Serious behavior may be grounds for suspension or expulsion from school or district. If a student commits such an act, he/she is to be referred to the Principal. Suspension is the responsibility of the Principal. Possession of weapons, possession of drugs, sale of drugs, and buying of drugs will result in an immediate out-of-school suspension and the probability of a recommendation for expulsion. Students who commit an act of vandalism (examples of past behaviors related to this: breaking toilet paper stalls, shoving items down toilets, tagging school property, breaking windows, kicking in walls, etc.) will be billed for repair or their parents/guardians will be billed. Consequences will be assigned to students who engage in such behavior.

Students may be suspended for the acts committed while on school grounds or coming to and from school, and/or for acts committed during a school sponsored activity.

Below are some specific behaviors that can or will lead to a suspension from school. ***NOTE: List is not exhaustive.***

- Possession of a knife. A student found in possession of any type of knife, no matter how small the knife is, will be suspended from school and recommended for expulsion; ● Possession or use of tobacco any type or form of a vape, possession of matches or a cigarette lighter;
- Leaving campus without permission;
- Aggressive physical conduct such as pushing, hitting, spitting, fighting (Our School Resource Officer - Ventura County Sheriff - will become involved for any and all physical altercations). Students who are of age can be arrested for fighting on school grounds;
- Bullying or harassing another student. This can be verbal, physical, or sexual;
- Vandalism, which is causing damage to any school or personal property in any fashion;
- Theft, robbery, or extortion or possession of stolen property;
- Possession of imitation firearms or knives (i.e. including a toy pistol, butterfly training knife, slingshot, etc.);
- Willful Violation of dress code after multiple warnings;
- Hate violence including racial slurs, comments, or racial name calling;
- Defiance, disrespect (talking back to any adult on campus);
- Profanity/Vulgar language;
- Misuse of electronics (includes misuse of cell phones, visiting inappropriate websites on chromebook, listening to music when not permitted, posting to social media while on campus, inappropriate chatting via Google Docs or other app on the Chromebook, use of ear pods or wireless headphones, etc.);
- Touching, kicking, slapping, etc. of another student; this includes horse play or jumping on others; this includes using your hands on another student's clothing (i.e. pantsing, yanking on a student's clothing/undergarments, etc.)

Pursuant to Education Code Section 48915, ***mandatory suspension and a recommendation of expulsion*** *are required for the following violations with authorities being notified immediately:*

- Possessing, selling, or furnishing a firearm: district employees must verify possession. (This subdivision does not apply if a student had written permission to possess firearm from certificated employee).
- Brandishing a knife at another person: as defined in this section, "knife" means any dagger, or other weapon with a fixed sharpened blade fitted primarily for stabbing; a weapon with a *blade longer than 2-1/2 inches; a folding knife with a blade that locks into place, or a razor with an unguarded blade.
- Possession or Sale of drugs (except for first offense of possession of not more than one ounce of marijuana).
- Causing serious physical injury.
- Possession of any knife (see definition above), explosive, or other dangerous object (i.e. Airsoft gun).
- Robbery or extortion.

Parents and students must understand that when an action or behavior by a student is a violation of the Penal Code or a misdemeanor under the Education Code, the school may elect to have that student arrested by the police. Students may be sited by the school resource officer if/when this occurs, the disposition of the charge is at the discretion of the juvenile authorities.

SUBSTANCE ABUSE POLICY

LPSSA, as part of the Pleasant Valley School District, recognizes that the use of alcohol, drugs, and tobacco often precedes the development of more serious social and academic problems. The use of alcohol, drugs or tobacco is strictly prohibited and punishable by school authorities and law enforcement, as well. As a school community, we believe that it is in the best interest of all our stakeholders to actively take steps to promote, enhance, and maintain a drug-free community at the school, at home, and in the neighborhood. Parents and other segments of the community have a role to play in helping students to remain drug-free.

WE ARE A SUBSTANCE FREE CAMPUS. SMOKING AND/OR VAPING IS NOT PERMITTED ON OR AROUND THE CAMPUS AT ANY TIME.

RIGHTS OF STUDENTS

Every student has the right to be free from teasing and bullying and have his/her personal rights and property respected. Students may not have any reasonable expectation of privacy on a public-school campus. Reasonable suspicion and/or any leads that evolve during the course of an investigation justifies the search of a cellular phone, backpack, possessions, and/or school locker. If at any time a student believes his or her rights are interfered with, the student or parent/ guardian should appeal to authority (a teacher or administrator). Retaliatory behaviors will not be tolerated. In keeping with Federal Law (Ed Amendment of 1972, Title IX), the Pleasant Valley School District has adopted Board Policy 5145.7 that deals with this issue.

