MONTE VISTA MIDDLE SCHOOL
Parent/Student Handbook 2026-2027

Mrs. Maria Magana	Co-Principal
Mrs. Jessie Green	Co-Principal
Mr. Arturo Calisto	Assistant Principal
Mr. Erik Goldman	Counselor
Mrs. Marilou Shakouri	Counselor
Ms. Holly Mauck	Counselor
Ms. Corin Perez	Counselor

Monte Vista Middle School
888 N. Lantana St.
Camarillo, CA 93010
Telephone • (805) 383-5335 Fax • (805) 389-4016

Please visit the school website to learn more about school assignments, programs, and activities.

https://www.pleasantvalleysd.org/montevista

Vision: Excellence for all

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

Monte Vista Middle School is a No Place for Hate designated school.



This document is a living document that changes as the laws, board policies, and administrative regulations change.

Contents

BELL SCHEDULES 4

PVSD SCHOOL CALENDAR 6

CLASS SCHEDULING 5

TEXTBOOKS 5

1:1 CHROMEBOOKS 5

GRADES 5

HOMEWORK POLICY 6

STUDENT IDENTIFICATION CARDS 7

LOCKERS 7

PHYSICAL EDUCATION POLICIES & PROCEDURES 7

COUNSELING SERVICES 7

STUDENT ACTIVITIES 8

STUDENT EXPECTATIONS 9

POSITIVE BEHAVIOR INCENTIVE 9

ACADEMIC/CHARACTER INCENTIVES PROGRAMS 9

STUDENT BEHAVIOR PLAN 10

TEACHER ISSUED, AFTER SCHOOL DETENTION 10

SUSPENSION AND EXPULSION 10

SUBSTANCE POLICY 12

RIGHTS OF STUDENTS 12

BULLYING (Ed. Code 48900.4) 12

SEXUAL HARASSMENT (ED. Code 84900.2, Board Policy 4118.15) 13

DRESS FOR SUCCESS 14

PERSONAL POSSESSIONS 14

CELL PHONES & CELLULAR DEVICES 15

BICYCLES, SKATEBOARDS, SCOOTERS 16

ACADEMIC DISHONESTY 16

HALL PASSES 17

LATE/TARDY/ABSENCE POLICIES 17

EMERGENCY PREPAREDNESS 18

CALIFORNIA JUNIOR SCHOLARSHIP FEDERATION (CJSF) 18

GRADUATION/PROMOTION ACTIVITIES 18

LUNCH PROCEDURES 18

PROSPECTIVE STUDENT ATHLETES 19

PVSD NOTICE OF SCHOOL DISRUPTION

CAMPUS SECURITY 5

BELL SCHEDULES

Regular Bell Schedule 8:30am - 3:05pm

Odd Day	Even Day	Time	Length of Period
Gates Open	Gates Open	8:05	
First Bell/ Classrooms Open	First Bell/ Classrooms Open	8:25	
Period 1	**Period 2**	8:30 – 10:08	98 min.
Nutrition	Nutrition	10:08 – 10:23	15 min.
Period 3	**Period 4**	10:28 – 12:06	98 min.
1st Lunch	1st Lunch	12:06 – 12:41	35 min.
1st Advisory	1st Advisory	12:11 – 12:46	35 min.
2nd Lunch	2nd Lunch	12:46 – 1:21	35 min.
2nd Advisory	2nd Advisory	12:46 – 1:21	35 min.
Period 7	**Period 8**	1:26 – 3:05	99 min.

Every Thursday Early Release: 8:30am - 2:05pm

Odd Day	Even Day	Time	Length of Period
Gates Open	Gates Open	8:00	
First Bell/ Classrooms Open	First Bell/ Classrooms Open	8:25	
Period 1	**Period 2**	8:30 – 9:48	78 min.
Nutrition	Nutrition	9:48 – 10:03	15 min.
Period 3	**Period 4**	10:08 – 11:26	78 min.
1st Lunch	1st Lunch	11:26 – 12:01	35 min.
1st Advisory	1st Advisory	11:31 – 12:06	35 min.
2nd Lunch	2nd Lunch	12:06 – 12:41	35 min.
2nd Advisory	2nd Advisory	12:06 – 12:41	35 min.
Period 7	**Period 8**	12:46 – 2:05	79 min.

Minimum Day: 8:30am - 12:00pm

Odd Day	Even Day	Time	Length of Period
Gates Open	Gates Open	8:00	
First Bell/ Classrooms Open	First Bell/ Classrooms Open	8:25	
Period 1	**Period 2**	8:30 – 9:35	65 min.
Nutrition	Nutrition	9:35 – 9:50	15 min.
Period 3	**Period 4**	9:55 – 10:55	60 min.
Period 7	**Period 8**	11:00 – 12:00	60 min.

