

Rancho Buena Vista High School

2026-2027

Student Handbook



Statement of Non-Discrimination

The Vista Unified School District prohibits discrimination, intimidation, harassment, and bullying based on actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital or parental status, pregnancy, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics.

For any questions, concerns, or to file a complaint regarding discrimination, intimidation, harassment, bullying, Title IX, or Section 504, contact the school site principal and/or the Director of Student Support Services & Early Childhood Education at 1234 Arcadia Avenue, Vista, CA 92084, (760) 726-2170 Ext. 92182.

TABLE OF CONTENTS

General School Information

- About Us
- District Mission, Vision, & Values
- School Mission & Vision
- Framework for the Future and Portraits
- Principal's Welcome Message
- Bell Schedule
- Important Dates
- Contacts/Phone Numbers

Support Services

- School Counseling Program
- Access to Mental Health Services
- Before/After School Program
- Programs and Activities
- Library
- Lost and Found
- Transportation
- Student Incentives and Awards
- Education for Homeless Children and Youth
- Education & Advocacy for Foster Youth and Children of Military Families
- Education & Advocacy for English Learners & Migrant Education Program
- Married, Pregnant and Parenting Student
- Non-Discrimination in Programs & Activities

Academics

- Academic Honesty & Integrity
- Grading
- Homework
- Make Up Assignments & Tests
- Schedule Changes
- Technology
 - Smartphones and Other Devices
 - Electronic Listening or Recording

Devices

- Specialized Programs
- School Supplies
- Graduation Requirements
- Physical Education

Parent/Family Engagement

- Community Liaisons & FACE Network
- Home - School Communication
- Parent - Teacher Conferences
- Committees/Councils
- Classroom Observations
- Volunteering on Campus
- Parent Responsibilities
- Custodial Rights and Responsibilities of Parents/Guardians
- Educational Partnership: Home-School Compact
- Parent-Family Engagement Policy
- School Accountability Report Cards (SARCs)

Attendance

- Attendance Awareness Campaign
- Absence Verification
- Attendance Accountability & Communication
- Excused Absences
- Tardy Policy
- Leaving School Early
- Short-Term Independent Study
- Transfers/Withdrawals

Extracurriculars

- Student ID Cards
- Participation in School-Sponsored Activities
- Study Trips
- Student Leadership
- Athletics
- Intramural Sports
- Clubs
- Activities
- Dances
- Media Release

Health & Wellness

- Health Services
- Health Concerns & Monitoring Health Conditions
- Medication & Controlled Substances
- Immunizations & Physical Exams
- Illness/Staying Home
- Illness, Accidents & Emergencies at School
- Head Lice
- Child Abuse & Neglect Reporting
- Wellness Policy
- Food Services
- Food Allergies/Special Dietary Needs
- Bringing Food from Home
- Water Bottles

Behavior & School Discipline

- Civility & Conduct
- Positive Behavioral Interventions and Supports
- Behavior Expectations
- Potential Interventions and Consequences
- Interventions
- Other Means of Correction
- Witnesses and Bystanders
- School Property & Fines
- Search and Seizure
- Law Enforcement
- Categories of Severe Behaviors and Potential Consequences
 - Physical Aggression and Violence
 - Controlled Substances, Tobacco and Paraphernalia
 - Prohibited or Dangerous Objects
 - Property Theft, Destruction
 - Threats, Harassment, Intimidation and Bullying
 - Obscenity, Profanity, Vulgarity, and Offenses of a Sexual Nature
 - Defiance & Disruption
 - Definitions

Safety

- Coming to and Leaving from School (Ingress/Egress)
 - Campus Supervision
 - Drop Off Procedures
 - Pick Up Procedures
 - Parking Lot Safety
 - Walking to School
 - Bikes/Scooters/Skateboards
- Off-Limit Areas
- Lunch

Reporting and Complaint Resources

- Collaborative Problem-Solving
- Anonymous Reporting
- District Complaint Resolution
 - Annual Notification of Uniform Complaint Procedures (UCP)

- Hall Passes
- Restroom Use
- Emergency Contacts
- Smartphone/Cell phone Usage for Students
- Use of School Phones
- Dress Code
- Inclement Weather (Rainy Days)
- Animals on Campus
- Emergency Preparedness

GENERAL SCHOOL INFORMATION

Welcome to this new school year at Rancho Buena Vista High School. RBV has a long tradition of excellence, and you are now part of that legacy. Excellence at the Ranch shows up in many ways.

Our academic program is rigorous and inclusive. We believe all students deserve access to strong instruction, from Special Education and English Learners to Honors, AP, and IB. Our instructional focus is clear. We build students' ability to read, write, and speak using evidence, thinking deeply, and expressing ideas with confidence.

The arts play a vital role in who we are. Our visual and performing arts programs extend learning beyond the classroom and provide students with meaningful ways to explore creativity, culture, and personal passions.

Athletics at RBV are rooted in effort, discipline, and pride. Our student athletes compete with class, commitment, and a deep respect for their teammates, opponents, and school.

At the center of our work is our shared commitment to Respect the Ranch. This is not just a motto. It is how we show up every day, in classrooms, on campus, and in the community. Respect the Ranch is grounded in three character traits: Responsibility, Integrity, and Commitment.

Students regularly reflect on what these traits look like in practice, and they are recognized when they demonstrate them. This culture belongs to all of us.

ABOUT US

Founded in 1987, Rancho Buena Vista High School has a strong history of growth, achievement, and Longhorn pride. Over the years, students and staff have built a school known for opportunity, hard work, and respect. As we move toward our 40th anniversary in 2027, we are celebrating what makes RBV special and focusing on how each generation of students continues that legacy.

RBV has grown and changed alongside the Vista community. While enrollment has shifted over time, our commitment to students has remained constant. Rancho Buena Vista offers multiple academic pathways, including the International Baccalaureate Diploma Programme, honors, AP, and strong career and elective options. These programs are designed to challenge you, support you, and prepare you for college, career, and life beyond high school.

Our school has been recognized at the state and national levels for academic excellence and student achievement. More importantly, RBV celebrates students every year for leadership, growth, character, and service. Longhorns are recognized through school and district awards, classroom celebrations, athletics, arts, and activities that highlight effort and positive contributions to our community.

As a student at Rancho Buena Vista High School, you are part of this story. How you show up in class, how you treat others, and how you represent the Ranch matter. As we prepare for our 40th anniversary, we invite you to take pride in being a Longhorn and to help shape the next chapter of our school through responsibility, integrity, and commitment.

You are not just attending RBV, you are helping to build your future.



VISION CORE VALUES

Every student graduates from Vista Unified as a resilient, agile learner and creative problem solver who navigates the world with confidence and kindness and eagerly embraces local and global challenges.

MISSION

The purpose of the Vista Unified School District is to inspire each and every student to persevere as a critical thinker who collaborates to solve real world problems.

Core Values illustrate how we will behave and treat each other along the way toward realizing our vision.

- Respect.** Knowing, valuing, and treating all with dignity.
- Trust.** Focusing every decision focuses on the best interests of our learners through transparency, honest communication, and integrity.
- Collaboration.** Creating a culture of continuous improvement, working in partnership with students, families, staff, and the community.
- Equity.** Valuing diversity and providing equitable access and resources across the district for all students and adults to reach their full potential.
- Kindness.** Developing a compassionate, nurturing and kind learning and working environment

Rancho Buena Vista's Mission & Vision:

Vision: Our Vision at RBV is to exemplify inspiration, discovery, and achievement

Mission: The mission of RBV is to be a collaborative learning community that inspires students to develop intellectual abilities and individual passions as they discover their purpose

Values: Our values are grounded in ***Respect the Ranch:***

Responsibility,

Integrity,

and Commitment



Our Framework for the Future Board Adopted on June 23, 2022 Full Document		
Learner Portrait	Adult Portrait Systems Portrait	
The Learner Portrait envisions the outcomes for students. It describes the community's aspirations for what learners will know, be, and be able to do, in order to thrive in their lives and careers.	The Adult Portrait articulates the qualities that <i>all</i> adults working in the school district - not just classroom teachers - will demonstrate in order to support each student's journey toward realizing the Learner Portrait.	The System Portrait outlines what the system needs to do to create the conditions that will enable the adults in the system to support every student to successfully attain the Learner Portrait.

Kind and Confident

- Students are positive, patient, appreciative, reliable, and responsible.
- Students are resilient, self-directed learners who are self-aware and focused on a hopeful future.

Curious and Connected

- Students are inquisitive, innovative, and able to adapt to new ideas and situations.
- Students are committed to positively impacting their family, their community, and the world.

Capable and Knowledgeable •

Students develop and apply deep core academic knowledge and skills and can make connections across subjects.

- Students know how to purposefully adapt communication to deliver information.

Compassionate Champion

- Adults are motivating, inspiring, kind, compassionate, and empathetic champions for all students.
- Adults see and support all students, family members, and co-workers from a strength-based perspective, including inherent cultural wealth and identity.
- Adults hold high expectations for all students (just hard enough) while feeding aspirations and possibility-thinking (future self).

Flexible and Innovative Facilitator

- Adults work well together, are trustworthy, honest, and committed to collaborate and to build connections with students, families, and other staff.
- Adults support learning that is student-centered, innovative, and tailored to meet the individual strengths, interests, aspirations, and needs of students.

Open-Minded and Equity-Centered Learner

- Adults are learners open to new ideas, strategies, and practices that lead to continuous improvement in order to serve each and every student well.
- Adults engage in practices that are free from bias, are anti racist, and

Inclusive Culture Focused on Growth

- Our system builds a culture that fosters equity, empathy, and inclusion.
- Our system reinforces a values and strengths-based culture of growth.

Joyful, Innovative, Rigorous, and**Equitable Learning Environments**

- Our system supports a culture of joyful learning, educational rigor, and innovation.
- Our system promotes care, belonging, and connection.
- Our system fosters creativity, curiosity, and engagement.

Future-Oriented, Forward Thinking

- Our system is designed to be future-oriented and aligned to a dynamic, fast-paced global ecosystem.
- Our system creates sustainably designed, future-focused learning environments.

Family and Community Partnerships

- Our system is built on a foundation of active community and business partnerships.
- Our system intentionally supports collaboration with schools and the community to provide service and real world experiences.

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RBVHS IMPORTANT DATES 2026-2027

August 12 – First Day of School

September 3 – Back to School Night

September 7 – Labor Day (No School)

October 12-16 – Homecoming Week

November 11 – Veterans Day (No School)

November 23-27 – Thanksgiving Break (No School)

December 16-18 – 1st Semester Finals (minimum days)

December 21-January 4 – Winter Break (No School)

January 5 – Staff Professional Development Day (No School for Students)

January 18 – MLK Day (No School)

February 15-19 – Presidents Weekend (No School)

March 26-April 2 – Spring Break (No School)

May – PROM

May 31 – Memorial Day (No School)

June 1-3 – Finals (minimum days)

June 3 – Last Day of School/Graduation Ceremony

District Calendars

- [2026-2027 School Calendar](#) - Revised 5/14/26
- [Calendario Escolar - Año 2026-2027](#)

Contacts/Phone Numbers

RBV School Phone Number: (760) 727-7284

Attendance: Call-in absence - 760-598-0129 or 760-598-0129. Direct Contact: x72031 or x72032

Counseling: x 72040

ACADEMICS

Academic Honesty & Integrity

Students are expected to complete assigned work to the best of one's ability, turn assignments in on time and be a contributing member of each class. Students are expected to practice responsible and honest behavior. All tests, quizzes, reports, assignments, and any school-related tests are subject to this policy. **This policy also applies to all online coursework.**

Academic dishonesty in any form is unacceptable behavior. Ignorance, grade pressure, time, tests inadequately proctored, unrealistic parental expectations, or other causes are not excuses. Academic dishonesty places the value of grades over learning and is counter to the District's graduation outcome. Types of academic dishonesty that are not tolerated include, but are not limited to, the following:

- **Cheating** includes, but is not limited to: copying the work of others (including both class work and homework); having someone else do the homework or assignment; looking on/copying another's work/test/essay; stealing someone else's idea for an assignment or project; using notes on tests or quizzes when such notes have been prohibited; or giving others answers to a test or quiz.; giving or "passing" old tests to other students for the following year, or receiving old tests from other students
- **Fabrication** includes, but is not limited to: falsifying/inventing/misrepresenting source of cited information.
- **Unauthorized Collaboration** includes, but is not limited to: copying another student's work, allowing work to be copied or completing assignments for others.
- **Plagiarism** includes, but is not limited to: copying part or all of another person's work and submitting it as one's own; passing off the ideas or words of another as one's own without giving credit to the source; use of artificial intelligence technology to generate answers for exams and/or assignments or to produce work that appears to be original; or paraphrasing from a different sources without citing those sources, including direct quotations and paraphrasing without citation. This is because any original work is considered the intellectual property of the person who created it -- when another person's work is plagiarized, it is a form of stealing their intellectual property.
- **Alteration of Materials/Forgery** includes, but is not limited to: any intentional unauthorized alteration of student/teacher material(s) or unauthorized signature to school related documents, including passes; signing someone's name, including parents/guardians or teachers.

The teacher's professional judgment determines if a violation has occurred. All violations will be recorded in the student's record, and any of the following actions may be taken to address a violation:

FIRST OFFENSE

1. Student will receive a zero on the assignment or test.
2. Teacher will confer with the student and notify the parent/guardian.
3. Student may be given a "U" in citizenship for the current grading period.

SECOND OFFENSE

1. Teacher will confer with parent and student.
2. Student may be given a "U" in citizenship for the current grading period.
3. Student's term mark may be lowered by one full letter grade.
4. Student will be placed on behavior contract for the remainder of the school year.
5. Student will be referred to administration for appropriate consequences.
6. Student may be removed from all elected or appointed leadership positions for the remainder of the school year.

SUBSEQUENT INSTANCES

1. Student may receive an "F" grade for the course.
2. Additional consequences or interventions will be administered.

Grading:

We encourage students and parents to confer with teachers regarding grades. Teachers have a course syllabus and policy information available.

Homework (BP 6154)

Homework is an important part of the instructional program and a valuable tool to support students' efforts to master grade level content standards. Homework is defined as school-related assignments that will enhance, reinforce or enrich concepts taught in the classroom and which will require a reasonable amount of time and effort outside the regular school day for successful completion.

In Vista Unified School District, a reasonable homework assignment for grades 9 through 12 is approximately 70 to 120 minutes per evening, or 280 to 480 minutes per week. For days when no assignment is given, students should read at least 30 minutes.

- Students enrolled in advanced/accelerated/Honors/IB/AP courses may have additional demands to meet the requirements of advanced coursework.
- Homework for students with disabilities will be assigned in accordance with their individualized educational program (IEP) or Section 504 plan.

Students are expected to complete and turn in homework when it is due in order to not negatively impact grades. Students and parents are encouraged to keep track of assignment completion through Aeries Gradebook Details.

Make Up Assignments & Tests (EC 48205, EC 34913.5)

Students should take the initiative to make up for missed assignments due to absences. The following provides specific guidelines based on the type of absence:

1. **School Activities.** Students must clear all school activities with their teacher(s) in advance in order to get assignments. Lists of students involved in school activities will be approved and distributed to teachers (for verification purposes) by the administration, activities director or athletic director.
2. **Excused Absence.** Students will be given the opportunity to make up school work missed because of an excused absence and to receive full credit if the work is turned in within a reasonable period of time, which is usually 1 day for every day absent from the date the student returns to school. Students must take initiative to request assignments from the teacher and to ask for, and follow through on, the due date as determined by the teacher.
3. **Unexcused Absence.** Students who miss school work because of unexcused absences will be given the opportunity to make up missed work for full or reduced credit at the discretion of the teacher. This means that the teacher has the right to decide whether or not to provide any credit for this late work.
4. **Out-of-School Suspension.** If the student's absence is the result of a suspension, the teacher may require the student to complete any assignments and tests missed during the period of suspension. When a parent/guardian of a student who has been suspended for two or more days from school requests homework that the student would otherwise have been assigned, the student's teacher must provide such homework. If a homework assignment is requested and is turned in to the teacher by the student either upon the student's return from suspension or within the timeframe originally prescribed by the teacher, whichever is later, and is not graded before the end of the academic term, the homework assignment may not be included in the calculation of the student's overall grade in the class.

If a student is planning to be absent, homework may be requested from the teacher(s) or office staff at least 24 hours in advance. For absences longer than 3 days, parents are encouraged to call at least 72 hours in advance or request for short-term independent study 7 days in advance if the student meets the eligibility criteria.

Schedule Changes

Students are welcome to see their counselors at any time during the school day for urgent concerns and are always welcome to visit their counselors for any reason at nutrition, lunch, before, and after school. We request that parents call to make appointments with their student's counselor. Counselors are available for questions by email and will respond as rapidly as possible. Appointments can be made by sending an email to the individual Counselor, or by phone to the Counseling Secretary.

CLASS CHANGES/WITHDRAWING

Student initiated class changes may be done during the first **two weeks** of school and after finals (12:30 p.m.-3:30 p.m.) at the end of the first semester. The student must have administrative, counseling, parent, and (usually) teacher approval for these changes. Forms to apply for changes are available through your teachers. Requests for "teacher changes" and the swapping of periods are not considered. If a student withdraws from a class after the first grading period of the semester, she/he will receive a "W-F" as a final grade in that class AND will not receive credits. **Level changes** (honors to non-honors, advanced to beginning, etc.) may be made in the first **four weeks** of the semester. **NO changes will be made after four weeks.** Students are always encouraged to seek advice from their counselors regarding changes.