BULLYING (Ed. Code 48900.4)

Bullying is defined as ***a pattern of repetitious hurtful or aggressive acts toward an individual or group that is intentional***. Please visit the Pleasant Valley School District's Website to learn more about Bullying Prevention.

You can access further information related to PVSD's Bullying Policy by clicking on this link and/or visiting PVSD's website.

NO PLACE FOR HATE

All PVSD schools are No Place for Hate designated schools. This means that all PVSD schools abide by and uphold the principles of the No Place for Hate program. The program's goal is to create a safe, accepting, respectful, and judgment-free environment in every school. You can learn more about our No Place for Hate initiative here.

SEXUAL HARASSMENT (ED. Code 84900.2, Board Policy 5145.7 and 5145.17)

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or any other verbal, nonverbal, physical or visual conduct of a sexual nature that makes the receiver or witness(es) uncomfortable. Every student has the right to be free from sexual harassment. In keeping with Federal Law (Ed Amendment of 1972, Title IX), the Pleasant Valley School District has adopted Board Policy 5145.7 that deals with this issue. Students who believe that they have been harassed, sexually or otherwise, should immediately inform the principal, teacher, or school counselor so that the district can take action to stop this type of behavior and protect the student. This may include disciplinary action up to and including suspension or expulsion in grades 4-8 and having the perpetrator cited by the police. **(Education Code 48900.2)**

Types of conduct which are prohibited in the district and which my constitute sexual harassment include:

1. Unwelcome leering, sexual flirtations, or propositions;
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading description;
3. Graphic verbal comments about an individual's body or overly personal conversation;
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene

gestures, or computer-generated images of a sexual nature;
5. Spreading sexual rumors;
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class;
7. Massaging, grabbing, fondling, stroking, or brushing the body;
8. Touching an individual's body or clothes in a sexual way;
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex;
10. Displaying sexually suggestive objects;
11. Sexual assault, sexual battery, or sexual coercion;
12. Electronic communications containing comments, words, or images described above; 13. Touching an individual's body or clothes in a sexual way;
14. Pulling somebody's pants down (i.e. "pantsing");
15. Cornering or blocking of normal movements;
16. Sending sexually suggestive comments or photos via text messages ("sexting") or via the Internet;
17. Displaying sexual suggestive objects in the educational environment (This is not to imply that a teacher cannot display anatomical models while teaching a science or health class);
18. Any act of retaliation against and individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint;

LGBTQIA+ students, including students who may be perceived to be, lesbian, gay, bi-sexual, non-binary, or transgendered are fully protected from harassment at school to the same extent that heterosexual students are protected from sexual harassment by other students. **(Education Code Sections 200, 220, 230, and 241)**

Students in grades 4-8 may be suspended or expelled for sexual harassment conduct and parents may be financially liable for the conduct of their children. Complaints may be filed through the district staff, the State Department of Education and/or the Office of Civil Rights. **(PVSD Board Policy 5145.7)**

COMMUNICATION EXPECTATIONS

When parents are alerted to a possible behavioral incident, bullying incident, etc., parents should first reach out to their child's teacher (call or email) prior to reaching out to the Principal. Parents are encouraged to accept and remember that there are often several sides to every story, and therefore, should seek to work collaboratively with their child's teacher and/or Administration to determine the full details of the incident their child may have reported to them. Parents and teachers are expected to work collaboratively to discuss the details of the incident and to determine next steps. If an incident is elevated to the Principal, all investigation processes will be implemented. Consequences for behavioral incidents will only be shared with the child involved, the child's parents, and the teacher(s)/staff member(s) the child directly works with. Consequences are confidential and therefore not discussed with any other child(ren) nor

other parent(s).

PERSONAL POSSESSIONS

During school hours all energies should be directed toward the learning process. Therefore, any personal items that have no direct bearing on the education process should not be brought to school. If inappropriate items are found at school, they will be confiscated. ***Examples of items that have been confiscated in the past and will continue to be confiscated as we move into the new school year are (this is not an exhaustive list):*** Laser pointers, permanent markers (including Sharpies), white out, aerosol sprays, slingshots, handcuffs, toys, excessive jewelry, headbands that can be mistaken for dress-up (i.e. cat ears), animal tails attached to one's clothing, basketballs, footballs, and sports equipment, printed or digital materials that are inappropriate (i.e. pornographic nature), hate material or literature, terrorist material or information, glass bottles and containers, vapes, vape pens, drug paraphernalia, gang-related baseball caps/attire, etc.