Students will attend 3 classes, Advisory, and Lunch each day. On Odd Days (A days) students attend odd-numbered class periods (1, 3, 5, 7). On Even Days (B days), students attend even-numbered class periods (2, 4, 6, 8). Periods 5 and 6 are assigned to Advisory/Lunch, which students attend every day.

ARRIVAL AND DEPARTURE

Students should not be on campus before 8:10 am and should leave the school grounds at 3:05 pm (M, T, W, F) and 2:05 pm (Thurs.) unless involved in a before- or after-school activity.

In the morning, students enter the campus through the F Gate and back gate.

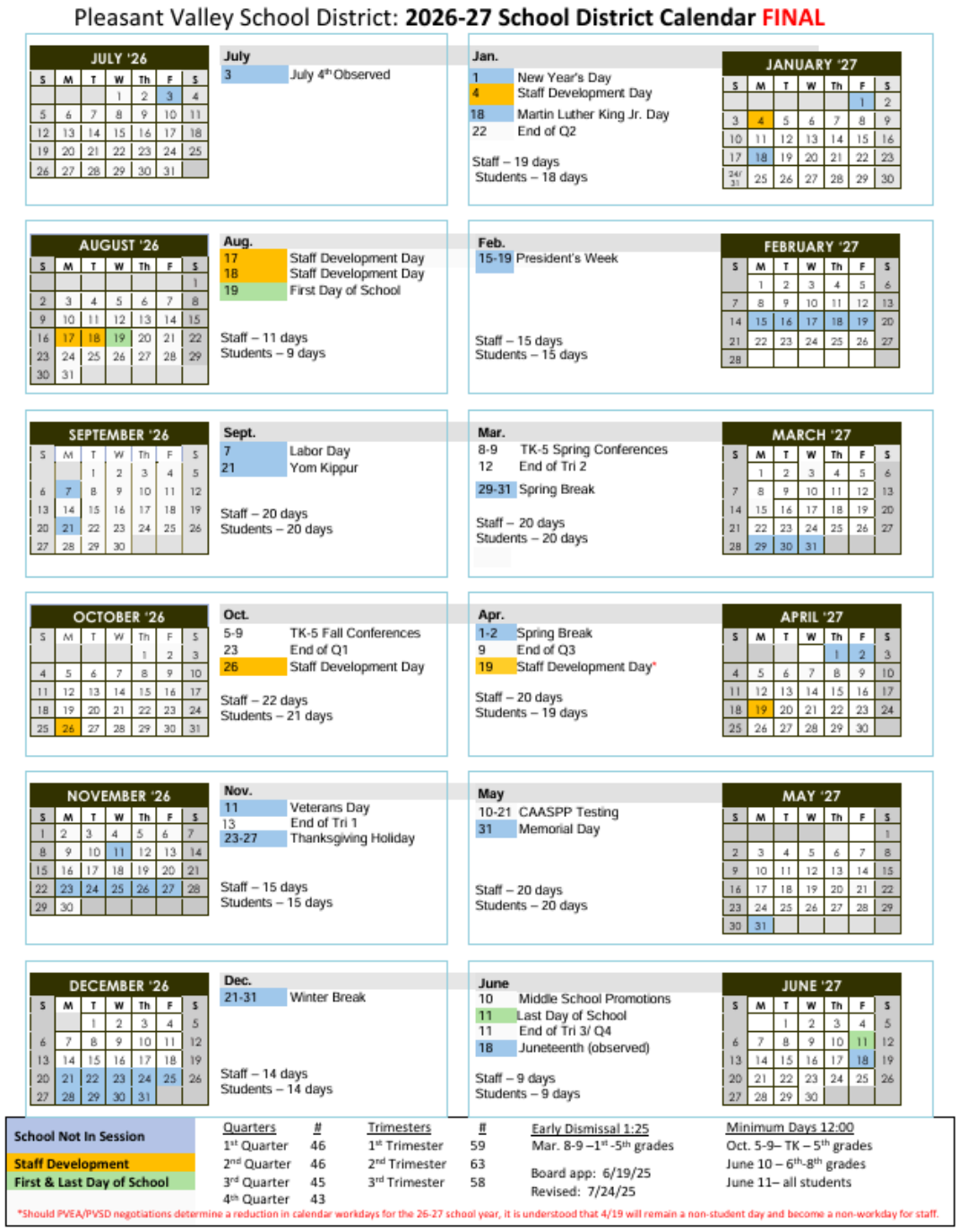
VISITORS

MVS is a closed campus. To ensure that our students are always safe on campus, we ask that every parent/guardian or visitor check in through the front office. Visitors must wear a pass at all times. Parents/Guardians and volunteers must use the Raptor system and scan a valid ID.

CAMPUS SECURITY

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 emergencies, 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.

PVSD SCHOOL CALENDAR



View the online version here.

CLASS SCHEDULING

All students will participate in 6 classes each semester following a block rotation. This means students will only attend 3 classes and an Advisory period each day.