Responsible Use of District Technology [\(BP 6163.4, AR 6164.4\)](#)

The Vista Unified School District (VUSD) will provide access to VUSD technology resources to students who agree to act in a considerate and responsible manner. Prior to being allowed access to the Internet at school or through technology resources provided by VUSD, parents/ students are required to sign a Student Acceptable Use/Responsibility Agreement during the annual registration process.

If a student violates any of the rules of acceptable use, their use may be terminated and future access possibly denied. Disciplinary action may also result. If criminal activity is discovered, the proper law enforcement authorities will be notified. Disciplinary action for students shall be in accordance with existing discipline policies and may include suspension or expulsion in accordance with the laws of the State of California and District policy.

Parents/guardians may purchase a [Mobile Device Cost Protection Plan](#) for school issued mobile devices given to students which will protect the device against ACCIDENTAL DAMAGE, THEFT, FIRE, FLOOD, NATURAL DISASTERS, POWER SURGE and VANDALISM. This plan will provide full replacement cost coverage and will protect the item on and off school grounds. Device Cost Replacement Plan is valid for the school year (July 1 to June 30) for two incidents. Families that plan to use a device during the Summer will need to pay for the coverage prior to leaving for the Summer.

Smartphones and Other Electronic Signaling Devices [\(EC 48901.5 & EC 48901.7\)](#)

High School students are not to use a smartphone or other electronic signaling device (including, but not limited to, cell phone, smartwatch, tablet) during instructional time, except under the following circumstances:

- In case of an emergency, or in response to a perceived threat of danger.
- When a teacher or administrator grants permission to the student, subject to any reasonable limitation imposed by that teacher or administrator.
- When a licensed physician and surgeon determines it is necessary for the student's health or well-being.

- When it is required in a student's IEP or Section 504 plan.

Misuse of personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities may result in disciplinary action up to and including expulsion from the District. Examples of misuse include, but are not limited to:

- Taking photos or recording of any person at school (see notification below, Electronic Listening or Recording Device)
- Accessing, posting, displaying, or otherwise using material that is discriminatory, libelous, defamatory, obscene, sexually explicit, disruptive or without permission
- Bullying, harassing, intimidating, embarrassing or threatening others ("cyberbullying")
- Disclosing, using, or sharing other people's personal identification information (such as name, address, telephone number, email, or other personal information) with the intent to threaten, intimidate, harass, or ridicule that person

The school assumes no liability for personal technology, including computers, cell phones, smartphones, network access devices, or other electronic signaling devices, if such devices are damaged, lost or stolen.

Mobile communication devices shall be turned off during instructional time and kept in the student's backpack while in school. Students who violate these mobile device expectations will have it logged in their discipline records and may have the following consequences:

- Warning issued by the teacher or staff member
- Referral to administration
- Parent/Guardian Conference
- Interventions/Other Means of Correction
- Loss of privilege

Exceptions: Students using mobile devices in the locker room or restroom or to take pictures or record an altercation or other school incident will result in an automatic discipline referral with a consequence from Administration.

Electronic Listening or Recording Devices

Using electronic devices to listen to others or record (audio, video or photo) by any person, including students, staff, parents/guardians or community members, without prior permission from the teacher or principal is prohibited, as it disrupts and impairs the teaching process, individual privacy and discipline in our schools.

State law prohibits the recording of confidential communication without prior consent by all parties – this is because California is a "two-party consent" state. Confidential communication is one where the parties involved have reason to believe that their communications are being held in private. Any person, other than the student, willfully in violation of recording or listening into confidential conversations, is guilty of a misdemeanor. Any student in violation will be subject to appropriate disciplinary action.

Graduation Requirements [\(BP 6146.1, AR 6146.1\)](#)

In order to graduate from a high school in the Vista Unified School District, a student must earn 220 credits. The following chart shows the required courses to obtain a high school diploma from the District, the minimum state graduation requirements for eligible students (as provided below), and the admission requirements to the University of California (UC) and California State University (CSU) system.

SUBJECT	VISTA USD MINIMUM	STATE OF CALIFORNIA MINIMUM	University of California & California State University Requirements
A Social Science	30 Credits (3 years) → <i>World History</i> (10) → <i>U.S. History</i> (10) → <i>U.S. Government</i> (5) → <i>Economics</i> (5)	30 Credits (3 years) → <i>World History</i> (10) → <i>U.S. History</i> (10) → <i>U.S. Government</i> (5) → <i>Economics</i> (5)	2 years → <i>World History</i> (10) → <i>U.S. History</i> (10) or <i>U.S. History</i> (5) and <i>U.S. Government</i> (5)
B English	40 Credits (4 years)	30 Credits (3 years)	4 years
C Mathematics	30 Credits → <i>Including Integrated Math</i> <i>1 or equivalent</i> (10)	20 Credits (2 years) → <i>Including Algebra 1</i> (10)	3 years → <i>Including Geometry</i> (10)
D Science	20 Credits → <i>Life science</i> (10) → <i>Physical science</i> (10)	20 Credits (2 years) → <i>Biological science</i> (10) → <i>Physical science</i> (10)	2 years
E World Language	10 Credits (1 year)	10 Credits (1 year)	2 years → <i>Same language</i> (20)
F Visual & Performing Arts			1 year
G Electives	70 Credits		1 year
Physical Education	20 Credits	20 Credits	Not applicable
Total	220 Credits	130 Credits	Not applicable

Exemption to Local Graduation Requirement

A student who is in foster care, a homeless youth, a former juvenile court school student, a child of a military family, a migratory child, a student participating in a newcomer program, or an individual with exceptional needs AND meets specified criteria may be eligible to receive a high school diploma from the Vista Unified School District by meeting the California state minimum requirement, which is an exemption of the District's Board-adopted graduation requirements.

Graduation Ceremony

The graduation ceremony is an important event -- participation is a privilege and not a right. All Seniors will be asked to review and sign a contract that details the expectations for academics, attendance, and behavior in order for a student to participate in the ceremony.

A- G courses - UC/CSU eligible

In addition, RBV supports students being prepared for success when entering higher education after graduation, including community college, and encourages all graduates to be A-G complete in their high school courses. Please check with the school counselor for more information.

A-G Subject Requirements (UCs & CSUs)

“C “or higher to earn A-G credit

Academic Success: Graduation and A-G UC/CSU Course Requirements

A-G Subject Requirements (UCs & CSUs)

Grades of “C “or higher meet eligibility

Subjects	Required/Recommended
A. World History/U.S. History	2 years/3 years
B. English	4 years
C. Math	3 years/4 years
D. Lab Science	2 years/3-4 years
E. Foreign Language (same language)	2 years/3 years
F. Visual or Performing Art	1 year
G. College Prep Elective	1 year

VUSD Graduation Requirements

(Students must earn a grade of “D” or better for credit)

Subject	Credits Requires
English	40 credits
Math	30 credits
Science	20 credits
Physical Education	20 credits
World History	10 credits
US History	10 credits
Government/Economics	10 credits
Foreign Languages OR Fine Arts	10 credits
Electives	70 credits
TOTAL	220 credits

Physical Education is an important component of our high school curriculum. For RBV students in grades 9-12, the overall course of study shall include the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives. Students are encouraged to dress out, participate, and try their best. Students who have a Medical Excuse from PE must provide the Health Office with a note from the doctor specifying the exact start and end date for the excuse. If a student will be out more than six weeks in a semester, they cannot earn PE credit and will be transferred out of the class.

Uniforms

Students are expected to dress appropriately for their specific PE class. Please refer to class syllabi for further information. Points may be deducted if appropriate attire is not worn. Most classes require comfortable appropriate tee shirts and shorts, sweats, or leggings. Sport type closed toe shoes should also be worn.

Locker

All students enrolled in a physical education class will be assigned a locker. Although the locker room is locked during class time, **students are encouraged to bring their own combination lock for added security**; students who need assistance in obtaining a combination lock should contact their PE teacher.

Students are required to use their locker to secure all personal belongings while participating in PE, dance, or after school athletic events. Articles placed in lockers, including textbooks, are the sole liability of the individual who has chosen to use the locker. Items left unsecured are subject to theft and or damage, which is why valuables or large amounts of money should never be stored in PE lockers. **The school and the district do not assume liability for articles placed in lockers.** Should a student have an item that does not fit in their locker or have another locker issue, the student should report the issue to the PE teacher or to the coach prior to leaving the locker room.

Lockers remain the property of the District and are subject to inspection by school officials at any time.

Temporary Medical Excuse

Students who are ill or injured are still expected to participate in class activities with appropriate accommodations in order to receive credit. If the student must refrain from all physical activities, the student is expected to make up the activities once they are physically able to do so in order to receive full credit.

Students are to submit to their teacher a verification of the illness or injury in the following manner based on the number of consecutive days that participation in class activities may be limited:

- 1 day excusal = Note from the school nurse or health technician
- 2 to 3 day excusal = Note from parent
- 4 or more day excusal = Note from a health care provider, specifying the physical limitations of the student and the expected duration of the temporary illness or injury

Students will be given an alternative assignment while not participating in any P.E. activities.

ATTENDANCE

Attendance Awareness Campaign 2026

The graphic and link below represent the 2026-2027 Attendance Awareness Campaign.



The Attendance Theme for 2026-27 is: Here today. Ready for tomorrow

<https://awareness.attendanceworks.org/>

Absence Verification (BP 5113)

Absences must be verified by the student's parent/guardian by calling the following numbers:

Attendance: Call-in absence - 760-598-0129 or 760-598-0129. Direct Contact: x72031 or x72032

An automated courtesy phone call will be sent out when a student's absence has not been verified.

Absences not cleared within 72 hours (or three days) from the last day of the student's absence will remain unverified and considered unexcused.

It is important for parents and students to understand that writing a note to verify an absence does not excuse the absence. Absences are excused only if they meet state criteria listed under "Excused Absences". A doctor's note may be requested by the principal or designee when the student has been absent more than 10 days in the school year due to illness. Absences that are not excused are marked unexcused in the student's records and can potentially lead to a referral to the School Attendance Review Board.

Students who are 18 years of age or older may report their own absences, although parents/guardians will continue to be able to view and access attendance records as long as the student remains a legal dependent. Students who are 18 years of age or older and their parents/guardians remain subject to school attendance requirements throughout enrollment.

Attendance Accountability & Communication

Communication between the home and school about attendance is a priority and we implement several processes to ensure that parents are informed about their child's attendance and are actively engaged in supporting positive attendance.

Monitoring Daily Attendance

- Parents/guardians have access to Aeries Parent Portal to monitor their child's attendance at all times
- Parents/guardians will receive an automated notification when their child is absent from school and the school has not received a notification from the parent/guardian with the reason for the absence. Upon receiving the notification, a parent/guardian must contact the office and provide the reason for the absence.

Unexcused Absence Notifications (BP 5113.1, BP 5113.2)

Unexcused absences are all absences that are not listed under "Excused Absences" in the section below. Each unexcused absence is considered a *truancy*. Coming late to school also matters and can impact attendance records. Coming late to school by 30 minutes or more three times is also considered a truancy.

- After 3 and 6 *unexcused absences*, parents/guardians will receive a letter notifying them of the absences. A student is considered **truant** after three unexcused absences and/or tardies of more than 30 minutes each time.
- After 6 absences, the school will follow up to schedule a School Attendance Conference to identify any barriers to attendance and set up a plan to improve attendance. After a student has been reported as a truant three or more times in a school year and the school has made a conscientious effort to meet with the family, the student is considered a *habitual truant*.
- After 9 unexcused absences, a third letter will be sent out to notify parents/guardians.
- If attendance does not improve, the parent/guardian and student may be referred to the Student Attendance Review Board to develop an attendance action plan.

A student who is absent from school without a valid excuse for 10% or more of the schooldays that they have been enrolled for is considered a **chronic truant**.

Excessive Excused Absence Notifications:

A student who is absent from school for 10% or more of the school days that they have been enrolled is considered *chronically absent*. In order to ensure that parents/guardians are aware if their children are moving toward chronic absenteeism, a letter is sent after 5 excused absences, and again after 10 excused absences.

Excused Absences

In order for an absence to be excused, the reason for such absence must meet the criteria specified under EC 48205, as provided below. A student shall not have a grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time.

EC 48205. (a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

1. Due to the pupil's illness, including an absence for the benefit of the pupil's mental or behavioral health.
2. Due to quarantine under the direction of a county or city health officer.
3. For purposes of having medical, dental, optometrical, or chiropractic services rendered.
4. For purposes of attending the funeral services or grieving the death of either a member of the pupil's immediate family, or of a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, so long as the absence is not more than five days per incident.
5. For purposes of jury duty in the manner provided for by law.
6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, including absences to care for a sick child, for which the school shall not require a note

from a doctor.

7. For justifiable personal reasons, including, but not limited to, an attendance or appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at a religious retreat, attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization, when the pupil's absence is requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board of the school district.

8. For purposes of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

9. For purposes of spending time with a member of the pupil's immediate family who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.

10. For purposes of attending the pupil's naturalization ceremony to become a United States citizen.

11. For purposes of participating in a cultural ceremony or event.

12. (A) For purposes of a middle school or high school pupil engaging in a civic or political event, as provided in subparagraph (B), provided that the pupil notifies the school ahead of the absence.

(B) (i) A middle school or high school pupil who is absent pursuant to subparagraph (A) is required to be excused for only one schoolday-long absence per school year.

(ii) A middle school or high school pupil who is absent pursuant to subparagraph (A) may be permitted additional excused absences in the discretion of a school administrator, as described in subdivision (c) of Section 48260.

13. (A) For any of the purposes described in clauses (i) to (iii), inclusive, if an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, has died, so long as the absence is not more than three days per incident.

i. To access services from a victim services organization or agency.

ii. To access grief support services.

iii. To participate in safety planning or to take other actions to increase the safety of the pupil or an immediate family member of the pupil, or a person that is determined by the pupil's parent or guardian to be in such close association with the pupil as to be considered the pupil's immediate family, including, but not limited to, temporary or permanent relocation.

(B) Any absences beyond three days for the reasons described in subparagraph (A) shall be subject to the discretion of the school administrator, or their designee, pursuant to Section 48260.

14. Due to the pupil's participation in military entrance processing.

15. Authorized at the discretion of a school administrator, as described in subdivision (c) of Section 48260.

a. A pupil absent from school pursuant to this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit for those assignments and tests. The teacher of the class from which a pupil is absent shall determine which tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

b. For purposes of this section, attendance at religious retreats shall not exceed one school day per semester.

c. Absences pursuant to this section are deemed to be absences in computing average daily

attendance and shall not generate state apportionment payments.

d. For purposes of this section, the following definitions apply:

1. A “civic or political event” includes, but is not limited to, voting, poll working, strikes, public commenting, candidate speeches, political or civic forums, and town halls.
2. “Cultural” means relating to the practices, habits, beliefs, and traditions of a certain group of people.
3. “Immediate family” means the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the pupil.
4. “Victim services organization or agency” has the same meaning as defined in subdivision (j) of Section 12945.8 of the Government Code.

Excused Absences: Religious Retreats AB 1503-A student may have an excused absence to attend a religious retreat for one school day per semester (AB 1503).

Excused Absences: Attending Funeral Service or Grieving SB 350

A student may be excused from school for not more than 5 days for the purpose of attending the funeral service or grieving the death of the pupil’s immediate family member (SB350).

BB350 also included the following reasons for an absence for no more than 3 days (SB350)

- Accessing services from a victim services organization or agency
- Accessing grief support services
- Participating in safety planning as it relates to the death of the pupil’s immediate family member

For the purpose of the absences described above, *immediate family* means the student’s parent, brother or sister, grandparent, or any other relative living in the student’s household.

Tardy Policy

Students are expected to arrive at school on time and be in their classroom, seated, and ready to learn when each class period begins. When students are late/tardy, they are missing instruction or instructional activities that could lead to learning loss. In addition, when a student arrives late to class or is tardy, it can be distracting to the other students and the teacher.

Tardy means that the student has arrived late to school or has missed more than 30 minutes of class; three tardies will result in the student being considered a truant.

A student is considered **late** when they arrive at school or miss class for less than 30 minutes.

Consequences for being tardy or late may include, but are not limited to:

1st - 2nd Tardies Warning, Student/Teacher Conference
3rd - 4th Tardies Teacher meets with student and contacts parents
5th Tardy + Consequences may include:

- Counselor or Administrator contact to parents
- Detention or Saturday School
- On-time Agreements
- Other attendance interventions
- Referral for School Attendance Review Team (SART)

Leaving School Early ([AR 5142: Safety](#))

Students may be released during the school day only to the custody of an adult in possession of a valid, government issued photo identification card and if the adult is any of the following:

1. The student's custodial parent.
2. Authorized on the student's emergency card as someone to whom the student may be released with authorization from the custodial parent or when the custodial parent cannot be reached, and the principal or designee verifies the adult's identity.
3. Authorized law enforcement officer acting in accordance with law.
4. Taking the student to emergency medical care at the request of the principal or designee.