Heading into the 26-27 school year, any wireless headphones (i.e. Beats, Air Pods, etc.) will not be permitted. ***Students will be permitted to use wired headphones only.***

LPSSA staff, administration, etc. are not responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft.

CELLPHONES

Board Policy Pleasant Valley School District

The Governing Board recognizes that the use of smartphones and other mobile communication devices on campus may be beneficial to student learning and well-being, but could be disruptive of the instructional program in some circumstances. The Board permits limited use of mobile communication devices on campus in accordance with law and the following policy.

(cf. 0450 - Comprehensive Safety Plan) (cf. 5131.2 - Bullying)
(cf. 5131.4 - Student Disturbances) (cf. 5131.9 - Academic Honesty) (cf. 5137 - Positive School Climate) (cf. 5141.52 - Suicide Prevention)
(cf. 6163.4 - Student Use of Technology)

Students may not use cell phones during non-instructional times. Cell phones may be used as the students are exiting campus at the end of the day to coordinate transportation.

Mobile communication devices shall be turned off during instructional time. However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: **(Education Code 48901.5, 48901.7)**

1. In the case of an emergency, or in response to a perceived threat of danger.
2. When a teacher or administrator grants permission to the student to possess or use a mobile communication device, subject to any reasonable limitation imposed by that teacher or administrator.

3. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well-being.
4. When the possession or use is required by the student's individualized education program **(cf. 6159 - Individualized Education Program).**

Smartphones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person.

When a school official reasonably suspects that a search of a student's mobile communication device will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with **BP/AR 5145.12 - Search and Seizure. (cf. 5145.12 - Search and Seizure)**
(cf. 5145.2 - Freedom of Speech/Expression)

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. The employee shall store the device securely until it is returned to the student or turned over to the principal or designee, as appropriate. (At LPSSA, phones that are confiscated are kept in a secure location in the front office along with documentation of who confiscated the device, time, date, and who the device belongs to).

A student may also be subject to discipline, in accordance with law, Board policy, or administrative regulation, for off-campus use of a mobile communication device which poses a threat or danger to the safety of students, staff, or district property or substantially disrupts school activities.

The Superintendent or designee shall inform students that the district will not be responsible for a student's mobile communication device which is brought on campus or to a school activity and is lost, stolen, or damaged.

Again, LPSSA staff, administration, etc. are not responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft, including cell phones.

BICYCLES, E-BIKES, SKATEBOARDS, SCOOTERS

For everyone’s safety, bicycles, e-bikes, and skateboards are to be walked on school property. This includes the parking lot, walkways, areas behind the gym and passageways leading to the bike rack. During school hours bicycles and skateboards must be locked in the bike rack area and students must provide a lock. Helmets are required at all times when riding to and from school. Students who fail to follow helmet and safety laws may be cited by the police. The school assumes no responsibility for bicycles, e-bikes, skateboards or scooters. While staff does patrol the rack area, it is unlikely that staff will know which bike or skateboard belongs to whom. Unlocked items are often taken and unrecoverable. Students need to understand that items locked or otherwise left in the bike rack area are left at their own risk. For safety and security

reasons, rollerblades are not to be worn/used as a means of transportation to or from campus at any time. These items are not allowed on campus, including during evenings and weekends. Any student who does not follow the above rules for bicycles or skateboards will have his/her items confiscated and held in the office until a parent or guardian meets with the principal and picks them up. Any student who rides an E-Bike to school is expected to follow safety rules and traffic laws.

E-Bike Communication

In response to the growing popularity of e-bikes among students and rising safety concerns in the community, the Pleasant Valley School District will launch a comprehensive **Bicycle and E-Bike Safety Program** in **August of 2026**. This initiative is designed to enhance road and campus safety for all students, pedestrians, and motorists.

Certification Requirement - E-Bikes

To ensure responsible e-bike use, **all students who wish to park their e-bike at school must complete a district-approved e-bike safety education program**. Certification is mandatory and must be submitted to your school site's administration before students are permitted to bring e-bikes on campus. Once certified, students remain certified throughout their enrollment with the PVSD unless they are cited for misuse of the e-bike or there are changes to state and local procedures and statutes. The courses listed below have a cost.