TEXTBOOKS

Textbooks are loaned to students on the condition that every effort will be made to care for them properly. All textbooks are online. Students and families can request a set to keep at home. **Textbooks are very expensive!** It is recommended that all textbooks be covered for the entire school year. Students who are careless with school property and whose books are found left around campus risk being financially responsible for their replacement value.

Students and/or parents/guardians are required to reimburse the District for the 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 responsible for such damage or loss until payment is received. (Pleasant Valley School District Board Policy 6161.2)

1:1 CHROMEBOOKS

Students will be issued a personal computing device, ChromeBook, in the fall at orientation or soon thereafter. 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.**

Chromebook Use Expectations

Students are expected to use their Chromebooks during teacher-directed academic instruction and classroom learning activities.

Chromebooks may not be used during unstructured times, including nutrition break and lunch. Students should keep their Chromebooks put away during these times unless otherwise directed by a staff member.

Students may use their Chromebooks to complete classroom assignments or homework in an approved area. At Monte Vista Middle School, the Makerspace is the designated area for Chromebook use during unstructured time when it is open and available to students.

Students are expected to follow all staff directions and use their Chromebooks appropriately and responsibly at all times.

Google Classroom

Many Monte Vista teachers use the Google Classroom learning platform to remain connected with our students, assign work, and give feedback. Students will be able to see and complete their assignments and receive timely feedback from their teachers through Google Classroom.

GRADES

Parents are encouraged to sign up for Parent Connection, an Internet-based tool that allows them access to their student's day and the ability to view their daily progress from home. Please visit the school office to sign up if you do not yet have this capability. We encourage parents to check for assignment completion regularly in Parent Connect.

Students receive end-of-quarter letter/percentage grades as well as mid-quarter progress reports. These can be accessed through Q Parent Connect.

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

An OUTSTANDING citizen is consistent:

- Prompt to class
- Prepared for class with all materials and work
- Participating
- Obeying class rules and school-wide expectations
- 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.

HOMEWORK POLICY

We at Monte Vista 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 the school 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 has an excused absence on the day when a long-term assignment is due, the student and teacher will work out a plan for when the assignment is due. 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 allowed to make up missed work for full or reduced credit. The student and teacher will need to communicate regarding what will be accepted. Teachers shall assign such makeup 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.

Although time spent on homework may vary according to individual needs, abilities, and course of study, the recommended time allocation for middle school students has been determined as approximately 20-30 minutes per subject area each night. Parents must sign up for and complete registration components on Parent Connection, an Internet-based tool that allows them access to their child's day and the ability to view their daily progress from home. Please visit the Monte Vista School office to sign up if you do not yet have this capability.

STUDENT IDENTIFICATION CARDS

Students should carry a student identification card at all times. **Students will be issued an ID that must be on their person at all times. The student must be able to produce the card when asked by an adult on campus. IDs will be used to check into the office, check out play equipment, get lunch from the Cafe, pick up belongings from the office, or for any means of identification purposes.** The first

identification card is free; however, replacements will cost $5.00 and may be purchased at the student window.

LOCKERS

Each student can obtain an optional locker in which to keep his/her school supplies, books, and lunch for $10.00. If this presents a hardship, a Monte Vista approved lock will be provided. ***Students are encouraged to use lockers and not leave backpacks and valuable items out of sight or unattended***. Students are responsible for their 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.

Students will also have a PE locker located in the locker room, with a separate lock.

PHYSICAL EDUCATION POLICIES & PROCEDURES

Uniforms and Locks

Students are required to wear separate clothing for Physical Education. Students must wear a plain gray T-shirt and black athletic shorts. A Physical Education uniform with the MVMS logo and a name label is available for purchase. Athletic shoes must have laces or some type of Velcro closure to ensure safety

Monte Vista common keyed locks must be used on PE and book locks due to security issues. Locks are available for purchase for $7.00. If this presents a hardship, a Monte Vista approved lock will be provided. If a non-Monte Vista lock is used, it will be cut off. Make sure your lock is locked before leaving the locker. **Do not give your combination to others and keep your locker locked!**

COUNSELING SERVICES

Students should make an effort to become acquainted with the counselor early in their middle school career. To schedule a conference, students should fill out a request form available in the office. The counselor meets with students individually and in groups.

In addition, the counseling office will be responsible for all class and program changes. Program changes should be completed by the third week of school and will be granted only for necessary reasons.

Program changes will not be made for the following reasons:

1. Choice of alternative period offering.

2. Dislike of the class or teacher.
3. Choice of a different teacher.

Program changes will be made for the following reasons:

1. Any change to correct a program that is in error.
2. To balance class loads during semester changes.
3. Misplacement of a student in a class in which he or she does not belong

The counselor will meet with students to discuss academic difficulties, personal problems with others, mediations, and program planning for the future.

STUDENT ACTIVITIES

Activities are dependent on volunteers. We hope you can get involved to make these activities happen. The more we can offer our students, the more opportunities we can provide to engage and feel a sense of belonging in our school community.