At the high school level, the student's parent or legal guardian may send an email from their email address listed in Aeries to the attendance office to allow their student to check out early for appointments or other justifiable reasons, as determined by staff. The email must state whether the student is allowed to walk or drive from campus, the date, the time of requested release and the reason for the early release. If the Attendance Office determines that fraudulent arrangements to leave campus have been attempted, all future arrangements by email will no longer be honored.

Students who are 18 years of age or older may sign themselves out early for appointments or other justifiable reasons, as determined by staff, although parents/guardians will continue to be able to view and access attendance records as long as the student remains a legal dependent. When an adult student checks themselves out early, the District does not assume any specific undertaking for the adult student off campus, thus it would not generally be liable for any accident or injury experienced by the student while off campus.

Early release from school is an unexcused absence unless the reason for the absence is listed under "Excused Absences" above.

Short-Term Independent Study ([BP 6158](#), [AR 6158](#))

Short Term Independent Study may be an option for students who have necessary and unavoidable absences that will result in **missing a minimum of 3 and up to 14 school days**. Parents/guardians must **request I.S. at least 7 days in advance** of the absences using the [Independent Study Request](#) form and the Principal must make a determination as to whether to approve and initiate a short-term independent study agreement.

If approved, the Principal will initiate a Short Term Independent Studies Agreement which must be signed by the student, parent/guardian, teacher(s) and Principal *prior to* the Independent Study time. Within 5 days of returning from the approved Independent Study (I.S.), the student must submit all work completed in order to receive credit for the I.S. agreement. Students who do not complete the required work may not be approved for future agreements.

Individual arrangements made with teachers that have not been approved by the Principal or have a signed agreement in advance will not be considered as Independent Study (I.S.). It is not possible to retroactively approve Independent Study agreements.

Transfers/Withdrawals

Parents/Guardians of withdrawing students must notify the Attendance Office prior to the student's last day and sign a withdrawal agreement. A student's withdrawal is complete when all fines, textbooks, library books, and records are cleared and a transfer/withdrawal form is completed. Failure to return, or damage of, school/district property may result in withholding of student grades, transcripts or diplomas.

SUPPORT SERVICES

School Counseling Program [\(AR 6164.2\)](#)

The Rancho Buena Vista High School Counseling Department aims to provide a comprehensive program that addresses the academic, college/career, and personal/social needs of each RBV student. We are committed to advocating for students and collaborating with parents, staff, and community partners to ensure all students leave with the knowledge, skills, and attitudes to be successful after high school.

Each student is assigned a counselor who will work with them on their educational goals, course planning, college and career planning, and personal issues. Students and parents are encouraged to contact their counselor to make an appointment. Drop-in hours for students are before-school, during lunch, or after-school.

Our 2026-27 Counselors are:

Mr. Arciniega

Mrs. Ellis

Mrs. Mayoral

Ms. Morris

Ms. May

Ms. Saltas

Counseling Support Staff:

Ms. Ramirez - Counseling Secretary x 72040 Intakes, new enrollments

Ms. Aguirre - College & Career Center Tech x 72055 Work Permits, scholarship info, college & career

Mrs. Myers - Registrar - Records, Transcripts, and Diplomas

Mrs. Cornejo - Data Coordinator - Change of address, phone, etc/Student & Parent Portal Support

Access to Mental Health Services [\(BP 5141.52\)](#)

Students and parents/guardians can contact their school counselor or district social worker to discuss mental health concerns or needs and they can provide referrals to support services.

In the event of a life threatening emergency, please call 9-1-1 or the National Suicide Hotline 988.

The following list of resources is rapidly changing- please also refer to 211sandiego.org or call 211

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| <ul style="list-style-type: none"> ● Access & Crisis Line ● San Diego Warm Line (Peer Support Counselors: (619) 295-1055 <ul style="list-style-type: none"> ○ www.up2sd.org ○ Call 888-724-7240 ● National Suicide Prevention Lifeline <ul style="list-style-type: none"> ○ www.suicidepreventionlifeline.org ○ Call 800-273-TALK ● California Youth Crisis Line <ul style="list-style-type: none"> ○ www.calyouth.org ○ Call 800-843-5200 ● The Trevor Project (LGBTQ support) <ul style="list-style-type: none"> ○ www.thetrevorproject.org ○ Call 866-488-7386 ● Crisis Text Line <ul style="list-style-type: none"> ○ www.crisistextline.org ○ Text "home" to 741741 ● SDCOE Virtual Wellness Center | <ul style="list-style-type: none"> ○ 619-295-1055 ○ Open 3:30pm-11pm 7 days a week ○ <i>A warmline is a telephone service (aka a call line) for people who are looking for someone to discuss their daily struggles. Warmlines are staffed with peers who have lived experience of mental health struggles themselves and who are open to sharing their stories of challenging situations, recovery, and perseverance. Moreover, they listen to callers share their own struggles. Anyone can call a warmline (for free) to talk about their day, learn more about mental health resources in the area, and/or receive peer support as they themselves serve as a caregiver for a family member going through a mental health crisis.</i> |
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Before and After School Program ([BP 5148.2](#), [AR 5148.2](#))

The VUSD offers extended learning opportunities before and after school. Information related to VUSD's After School Education and Safety (ASES) program is available by clicking this link: [VUSD ASES](#). The Program Coordinator is Stacy McIntyre, who may be reached via email: stacymcintyre@vistausd.org.

The purpose of RBV L.A.S.S.O. (Longhorns After School Support Opportunities) is to support community learning centers that provide academic support, enrichment opportunities, and safe spaces after school for all students who attend Rancho Buena Vista High School. A collection of RBV staff members, community organizations, and RBV students help to create and support all of our before and after school offerings. RBV's before and after school programs are funded by the 21st Century ASSETs Grant.

Current before and after school programming includes:

- Math Lab
- Peer Tutoring
- Writing Center

- Lab Science
- Mariachi Ensemble
- Ballet Folklorico
- Human Performance Training
- Grappling/Self Defense
- Art Club
- Learn to Play Percussion
- Learn to Play Jazz
- Theatre Arts
- Project REACH
- ESports/Gaming
- Adventures Unlimited
- Adulthood

Programs and Activities

School Programs at Rancho Buena Vista High School

Rancho Buena Vista High School has many programs that impact student success. The following highlight some of the major academic and extracurricular activities that support student learning at RBV. As stated in the 4

Pillars at RBV, there is something for every student to become involved in the school community.

The Honors/Advanced Placement/International Baccalaureate Program at RBV provides students with numerous opportunities to challenge themselves academically. Students may select honors classes in 9th and 10th grades, AP classes in 9th, 10th, 11th, and 12th grades, and IB classes in 11th and 12th grades. One challenge for teachers and students at the 11th and 12th grade levels is that AP and IB curriculum is often combined into one class period, and students have the opportunity to take either or both outside assessments. AP classes are offered in core subjects of math, English, social studies, and science while IB classes also are offered in world languages and visual and performing arts.

The Advancement Via Individual Determination program (AVID) has been in place at RBV for several years and has continually been recognized as one of the strongest AVID programs in VUSD. Assisting students with college readiness skills, RBV has a significant number of AVID students who go on to four-year colleges and universities. The site AVID Coordinator receives a period release in order to oversee the program. Courses offered include all grade levels of AVID including AVID Senior Seminar. AVID classes are actively involved in promoting college attendance, and former AVID students often return to RBV as AVID tutors.

Supporting career readiness, the **Rancho Buena Vista Internship Program** has been one of the strengths of the campus for several years. The internship Program links 11th and 12th grade students with local businesses in a year long internship experience of a field of their choice. The Internship Course is a school year-long commitment resulting in earned elective credit and an invaluable experience for our students. Many RBV internships have turned into employees at the same businesses they intern for, and have gone on to careers in the same field. Prior to the pandemic, over 100 RBV students were able to participate in the RBV Internship program. The program has since been re-aligned to better serve our students' career interests and restructured to track the additional results. with the return to in person learning. Creation of Social Media accounts, application and interview procedures, grading and reflection procedures as well as implementation of the IMBLAZE internship Platform. New relationships have been renewed and bridged in the community to create more opportunities for students. An extensive classroom visit system to speak with all grades will be conducted this school year to inform and recruit students. The RBV Internship Program includes interns participating in the following areas:

Interior Design	Military	Mechanical Engineering
Medical Education	Fire Science	Veterinary Science
Business-Marketing	Automotive	Graphic/Web Design
Law Enforcement	Civil Engineering	Journalism

For the past several years, RBV has been provided additional funds through the 21st Century Grant to provide academic support and enrichment outside the regular school day. The grant provides support for students with after school activities that enhance their school experience through tutoring, clubs, sports and activities. The program, called [LASSO \(Longhorn After School Support Organization\)](#), helps students meet state and local academic standards in core subjects, such as reading and math; offers students a broad array of enrichment activities that complement their regular academic programs; offers literacy and other educational services, and also supports the creation of community learning. Some of these activities include Math Lab, the Rancho Writing Center, Mariachi Ensemble, Ballet Folklorico, Grappling/Self-Defense , Weight Training, Project REACH, Percussion, Esports/Gaming, and Library extended hours.

Library ([BP 6163.1](#) & [AR 6163.1](#))

The RBV library is a dynamic space on campus created for student use and relaxation. With large areas to collaborate with peers, comfortable café style seating and quiet areas for individual study, the library aims to serve all student needs. The collection of library books available for check out is of high interest to teens with diverse authors that reflect the experiences of today's youth. The library is also the hub to technology where Chromebooks may be checked out for student use. Other services include printing, technical troubleshooting and textbook checkouts. The library's extended day program allows students to use the library before and after school.

Lost and Found

RBV's Lost and Found is located at the end of the hall between the Attendance Office and the Finance Office.

Transportation

Currently, there is no district transportation through VUSD (except in special circumstances within the special education department). **Students 18 and under can ride the bus for free.** Visit the North County Transit District's website at <https://www.sdmts.com/fares/youth-opportunity-pass-program> for information on obtaining a Youth Opportunity Pass and PRONTO account. Students can obtain a free PRONTO card through the North County Transit District.

Bike Protocols- [Distinct Protocols](#)

Student Incentives and Awards

Honor Roll - Students earn certificates of honor for their academic achievements as per student's semester 1 and semester 2 GPA (grade point average):

PRINCIPAL'S ACADEMIC AWARD - 3.8 GPA AND ABOVE

COUNSELOR'S ACADEMIC AWARD - 3.5 GPA - 3.799 GPA

RANCHO ACADEMIC AWARD - 3.0 GPA - 3.499 GPA

Education & Advocacy for Homeless Children and Youth (BP 6173, AR 6173)

The McKinney-Vento Homeless Assistance Act for Homeless Children and Youth entitles all homeless school-aged children to the same free and appropriate public education that is provided to non-homeless students. A homeless youth is defined as a child who lacks a fixed, regular, and adequate nighttime residence and includes children and youth who:

- Are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
- May be living in motels, hotels, trailer parkers, or shelters;
- Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- Are living in cars, parks, public spaces abandoned buildings, substandard housing, bus or train stations, or similar settings;
- Or are migratory children who qualify as homeless because of similar living circumstances.

An unaccompanied youth is defined as a minor who is not in the physical custody of a parent. Unaccompanied youth who meet the definition of homeless youth are also eligible for rights and services under the McKinney-Vento Act.

To ensure that each school identifies all homeless and unaccompanied youths enrolled at the school, a housing questionnaire is administered at least once a year. The questionnaire can be made available in the primary language of the student's parent/guardian or unaccompanied youth upon request. If a student's status changes at any time during the school year, please contact the homeless liaison and/or submit a housing questionnaire, which can be found in any school office or by [using this link](#).

Notice of the educational rights of homeless youth and resources available to persons experiencing homelessness, as well as the name and contact information of the educational liaison for homeless youth, are posted on the District and school websites. The notice of education rights is also posted in the District and school offices. Parents/Guardians should contact the homeless liaison for assistance in removing barriers to their child's education.

Student and Parent/Guardian Rights under McKinney Vento:

You can enroll in school even if you have: • Uncertain housing • A temporary address • No permanent physical address You are guaranteed enrollment in school by the federal McKinney-Vento Act and California state law if you live: • In a house or apartment with more than one family due to loss of housing or economic hardship • With friends or family because you are a runaway or an unaccompanied youth • In substandard housing (without electricity, water, or heat) • In a shelter (family, domestic violence, or youth shelter or transitional living program) • In a motel, hotel, or weekly rate housing • In an abandoned building, in a car, at a campground, or on the streets	You can enroll in school immediately even without the documents normally required for enrollment, such as: • Proof of residency • Immunization records or other required health records • School records • Legal guardianship papers Your child may: • Participate fully in all school activities and programs for which he/she is eligible. • Receive transportation to and from the school of origin if you request it. • Continue to attend the school in which your child was last enrolled even if you have moved away from that school's attendance area. • Qualify automatically for school nutrition programs. Your responsibilities are to: • Make sure your child gets to school on time and ready to learn. • Stay informed of school rules, regulations, and activities. • Contact the homeless liaison for assistance in removing barriers to your child's education • Attend parent/teacher conferences, Back-to-School Nights, and
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	other school-related activities.
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Please contact **RBV's Counseling Dept at ext 72040** for more information

For questions about enrolling in school or for assistance with school enrollment, contact:

Vista Unified School District Joan Faus Student Support Services Coordinator	County Homeless Liaison Susanne Terry Homeless Education Services	Homeless State Coordinator Tamiquia Moss Department of Education
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1234 Arcadia Avenue, Vista, CA 92084 (760) 726-2170 ext. 92180	San Diego County Office of Education (619) 683-9340 ext. 33030	1430 N Street, Suite 6408, Sacramento, CA 95814 (866) 856-8214
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Education and Advocacy for Foster Youth ([BP 6173.1](#), [AR 6173.1](#)) and Children of Military Families ([BP 6173.2](#), [AR 6173.12](#))

Specialized programs, policies, services and advocacy are provided for children currently enrolled in the Foster Youth Program as well as Children of Military Families.

Please contact RBV Social Worker and/or Counseling for assistance.

Please reach out to your School Counselor or to the District Foster/Military Liaison - Student Support Services Coordinator for questions or needs. (760) 726-2170 ext. 92180

Foster youth are provided with full access to the District's educational program and will be placed in a school that is based on the student's best interest. The educational liaison for foster youth will: • Ensure and facilitate the proper educational placement, enrollment, and checkout from school of students in foster care.

- Ensure proper transfer of records and grades when students in foster care transfer from one school to another.
- Notify a foster youth's educational rights holder, attorney, and county social worker when a foster youth is undergoing any expulsion or other disciplinary proceeding, including a manifestation determination for a foster youth with an IEP or Section 504 plan, prior to a change in the foster youth's placement.
- As needed, ensure that students in foster care receive appropriate school-based services, such as counseling and health services, supplemental instruction, and after-school services.

Rights that a student in foster care is entitled to includes:

- The right to attend either the school of origin or the current school of residence.
- The right to immediate enrollment even if the foster youth is unable to produce records normally required for enrollment, does not have clothing normally required by the school, or has outstanding fees, fines, textbooks, or other monies due to the school last attended.
- The right not to have grades lowered for any absence from school that is due to either of the following circumstances:
 - A decision by a court or placement agency to change the student's placement
 - A verified court appearance or related court-ordered activity

Education and Advocacy for English Learners ([BP 6174](#), [AR 6174](#)) and the Migrant Education Program ([AR 6175](#))

Specialized programs, policies, services and advocacy are provided for English Learners and students who qualify for the Migrant Education Program.

Married, Pregnant and Parenting Students (BP 5146)

The responsibilities related to marriage, pregnancy, or parenting and related responsibilities may disrupt a student's education, placing them at higher risk of dropping out of school. The Vista Unified School District supports married, pregnant, and parenting students to continue their education by providing them with the opportunity to succeed academically while protecting their health and the health of their children in the following ways:

1. The District shall not adopt any rule concerning a student's actual or potential parental, family, or marital status that treats students differently on the basis of sex.
2. The District shall not exclude or deny any student from an educational program or activity, including any class or extracurricular activity, solely on the basis of the student's pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery; the District shall treat pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery in the same manner and under the same policies as any other temporary disabling condition.
3. The District may require a pregnant or parenting student to obtain the certification of a physician or nurse practitioner that the student is physically and emotionally able to participate, or continue to participate, in the regular education program or activity.
4. Pregnant and parenting students shall not be required to participate in a pregnant minor program or alternative education program; students who voluntarily participate in an alternative education program shall be given educational programs, activities, and courses equal to those they would have been in if participating in the regular education program.
5. The District shall provide reasonable accommodations to a lactating student on the school campus to express breast milk, breast-feed an infant child, or address other needs related to breast-feeding. The student shall not be penalized academically and shall be provided with the opportunity to make up any work missed as a result of the student's use of the reasonable accommodations during the school day. Reasonable accommodations include, but are not limited to:
 - a. Access to a private and secure room, other than a restroom, to express breast milk or breast-feed an infant child.
 - b. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk.
 - c. Access to a power source for a breast pump or any other equipment used to express breast milk.
 - d. Access to a place to store expressed breast milk safely.
 - e. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child.
6. A pregnant or parenting student shall be excused from school when the absence is due to the illness or medical appointment of the student's child, including absences to care for a sick child, for which the school shall not require a note from a doctor.
7. During the school year in which the birth of the student's infant takes place, a pregnant or parenting student is entitled to eight weeks of parental leave, which the student may take before childbirth if there is a medical necessity and after childbirth to care for and bond with the infant. If deemed medically necessary by the student's

physician, parental leave may be extended beyond eight weeks. Specific to parental leave:

- a. No student shall be required to take all or part of parental leave.
- b. The District's Supervisor of Attendance shall ensure that absences from school, as a result of parental leave, are excused until the student is able to return to the regular school program or an alternative education program.
- c. Upon return to school after taking parental leave, a pregnant or parenting student is entitled to opportunities to make up work missed during the leave, including, but not limited to, makeup work plans and re enrollment in courses.
- d. The pregnant or parenting student may return to the school and the course of study in which the student was enrolled before taking parental leave. A student who chooses not to return to the school in which the student was enrolled before taking the leave is entitled to alternative education options offered by the District.
- e. When necessary to complete the district-established high school graduation requirements, a pregnant or parenting student may remain enrolled in school for a fifth year of instruction, unless it has been determined that the student is reasonably able to complete the requirements in time to graduate by the end of the fourth year of high school.