The approved training option is:

- https://teenebiketraining.com/register/ebike-pro/ ($35)

Students can also attend a free CHP-created e-bike safety presentation at the PVSEA-EEC (550 Temple Ave) from 9 AM-11:45 AM on Friday, August 14)
Students may not ride their e-bike to school until they show proof of training to their school site administrator. **Parents must also sign and have their student turn in the** PVSD Bicycle Safety Agreement.

Parental Responsibilities & Support

Parents and guardians play a critical role in ensuring safe and lawful e-bike use. Please:

- Understand e-bike classifications:
  - **Class 1**: Pedal-assisted (20 mph max)
  - **Class 2**: Throttle-assisted (20 mph max)
  - **Class 3**: Pedal-assisted (28 mph max, 16+ only)
- Teach and enforce helmet use and road safety.
- Monitor riding behavior and maintain the e-bike in good condition.

Certification Requirement - Bicycles

Parents and students must read, sign, and submit the PVSD Bicycle Safety Agreement to their school administrator before riding a bicycle on campus.

Important Procedures for E-Bikes and Bicycles

Stickers & Campus Access

- Certified students will receive a **registration sticker** for their bicycles or e-bikes.
- **Stickers are required** to bring e-bikes or bicycles on campus. Stickers may be revoked for rule violations or infractions.
- Lost stickers can be replaced with documentation.
- Stickers will be placed on the e-bike or bicycle by school staff only.

Rules & Enforcement

- E-bikes or bicycles **without a valid sticker** will not be permitted on campus and may be confiscated or held for parent pick-up.
- Students **riding without helmets** may face disciplinary actions, including the **loss of campus parking privileges**.
- Unauthorized locks may be cut, and bikes may be securely stored until parent retrieval.
- Once a sticker is earned, the student is certified for the duration of their enrollment in the PVSD unless a cited violation occurs.

Other Notes

- **Parents riding e-bikes or bicycles** do not need to be certified to park on campus.
- Violations may result in additional training, revoked privileges, or referral to community diversion programs.

Need Help?

If you have any questions after reviewing this information, please contact your school's site administration.
Thank you for your cooperation and commitment to student safety.

Mr. Kelly Borchard
Director of Student Support Services and Inclusive Practices
kborchard@pleasantvalleysd.org
805-389-2100

Again, LPSSA school staff, administration, etc. are not responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft.

COUNSELING SERVICES

Students should make an effort to become acquainted with the school counselor during their elementary school years and as they matriculate to middle school. To schedule a conference students should fill out a request form that is available in the main office. Our school counselor meets with students individually and in groups.

GRADES

Students receive end of trimester grades as well as mid-trimester progress reports. These can be accessed through Q Parent Connect. Parents/guardians are encouraged to sign-up for

Parent Connect, an Internet-based tool that allows parents/guardians to access attendance and other information pertaining to their students' school day. Please visit the school office to sign-up if you do not yet have this capability. Parents are encouraged to continue open communication with their child's teacher regarding grades throughout each trimester. Please do not wait until the last week or two of the trimester to reach out and ask how you can support your child in improving his/her grade. Frequent, ongoing communication between home and school is in the best interest of every student and provides the greatest opportunity for meaningful progress and support throughout the trimester.

Additionally, students receive a citizenship mark in each class. The following is the citizenship rubric used to evaluate student citizenship:

An **OUTSTANDING** citizen is consistently:

- Prompt to class
- Prepared for class with all materials and work
- Participating
- Obeying class rules
- Demonstrating a positive attitude
- Responsible
- Respectful to others and the learning environment
- Using appropriate language

A **SATISFACTORY** citizen generally:

- Prompt to class
- Prepared for class with all materials and work
- Participating
- Obeying class rules
- Responsible
- Respectful to others and the learning environment
- Using appropriate language
- Making good use of class time

Students falling below these two criteria can expect to receive a **"Needs to Improve"** or **"Unsatisfactory"** behavior mark. These types of marks will prevent a student from attending middle-school incentive days such as, "PAW DAY."

HOMEWORK POLICY

At LPSSA, we believe that it is in the best interests of students to attend a school that teaches

personal values along with academic knowledge and skills. One value that LPSSA school personnel wishes to help develop in students is the responsibility to complete and turn-in homework and class assignments on time. It is to this end that the administration and staff of this school have agreed to the policies listed below:

- Homework should be turned in on time to receive the full benefit of instruction and maximum possible credit. While all teachers will accept late work within a clearly defined timeline and potential reduction in credit, set by the teacher, the amount of additional time and credit will vary by classroom.