Get Involved and Be Part of the Monte Vista Team!

Cross Country - Fall

Co-Ed Flag Football- Fall

Lady Toros Volleyball - Fall

Boys Basketball- Winter

Lady Toros Basketball- Winter

Cheer- throughout the year

Boys Soccer- Spring

Girls Soccer- Spring

Boys Volleyball- Spring

Field Hockey- Spring

Spelling Bee

Mock Trial

8th Grade Kickball

Science Fair

Pep Rallies

Student Lunch Interest Groups & Clubs

Various Exploratory Classes and Specialty Elective Class Options

… and much more

Participation in extracurricular activities is based on GPA and Code (Board Policy and Administrative Regulation 6145). Students will need to maintain a 2.0 GPA to remain eligible for participation.

Students must demonstrate proper citizenship and avoid significant disciplinary infractions.

STUDENT EXPECTATIONS

Students are expected to display appropriate behavior in class, on the school grounds, while going to and from school, and during school-sponsored activities. Students are expected to:

- **Follow MVMS Guidelines for Success: Be Respectful. Be Responsible. Be Safe.**
- Follow the PVSD Code of Conduct
- Arrive on time for school.
- Be in your assigned seat, ready to work with all materials when the bell rings.
- Have respect for all adults and students on campus.
- Follow directions the first time they are given.
- During nutrition and lunch, stay within the marked student zones.
- **Keep hands, feet, and objects to themselves; No hitting, shoving, running, or horseplay.**
- Refrain from eating in the classroom.
- **Sit at the tables the <u>first 15 minutes</u> of lunch. Wait for a staff member to check your area for trash to dismiss you before leaving the lunch area.**
- **Students must be sitting when at the table area.**
- **Keep the lunch area clean, throw away your trash, and refrain from throwing food.**
- **Refrain from the use of profanity, obscene, offensive, and vulgar language.**
- Carry an I.D. card at all times for identification, buying lunch, checking out equipment, and borrowing books. Replacements are available for purchase at the student window. $5.00

No public displays of affection including, but not limited to, hand-holding, sitting in laps, hugging, and/or kissing.

POSITIVE BEHAVIOR INCENTIVE

Toro Challenge

Students will earn Toro tickets from staff for being awesome! How? By going "Above and Beyond!" Examples: extra helpful to classmates or MVS staff members, demonstrating awesome participation/citizenship in class, outstanding citizenship, student of the month, Web Applause, being a positive role model for other students, and helping to keep our campus clean. Tickets can be used to purchase prizes from the Toro Storo, and a raffle will be held for students to receive great prizes.

ACADEMIC/CHARACTER INCENTIVES PROGRAMS

Currently, MVMS has three reward programs: Renaissance Honor Roll, Citizenship Recognition, and Student of the Month.

Renaissance

Monte Vista is recognized at the county, state, and national level for its program promoting academic excellence in our schools. We recognize and reward students who attain high academic standards. Renaissance is more than just another academic program; it is a process and a change in attitude that brings academic achievement to the forefront. It helps students experience the true joy of learning and increases the involvement of parents and local businesses. Renaissance students are periodically rewarded with special activities and lunches to honor their achievements. At Monte Vista, the criteria for being a Renaissance student are as follows:

- **3.5 or above GPA (7/8th Grade)**
- **3.25 or above GPA (6th Grade)**
- **No "U's" on report card**

Student of the Month

Monte Vista believes in the importance of recognizing solid character in students. The Student of the Month program celebrates strong character. Students are selected by faculty based on their character, performance, and/or effort in the classroom and around campus, and are treated to a recognition ceremony.

Citizenship Recognition

Monte Vista believes in the importance of recognizing positive behavior. The Citizenship Recognition program celebrates positive role models on campus who follow the Guidelines for Success. Students are selected when they earn 4 or more Outstanding marks on their report cards. **Students are recognized twice a year at quarter 2 and quarter 4.**

STUDENT BEHAVIOR PLAN

Monte Vista Management Plan

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 THE PREVIOUS BEHAVIOR RECORD OF THE STUDENT. 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 occur is:

1. Teacher warning
2. Individual teacher consequences (possible detention)
3. Teacher/parent communication
4. Referral to administration office
5. Restorative Justice Practices
6. Detention / Campus Beautification
7. After School Detention
8. Saturday School
9. Individual class suspension with a Parent/teacher/administrator conference to establish a signed behavioral contract before return.
10. Home Suspension (1-5 days)
11. Referral to SARB
12. Referral to School Resource Office/ Sheriff's Department
13. Transfer to another school in the district
14. Transfer to another specialized program
15. Expulsion from the District

Problem-solving strategies and skills will be taught and reinforced. A student's consequence is based on progressive discipline, frequency, and severity. The range of consequences is not a step-by-step procedure. We will use various strategies for intervention to address inappropriate behavior using the plan below:

Click here to review the **School-Wide Positive and Progressive Behavior Intervention and Support Plan**

TEACHER ISSUED, AFTER SCHOOL DETENTION

Students may be detained for up to one hour for disciplinary reasons at the maximum close of the school day, OR until the bus the student is assigned to leaves. Parent notification is required 24 hours in advance. Detention will be supervised by a certificated employee during detention. School policy states that the length of a detention 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 will result in appropriate disciplinary consequences.