Any complaint alleging discrimination on the basis of pregnancy or marital or parental status, district noncompliance with the requirements related to parental leave, or district noncompliance with the requirement to provide reasonable accommodations for lactating students shall be addressed through the Uniform Complaint Procedures.

Nondiscrimination in Programs and Activities

The **Vista Unified School District** is committed to providing equal opportunity for all individuals in its programs and activities. **District** programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, political affiliations, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

All individuals shall be treated equitably in the receipt of **district and school** services. The **District** assures that lack of English language skills shall not be a barrier to admission or participation in **district** programs. When 15 percent or more of a school's students speak a single primary language other than English, all notices, reports, statements, or records sent to parents by the school shall be translated into that other language; parents may respond in English or the primary language.

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. The **Superintendent or designee** shall ensure that the **District** provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to **district** and school websites, notetakers, written materials, taped text, and Braille or large-print materials. Individuals with disabilities shall notify the **Superintendent or principal** if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

All allegations of unlawful discrimination in **district** programs and activities shall be investigated and resolved through the Uniform Complaint Procedures.

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. Sexual harassment of students at school or at school-sponsored or school-related activities is prohibited. Retaliatory behavior or action against any person who reports, files a complaint, or testifies about, or otherwise supports a complainant in alleging sexual harassment is also prohibited. Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity will be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) will be taken into account. Any employee found to have engaged in sexual harassment or sexual violence toward any student will be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

The following individual has been designated as the District's Title IX Coordinator: Dr. Joan Faus, Director - 1234 Arcadia Ave., Vista, CA 92084 (760) 726-2170 ext. 92180 joanfaus@vistausd.org. The Title IX Coordinator is responsible for coordinating the District's efforts to comply with Title IX sexual harassment complaint procedures, as well as to oversee, investigate, and/or resolve sexual harassment complaints processed under the Uniform Complaint Procedures.

Instructional Program

As a preventative measure, students will receive age-appropriate instruction and information on sexual harassment, including:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment under any circumstance.
3. Encouragement to report observed instances of sexual harassment even when the victim of the harassment has not complained.
4. A clear message that student safety is the District's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, will be investigated and action will be taken to respond to harassment, prevent recurrence, and address any continuing effect on students.
6. Information about the District's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the District investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the District will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation.

Defining Sexual Harassment

Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite sex, in the educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of District policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, sexual harassment is defined as any of the following forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent:

1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the District's education program or activity.
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291.

Examples of Sexual Harassment

Examples of types of conduct which are prohibited and which may constitute sexual harassment under state and/or federal law, in accordance with the definitions above, include, but are not limited to:

1. Unwelcome leering, 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, 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

Reporting and Investigating Allegations of Sexual Harassment

Students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student, an employee, or a third party or who have experienced off-campus sexual harassment that has a continuing effect on campus are strongly encouraged to report the incident to their teacher, the principal, the District's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment must notify the Title IX Coordinator within one school day. The report must be made whether the alleged victim files a formal complaint or requests confidentiality.

Once notified, the Title IX Coordinator will determine whether the complaint or allegation is to be addressed through AR 5145.71 – Title IX Sexual Harassment Complaint Procedures or BP/AR 1323.3 – Uniform Complaint Procedures. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator will ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3. The Title IX Coordinator will offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances. If, upon the conclusion of an investigation, sexual harassment is determined to have occurred, the Title IX Coordinator, or designee in consultation with the Coordinator, will take prompt action to stop the sexual harassment, prevent recurrence, implement remedies, and address any continuing effects.

Records of all reported cases of sexual harassment are maintained in accordance with law and District policies and regulations to enable the District to monitor, address and prevent repetitive harassing behavior in its schools.

To review the full text of the District's board policy and administrative regulation on sexual harassment, please go to [Youth Advocacy & Services - Vista Unified](#). A copy of the written policy on sexual harassment is included in school and District publications and posted in the main administrative offices and other areas where rules, regulations, procedures, and standards of conduct are provided. Additionally, each school site serving students in grades 9 through 12 has the written policy posted in each bathroom and locker room. A copy of the policy, as it pertains to students, is provided as part of any orientation program conducted for new and continuing students. Staff members also receive a copy of the policy at the beginning of the school year or at the time of hire.

PARENT / FAMILY ENGAGEMENT

(BP 5020, AR 5020, BP 1250, AR 1250, BP 1240, AR 1240, BP 1313, AR 1313)

Parents/guardians are essential partners in the education of their children and the school is committed to providing a variety of two-way communication and engagement opportunities.

Home-School Communication

RBV communicates with students, parents, and our community in a variety of ways. Each week throughout the school year, parents should expect to receive a weekly newsletter, the Rancho Roundup, delivered to their email inbox. Additionally, the principal places weekly calls home to all families with key school related information. Emergency school notifications are delivered using the Remind App. In the event of a school emergency, the administrative team will provide necessary information via the Remind App, which can be accessed via email, direct text, and through the app itself. As needed, the school will also send pertinent information home to families using School Messenger, which delivers communication straight to families' email inboxes.

Parent-Teacher Conferences

Parents/guardians have the right to meet, within a reasonable time of their request, with their child's teacher(s) and/or principal. Such conferences can allow parents/guardians the opportunity to stay involved in their child's education, and can be held for reasons that include, but are not limited to, any of the following:

- To examine the curriculum materials of the class(es) in which their child is enrolled.
- To discuss their child's progress in school, and any issues that are getting in the way of that progress.
- To review the results of their child's performance on standardized statewide tests.
- If their child is identified as being at risk of retention, to discuss and/or appeal the decision.
- To question anything in their child's record that the parent/guardian feels is inaccurate or misleading, or is an invasion of privacy.

Conferences

- Individual one-to-one conferences with a teacher can be arranged by directly emailing the teacher. Please note that it is imperative that the student attend the conference.
- If a student's team of teachers needs to meet to address specific issues, please contact the student's counselor to make arrangements. This should only be done AFTER conferencing with individual teachers where the issues were not resolved.

Informal meetings

Parents/guardians also have the right to meet, within a reasonable time of their request, with their child's teacher(s) and/or the principal.

- First, please arrange a meeting with the teacher. If a plan or resolution has not been reached, contact the counselor. The counselor will help assess whether RBV administration should be involved in resolving the issue. Please contact the administrative secretary to make an appointment with an assistant principal.

Committees/Councils

Parents/guardians are encouraged to participate in parent advisory committees, school site council or site-based management leadership teams.

School Site Council (SSC): All schools are required to form a School Site Council (SSC) when they receive funding from the state and federal government, and California Education Code requires that schools write a plan, the School Plan for Student Achievement (SPSA), to describe how state and federal funds money will be

spent. The SSC is part of the representative group of stakeholders that develops this plan and makes decisions on how to spend the money according to the plan (ED Code 52852); this group meets monthly to monitor its progress. The schedule and meeting minutes are published on the school website. While the committee is made up of an elected body of parents, students, and staff, all community members are welcome to attend.

English Learner Advisory Committee (ELAC): All schools are required to form an English Learner Advisory Committee. The ELAC Committee shall be responsible for advising the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council. The schedule and meeting minutes are published on the school website. While the committee is made up of an elected body of parents, students, and staff, all community members are welcome to attend.

Safety & Social Emotional Learning Committee: This committee, made up of teachers, students, parents, and administrators, meets to discuss and make recommendations on issues related to student safety and well being. Contact the front office for monthly meeting times.

PTSA: The Parent, Teacher, Student Association works to support a variety of programs at RBV as well as provide scholarships to students. For more information, please visit [RBV PTSA](#).

PATRONS: The Rancho Buena Vista High School PATRONS is an organization of parents that provides support to our high school's Honors Program. Please visit <https://www.rbvpatrons.org/> or email rbvpatrons@gmail.com for more information.

Classroom Observations

Parents/guardians have the right to observe, within a reasonable period of time after making the request, the classroom(s) in which their child is enrolled or for the purpose of selecting the school in which their child will be enrolled. They may also observe instructional and other school activities that involve their child.

School administration will review and arrange for requests for observation, including the determination of the date and amount of time appropriate for the observation and the assignment of appropriate staff to supervise the observation. Arrangements for classroom observations must be made with the teacher at least 48 hours in advance – no unannounced visits will be permitted. To minimize interruptions and distractions during instructional time, and to ensure the health and safety of students, classroom observations may not last longer than 20 minutes per visit unless prior agreement has been made with site administration. The teacher or principal may also limit the number of observations that a parent/guardian can make.

Observations are opportunities for parents/guardians to see and experience the programs and services that their child is participating in. School administration are responsible to ensure that observations provide reasonable accommodation to parents/guardians while preventing undue interference with instruction, harassment of students and/or staff, conduct that hinders school/district operations, or conduct that creates a hostile, intimidating, or unsafe learning or working environment.

During a classroom observation, the parent/guardian may not interact with any student or the teacher unless the interaction is initiated by the teacher. The principal or designee may be present in the observed setting in order to accommodate follow-up discussion or clarify questions that may arise. A follow-up meeting with the teacher or principal may be scheduled as needed to address any questions or concerns.

On the day of the observation, the parent/guardian must follow the rules and procedures for visiting the school campus, including signing in at the front office and providing proof of identification. The use of any electronic listening or recording device in the classroom without the prior consent of the teacher and the principal is prohibited as it disrupts and impairs the teaching process and discipline in the schools.

School administration may deny requests or ask any visitor to leave campus if, by their presence or action, disrupts or threatens to disrupt normal school operations at a school campus or any other district facility, threatens the health and safety of students or staff of anyone on district property, does not demonstrate civil and non-discriminatory behavior, or causes or threatens to cause damage to any property damage in accordance with law, Board policy, or administrative regulation.

Volunteering on Campus

Volunteer assistance enriches the educational program, enhances supervision of students, and contributes to school safety while strengthening the school's relationships with the community.

Parents/guardians have the right, under the supervision of district employees, to volunteer their time and resources for the improvement of school facilities and school programs, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher.

Volunteers are required to:

- Complete a volunteer application and meet any screening criteria required generally for volunteers as well as specific criteria for assigned tasks
- Complete a volunteer orientation and any appropriate training
- Register/sign in immediately each time upon entering any school building or grounds
- Get permission from the site administrator prior to bringing other children or individuals with them during their volunteer hours
- Report directly to and remain in the designated location(s) and time identified for their volunteer service
- Work cooperatively with school personnel and consistently demonstrate appropriate language and behavior, as defined by school personnel
- Maintain confidentiality, as volunteers may be exposed to information, incidents or interactions that are not for public distribution
- Report concerns or concerning observations promptly and directly to staff they are assigned to and/or administration
- Act in accordance with district policies, regulations and school rules

Site administration determines the extent and scope of the use of volunteers at the site. Volunteers will be assigned specific responsibilities under the supervision of identified staff members. Volunteer registration may be denied or revoked and volunteers may be asked to leave school or district facilities by school staff.

School administrators will request prompt removal of any individual from school grounds who, by their presence or action, disrupts or threatens to disrupt normal school operations at a school campus or any other district facility, threatens the health and safety of students or staff of anyone on district property, does not demonstrate civil and non-discriminatory behavior, or causes or threatens to cause damage to any property damage in accordance with law, Board policy, or administrative regulation.

Parent Responsibilities

Parents/guardians support the learning environment of their child by:

- Monitoring and encouraging consistent attendance of their child
- Ensuring that homework or activities are completed and turned in on time as applicable
- Encouraging their child to participate in extra-curricular and co-curricular activities
- Monitoring and regulating television viewed by their child and their media exposure/activities
- Working with their child at home in learning activities that extend the classroom learning
- Volunteering in their child's classroom(s) or for other school activities
- Participating in decisions related to the education of their own child or the total school program as appropriate

Custodial Rights and Responsibilities of Parents/Guardians (BP 5020, AR 5020, BP 5021)

The Vista Unified Board of Trustees recognizes the right of parents/guardians to be involved in the education of their children and desires to balance that right with the district's need to ensure the safety of students while at school. Our school procedures are consistent with applicable laws and regulations regarding enrollment and

residency requirements connected to the custodial rights and responsibilities of parents/guardians.

Upon registration, a copy of the child's birth certificate with the names/contact information for parents/legal guardians is provided. Staff will presume that both parents/guardians have equal rights regarding a child, including, but not limited to:

- enrollment in school,
- pick up during or after school
- disenrollment from school
- access to student records, including Aeries Parent Portal, documents, meetings with staff
- change student information, including contacts, phone numbers, addresses
- participate in school activities, or visiting the school

The school has no legal jurisdiction to refuse a biological parent or legal guardian access to their child and/or school records. The only exception is when signed restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office. Parents/guardians are responsible to ensure that school staff possess current copies of all legal custody or other documents that limit or restrain any parental rights.

Parents are asked to make every attempt not to involve school sites in custody matters. Any student release situation which leaves the student's welfare in question will be handled at the discretion of the principal or designee. Should any such situation become a disruption to the school, law enforcement will be contacted, and an officer will be requested to intervene. The school will make every attempt to reach the custodial parent when a parent or any other person not listed on the emergency card attempts to pick up a child. Please refer to our [Rights and Responsibilities of Parents and Guardians Regarding Custody and Enrollment](#) brochure for more details and information.

Student Support Services at the district office can provide guidance and support for unique custody situations such as a power of attorney or caregiver affidavit.

Educational Partnership: Home-School Compact

Title I, Part A School-Parent Compact: Rancho Buena Vista High School

As a component of the school-level parent and family engagement policy, each school served under this part shall jointly develop with parents for all children served under this part a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The school-parent compact shall carry out the following requirements: (20 U.S.C. § 6318[d])

- a) Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under Title I, Part A to meet the challenging state academic standards, and the ways in which each parent will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time. (20 U.S.C. § 6318[d][1])

Rancho Buena Vista High School shall be responsible for...

- providing high-quality curriculum and instruction in a supportive, effective, and safe learning environment that enables students in the RBVHS Title I program to meet the challenging common core state standards.
- providing the teaching staff with professional development opportunities and academic department time to collaborate over curriculum and instruction for the purpose of student achievement.
- communicating with parents regarding their child's progress.
- encouraging ongoing communication between teachers and parents.
- providing reasonable access to school staff.
- ensuring regular, two-way, meaningful communication between family members and school staff, and to the extent practicable, in a language that family members can understand.
- coordinating and integrating parent involvement programs and activities and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children;
- practicing empathy to students and being sensitive to the needs, concerns, and problems of each student.

Parents of RBVHS students shall be responsible for...

- supporting the school's rules and expectations.
- providing time necessary at home to support their student's academic program.
- becoming part of the school community, willing to provide support to their students (examples include but are not limited to PTSA, RBV Patrons, School Site Council, ELAC, various parent booster clubs that support athletics, arts, or other extra curricular activities, etc.)
- communicating their needs and questions as they relate to the academic, social and emotional well being of their students.
- participating in two-way communication with teachers and/or the school administration.

b. Address the importance of communication between teachers and parents on an ongoing basis through, at a minimum, the following: (20 U.S.C. § 6318[d][2])

1. Frequent reports to parents on their children's progress. (20 U.S.C. § 6318[d][2][B])

- Rancho Buena Vista High School will provide three academic progress reports per semester to parents (six total).

2. Reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. (20 U.S.C. § 6318[d][2][C])

- In addition to back to school night, parents are able to check teacher's class websites and Canvas pages, communicate through email and voicemail, and request conferences.

3. Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (20 U.S.C. § 6318[d][2][D])

- The Rancho Roundup is emailed out to parents on a weekly basis, and communication is also sent out via the Remind App as well as through School Messenger emails and voicemails.
- Communication is provided in English and Spanish.
- Translation services are offered for all parent meetings (formal and informal).
- Parents may reach out to the school staff to inquire about opportunities to volunteer beyond PTSA.