- If a student is absent on the day a long-term assignment is due, it will be accepted when he/she returns if the absence is excused and/or if the teacher has not stipulated differently when the assignment was given. In addition, some classroom assignments cannot be duplicated (i.e., science laboratory experiments, short play or scene, etc.)

- Students who miss schoolwork because of unexcused absences may be given the opportunity to make-up missed work for full or reduced credit. Teachers shall assign such make-up work as necessary to ensure academic progress.

Homework assignments have also become a tool for communication between home and school. Regular homework assignments provide parents with many opportunities to see how their children are performing in academic tasks. Time spent on homework typically varies by age-grade level, individual needs, abilities, other factors, and course of study. Parents must sign-up for, and complete registration components on Q Parent Connect, an Internet-based tool that allows them to access information about their child's day and to view their child's regular progress from home. Please visit the LPSSA main office to sign-up if you do not yet have this capability.

TARDIES AND ABSENCES

To help ensure that students report to class on time and are not disruptive to efforts of teaching and learning as a result of their late interruption, the following school late/ tardy policy exists:

Tardy to class:
The classroom teacher will monitor all tardiness to class. Excessive tardiness to class can potentially be reflected in the student's classroom citizenship grade. Three or more tardies of 30 minutes or more will initiate the SARB (School Accountability Review Board) process, which may include parents and students being summoned to a SARB meeting and put on an attendance contract. The student could be assigned detention/restriction for multiple tardies and/or truancy.

It is expected that parents will make necessary arrangements to get their children to school on time each day.

The following are examples of Excused Reasons for being tardy to school:

- Doctor or dental appointment (with medical note or parent sign-in)

- Car trouble (with written note or parent sign-in)
- Illness (with written note/medical note or parent sign-in)

Absences:
Because of state laws regarding compulsory attendance, schools are mandated to enforce the regular attendance of students. Pleasant Valley School District policy allows for parents to call in excusing their students for illness for a combined ***total of ten days***. After the ten days, student absences must be verified through a doctor's note or check with the health tech. Once the 11-day mark is reached or a student has more than three unexcused absences, parents will receive a letter from the district stating that their student has an attendance problem. This letter is copied to the School Attendance Review Board (SARB).

Students are only excused for being absent for the following reasons:

- Illness, quarantine, medical, dental, optometric, or chiropractic appointment, family death, religious holiday/observation, court appearance.

Family trips or vacations are **NOT EXCUSED** absences.

EMERGENCY PREPAREDNESS

Drills are the most important safety precautions taken in school and include the following:

- Earthquake (Duck-Cover-Hold On) Drill (1st week of school and then Monthly, including a FALL CA SHAKEOUT EXERCISE IN OCTOBER WITH REQUEST/REUNION GATE SIMULATED EXERCISE)
- Fire Evacuation Drill (1st week of school and then Monthly)
- Lock Down/Barricade Drill (Fall/Spring)
- Shelter in Place Drill (Fall/Spring)

Students, Faculty, and Staff will have training during the year that emphasizes procedures during each specialized drill. For safety purposes, procedures and signals for lockdown, barricade, and shelter in place are not explicitly outlined for the public, but are rehearsed and thoughtfully planned with student safety in mind multiple times during the year.

TEXTBOOKS

We are committed to providing our students with a combination of an analog and digital experience. Therefore, as we continue to explore our next steps with student use of technology, moving into the 26-27 school year, **all 6th grade students will be required to check-out a textbook for math and a textbook for ELA.** Students in 7th and 8th grade who would like printed textbooks may sign up for textbooks during orientation and will receive textbooks during the first week of school.

Textbooks are loaned to students on the condition that every effort will be made to care for them properly. Textbooks are very expensive. All textbooks must be covered for the entire school year. Students who are careless with school property and whose books are found left around campus risk being held financially responsible for their replacement value.