SUSPENSION AND EXPULSION

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 Assistant Principal/Principals. Suspension is the responsibility of the Principal and Assistant Principal. Students may be suspended for the acts committed while on school grounds or coming to and from school, or during a school-sponsored activity.

Below are some specific behaviors that **may lead to suspension** from school and possible collaboration with the School Resource Officer. This, however, is not an all-inclusive list.

- Possession or use of alcohol, drugs, tobacco, or a vapor pen; possession of matches or a cigarette lighter.
- Aggressive physical conduct
- Bullying or harassing another student. This can be verbal, physical, or sexual.
- **Hate violence including racial slurs, sexual slurs or comments, or racial name calling.**
- Possession of imitation firearms or knives (i.e., toy pistol, butterfly training knife, etc.)

- Other offenses that could lead to suspension after multiple warnings may include:
    - Vandalism, which is causing damage to any school or personal property in any fashion.
    - Theft, robbery, extortion, or possession of stolen property.
    - Habitual profanity/vulgar language used.
    - Misuse of electronics (includes cell phones, inappropriate websites on Chromebook, videotaping or posting to social media).
    - Engaging in bullying.

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

- Possession or sale of drugs (except for first offense of possession of not more than one ounce of marijuana).
- Possessing, selling, or furnishing a firearm: district employee must verify possession. (This subdivision does not apply if 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 of any knife (see definition above), explosive, or other dangerous object (i.e. Airsoft gun).

- Causing serious physical injury.
- 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 cited by the school resource officer if/when this occurs, the disposition of the charge is at the discretion of the juvenile authorities.

SUBSTANCE POLICY

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

Monte Vista, as part of the Pleasant Valley School District, recognizes that the use of alcohol, drugs, and tobacco often precedes the development of social and academic problems. The use of alcohol, drugs or tobacco is strictly prohibited and punishable by school authorities and law enforcement.

As a school community, we believe that it is in the best interest of all of our community partners 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.

RIGHTS OF STUDENTS

Every student has the right to be free from teasing and bullying and have his/her personal rights and property respected. However, 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 your rights are interfered with, you should appeal to authority (a teacher or administrator). There is no discredit in doing so and this is the proper action to take. In keeping with Federal Law (Ed. Amendments of 1972, Title IX), the Pleasant Valley School District has adopted Board Policy 5145.7 that deals with this issue.

BULLYING: Ed. Code 48900(r)

Bullying is defined by Ed. Code as:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.

(D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.

- We recognize *violence* as any act, word, look, or sign that inflicts or threatens to inflict physical or emotional injury or discomfort upon another person's body, feelings or possessions.
- We also recognize *bullying* as a type of violence that occurs whenever a student intentionally, repeatedly, and over time inflicts or threatens to inflict physical or emotional injury or discomfort on another's body, feelings, or possessions. This includes:
    - ***Physical Bullying:*** aggressive physical intimidation that involves hitting, kicking, tripping, blocking, pushing, and touching in unwanted and inappropriate ways that occurs intentionally and repeatedly.
    - ***Verbal Bullying****:* cruel spoken words that involve ongoing name-calling, threatening, and making disrespectful comments about someone's attributes (appearance, religion, ethnicity, disability, sexual orientation, etc.).
    - ***Cyber Bullying:*** comments made via text messaging or on the Internet (i.e., Instagram, TikTok, Snapchat, Facebook, Twitter, iMessage, WhatsApp, Discord, Google, etc. This also includes sharing or sending inappropriate photos or videos electronically.

To make our school violence-free and safe from bullying, we pledge not to tolerate any bullying in our school, intervene in harassing behaviors, and strictly enforce rules. We empower staff and students to report bullying behavior and treat one another with respect. Interventions will include counseling and/or disciplinary action up to and including suspension or expulsion and having the perpetrator cited by the police.

SEXUAL HARASSMENT (ED. Code 84900.2, Board Policy 4118.15)

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, assistant 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 and having the perpetrator cited by the police. (E.C.48900.2)

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

1. Unwelcome leering (inappropriate staring), sexual flirtations or propositions.
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body or overly personal conversation.
4. Sexual jokes, stories, drawings, pictures or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class.
7. Touching an individual's body or clothes in a sexual way.
8. Sending sexually suggestive comments or photos via text messages ("sexting").
9. Displaying sexually 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.)
10. Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

LGBTQ+ students, as well as students perceived to be lesbian, gay, bisexual, or transgender, are fully protected from harassment at school to the same extent that heterosexual students are protected from sexual harassment by other students. (Ed. Code Sections 200, 220, 230, and 241)

Students 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 4118.15)

DRESS FOR SUCCESS

Parents and students share responsibility with the school to ensure that students' dress is not distracting or disruptive to the learning environment, nor does it create an intimidating atmosphere on campus. Any clothing or grooming which in the

judgment of the administration may tend to be detrimental to the overall school climate will not be permitted. There is a definite relationship between appropriate dress and proper school behaviors.