Educational Partnership: Parent-Family Engagement Policy

Title I School-Level Parent and Family Engagement Policy

Rancho Buena Vista High School

2.0 Involvement of Parents and Families in the School-Level Parent and Family Engagement Policy

With approval from the local governing board, Rancho Buena Vista High School (RBVHS) has jointly developed with, and distributed to, parents and family members of participating children a written parent and family engagement policy, agreed upon by such parents, and updated periodically to meet the changing needs of parents and the school. (EC Section 11503; 20 United States Code [U.S.C.] Section [§] 6318[b][1-4]). RBVHS develops the policy jointly with School Site Council (SSC) and English Learner Advisory Committee (ELAC) members. The policy is distributed via email to all parents and family members and is posted on RBV's website. A copy of the policy is also made available to parents in our main office.

2.1 Involvement of Parents in the Title I Program

The school-level parent and family engagement policy shall describe the means for how Rancho Buena Vista High School (RBVHS) shall carry out the following requirements: (20 U.S.C. § 6318[b][1])

To involve parents and family members in the Title I program at RBVHS, the following practices have been established:

- a. RBVHS convenes an annual meeting, at a convenient time, to which all parents of participating children shall be invited to attend and encouraged to attend, to inform parents and family members of their school's participation in the Title I program and to explain the requirements, and the right of the parents to be involved. (20 U.S.C. § 6318[c][1])

During RBVHS's evening Back to School Night, parents are invited and encouraged to attend the annual Title I Parent Meeting. Parents are invited via the *Rancho Roundup* principal's newsletter, school messenger, and the school website. A PowerPoint is prepared for the Title I Parent meeting to provide parents with information about RBVHS's Title I program.

- b. RBVHS offers a flexible number of meetings, such as meetings in the morning or evening, and may provide, with Title I funds, transportation, child care, or home visits, as such services relate to parental involvement. (20 U.S.C. § 6318[c][2])

RBVHS's Parent and Community Liaison, in collaboration with teachers and/or administrators, provides various parent training/workshop sessions in the mornings and evenings. Additional opportunities include attending:

- Back to School Night
- Individual Parent Conferences with counselors/teachers (including IEPs and SSTs)
- Weekly online RoundUp Newsletter in English and Spanish
- Quarterly online ELD Newsletter in English and Spanish
- Counselors meetings
- Community Night (i.e. Mariachi Performance)
- School Site Council meetings (SSC)
- English Learner Advisory Committee meetings (ELAC)
- Special Education meetings
 - Inaugural LIVE/EN VIVO Weekly YouTube topics in English and Spanish
 - Inaugural Parent Academy held during the summer (June 2022)
- PATRONS meetings (Parent group that advocates for and fundraises for honors programs)
- Home visits conducted by the principal.
- School Tours

- c. RBVHS involves parents in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I program, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan. (20 U.S.C. § 6318[c][3])

At each SSC and ELAC meeting, members review the implementation of the school's Title I program. During the spring, SSC and ELAC parents are involved in the review and analysis of school and student data for the annual Title I program evaluation and are involved in the review and improvement of the school parent and family engagement policy. Additionally, parents are invited to participate in the comprehensive needs assessment which supports the development of the SPSA and the school's Title I program. RBVHS Administration has an open door approach to speak with parents when needed.

- d. RBVHS provides parents of participating children with the following:

- i. Timely information about the Title I program. (20 U.S.C. § 6318[c][4][A]) RBVHS's School Plan for Student Achievement (SPSA) includes strategies for using Title I funding to improve student achievement. The Title I plan is shared during Back to School Night's Annual Title I parent Meeting. This meeting is held during the first four weeks of the school year. Throughout the school year, parents may also attend SSC and ELAC meetings.
- ii. A description and explanation of the curriculum in use at RBVHSI, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards. (20 U.S.C. § 6318[c][4][B])

Information about RBVHS's curriculum and assessments are shared by teachers during

Back to School Night. Information can also be provided on our website (website pages can be translated in Spanish). Teachers maintain on-going communication about curriculum and assessments through their teacher websites, Google Classrooms, and/or our learning management system Canvas. Parents are also welcome to contact our teachers, counselors, or administrative team for information.

- iii. If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. (20 U.S.C. § 6318[c][4][C])

Parent opportunities include:

- Parent/teacher/student/counselor/admin conferences
- Student Study Team (SST) meetings
- Special Education IEP meetings
- ELAC meetings
- School Site Council meetings
- Parent Teacher Association meetings
- Various parent workshop

- e) If the schoolwide program (SWP) plan is not satisfactory to the parents of participating children, the school submits any parent comments on the plan when the school makes the plan available to the local educational agency (LEA). (20 U.S.C. § 6318[c][5]) Parents and family members may submit comments to our school, the SSC, the ELAC, or other parent events. RBVHS will then submit the parent comments with the plan to our district office and governing board.

2.2 Building Capacity for Involvement

To ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, each school and local educational agency assisted under Title I, Part A shall carry out the following requirements: (20 U.S.C. § 6318[e])

- a) RBVHS provides assistance to parents of children served by the school or LEA, as appropriate, in understanding such topics as the challenging state academic standards, state and local academic assessments, the requirements of Title I, Part A, and how to monitor a child's progress and work with educators to improve the achievement of their children. (20 U.S.C. § 6318[e][1])

Meetings and activities will include the following:

- Title I Annual Parent Meeting
- Back to School Night
- Parent conferences with counselors or teachers
- School Site Council meetings
- English Language Advisory Committee (ELAC) meetings
- Parent Teacher Association meetings

- Special Education meetings
 - Various parent workshops and trainings
- b) RBVHS provides materials and training to help parents work with their children to improve their children's achievement, as appropriate, to foster parental involvement. (20 U.S.C. § 6318[e][2]) Meetings and activities will include the following:
- Parent trainings and/or workshops will be provided by RBVHS's parent and family community liaison (in collaboration with teachers and/or administrators)
 - Teacher provided resources and materials for parents and family to support their child's learning during parent-teacher conferences
 - English Language Advisory Committee meetings
 - School Site Council meetings
 - Special Education meetings
 - Individual or group parent conferences/workshops with counselors
- c) RBVHS educates teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school. (20 U.S.C. § 6318[e][3])

Activities will include the following:

- Teachers are required to use the Aeries Gradebook so that parents can access their child's assignments and grades on the Parent Portal. This allows parents the opportunity to easily access and see information about their child's progress.
 - Teachers are encouraged to communicate with the parents/guardians of our students via phone calls, emails, letters home, in-person meetings, through Aeries Parent Portal, and Remind.
 - Staff receive professional development in the utility of building positive relationships with the parents of their students.
- d) RBVHS, to the extent feasible and appropriate, coordinates and integrates parent involvement programs and activities with other federal, state, and local programs, and conducts other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children. (20 U.S.C. § 6318[e][4])

RBVHS parents are encouraged to serve on advisory groups, such as the School Site Council (SSC), the Positive Behavior Intervention and Supports (PBIS), the District Parent Advisory Committee (DPAC), the English Learner Advisory Committee (ELAC), the District English Learner Advisory Committee (DELAC), the Parent Teacher Association (PTA) or other school advisory groups.

- e) RBVHS ensures that information related to school and parent programs, meetings, and other activities is sent to parents of participating children in a format and, to the extent practicable, in a language the parents can understand. (20 U.S.C. § 6318[e][5])

This includes:

- Information is sent to parents via School Messenger in the family's home language.
 - Written information is translated into the family's home language.
 - Information posted on RBVHS's website can easily be translated into the family's home language, as a function of *Google Translate*.
 - RBVHS's parent and community liaison sends out information about meetings and parent events via School Messenger and also makes phone calls, and when necessary home visits, inviting parents to various school events.
 - Translators are also provided at parent events.
- f) RBVHS provides such other reasonable support for parental involvement activities under this section as parents may request. (20 U.S.C. § 6318[e][14]) This includes utilizing our parent and family community liaison and providing a translator for parent involvement activities.

2.3 Accessibility

In carrying out the parent and family engagement requirements of Title I, Part A, RBVHS, to the extent practicable, shall provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children), including providing information and school reports required under section 1111 of the ESEA (20 U.S.C. § 6311), as amended by ESSA, in a format and, to the extent practicable, in a language such parents understand. (20 U.S.C. § 6318[f]).

Activities will include the following:

- RBVHS will provide interpreters for meetings and trainings/workshops
- RBVHS will translate written information.
- RBVHS will ensure that all required school reports and district/state reports and plans are provided in parents' home language.

Signature Page

José Manuel Villarreal, Ed.D., Dr. V, Principal

Name and Title of Authorized Official

Jose Villareal

Signature of Authorized Official

November 8, 2026

Date

School Accountability Report Cards (SARCs)

A School Accountability Report Card or SARC is an annual report to parents of California's school children and is required by the State of California. The SARC provides parents with valuable information about the overall performance of the school their child attends. The District maintains [digital copies of SARCs](#) and parents/guardians can request a printed copy in the school office.

Rancho Buena Vista High School SARC: [RBV School Accountability Report \(SARC\)](#)

EXTRACURRICULARS

Student ID

Students must be able to show their student ID in the 5 Star app or in possession of a student ID card whenever on campus, at school-sponsored activities or in order to receive school services (food service, library, extra-curricular events, etc.). Student IDs must be presented to any VUSD staff member when requested.

Participation in School-Sponsored Activities (BP 6145.5, AR 6145.5)

All students are eligible to participate in school-sponsored activities, but participation in such activities is a privilege not a right. Specific activities, groups or privileges may also require certain levels of academic achievement. Students may be excluded from activities for any of the following reasons: • Multiple unexcused absences or lates/tardies

- Multiple discipline referrals
- On-campus or out-of-school suspensions or other administrative discipline

School-sponsored activities include, but are not limited to: student government, sports, clubs, other extracurricular activities, 5th grade promotion ceremony, and end-of-year activities.

Students are responsible for regular school rules, expectations, and consequences in all school activities, including evening and weekend events.

Field Trips/ Study Trips (BP 6153, AR 6153)

A variety of field trips are offered through clubs, organizations, and specific courses on campus. Trips must meet specific educational criteria and resources and funding must be available and approved before a field trip is offered. Students must submit completed field trip permission forms within the specific deadline a teacher assigns. Parents and students should check specifically with the teacher/advisor regarding transportation or any specific health concerns.

Student Leadership

EXTRA-CURRICULAR AND CO-CURRICULAR ELIGIBILITY

In order to be eligible for any extra-curricular and co-curricular activity (athletics, band, pageantry, cheerleading, work experience, yearbook, dance, courts, choir, and all clubs), school district policy requires that the student must have a 2.0 GPA on a 4.0 GPA scale for the preceding grading period. C.I.F. rules state that an athlete must have passed four classes of new work in the preceding grading period, regardless of GPA. There are no exceptions to the C.I.F. or district eligibility rules. A student athlete must be in attendance for at least 60% of the day (four classes on a 1-6 day and 2 classes on a

block day) to participate in sport practice or competition. This policy applies to Athletics, Band, Cheerleading, Drama, Dance, Choir and Pageantry as well. Athletes are required to sign the VUSD athletic handbook.

ATHLETICS

ATHLETE INSURANCE/PHYSICALS

Insurance is required to participate in any sport. All athletes must show proof that he/she is insured by an appropriate agency. Parents and athletes must sign an athletic clearance for this purpose. Physicals are required prior to any practice or try-out for a team.

ATHLETIC EQUIPMENT

Participants are responsible for all equipment issued to them. If issued equipment is lost, damaged or stolen the student will be held financially responsible. Equipment may not be worn during the school day or in the community unless specifically requested by the coach

ADDITIONAL BEHAVIORAL STANDARDS FOR EXTRA-CURRICULAR AND CO-CURRICULAR

RBV follows all VUSD and CIF Ethics standards. Additionally, coaches and advisors have the authority to establish extra-curricular and co-curricular rules. Participation in a sport, club, event or other organization on campus may be denied following due process if students violate the ethics codes or school rules. Students may also be denied participation and/or removed from a team/activity if he/she has been found on or off campus, during school hours or non- school hours to be in violation of any school rules.

Clubs

RBV's Associated Student Body (ASB) and various clubs offer RBV students several opportunities to participate in many school sponsored co-curricular and diverse extracurricular activities. The campus has activities during the school day, after school, and on weekends. In addition, ASB sponsors lunch activities, Pep Rallies, Club Carnival, Class Competitions, and dances. Over 40 clubs are sponsored by teachers based on student interest and meet weekly or monthly as well as plan additional activities.

Academic Club	This club meets to practice for Academic League competition
Amnesty International	To promote the worldwide effort of the wrongly accused
Art Club	Promote Art around the RBV Campus
APSU Club	Promote Asian Pacific Island Culture
ASB Club	Promote School Culture
AVID	To enhance the students development of the skills they learn in the AVID Class and promote education after HS
Ballet Folklorico Club	Cultural Dance
Band	To continue band development
Bravo Club	<u>To promote and learn theater arts</u>
Bread Makers	To develop skills for the real world

Book Club	Promote reading on campus
Chess Club	<u>To learn and develop skills in chess</u>
Christian Club Class of '27 Class of '26	To build a positive and encouraging community on <u>campus</u> <u>Promote school culture</u> Promote school culture for the Class of 2024
Class of '25	Promote school culture for the Class of 2024
Cross Country CSF Club	<u>To continue development of running skills</u> California Scholastic Federation
Dance Club	To continue development of dance skills
Generation Green	To investigate and promote a clean environment
Fashion Club	To expose students to the fashion industry
Film Club	To continue development of film making skills
Football Leadership	To continue development of football skills
French Club	To explore the culture and language of France
G.S.A. Club	To promote acceptance and educate about the LGBTQ community
Hospitality Club	To promote and inspire students about the hospitality industry
ITS Club	To promote and learn theater arts
Just Serve	To serve, and help others

KEY Club	Organize volunteer opportunities on and off campus
Kindness Club	Promote kindness on campus through various projects
M.E.Ch.A.	Promote mexican heritage and culture
National Honors Society	Promote leadership experience to contribute to society
Public Policy Group	Bring awareness of public policy and examine to make change if needed
SAME	Promote South Asian Middle Eastern Culture
Science Olympiad	This club meet to practice for Science Olympiad competition
Sports Medicine Club	To continue development of sports medicine skills

Snack Club	To bring awareness to different cultures through food
Strength Training	To promote strong and healthy bodies
Yearbook	To continue development and build the yearbook

Activities and Dances

ASB Events and Dances:

- Administration may deny a student from participating in any extra-curricular events due to behavior, attendance, or academic performance.
- RBV students must have an ID to purchase the tickets.
- RBV students must have a school ID to enter the dance/event.
- Any dancing deemed inappropriate by school or security staff is prohibited. This includes dancing that is sexually suggestive, dangerous or disruptive. Verbal warnings, time-outs, dismissal and a cancellation of the entire dance will be considered when addressing such behavior.
- Re-entry to dances/events is prohibited.
- All attendees of the dance or event will be subject to a random alcohol breathalyzer test at any time.
- Dance and event tickets are **non-refundable** and **non-transferable**.
- Refunds will not be provided to students who are removed for misbehavior.
- Homecoming and Prom Court members must have a 2.0 GPA.

**All Dance and event tickets are sold in the Finance office only.*

Guest Bids:

Guest Bids must have administrative approval by the announced deadline.

- Tickets must be purchased by the RBV student; guests need not be present. • Students must enter and leave with their guests. If the RBV student cannot attend the dance the guest may not attend on his/her own.
- RBV students are responsible for the behavior and demeanor of their guests.
- Guests are expected to adhere to all RBV rules.
- All guests must have a photo ID to enter.
- Forgery or misrepresentation will result in ineligibility for the event as well as other consequences deemed appropriate by administration.

Media Release

During the course of the school year, all RBV students may be photographed or filmed and may appear on the school website, social media posts, school yearbook, RBVTV, or other print or video media. If you do not permit your student's picture to appear in any RBV publications or media, you must complete an Opt-Out form. The Opt-Out form can be found in our data processing office at any time; the form is also available upon request during Stampede days at the beginning of August.

HEALTH & WELLNESS

Health Services

The Health Office provides first aid and evaluation of symptoms or injuries that occur at school. The goal of the Health Office is to enable students to remain at school while preventing the spread of contagious disease.

Students who become ill or injured at school must check in to the Health Office first before calling or going home. When a student checks in at the Health Office, an assessment of the symptoms and determination of treatment will be done. If the student needs to go home, then a call will be made to a parent, or another contact listed in Aeries, to pick up the student. If the school nurse or health tech feels that the student is able to stay in school, the student will be treated and then sent back to class, unless the parent/guardian requests that the student is to go home.

During class time, students will be required to have a pass from a teacher when entering the Health Office. If it is an emergency, this requirement can be waived. The Health Office can get very busy, so if immediate attention is not necessary, students are directed to wait until lunch time.

Health Concerns & Monitoring Health Conditions (BP 5141.21, AR 5141.21, BP 5141.24)

Parents/guardians must notify the school if their student has a specific health condition. This can be done at the time of enrollment, when completing or updating the Emergency Card via Parent Portal online, or whenever the student's health status changes. It is necessary that the school has the correct address of the student's residence, multiple working phone numbers for the parent(s), and a complete listing of adults who the office can contact in the event of illness or emergency. If a phone number or address changes at any time during the school year, the parent/guardian must update the student's record in the Parent Portal and, if applicable, bring proof of address to the office.