Students and/or parents/guardians are required to reimburse the District for replacement value of lost or damaged textbooks, classroom books, chromebooks, and other educational materials that are supplied to students by the school. School site administrators may withhold grades, diplomas, and transcripts of pupils who are responsible for such damage or loss until payment is received. **(Pleasant Valley School District Board Policy 6161.2)**

MIDDLE SCHOOL LOCKERS

Middle school students at LPSSA typically choose to not use book lockers. However, if a student would like to be issued a locker, they will be issued one. For parent/guardian/student convenience, a lock for the book locker can be purchased at our front office. If a middle school student chooses to use a locker, the lockers are to be used for the safekeeping of school supplies, books, and lunch. Students are responsible for their own belongings at all times. Students are not to share lockers and/or combinations. All school lockers are the property of the Pleasant Valley School District and are subject to inspection by school authorities at any time, with or without a student's consent or knowledge. Abuse of lockers may result in locker privileges being revoked for the remainder of the school year and further disciplinary action if warranted.

PHYSICAL EDUCATION POLICIES & PROCEDURES

Middle School Uniforms and Locks

For parent/guardian/student convenience, a Physical Education uniform with the LPSSA logo and a name label is available for purchase. Sweatshirts and sweatpants are available as well. This can be purchased at Middle School Orientation or through our front office. Athletic shoes must have laces or some type of Velcro closure to ensure safety.

Locks must be used on PE and book locks due to security issues and can only be obtained through our LPSSA office. Students are expected to ensure that their items are secured in lockers before leaving the locker room. Students are not permitted to share the combination to their lock with another student. In doing so, items could be stolen and as mentioned previously, ***LPSSA school staff, administration, etc. are not responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft.***

1:1 CHROMEBOOKS

All 6-8 Students will be issued a Chromebook at Middle School orientation or other distribution as needed. Students are solely responsible for the condition in which their device is maintained, and parents are strongly encouraged to purchase the district offered insurance within immediate receipt of the device (as insurance coverage is only available during a brief window after the device is issued). The school and the district will not incur the cost associated with repair or replacement and the cost will fall upon the parent; insurance significantly mitigates these unforeseen costs. Any damage deemed intentional may exclude repair protections under a purchased insurance policy, and the full cost will fall upon the parent/guardian to settle. Please visit the PVSD website to obtain information related to Chromebook Insurance: PVSD Chromebook Insurance.

Chromebook Use & Accountability

Chromebook activity is closely monitored by teachers, staff, the Technology Department, and school administration. **Students are fully accountable for how they use their school-issued Chromebook.**

Students are expected to use their Chromebook **for school-related assignments and activities only.** Personal use, inappropriate searches, inappropriate documents, inappropriate communication, or accessing inappropriate websites or content is not acceptable and will not be tolerated.

Students should understand that **all Chromebook activity is subject to monitoring and review**, including, but not limited to:

- Websites and searches accessed
- Documents created or edited
- Emails sent and received
- Forms of electronic communication
- Files accessed, shared, or created

Deleting a search, document, or other content does not make it inaccessible. Deleted activity and documents may still be recoverable and reviewed by the Technology Department and/or school administration.

Students who engage in inappropriate Chromebook activity will be held accountable and may face disciplinary consequences. Chromebook activity is not solely monitored when on LPSSA's campus; it is also monitored when a student is working on their Chromebook at home/off campus. **Students who have access to a shared document, account, or other electronic space and are aware of inappropriate activity but fail to report it to a staff member or administrator may also be held accountable.** Simply being a bystander does not excuse a student from reporting inappropriate activity.

Depending on the circumstances, disciplinary action may include **a parent/guardian phone call or conference, detention, suspension, and/or other appropriate consequences.**

Students are **not permitted to share their Chromebook with other students.** Students should never leave their Chromebook unattended or accessible to others. If a Chromebook is left at a student's desk, it **must be closed** to prevent unauthorized access or use. Students are responsible for maintaining the security of their Chromebook and ensuring that others do not access it.

Finally, students should remember that **their Chromebook is the property of the Pleasant Valley School District.** It is a school-issued device and should be treated accordingly. **Chromebooks are to be used for school-related purposes only and are not for personal use.**

Students are expected to use Chromebook appropriately. Make responsible choices. If you see something inappropriate, report it to a trusted adult.

STUDENT RECOGNITION

"STUDENT OF THE MONTH/TRIMESTER!"
"RUSH to BE PAWSOME!"
"CAUGHT BEING KIND"

LPSSA proudly continues our signature "Student of the Month" (1st-5th) recognition program and our "Student of the Trimester" recognition program. Our signature "RUSH to be PAWSOME!" (TK-8) SWPPBIS incentive program continues into the 2026-2027 school year. Students who receive a Rush to be PAWsome award have the opportunity to enter their Rush to be PAWsome ticket in weekly drawing and win a prize! New to our campus during the 26-27 school year is our "Caught Being Kind" incentives, led by our school counselor, Mrs. Matheson. When students make good choices in behavior and academics we want them to know we see it and we recognize it.