Teachers do have autonomy in their classroom, and may implement stricter dress codes as part of their behavior management plan.

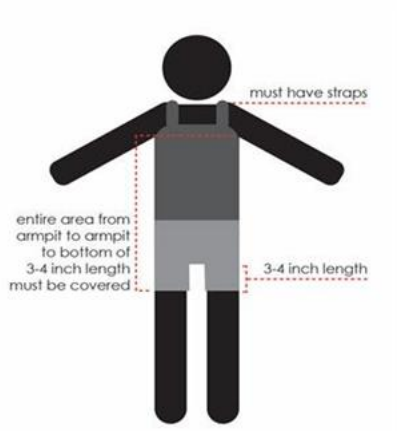
Dress Code Policies

Clothing must not interfere with the student's ability to perform assigned class activities or pose a health or safety hazard.

The following guidelines shall apply to all regular school activities:

1. 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.
2. Appropriate shoes must be worn at all times.
3. Hats, caps, and other head coverings shall not be worn indoors**. No caps with the letter P are allowed on campus.**
4. Clothes shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited. Shirts must have straps attached. **No capes, blankets, or other draped items are to be worn that could pose a grab, trip, or fall safety risk.**

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and cocurricular activities.



All rules apply to both genders and are in effect during Spirit Days and Halloween.

As fashion trends change, the school administration reserves the right to deem certain articles of clothing inappropriate, even if not expressly outlined in this student handbook.

Consequences of Dress Code Violation:

- 1st violation – warning and change of clothes
- 2nd violation – parent contact and change of clothes
- 3rd violation – detention, parent contact, and change of clothes.
- 4th violation – Possible suspension or Saturday School, parent contact, and loss of special privileges.

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.** Some items of particular concern are, but not limited to:

1. Personal electronics such as cell phones, Meta glasses, portable speakers, etc. This includes headphone/earbuds (when not being used for educational purposes in the classroom).
2. Expensive trinkets such as popular keychains, etc.
3. Laser pointers, permanent markers (including Sharpies), white out, and aerosol sprays.
4. Basketballs, footballs, and other sports equipment.
5. Printed or digital materials that are of a pornographic nature, hate material or literature, or terrorist materials and information.
6. Glass bottles and containers pose a safety risk and are not permitted on campus.

CELL PHONES & CELLULAR DEVICES

MV Middle School Cell Phone.Headphone/Smartwatch Cellular Policy :

It is a requirement that cell phones, smartwatches, Meta glasses, and earphones of all sorts are to be out of sight and not used during the school day. Students can have them set to silent in their pockets or backpacks. Smartwatches need to be covered at all times. Students will need to ask to go to the office if they need to communicate with their parents. The office is happy to take parent calls in urgent matters like unexpected dismissal changes.

Pleasant Valley School District Board Policy 5131.8 states the following:

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.

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.

Please be aware that students texting in class has become an increasingly disruptive problem as students are very adept at concealing their phones and communicating with other students rather than paying attention to their studies. While cell phones are valuable for communication with parents, they may not be

used to communicate home during a school-wide emergency nor used during the school day. This will minimize the disruption they can cause but make them available for parent contact before and after school. If your child is ill and needs to contact a parent for pickup or medication, he/she must use the office phone so that school personnel are aware of the issue. Cell phone usage for such purposes will be subject to the same consequences as other cell phone violations.

- ★ Cell phone/earbud (AirPods)/smart watches are **NOT** to be used at any time for ***any*** reason during school
- ★ Students must keep their phone/earbud (AirPods) in their backpack or pocket at all times (out of sight)
- ★ Students may use their phone/earbud (AirPods) before they enter the campus gate or upon exit of the school's gates
- ★ Students may request to make phone calls at the Student Window at the Main Office, but they must be an emergency (i.e., a natural disaster)
- ★ Students not adhering to the restriction will be issued a consequence that could include parent contact, detentions, Saturday School, suspension, or daily phone check-in through the end of the school year, depending on the violation and previous phone violations (Admin. reserves the right to issue the consequence necessary)

The District shall not be responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft.