Information and forms for specific medical conditions or situations can be found on the [School Nurse and Healthcare web page](#).

Any medical condition that may require special handling must be documented in the medical file. There must be written documentation from the physician. All notes and forms containing student medical information including, but not limited to, doctor's notes, prescriptions, diagnostic assessments, psychology assessments, etc., must be submitted to the Health Office. The Health Office staff will ensure that the documents are distributed to the appropriate personnel on campus.

Medication & Controlled Substances (BP 5141.21, AR 5141.21, BP 5141.24)

The Health Office is to be notified when a student is on any type of continuing medication even if it is taken at home. This will alert the staff in the event your child has a reaction at school.

Unless authorized to carry and self-administer prescription asthma medication or auto-injectable epinephrine, students should not be in possession of any prescribed or over-the-counter medications while at school. All medications must be left in the Health Office following the directions below. Students who use their medication other than as prescribed and authorized (*i.e.*, giving or selling it to other students) will be subject to disciplinary action.

In order for medication to be administered at school, parents/guardians must complete an Authorization for Medication Administration Care form, available online or in the Health Office. The completed form should be submitted to the Health Technician at the same time the student's medication is provided. Prescription medication must be in a pharmacy-labeled container/packaging, while over-the-counter medication must be in its original container/packaging, with the student's full name, medication name, proper dosage, and time to be given. Medication cannot be provided in baggies, pill boxes, or any other container in which the medication was originally packaged.

The School Nurse or Health Technician cannot dispense any (prescription or over the counter) medication without a doctor's written order and written parent permission. All medication is locked up in the Health Office and dispensed per the physician's order. Parents/guardians should check the expiration date on all medication that is provided to the school site and update the medication as needed. The following are some additional protocols regarding specific types of medication and/or circumstances:

- **Long-term medication:** Provide no more than a 1 month supply and replenish the medication as needed.
- **Over-the-counter medication:** Medication (*i.e.*, Benadryl, Tylenol, or herbal medication) must be in the original container clearly labeled with the student's name.
- **Diabetics:** A Diabetic Management Plan must be filled out and signed by the parent/guardian and doctor. The Plan and all emergency medication (glucagon and glucose gel) should be given to the Health Technician.
- **Epipens and epinephrine auto-injectors:** A Potential Anaphylactic Reaction form (H-58) should be completed and signed by doctor and parent/guardian. (H-26 form is not necessary)
- **Asthma:** Provide spacers for inhalers, if indicated, and review the student's use of the inhaler with the school site Health Technician.
- **Sports teams and medication:** Health Technicians and Coaches can communicate and share forms related to the student's health and medication regimen. However, because all medication must be stored in the Health Office and student athletes may need medication outside of school hours or away from the school site for practice and competition, parents/guardians must provide another set of medication for such instances.

Note: At the end of the school year, parents/guardians will be asked to pick up all unused medications. **Medications left more than one week after the school year ends will be destroyed.**

Immunizations (BP 5141.31, AR 5141.31, AR 5141.32)

To protect the health of all students and staff and to curtail the spread of infectious diseases, we cooperate with state and local health agencies to encourage immunization of all district students against preventable diseases.

Students entering a district school or child care and development program, or transferring between school campuses, must present an immunization record which shows at least the month and year of each immunization in accordance with law before they are admitted to school.

A [current list of required immunizations by age](#) and grade level is available online or can be obtained in the health office. Immunizations must remain up-to-date in order for a student to remain in school. If this is not corrected, a letter of warning and then a letter of exclusion from school will be mailed home.

Exemptions

Students will be excluded from school or exempted from immunization requirements only as allowed by law.

As of January 1, 2016, parents/guardians are not allowed to submit a personal belief exemption to a currently required vaccine. Medical exemptions can only be issued through the California Immunization Registry -- Medical Exemption (CAIR-ME). School Nurses will evaluate medical exemptions with documentation from a licensed Medical Doctor (MD) or Doctor of Osteopathic Medicine (DO) provided to the Health Office by the parent/guardian.

School Nurses and Healthcare staff have created the following [Guidelines for Parents on Keeping Ill Students Home](#).

Students should not be sent to school if they have any of the following signs or symptoms:

1. **Fever (over 100 degrees).** Keep home until the student has not had a fever for at least 24 hours without the use of fever reducing medication (*e.g.*, Tylenol, Motrin).
2. **Cough and difficulty breathing.** Do not send to school if the student has labored breathing (heaving of

chest muscles with each breath), rapid breathing at rest, blue color to skin, or wheezing (if never previously evaluated and treated), and see a doctor. Keep home if the student has pertussis (whooping cough) until 5 days of antibiotics have been received, or tuberculosis (until treated).

3. **Rash that is undiagnosed.** Keep home especially when there is a fever and behavioral change. 4.

Chicken pox. Keep home until all blisters are scabbed over and there are no signs of illness. 5.

Diarrhea. Keep home if the student wears diapers, if there is blood or mucus in the stool (unless from medication or hard stool), if the stools are all black or very pale, or if the stools are very watery and are increasing in frequency. See a doctor immediately if diarrhea is accompanied by: no urine output for 8 hours; jaundiced skin; or the student looks/acts very ill.

6. **Vomiting.** Keep home if the student is vomiting more than once a day or it is accompanied by fever, rash or general weakness.

7. **Impetigo.** Keep home for 24 hours after starting an antibiotic treatment.

8. **Ringworm (a contagious skin fungus infection).** Keep home until treatment is started. If it is in an exposed area, upon return, cover the visible area with dressing and/or clothing. Ringworm on the scalp requires an oral medication, but the student may return to school if covered with appropriate cream or bandage.

9. **Cold sores.** Cold sores can be passed from one person to another, but only through direct contact. Children who drool or place toys in their mouths when they have cold sores should stay home; other children may come to school.

Unless otherwise indicated, students with the above symptoms need to be absent for at least 24 hours prior to returning to school.

Antibiotics

Children, who are placed on antibiotics for impetigo, strep throat, and several other bacterial infections, should be on them for a FULL 24 hours (longer for Pertussis/Whooping Cough) before returning to school to prevent the spread of those infections.

Illness, Accidents & Emergencies at School (BP 5141, AR 5141)

Students who become ill or injured at school must check in to the Health Office first before going home. Each student will be evaluated and their symptoms will be responded to with care. Many times students return to class after a rest, ice and/or first aid. While we document these routine visits to the health office, we generally do not contact parents unless we are seeing a pattern of illness.

If a student has an accident or becomes ill at school, the parent/guardian will be contacted using the information listed on the student's emergency card provided through Aeries Parent Portal. Please make sure that you notify the office in person or make changes in the Parent Portal immediately if your phone number or your address changes.

- Head Injury reports will be sent home when a student reports a fall/accident in which they hit their heads, in addition to a phone call home.
- Students will be sent home if they vomit, have a fever of 100 degrees or more, have a significant (disruptive) cough, or a rash.
- Notification will be made for students with bruising, scrapes or other visible injuries.

Students may be released to adults listed as contacts in Aeries Parent Portal at the discretion of administration and with the approval of the parent/guardian. Make sure to have at least three contacts (parents, grandparents, neighbors or friends) who can pick up your child from school. Proper picture identification is required for anyone that will be picking up students during the school day. It is recommended that at least 3 other trusted adult contacts are listed in Aeries in the event of an unexpected situation, but parents/guardians may update their contact list at any time to authorize other adults to pick up their student.

Administration and Health Care staff reserve the right to allow or deny an ill or injured student who is 18 or older to leave campus on their own after evaluating their symptoms.

Orthopedic Injuries and Protocols - In order to actively participate in playground/PE activities, all ace wraps, joint braces, splints, casts, knee scooters, crutches, or similar devices must have a note from the treating medical provider* outlining activity restrictions. Sometimes, even with a note, students with hard casts, crutches, knee scooters, or similar devices may need to be excluded from participating in certain playground/PE activities if the device poses a potential danger to other students.

*Certified Athletic Trainers that are employed by the District may recommend use of wraps, braces, etc. to their High School athletes to reduce the risk of injury and/or provide support. These athletes will need to follow the direction of their Certified Athletic Trainer regarding physical activities with use of these items.

Head Lice (BP 5141.33)

Any time children come together, such as at the beginning of the school year and at sleepovers, cases of head lice commonly increase. Head lice do not spread disease and are not a serious medical condition, but they can be a nuisance.

If a student is found with active, adult head lice, the student will be allowed to stay in school until the end of the school day. The parent will be given information about the treatment of head lice and encouraged to begin treatment of the student immediately and to check all members of the family. The parent will also be informed that the student will be checked upon return to school the next day and allowed to remain in school if no active head lice are detected. If it is determined that the student remains infected with head lice, the school nurse or designee will contact the student's parent to discuss treatment. As needed, staff may provide additional resources and/or referral to the local health department, health care providers, or other agencies.

If a student is found consistently infested with head lice, they may be referred to a multi-disciplinary team, which may consist of the school nurse, representatives from the local health department and social services, and other appropriate individuals, to determine the best approach for identifying and resolving problems contributing to the student's head lice infestations.

If it is determined that one or more students in a class or school are infested with head lice, the principal or designee may, at their discretion, notify parents of students in that class or school and provide them with information about the detection and treatment of head lice.

The following are steps families can take at home to help prevent children from contracting head lice.

For all children:

Please speak with your child about not sharing personal items such as brushes, combs, and hats. If your child has long hair, wearing it in a ponytail is always a good idea when children are in close proximity.

Check your child's head weekly for lice and/or nits as a regular part of the grooming routine. Mature lice, which are no larger than a sesame seed, avoid light and are hard to see. Nits are usually found very close to the scalp, typically within 1/4 of an inch. They look like tiny whitish ovals glued to the hair shaft and they cannot easily be flicked away.

Please contact the office in the event lice are found so that staff can follow-up appropriately at school.

Child Abuse & Neglect Reporting

All employees of the Vista Unified School District are considered mandated reporters, required by law to report all known or suspected incidents of child abuse and neglect whenever there is reasonable suspicion abuse or neglect has occurred. Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on their training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred, nor does it require a specific medical indication of child abuse or neglect. District employees may not investigate to confirm a suspicion.

Parents also have a right to file a complaint against a school employee or other person that they suspect has engaged in abuse of a child at a school site. All complaints must be filed through a formal report by contacting

the local law enforcement agency or by calling the Child Abuse Hotline at (858) 560-2191 or (800) 344-6000.

Wellness Policy ([BP 5030](#))

The District has an adopted Wellness Policy that supports student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. Parents/guardians and staff are to follow the wellness policy and are to reinforce students' understanding and appreciation of the importance of a healthy lifestyle to learning and academic performance. For more information about the District's Wellness Policy and other wellness initiatives of the District, please review [BP 5030](#).

Food Services

RBV Food Services is open before school, at nutrition, and during lunch time. Free nutrition and lunch will offered in the 23-24 school year.

Food Allergies/Special Dietary Needs

There are students who have special dietary needs and/or are allergic to certain foods or ingredients (e.g., peanuts, tree nuts, wheat, milk, etc.). When exposed to an allergen, affected students may experience shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. Students will not be excluded from school activities nor otherwise discriminated against, harassed, intimidated, or bullied because of their food allergy.

Please help keep all of students safe and healthy at school by keeping in mind the following:

1. Parents are responsible for notifying the principal or school nurse, in writing, regarding their child's food allergies or other special dietary needs.
2. When a student's food allergy or food intolerance substantially limits one or more major life activities, they may be evaluated to determine if accommodations pursuant to Section 504 are required.
3. The school may designate allergen-free area(s) to ensure students with allergies are safe.
4. Students should not share or exchange meals or utensils with other students.
5. Without identifying the student, the principal or teacher may notify parents of other students in the class that a student is allergic to a specific food and may request that certain foods not be provided at class parties or other school events.
6. Parents are encouraged to bring non-food items, such as stickers or pencils, for school celebrations in lieu of food items which present a challenge for students with food allergies.
7. When sending food for others to consume, do not send any foods that do not have food labels.

Bringing Food from Home

Students may bring food from home. No microwaves or special utensils will be provided by the school.

FOOD DELIVERY POLICY

In accordance with Board Policy 5030, VUSD and Rancho Buena Vista believe that foods and beverages available to students and staff at district schools should support the health curriculum and promote optimal health. In order to comply with this policy **individual students are not allowed to receive any food deliveries from any outside companies including the use of any food delivery apps**. Students are not allowed to leave class or loiter in the front office area or in front of school to pick up food deliveries. Any food delivery services will be turned away by RBV staff. (Clubs and school organizations must communicate any food deliveries with the front office prior to any deliveries)

OFF CAMPUS LUNCH PASS

Juniors and seniors who meet the criteria for an off-campus lunch pass may apply. Applications are available online and require a parent signature. Upon approval, a lunch pass will be issued through

the 5 Star app and students are required to present upon request and for permission to leave campus. Students who fail to present their lunch pass, for any reason, will not be given permission to leave campus. The lunch pass may be revoked if the student fails to comply with school rules. Parents may revoke a lunch pass at any time. Lunch passes are valid for one semester. See Lunch Pass Application for complete details (available in the administration office/front office).

Water Bottles

Students are encouraged to bring a reusable bottle to fill and refill water to consume while on campus.

Drinking water plays an important role in maintaining a child's overall health in the following ways:

1. Supports muscles, joints, and tissues
2. Improves digestive system
3. Keeps growing bodies hydrated
4. Positively impacts cognitive performance, particularly short-term memory
5. Improves visual attention and fine motor skills
6. Can prevent excess weight gain when substituting sugary drinks
7. Water bottles may be checked by school staff upon suspicion that they may contain a controlled substance.

SAFETY

Coming to and Leaving from School (Ingress/Egress)

Parents should use the Student Lot for student drop off.

Students in vehicles must park in the student lot and may access the lot from Longhorn Drive.

Student pedestrians may enter the campus before school from the gate on Melrose Drive (600 gate) or from the Student Lot drop off accessed from Longhorn Drive.

Student pedestrians leaving the campus after school will utilize the 600 gate adjacent to Melrose Drive or the Student Lot pick up location off of Longhorn Drive.

Campus Supervision

The RBV campus is supervised by a team of campus assistants as well as administrators. Campus assistants are provided specified areas to supervise before school, during the school day, and after school. A campus assistant handbook was established in 2022 and provides guidelines and protocols for effective supervision of each secondary campus in VUSD.

Drop Off Procedures

The main drop off location for students is the student parking lot. At the top of the lot, there are three designated lanes for student drop off. Drivers should drop off students in the outside lanes only. The middle lane is reserved for exiting the student parking lot. Drivers may also utilize the west curb off of Melrose Drive to drop off students in the morning. Please be aware of posted signs and painted curbs. Drivers may drop off students between 7am and 9am, with a 3 minute maximum on the curb. If students are late to school, they must check in with the attendance office. Drop off for late students may occur in the staff parking lot nearest to the attendance office.

Pick Up Procedures

The main pick up location for students is the student parking lot. At the top of the lot, there are three designated lanes for student pick up. Drivers should pick up students in the outside lanes only. The middle lane is reserved for exiting the student parking lot. Drivers should NOT pick up students on Melrose Drive after school. Cars on the Melrose curb are subject to ticketing. If a student needs to be picked up early from school, parents/guardians may enter the staff parking lot nearest the attendance office to do so.

Parking Lot Safety

The RBV student parking lot is reserved for students with parking passes. It is monitored by campus assistants and administrators. Students are not allowed to access their car during school hours without appropriate permission from a teacher or administrator. Students with off campus lunch passes may access their vehicles during lunch only if they plan to leave the campus.

Walking to School

Students intending to walk to school may enter the campus either through the student parking lot or the 600 gate (adjacent to Melrose Drive). These areas will be monitored by a campus assistant or administrator before school and at dismissal.

Bikes/Scooters/Skateboards

Students riding bikes, e-bikes, and/or scooters to campus are encouraged to park in the designated parking at the top of the student lot. In order to park in this space, riders are required to attend a Ride Smart safety class along with a parent or guardian. Bikes, e-bikes, and scooters are not allowed on campus. Riders should follow the rules of the road, and enter/exit campus through the student parking lot.

Students riding skateboards to campus are recommended to park and lock their board in the designated area outside of the library. Students are responsible for their own lock. Students then will need to walk to either the 600 gate or student parking lot to enter/exit campus. Skateboarding on campus is not permitted.

Vehicles

Students driving a vehicle onto campus and parking it in the student parking lot are required to obtain an appropriate parking pass. In order to obtain the pass, students must complete the Start Smart driver safety program with a parent or guardian. All rules of the road apply as students enter and exit the campus through the student parking lot. Students are not allowed to access their car during school hours without appropriate permission from a teacher or administrator.

Visitors

Other than parents/guardians who have been given prior approval to be on campus, students may not have visitors during school hours or at school events. **All visitors must sign in at the Front Office upon arrival and register on the Raptor Visitor Management System.** Visitors will be asked to present a photo ID and their purpose for entering school grounds. Visitors without a photo ID will have their information manually entered into Raptor by a staff member.

Once a visitor has been approved, a visitor's badge will be printed and the visitor must have the badge displayed for the duration of the visit. Unless otherwise directed by the principal or designee, a staff member will accompany visitors while they are on school grounds. Anyone on school grounds without permission is in violation of law and may be reported to law enforcement.