CALIFORNIA JUNIOR SCHOLARSHIP FEDERATION (CJSF) 7th

and 8th graders can apply for membership each trimester. Membership is based on grades in core classes. Students who qualify will earn Honors status and have preferential seating at the 8th grade Promotion Ceremony. Students who are interested in learning more about CJSF will need to speak with our CJSF Advisor, Mrs. Schweers.

8TH GRADE PROMOTION

A student must meet the district standard of a 1.5 cumulative grade point average to participate in the promotion ceremony. To participate in the Magic Mountain end of the year 8th grade school-sponsored trip, students must earn a 2.0 cumulative grade point average. Participation in both the promotion ceremony and the end of the year activities are privileges and must be earned. Students may be denied promotion participation and/or other promotion privileges for repeated suspensions, truancies and/or discipline referrals.

LUNCH PROCEDURES

LPSSA has a **"closed campus"** lunch program. All students are to remain at school for lunch, except those students with special diets or unique home situations whose parents have made prior arrangements with office personnel. A hot lunch program is available to all students. Lunch and nutrition snacks are provided to all students at no cost at this time. Students who bring lunch from home are responsible for bringing their own lunch materials (i.e. lunch box, containers, etc.). Please label your child's lunch box (especially the younger children). Students are expected to clean up after themselves and to throw their trash away. Students are expected to be respectful (i.e. not throw food, clean up after themselves, etc.) and to stay seated while eating at the lunch tables. Students will not be dismissed from the lunch tables until the lunch area is clean and clear from trash. Students who violate these expectations will serve a consequence of campus beautification (i.e. trash pickup).

Our LPSSA front office is an extremely busy environment. With just under 640 students entering our campus for the 2026-2027 school year, our office staff and our classroom teachers cannot and will not be expected to be regularly interrupted throughout the day to deliver/receive lunches (or other items for that matter) to students. Therefore, parents/guardians, if you must deliver a lunch ***(which is limited to an emergency only…such as your child forgot their lunch at home),*** and you want to bring your child their lunch, we are asking that you legibly label your child's lunch ahead of time with their first name, last name, and their grade/teacher's name. You may then bring your child's lunch to the lunch cart outside our front office. If you realize that your child forgot their lunch and you are unable to bring their lunch to school, your child can have a hot lunch from our kitchen. No child will go through the day without being fed. Your cooperation in this matter is greatly appreciated.

All lunch boxes/bags should be clearly labeled with the students first and last name and teacher grade/name. **LPSSA school staff, administration, etc. are not responsible for lost or stolen student property, including lunches, and will not replace items nor investigate claims of loss or theft. However, lunch will be provided for all students who cannot find their lunch, lost their lunch, misplaced their lunch, or believe their lunch was taken by another student.**

Parents are **NOT** permitted to bring food to be shared with multiple students (whole pizzas, cupcakes, cookies etc.) due to the disturbance to the campus environment and due to various dietary concerns and food allergies.

In addition, **FOOD DELIVERY SERVICES** (i.e. Door Dash, Uber Eats, etc.) are **NOT** permitted; therefore, ***do not order food to be delivered to our school site from a food delivery service nor directly from a restaurant***. Again, not only is this another disruption to our front office and to our classroom teachers but it poses a possible safety issue due to a third party handling a child's lunch. Therefore, ***food delivered to our office by a third party vendor will not be accepted and therefore turned away.***

WATER BOTTLES

Students are encouraged to bring water bottles to school so they may stay hydrated. We are very fortunate to have water stations on campus so your child may refill their bottles. If your child forgets his/her water bottle at home, they can come to the office to obtain a paper cup (or a fresh water bottle as available) for the day. We also have drinking fountains in each wing available for students to use if they did not bring their water bottle and/or misplaced it. In order to eliminate the abundance of distractions and to focus on the efficiency of our office and minimize disruptions to our classrooms, no employee at LPSSA will be expected to call home to request a water bottle to be dropped off to their child. Likewise, please do not interrupt the office to drop off a water bottle. Again, we have water stations available, drinking fountains available, and paper cups available that our students can use temporarily for the day if they happen to forget their water bottle. If you so choose, you may label your child's water bottle and drop it off on the lunch cart to be delivered to your child at some point during the day.