Progression of Consequences for Inappropriate Use

- Violation 1 - Lunch Detention, Confiscation by staff member and turned into Admin./ Officer, parent contact, released to student at the end of the day, entered into Parent Connect
- Violation 2 - After School Detention, Confiscation by staff member and turned into Admin./ Officer, parent contact, released to student at the end of the day, entered into Parent Connect
- Violation 3 - After School Detention, Confiscation by staff member and turned into Office/Admin, parent contact, detention, released to student at end of the day, recorded in Parent Connect
- Violation 4 - Confiscation by staff member and turned into Office/Admin, parent contact, after school detention up to a Saturday school, released to parent/guardian at end of the day, recorded in Parent Connect,

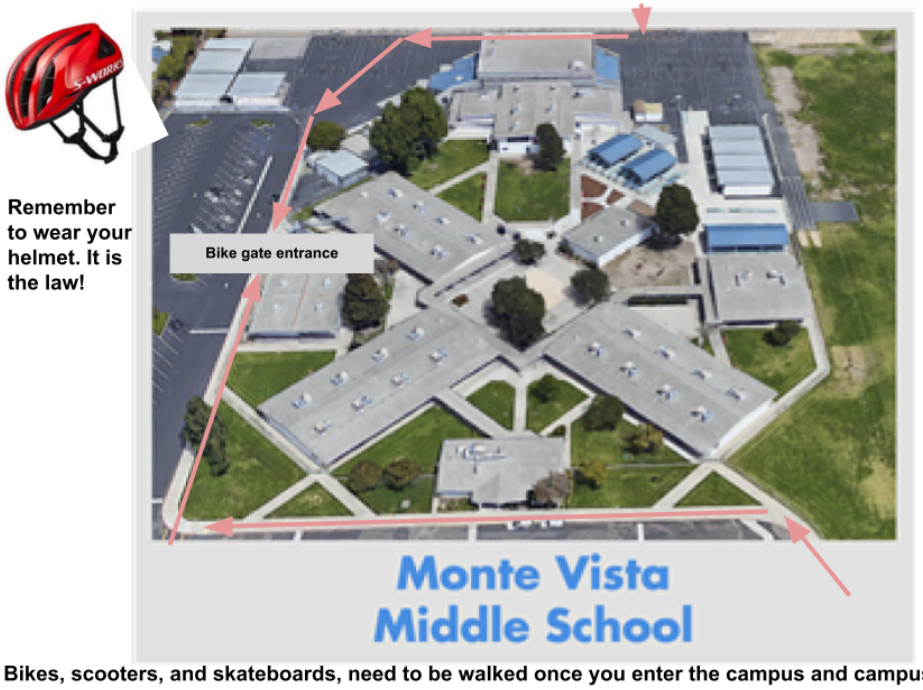
Parent/Student/School contract created

** In addition to the consequences of violation 4, consequences will be escalated in situations that compromise the identity and integrity of others and may include suspension or expulsion.**

BICYCLES, E-Bikes, SKATEBOARDS, SCOOTERS

For everyone's safety, ***bicycles, E-Bikes, scooters, 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 cage, 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. We will be partnering with the Camarillo Police Department to hold a bike safety assembly. The school assumes no responsibility for bicycles, skateboards or scooters. While staff does patrol the bike cage, they can't know which bike or skateboard belongs to whom. ***Unlocked items are often taken and unrecoverable. Students leave items locked or otherwise in the bike cage at their own risk. The school is not responsible for lost or stolen student property and will not replace items nor investigate claims of loss or theft.*** For safety and security reasons, rollerblades are not to be ridden to or from campus at any time. These items are not allowed on campus, including evenings and weekends. ***Any student not following the above rules for bicycles or skateboards will have their items taken and held in the office until a parent or guardian can pick them up.***

New E-Bike permit program: Students with e-bikes must complete an e-bike training course or attend a school e-bike presentation. E-bikes and bicycles will not be allowed on campus until the safety pieces are complete and the student obtains an e-bike/bicycle permit.



Bikes, scooters, and skateboards, need to be walked once you enter the campus and campus sidewalks.

This means you need to walk once you have turned into our parking lot or crossed through the back gate. The areas on the map show where you enter campus and where you need to walk.

ACADEMIC DISHONESTY

The Monte Vista 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 do their own work at all times 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 and the Internet.
- **Students are considered to be 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. It is not that one student does all the work and the other student copies.
- 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 unless allowed by the teacher will not be tolerated.

HALL PASSES

Students must have a hall pass from a staff member while in the halls or out on campus during class hours.

LATE/TARDY/ABSENCE POLICIES

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 handle all tardiness to class. Three or more tardies per quarter will result in a detention for the student issued by the classroom teacher. Excessive tardiness to class will be reflected in the student's citizenship grade. Random tardy sweeps will be conducted at the school's discretion. Students with poor attendance and/or frequent tardiness to class will not be permitted admission to special school events.

Two 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/Saturday School 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 from school:

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. 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).