Closed campus

In order to provide safety for students and to protect the learning environment, the school is maintained as a closed campus.

- After arriving at school, students are not permitted to leave school grounds.
- Only enrolled students may be on campus when school is in session. **Off-Limit Areas**

The administrative team will designate certain areas of the campus off limits for all or some of the school day. These areas may vary due to restroom maintenance, safety concerns, or supervision availability. Typically, the stadium is off limits during nutrition and lunch as well as the area behind the gym/PAC. Students are not permitted to use staff-only restrooms, and should be aware of appropriate signage which designate these specific restrooms. Students should refrain from entering a teacher's classroom unless a teacher or staff member is present.

Recess/Lunch

During nutrition and lunch, students are encouraged to congregate in the quad, fire lanes, or hallways where they can eat and visit with other students. Food is available from the main cafeteria near the quad as well as a pop up cafe in the fire lane. Students should be aware of designated off limits areas, which will be communicated from administration and/or campus assistants. During nutrition and lunch, campus supervision will be the responsibility of campus assistants as well as administrators. All school rules apply at these times.

Passing Periods

Students are encouraged to use passing periods appropriately: using the restroom if needed, and ensuring they arrive at their next class prior to the final bell.

Hall Passes

All RBV students must have a written pass to go to any office during classroom hours. Bathroom passes are NOT acceptable as a pass to visit an office. Students are encouraged to visit offices before school, at lunch, and after school in order to minimize loss of instructional time.

Restroom Use

Students are encouraged to use restrooms during passing periods, lunch, and after school. However, the large RBV Classroom Pass (designated with room #) must be carried by students. Students are strongly encouraged to use the restroom that is closest to their classroom. Loitering in the bathroom will be viewed as "cutting class". Students should go to the Nurse's office if a student has a health emergency.

Emergency Contacts

Staff may only release a student to the individuals listed on the student's emergency card. For this reason, it is very important that the emergency contacts are kept current on each student's emergency card. To make changes please contact the attendance office or our data processing coordinator.

Smartphone/Cell phone Usage for Students

Smartphones and Other Electronic Signaling Devices ([EC 48901.5](#) & [EC 48901.7](#))

High School students are not to use a smartphone or other electronic signaling device (including, but not limited to, cell phone, smartwatch, tablet) during instructional time, except under the following circumstances:

- In case of an emergency, or in response to a perceived threat of danger.
- When a teacher or administrator grants permission to the student, subject to any reasonable limitation imposed by that teacher or administrator.
- When a licensed physician and surgeon determines it is necessary for the student's health or well-being.
- When it is required in a student's IEP or Section 504 plan.

Misuse of personal technology resources on or near school property, in school vehicles and buses, at school-sponsored activities may result in disciplinary action up to and including expulsion from the District. Examples of misuse include, but are not limited:

- Taking photos or recording of any person at school (see notification below, Electronic Listening or Recording Device)
- Accessing, posting, displaying, or otherwise using material that is discriminatory, libelous, defamatory, obscene, sexually explicit, disruptive or without permission
- Bullying, harassing, intimidating, embarrassing or threatening others (“cyberbullying”)
- Disclosing, using, or sharing other people’s personal identification information (such as name, address, telephone number, email, or other personal information) with the intent to threaten, intimidate, harass, or ridicule that person

The school assumes no liability for personal technology, including computers, cell phones, smartphones, network access devices, or other electronic signaling devices, if such devices are damaged, lost or stolen.

Mobile communication devices shall be turned off during instructional time and kept in the student’s backpack while in school. Students who violate these mobile device expectations will have it logged in their discipline records and may have the following consequences:

- Warning issued by the teacher or staff member
- Referral to administration
- Parent/Guardian Conference
- Interventions/Other Means of Correction
- Loss of privilege

Exceptions: Students using mobile devices in the locker room or restroom or to take pictures or record an altercation or other school incident will result in an automatic discipline referral with a consequence from Administration.

The following disciplinary actions will be taken if students fail to comply with the school’s cell phone policy:

- **1st offense:** phone is confiscated and submitted to the Assistant Principals’ Office, it will be returned to the student after school has ended.
- **2nd offense:** phone is confiscated and submitted to the Assistant Principals’ Office, it will be held until the student’s parent can pick it up from school.
- **3rd offense:** phone is confiscated and submitted to the Assistant Principals’ Office, the phone will need to be picked up by a parent, and disciplinary consequences may be assigned to the student.

Use of School Phones

A school phone is available in the front office for student and guest use.

Dress Code ([BP 5132](#), [AR 5132](#), [BP 5136](#))

Dress and grooming affect the attitude of the students in their work and study habits and contribute to productive learning and a safe environment. All staff members are responsible for enforcing standards of dress. Principals and designees may establish additional local school regulations as they become necessary and appropriate.

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. Clothing, jewelry, and personal items may not degrade race, gender, sexual orientation, ethnicity, religious, political, or secular organizations.
3. Skin art with the following types of writings or images must be covered:
 - a. Vulgar, lewd, obscene, profane, or sexually suggestive
 - b. Promote the use of alcohol, drugs, tobacco, or other illegal activity
 - c. Can be reasonably determined to threaten the health and safety of the school environment if displayed on a school campus
4. Appropriate shoes must be worn at all times.
5. Hats, caps, and other head coverings and sunglasses shall not be worn indoors.
6. Clothes shall be sufficient to conceal undergarments and cover the chest area, abdomen, and posterior. Specifically:
 - a. See-through, strapless, halter, and tube tops and bare abdomens are prohibited.
 - b. Skirts and shorts shall be worn at an appropriate/acceptable length for sitting as well as standing.
 - c. Pants must fit at the hip so that they will stay on without a belt or stay at the hip with a belt.
7. Chains or weapons, such as those attached to belts, pockets, or wallets, that present a safety hazard are prohibited.
8. Students must be dressed so as not to promote unhealthy or unsanitary conditions.

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.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

Students shall be allowed to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

School administrators reserve the right to make an informed judgment on the appropriateness of student attire and may prohibit specific items when behavior from students warrants the need to do so.

Gang-Related Apparel

"Gang-related apparel" includes any clothing, accessories or other items that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. Because gang-related apparel and symbols are constantly changing, definitions of gang-related apparel are consistently reviewed and updated on an ongoing basis in collaboration with law enforcement agencies. Some identified gang-related apparel that may not be worn at school:

- Shorts worn below the knee with knee length socks
- Extra-long t-shirts worn on the outside (not tucked into pants) T-shirts thrown over or hanging from the shoulder or pockets
- Plaid shirts, with hem worn on the outside of pants and buttoned at the neck
- Cloth/web belts with metal buckles that have initials and/or numbers either stamped on or through them ●
- Long belts worn with the end hanging down in the front
- Pants which are slit or frayed at the cuff
- Pants worn more than two (2) inches below the waist
- Pants worn with rubber bands around the ankles
- Bandanas hanging from clothing or pockets
- Excessively oversized, baggy or sagging pants, or pants that drag the ground
- Articles personalized with gang-related writing, names, symbols, gothic (Old English) or "tag" style lettering, slogans such as "Smile Now/Cry Later", "Rollin Hard", or "Eight Ball", certain cities or regions depicted by zip code, initials, numbers, abbreviations, slang terms or actual names (760, 619, Oceanside, San Diego)
- Cold weather gloves worn out of season or gloves worn on one hand
- Logos, brands, colors, accessories, alterations, skin art or other items deemed by administrators, in

consultation with law enforcement, to indicate gang affiliation.

Accountability for Dress Code Violations

Decisions regarding the appropriateness of clothing will be handled by administration.

Students in violation of dress code expectations will be required to modify/replace their attire to meet the dress code standards. Students may be required to:

- change into school appropriate clothing
- wear sweater/jacket or other item to cover clothing
- change into their PE clothes
- wear alternate clothing provided by the school
- call home to have a change of clothes brought to school

Students with repeated dress code violations will have progressive discipline, including meeting with administration, parent/guardian conference, or further disciplinary action, including loss of privilege(s).

Clothing or accessories depicting controlled substances or violent or offensive images may be confiscated by administration and returned to parents/guardians.

Inclement Weather (Rainy Days)

Additional facilities besides the library, such as the Performing Arts Center (PAC) and the gym may be available during rainy days.

Animals on Campus

In order to assure the health and safety of staff, students and visitors, animals may not be brought onto school property. Individuals who bring animals to campus will be asked to take them off campus and if the owner cannot be contacted, the Department of Animal Control will be called.

The District does have policies and procedures to evaluate requests for service animals. School Administrators, in collaboration with district staff, review and approve requests for animals on campus for educational purposes, including classroom fish tanks or assemblies which involve animals.

Emergency Preparedness

Each year, the school reviews and updates the Comprehensive School Safety Plan (CSSP) designed to address campus risks, prepare for emergencies, and create a safe, secure learning environment for students and school personnel. These plans are collaboratively developed with input from staff, parent advisory groups, local law enforcement and district staff and approved by the VUSD Governing Board each year.

Please see your school administrator if you have any questions or concerns about safety protocol.

BEHAVIOR & SCHOOL DISCIPLINE

Civility & Conduct

Each person should be treated with dignity and respect in their interactions within the school community and civility has on the effective operation of our school, including its role in creating a safe and positive school climate and enabling a focus on student well-being, learning, and achievement. All staff, students, parents/guardians and other visitors are expected to consistently demonstrate civil behavior in all interactions and communications.

Civil behavior is polite, courteous, and reasonable behavior which is respectful to others and includes integrity, honesty, acceptance, timeliness, dependability, observance of laws and rules, and effective communication. Practices that promote civil behavior include actively listening, giving full attention to the speaker, and refraining from interruptions; welcoming and encouraging participation, input, and feedback through stakeholder engagement; promptly responding to concerns; and embracing varying and diverse viewpoints.

We recognize that the First Amendment provides strong protection for speech. However, we expect that all speech and expression will comport with norms of civil behavior on district grounds, in district facilities, during district activities or events, and in the use of district electronic/digital systems and platforms.

Students, staff, parents/guardians, and community members must not communicate or behave in a manner that causes disruption, hinders the orderly conduct of district operations, the educational program, or any other district program or activity; or creates an unsafe learning or working environment.

Behavior by students or staff that is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence, or behavior that is in any other way unlawful, is prohibited and is subject to discipline in accordance with law and as specified in district policy and regulations.

Unsafe Behavior

Ensuring physical safety requires that students make mature and appropriate decisions regarding their own behavior. Being involved in aggressive “mock fighting,” horseplay, or dangerous activities such as scaling fences or sitting “on” moving vehicles can be extremely hazardous. Students are asked to use common sense and good judgment to avoid putting themselves at risk.

In addition, students involved in throwing ANY objects at other students or into crowds will be subject to severe disciplinary action

Positive Behavioral Interventions and Supports

Through our Positive Behavioral Interventions and Supports (PBIS) systems, we strive to create positive, predictable, equitable and safe learning environments where everyone thrives.

This PBIS system begins with building a solid Tier 1 foundation where all students are engaged in understanding and supporting the implementation of clear school-wide expectations that create a positive learning environment. When needed, students will be provided with Tier 2 and/or Tier 3 interventions or Other Means of Correction based on the severity of the infraction as well as the frequency of the behavior:

- Minor infractions are those that are disruptive to the learning environment and are in violation of school rules and expectations.
- Major infractions are those that are more serious or repeated inappropriate behaviors that negatively impact our ability to ensure a positive and safe learning environment for students and staff.

When students are not following expectations or staff directives, interventions and other means of correction will be used by teachers in classrooms, as well as by administrators, with the goal of improving the behavior and restoring the student back into the school community.

Behavior Expectations (PBIS/Code of Conduct) (BP 5131, BP 5131.1, AR 5131.1, BP 5144, AR

5144) STUDENT BEHAVIOR AND SCHOOL-COMMUNITY EXPECTATIONS

STUDENTS are expected:

- to be drug, alcohol, and weapon free.
- to behave in a safe and orderly manner.
- to maintain a safe environment in the school.
- to treat all members of the school community with respect.
- to respect the property of others.
- to follow all school rules and respect the authority and direction of school staff.
- to seek nonviolent and constructive solutions to conflict.
- to attend school daily and be on time to class.
- to complete assigned work to the best of one's ability, turn assignments in on time and be a contributing member of each class.
- to practice responsible and honest behavior.
- to participate in maintaining a clean campus.
- to follow the dress code policy.

STAFF are expected:

- to maintain a safe environment in the school.
- to come to school prepared to teach all students regardless of the student's knowledge and background.
- to provide well-planned and well-conceived instruction each day.
- to be empathetic to the needs, concerns and problems of each student.
- to provide continual feedback to the students and parents.
- to remain well-informed in assigned subject area(s).

PARENTS are expected:

- to support the school's rules and expectations.
- to provide the time necessary at home to support their student's academic program.
- to become part of the school community willing to provide support to their students

Potential Interventions and Consequences

Most students are very serious about wanting to take full advantage of the time they spend in school. Students who come to school ready to learn and participate in activities seldom have problems with school rules. However, the conduct of a student should not interfere with the educational rights of others.

District discipline policies and regulations are to be enforced consistently and fairly without regard to race, creed, color or sex. Discipline based on faith in the worth and dignity of each individual is a positive form of guidance rather than a punitive device. In all cases of disciplinary action, students are protected by due process.

At any time, students may be counseled by teachers or administrators regarding their behavior. If this occurs, students will be informed as to what they must do to make their behavior acceptable. Possible consequences, if needed, will also be explained.

Jurisdiction

Students are responsible for their behavior and may have consequences for inappropriate behavior that occurs at any time, but not limited to:

1. While on school or district property.
2. While going to or returning from school.
3. During lunch, recess and passing periods whether on or off campus.
4. During, or while going to or coming from, a school-sponsored activity, including but not limited to dances, athletics, study trips, etc.

Interventions: Student Support Programs & Groups

Please contact Counseling Office:

Boys to Men Group	Behavior Support: A school group of boys who are empowered to speak their truth and take responsibility for their decisions and actions while developing decision making skills. Requires referral
Girls, Inc.	Behavior Support. A school group of girls who are empowered to speak their truth and take responsibility for their decisions and actions while developing decision making skills. Also, develop tools on how to improve their physical and mental health. Requires referral.
North County Lifeline	Social Emotional Support - Services available, behavioral health, substance abuse, treatment, housing and food assistance, human trafficking prevention & intervention. Requires referral
VUSD /RBV Social Worker	Social Worker can connect families to resources, can meet with students one-one-one as needed. Also, facilitates small specific social emotional groups, such as coping with grief or coping with anxiety.
Pass AmeriCorps	Academic Support: Located on RBV campus, provides mentorships for supporting academic achievement and success, increase student engagement, provide tutoring. Must be referred. Please check for eligibility requirements.
Project Reach	College advising. For 11th and 12th graders only.
Tutoring - by subject	Please check RBV Website for current groups and times.

Other Means of Correction [\[EC 48900.5\]](#)

Disciplinary measures that may result in loss of instructional time or cause students to become disengaged from school, such as detention, suspension, and expulsion, will be imposed only when required or allowed by law or when other means of correction have been documented to have failed. Other means of correction include, but are not limited to, the following:

- Warnings
- Review of rules and expectations
- A conference between school personnel, the student's parent/guardian, and the student
- Referrals to the school counselor, psychologist, social worker, child welfare attendance personnel, or other school support service personnel for case management and counseling
- Student study teams, guidance teams, resource panel teams, or other intervention-related teams that

assess the behavior, and develop and implement individualized plans to address the behavior in partnership with the student and the student's parents/guardians

- Referral for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program, or a plan adopted pursuant to Section 504
- Enrollment in a program for teaching prosocial behavior or anger management
- Participation in a restorative justice program
- Conflict mediation
- A positive behavior support approach with tiered interventions that occur during the school day on campus
- Removal of privileges or participation in activities
- After school programs that address specific behavioral issues or expose students to positive activities and behaviors, including, but not limited to, those operated in collaboration with local parent and community groups
- Specific interventions designed to teach knowledge and skills related to the specific behavior.
- **Office Discipline Referral:** A teacher may refer a student to administration, for committing any of the offenses listed in Education Code 48900. Administration will determine appropriate consequences based on the incident details and disciplinary history of the student. [\[EC 48910\]](#)
- **Community Service:** School or district administrators may require a student to perform community service on school grounds or, with written permission of the student's parent/guardian, off school grounds. "Community service" may include, but is not limited to, work performed in the community or on school grounds in the areas of outdoor beautification, community or campus betterment, and teacher, peer, or youth assistance programs. Community Service will not be used during the period of suspension or pending expulsion. [\[EC 48900.6\]](#)
- **Detention or Saturday School:** Administrators may assign detention (before or after school) or Saturday School to students as part of the disciplinary process. The purpose of a detention or Saturday School is to engage the student in an intervention, such as one of the Other Means of Correction or community service.