All water bottles should be labeled with the student's first and last name and teacher grade/name. **LPSSA school staff, administration, etc. are not responsible for lost or stolen student property,**

including water bottles, and will not replace items nor investigate claims of loss or theft.

MEDICATIONS

If your child is required to take medication during the school day, please reach out to our Health Clerk, Kim Gascon who will guide you with next steps and how/when medication is administered on campus. If your child forgot to take their medication before school, and you need to bring it to campus, please do so. You will need to ring the new front office bell to alert the office that you are bringing medication to your child. ***For safety purposes please do NOT leave any medication out on the cart in front of the school's office.***

Over-the-counter medications (i.e. Tylenol, Advil, Benadryl, etc.) are not permitted on campus. For safety purposes, please do not send over-the-counter medications to school with your child.

PROSPECTIVE STUDENT ATHLETES

Any student who wishes to participate on a sports team, inclusive of practices and tryouts, must have completed all items in the Athletic Clearance Packet prior to being granted any practice or playing time, and submit them to the coach and await final approval from the district nurse. One medical physical clearance will be considered satisfactory for multiple sports during a school year if obtained after July 1st for the following school year. All students interested in playing a sport are encouraged to have an authorized medical physical clearance completed. Please also note that obtaining this clearance and completing the Athletic Clearance Packet do not constitute a guarantee of being selected for a team and/or being guaranteed playing time. You may obtain this packet by visiting our front office or by visiting PVSD's website.

Grades & Behavior of Student Athletes
All student athletes must obtain and maintain a minimum **2.0 GPA** throughout the entire season in order to remain eligible to play. Periodic grade checks are conducted during the season. LPSSA Student-athletes must also demonstrate exemplary behavior on campus, strong academic performance in the classroom, and satisfactory or above Citizenship marks. Student-athlete misconduct may result in administrative game suspensions.

PVSD AND LPSSA NOTICE OF SCHOOL DISRUPTION *The following information applies to students, parents, guardians, or any other individual who is on school grounds and/or attends school-related events:*

Insults, Abuses, Threats, etc.
Any parent, guardian, or other person who insults, abuses, or otherwise threatens a school employee or disrupts school activities is ***guilty of trespassing*** and must leave school grounds immediately. Failure to comply with this directive will result in a police report and possible arrest for violation of ***Penal Code §§ 71 and 601 and Education Code § 44811***. Failure to comply

may also result in the parent, guardian, or other person not being permitted to come on campus or attend school-related events.

Behaviors of intimidation (threatening or disrespectful looks toward any PVSD employee or LPSSA student, raising of one's voice as a means to intimidate an employee or student, using abusive language toward an employee or student, flashing unacceptable hand-gestures toward an employee or student, etc.) will simply **NOT** be tolerated. Our Principal at LPSSA encourages open, honest, and respectful communication. If you should encounter a problem, the expectation is that parents/guardians respectfully request to speak with the Principal. The Principal will meet as requested and as available and will only entertain conversations that are respectful, collaborative, and that serve in the best interest of student safety and well-being.

The aforementioned expectations related to behaviors of insults, abuse, threats, intimidation, etc. also extends to online interactions on public forums. Parents/guardians, we teach the following expectations to all of our Panthers, and the same expectations apply to adults within our school community - prior to posting any untrue, unnecessary, or disrespectful comment(s) on any public forum (i.e. Mom's of Camarillo, etc.), parents, guardians, and other individuals are expected to:

THINK before they post.
T: Is it **TRUE**?
H: Is it **HELPFUL**?
I: Is it **INSPIRING** or **IMPORTANT**?
N: Is it **NECESSARY**?
K: Is it **KIND**?

We expect all of our students to abide by the above and therefore expect this from the adults in our community as well. Let's all work collaboratively together in the best interest of the success, safety, and well-being of all of our Panthers!

Expect to be notified, in person and in writing, along with a warning and/or a consequence as stated above, if you should engage in any unnecessary behaviors related to insults, abuse, threats, intimidation, etc.

LPSSA Surveillance Cameras on Campus

In accordance with Board Policy 3515 (Campus Security), PVSD utilizes video surveillance cameras in public areas throughout its campuses, including interior and exterior locations where there is no reasonable expectation of privacy. The purpose of surveillance cameras is to protect students, staff, and district assets and to support a safe learning and working environment. Surveillance cameras may or may not be actively monitored at any time. Outside of emergency situations, access to surveillance cameras and video recordings is for internal district purposes and will only be released to outside parties as required by court order, and as needed by law enforcement.