Subject to any applicable limitation, condition, or other requirement specified in

law, a student's absence shall be excused for any of the following reasons:

- Personal illness, including absence for the benefit of the student's mental or behavioral health. (Education Code 48205)
- Quarantine under the direction of a county or city health officer. (Education Code 48205)
- Medical, dental, optometrical, or chiropractic service or appointment. (Education Code 48205)
- Attendance at funeral services for a member of the student's immediate family. (Education Code 48205)
- Such absence shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)
- Jury duty in the manner provided for by law. (Education Code 48205)
- Illness or medical appointment of a child to whom the student is the custodial parent. (Education Code 48205)
- Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to: (Education Code 48205)
    - Appearance in court
    - Attendance at a funeral service
    - Observance of a religious holiday or ceremony
    - Attendance at religious retreats for no more than four hours per semester
    - Attendance at an employment conference
    - Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization
    - Service as a member of a precinct board for an election pursuant to Elections Code 12302. (Education Code 48205)
    - To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment. (Education Code 48205)
- Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or
- designee. (Education Code 48205)
- 10. Attendance at the student's naturalization ceremony to become a United States citizen. (Education Code
- Board Policy Manual
- Pleasant Valley School District
- 48205)
- 11. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a
- certain group of people. (Education Code 48205)
- 12. For a middle school or high school student, engagement in a civic or political event, provided that the student

- notifies the school ahead of the absence. Unless otherwise permitted by the Superintendent or designee,
- students shall be limited to one such school day-long absence per school year. (Education Code 48205)
- 13. Participation in religious exercises or to receive moral and religious instruction at the student's place of
- worship or other suitable place away from school property as designated by the religious group, church, or
- denomination. (Education Code 46014)
- Absence for student participation in religious exercises or instruction shall not be considered an absence for
- the purpose of computing average daily attendance if the student attends at least the minimum school day as
- specified in AR 6112 - School Day, and is not excused from school for this purpose on more than four days per
- school month. (Education Code 46014)
- 14. Work in the entertainment or allied industry. (Education Code 48225.5)
- Work for a student who holds a work permit authorizing work in the entertainment or allied industries for a
- period of not more than five consecutive days. For this purpose, student absence shall be excused for a
- maximum of up to five absences per school year. (Education Code 48225.5)
- 15. Participation with a nonprofit performing arts organization in a performance for a public school audience.
- (Education Code 48225.5)
- A student may be excused for up to five such absences per school year provided that the student's
- parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)
- 16. Other reasons authorized at the discretion of the principal or designee based on the student's specific
- circumstances. (Education Code 48205, 48260)
- For the purpose of the absences described above, immediate family means the student's parent/guardian, brother or
- sister, grandparent, or any other relative living in the student's household. (Education Code 48205)

Family trips or vacations are NOT EXCUSED absences. If a family trip is inevitable, families may apply for independent study to avoid accumulating unexcused absences. This must be arranged a minimum of ten school days before the trip. Independent study may only be requested for a minimum of five school days.

EMERGENCY PREPAREDNESS

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

1. **Earthquake Drill**
2. **Fire Drill**
3. **Lock Down/Barricade Drill**
4. **Shelter in Place Drill**
5. **Reunion Gate Dismissal Drill**

Students, Faculty, and Staff will have training during the year that emphasizes procedures during each specialized drill. ***For safety purposes, procedures and signals for drills 3 through 5 are not explicitly outlined for the public, but are rehearsed and thoughtfully planned with student safety in mind multiple times during the year.***

We will have a lockdown drill during unstructured time this year, but we will provide prior warning to families and students.

CALIFORNIA JUNIOR SCHOLARSHIP FEDERATION (CJSF)

7th and 8th graders can apply for membership each quarter. 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.

GRADUATION/PROMOTION ACTIVITIES

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 or promotion privileges for repeated suspensions, truancies, and/or discipline referrals. Students should keep in close contact with the counselor and/or assistant principal

LUNCH PROCEDURES

CLOSED CAMPUS - Monte Vista 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, breakfast, and nutrition snacks are purchased with the student's ID card and an account system.

Students are responsible for bringing their own lunch to school each school day. ***The office is not staffed sufficiently to ensure that students receive lunches brought***

to them by their parents. Therefore, if you must deliver a lunch (emergency or special occasion), be sure that your child knows it will be coming (make arrangements prior to school) and that he/she should come to the office to get it without being called. Food delivery services will not be accepted for students. Parents are asked **NOT** to bring food to be shared with multiple students (whole pizzas, cupcakes, etc.) due to the disturbance to the campus environment and various dietary concerns and food allergies.

During lunch, students will be asked to sit at the lunch tables or grass areas. After 15 minutes, campus supervisors and staff will come around to make sure the area is clean. At that time, students will be dismissed to the blacktop and field. Students must remain seated and wait to be dismissed as this ensures safety and campus cleanliness.

PROSPECTIVE STUDENT ATHLETES

Any student wishing 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, 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 is no guarantee of being selected to play for a team.

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. The behavior of a Monte Vista athlete must also be exemplary on campus, in the classroom and in their online presence; student athlete misconduct may result in administrative game suspensions.

PVSD NOTICE OF SCHOOL DISRUPTION

Insults, Abuses, Threats

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.


TORO PRIDE
MONTE VISTA MIDDLE SCHOOL