Disciplinary measures that may be used for serious and/or repeated violations can include:

- **Class Suspension:** A teacher may suspend any student from class for the day of the suspension and the following day, for committing any of the offenses listed in Education Code 48900. If the student is assigned to more than one class per day, the suspension will only apply to the class from which the student was suspended; the student will be allowed to attend their other classes unless the administration determines otherwise. [\[EC 48910\]](#)

As part of the process of suspending a student from class, the teacher must:

- Immediately report the suspension to the principal and send the student to the principal or designee for appropriate action.
- Ask the student's parent/guardian to attend a parent-teacher conference regarding the suspension as soon as possible. If practicable, a school counselor or a school psychologist may attend the conference. A school administrator must attend the conference if it is requested by the teacher or the parent/guardian.

During a class suspension, the student must:

- Not be returned to the class from which they were suspended, during the period of the suspension, without the agreement of the teacher and the principal.
- Be under appropriate supervision.
- **In-School Suspension:** In-school suspensions (ISS) will be imposed only when other means of correction fail to bring about proper conduct or when a student has committed an offense listed in [EC 48900](#) (a)-(e) only. ISS is assigned for a partial or full day(s). [\[EC 48900.5\]](#) During ISS, students will not be allowed to attend classes but will be provided with their regular classwork/homework to complete.

Students in ISS will not be released to interact with other students during regularly scheduled breaks or lunch periods.

- **Suspension, out of school:** Suspension out of school will be imposed only when other means of correction fail to bring about proper conduct or when a student has committed an offense listed in [EC 48900](#) (a)-(e) only or if the student's presence causes a danger to others. [\[EC 48900.5\]](#) Students may be suspended for 1-5 days. Parents/guardians of students suspended for more than two school days may request homework and assignments for the student to complete. [\[BP 5144.1, AR 5144, AR 5144.2\]](#)

Prior to suspension: [\[EC 48911\]](#)

- The administrator will meet with the student, and when possible, the staff member who referred the student. At this due process conference, the student must be informed of the reason for the disciplinary action, including the other means of correction that were attempted before the suspension, and the evidence against the student, and the student must be given the opportunity to present their version and evidence in their defense. The student will be asked to sign the suspension notice, acknowledging that they have been offered these opportunities in the meeting, which is not an agreement to the evidence presented by administration, or an admission. Administrators will take note if a student refuses to sign, verifying that the meeting did take place.
- If there is an "emergency situation" in which the administrator determines that the situation constitutes a clear and present danger to the life, safety, or health of students or school personnel, the administrator will hold the due process conference within two schooldays, unless the student waives this right or is physically unable to attend for any reason, including, but not limited to, incarceration or hospitalization. The conference must then be held as soon as the student is physically able to return to school for the conference.
- At the time of suspension, a school employee must make a reasonable effort to contact the student's parent/guardian in person, by email, or by telephone. A suspension notification will be provided to the parent/guardian in person, by email or mail. If applicable, a foster child's educational rights holder, attorney, and county social worker, or, if applicable, an Indian child's tribal social worker will receive these notifications.

Parents/guardians are expected to respond without delay to a request from school officials to attend a conference regarding their student's behavior.

- **Willful Defiance SB 274** - Beginning 7/1/24, prohibits the suspension of students in grades 9-12 for a violation of ED 48900(k), but retains a teacher's existing authorization to suspend any student from class for that violation. A student may not be suspended for a 480900(k) violation which is defined as "disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties". A 48900(k) suspension was already prohibited in grades K-8.

- **Suspension Pending Expulsion:** If a student commits an act that may result in an expulsion recommendation or that requires a recommendation to expel, the student will be put on Suspension pending expulsion. The same due process steps explained for a Suspension (above) will be followed and the school administration will also schedule a Due Process/Extension of Suspension meeting with the student, parent/guardian and district office personnel within 5 school days. During that meeting, the school will share the findings and evidence from their investigation that led to a recommendation for expulsion and the student and parent/guardian will have an opportunity to provide additional information or evidence as well as ask any questions. The expulsion process will be reviewed in the meeting. Students who are recommended for expulsion are provided with access to their assignments through modified independent study if they are placed on an extended suspension pending an expulsion hearing and final Board approval. [\[BP 5144.1, AR 5144, AR 5144.2\]](#)

Witnesses and Bystanders

All students, parents, and staff are encouraged to address negative behavior to help us continuously improve school climate. When someone witnesses negative behavior, that person's response or lack of a response, influences school climate. Denouncing negative behavior supports the establishment of a safe and healthy school for everyone. Taking no action to negative behavior can be viewed as acceptance, giving more permission to the person engaging in the negative behavior.

We recommend that witnesses take one of the following actions:

1. If it is safe to do so, stop the behavior or tell the person(s) involved to stop the behavior.
2. Verbally report the behavior to the appropriate school staff member (school resource officer, assistant principal, counselor, teacher, nurse, etc.)
3. Complete and submit an incident report to the appropriate assistant principal.
4. Call 911 when appropriate.

Anonymous reports may be made through PSST World (www.psstworld.com).

Witnesses and bystanders are expected to immediately move away from and report any altercation or other inappropriate behavior in which others are engaging. Any individual who attempts to go near to observe, takes pictures or video of, or comments on (including yelling, encouraging, etc.) an altercation or other inappropriate behavior that others are engaging in will, at a minimum, have consequences for aiding and abetting under Ed Code 48900 (t) which could result in suspension from school after the first offense.

School Property and Fines

Parents/guardians may be held financially liable if their child willfully cuts, defaces, or otherwise injures any property, real or personal, of the District or school employee, or willfully does not return district property loaned to the child upon demand of an authorized school employee. School property includes, but is not limited to, electronic files and databases. The school may further withhold the grades, diploma, and transcript of the student until the parent/guardian has paid for the damages.

If the student or the parent/guardian is unable to pay for the damages, or return the property, a program of voluntary work will be assigned to the student in lieu of the payment of monetary damages.

Search and Seizure (BP 5145.12, AR 5145.12)

We are committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons or dangerous objects, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, and only as authorized by law, Board policy and administrative regulation, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, stolen or otherwise prohibited items. School officials must exercise discretion and use good judgment when conducting searches.

School officials may search an individual student, the student's property, or district property under the student's control when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law, Board policy, administrative regulation, or other rules of the District or the school. Reasonable suspicion must be based on specific and objective facts that the search will produce evidence related to the alleged violation. Student property may also be searched including, but are not limited to, lockers, desks, purses, backpacks, and student vehicles parked on district property.

Law Enforcement

Schools are required to report criminal behaviors such as possession of controlled substances, weapons, and fighting/assault to law enforcement. Law enforcement act in accordance with Penal Code, which may overlap and differ from Education Code, and students who commit criminal behavior at school will be subject to both school and legal consequences. (BP 5145.11)

When a principal or other school official releases a minor student to a peace officer for the purpose of removing

the minor from the school premises, the school official must take immediate steps to notify the parent, guardian, or responsible relative of the minor regarding the release of the minor to the officer, and regarding the place to which the minor is reportedly being taken, except when a minor has been taken into custody as a victim of suspected child abuse. [EC 48906]

If a minor is released to a peace officer due to suspected child abuse, the school will provide the peace officer with the address and telephone number of the minor's parent/guardian. The peace officer must take immediate steps to notify the parent, guardian, or responsible relative of the minor that the minor is in custody and the place where the minor is being held. If the officer has a reasonable belief that the minor would be endangered by a disclosure of the place where the minor is being held, or that the disclosure would cause the custody of the minor to be disturbed, the officer may refuse to disclose the place where the minor is being held for a period not to exceed 24 hours. The officer must, however, inform the parent, guardian, or responsible relative whether the child requires and is receiving medical or other treatment. The juvenile court must review any decision not to disclose the place where the minor is being held at a subsequent detention hearing. [EC 48906]

Categories of Severe Behaviors and Potential Consequences

Severe behaviors have an extremely negative impact on safety and the effective functioning of the school. While our primary goal is to provide effective interventions that correct inappropriate behaviors at school, California Education Code (EC) identifies specific behaviors that could lead to suspension or expulsion. The sections below define categories of severe behaviors and potential consequences.

- [Physical Aggression and Violence](#)
- [Controlled Substances, Tobacco and Paraphernalia](#)
- [Prohibited or Dangerous Objects](#)
- [Property Theft, Destruction](#)
- [Threats, Harassment, Intimidation and Bullying](#)
- [Obscenity, Profanity, Vulgarity, and Offenses of a Sexual Nature](#)
- [Defiance & Disruption](#)

Select this link for [definitions](#) for specific words in the section below.

Physical Aggression and Violence

Conflict Resolution and Mediation

Conflicts can occur throughout society, not just between students at school. Students must develop strategies to constructively and respectfully exchange ideas and viewpoints. Some strategies that reduce conflict on campus include agreeing to the following:

- Avoid the use of derogatory names
- Try to understand the intent of another person's actions before reacting
- Respect individuals as they are
- Educate and learn from each other
- Listen to each other's perspective
- Include all students in all cultural clubs
- Contribute to unifying the school by working together to resolve conflicts
- Request mediation between students and staff when necessary.

When conflicts cannot be resolved at the communicator-level, we use restorative practices to facilitate the above strategies and help rebuild conflict-torn relationships. School staff are always willing to help students resolve conflicts.

Physical Aggression and Violence

Physical aggression and violence are unacceptable ways to resolve conflict and will not be tolerated on our campus and staff will intervene when they know, observe or have reasonable suspicion that students are threatening, attempting or causing physical harm or force or violence on others.

Students who stay to observe, take photos of, record, join in, or “jump into” a fight in progress will, at a minimum, be considered to be aiding or abetting the attempted infliction of injury to another person.

Consequences and Interventions

If administration determines that a student is in violation of any directives related to threatening, physical aggression or violence, they may implement any other means of correction, including a requirement for the student to participate in school-level interventions related to emotional regulation, anger management, restorative justice or conflict resolution. Administration may also refer to internal services from a counselor or social worker and they may also refer students out to other decision-making or anger management programs. As these violations are serious and dangerous in nature, students may also be suspended or recommended for expulsion based on the guidelines below.

Behaviors that may result in **suspension** on first offense:

- Threatening, [attempting](#) or causing **physical injury** to another person. [EC 48900 (a)(1)].

This includes fighting, retaliation to physical aggression (mutual combat) or even play-fighting that results in injury.

- Willful use of **force or violence on another person**, except in self-defense. [EC 48900 (a)(2)].

Includes one-sided [assault](#).

Behaviors that may result in **suspension** after the first offense:

- [Aiding](#) or [abetting](#) the infliction or [attempted](#) infliction of physical injury to another person [EC 48900 (t)] with a dual finding. This includes:
 - *Social media communications discussing, encouraging, or posting about physical aggression, or other inappropriate behavior that others are doing.*
 - *Getting close to or circling up to observe an altercation or other inappropriate behavior that others are doing.*
 - *Taking photos, videos or recording altercations or other inappropriate behavior that others are doing, including posting or sharing these.*

A student who solely aids or abets the infliction or attempted infliction of physical injury to another person may be suspended, but not expelled, unless the student has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury.

Behaviors that may result in a recommendation for **expulsion**:

- Threatening, [attempting](#) or causing physical injury to another person, including fighting, retaliation to physical aggression or even play-fighting that results in injury. [EC 48900 (a)(1)] with a dual finding
- Willful use of force or violence on another person, except in self-defense, including one-sided assault. [EC 48900 (a)(2)] with a dual finding
- Caused serious physical injury to another person, except in self-defense. [EC 48915(a)(1)(A)]

with a [dual finding](#) *Law enforcement will be notified.*

- [Assault](#) or [battery](#) upon any school employee, as defined in Sections 240 and 242 of the Penal Code. [EC 48915 (a)(1)(E)] [with a dual finding](#). *Law enforcement will be notified*

Controlled Substances, Tobacco and Paraphernalia

Controlled Substances

Using, being under the influence of, providing (giving to or leaving for someone else), having (even if someone gave it to you), or selling tobacco, alcohol or other controlled substances pose a clear and serious danger and staff will intervene when they know, observe or have reasonable suspicion of a violation. This category includes vape products.

Tobacco and Tobacco Products [BP 3513.3, AR 3513.3, BP 5131.62]

Smoking, possession or use of tobacco, or any product containing tobacco or nicotine (cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, electronic cigarettes, electronic hookahs, and other vapor-emitting devices, with or without nicotine content, that mimic the use of tobacco products), is not allowed while on campus or while attending school-sponsored activities.

Tobacco use is prohibited before and after school, in the parking lot, in or out of cars, and outside school entrances and areas adjacent to and around school property. Possession of lighters, matches, and other smoking paraphernalia is also prohibited.

Alcohol and Other Drugs [BP 5131.6, AR 5131.6, BP 5136.61]

Use of, providing (giving to or leaving for someone else), having (even if someone gave it to you), selling, or being under the influence of alcohol or any other drugs, other than prescribed medication administered in accordance with medical directions, are not allowed while on school property or while attending any schools-sponsored activities.

Non-Punitive Self-Referral

We strongly encourage any student who is using alcohol or drugs to discuss the matter with their parent/guardian or any school staff member. Students who disclose past use of alcohol or other drugs when seeking help from an intervention or recovery program must not be punished or disciplined for such past use. (This does not include a student who is in possession or under the influence of alcohol or other drugs at the time of reporting this information.)

Consequences and Interventions

If administration determines that a student is in violation of any directives related to tobacco, alcohol, drugs, or other controlled substances, they may implement any other means of correction, including a requirement for the student to participate in school-level interventions related to controlled substances. Administration may also refer to internal services from a counselor or social worker and they may also refer students out to other diversion and rehabilitation programs. As these violations are serious and dangerous in nature, students may also be suspended or recommended for expulsion based on the guidelines below. The Governing Board may require a student who is expelled from school for reasons relating to controlled substances, or alcohol, prior to returning to school to enroll in a county-supported drug rehabilitation program.

Behaviors that may result in **suspension** on first offense:

- [Possessing](#), using, [selling](#), providing or being [under the influence](#) of a **controlled substance**, including alcohol or other intoxicants [EC 48900(c)]. *Law enforcement will be notified.*

Behaviors that may result in **suspension** after the first offense:

- [Offering, arranging](#) to sell or [negotiating](#) to sell a **fake controlled substance** [EC 48900(d)]
- [Offering, arranging](#) to sell or [negotiating](#) to sell the prescription drug, Soma. [EC 48900(p)] *Law enforcement will be notified.*
- [Possessing](#) or using tobacco or products containing **tobacco or nicotine**, including vapes. [EC 48900 (h)]
- [Possessing, offering, arranging](#) to sell or [negotiating](#) to sell drug **paraphernalia**. [EC 48900(j)]

This includes tobacco, THC or other vapes, parts of vapes, and any items used to package, distribute or consume controlled substances.

Behaviors that may result in a recommendation for **expulsion**:

- [Possessing](#) a controlled substance other than the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis (excludes THC vapes) or the possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician. [EC 48915 (a)(1)(C) with a dual finding. *Law enforcement will be notified.*

Behaviors that will result in a **mandatory** recommendation for **expulsion**:

- Selling a controlled substance (other than alcohol) listed in Chapter 2 (commencing with [Section 11053](#)) of Division 10 of the Health and Safety Code. [EC 48915(c)(3)] *Law enforcement will be notified.*
HSC Chapter 2, Section 11053- 11059 includes controlled substances as: opiates, opium derivatives, hallucinogenic substances, depressants (Mecloqualone, Mecloqualone, GHB), stimulants (Cocaine, amphetamines, methamphetamines, Fenethylline, N-Ethylamphetamine), narcotics (opiates, hydrocodone, oxycodone, etc), steroids, ketamine), fentanyl, etc.

Prohibited or Dangerous Objects

Prohibited Items

Students are expected to come to school with only the necessary items and supplies that are to be used for their classes and their learning. Some items, that may be perfectly acceptable to have and use in the home environment, are not permitted to be at school because they can cause disruption to classroom or orderly school environments, create an unclean or unsafe environment, and frequently lead to conflict or more serious incidents.

These items are not permitted on campus:

- Guns, knives, replica guns, replica knives, weapons, replica weapons
- Roller skates or similar items.
- Controlled substances (illegal drugs, alcohol, prescription medication, etc.)
- Controlled Substance paraphernalia (pipes, canisters, papers, etc.
- Tobacco, Hookah pens, vape/e-cigarettes other paraphernalia
- Lighters or matches
- Laser Pens
- Permanent Markers other than highlighters or any other items that may be used for vandalism
- Valuables (anything deemed valuable by the owner) are to be kept at home.

- Squirt guns

These items can only be used according to the guidelines below.

Restricted Item	Explanation of permitted use
Electronic Devices	These items may not be used during instructional time (bell to bell without explicit teacher permission. These items must be turned completely off during instructional time and cannot be at all visible. RBV is not responsible for lost or stolen electronic devices.
Cash	RBV is not responsible for lost or stolen cash.

Food and beverages	Students may not eat or drink in classrooms without explicit teacher permission. Students are expected to properly maintain and discard their food and beverages on campus.
Vehicles	Must have a proper parking permit. See Finance Office for details.
Bicycles and scooters	Students must walk bicycles any time the bicycle is on campus. Students must lock bicycles in the designated area (southeast corner of the student parking lot). Students must furnish his/her own lock and helmet.
Skateboards	Skateboards can be locked in the designated locker area (front of Library building). Riding is not permitted on campus, even after school. The owner is subject to skateboard confiscation if the rule is broken, even if someone else was in violation. Students are not permitted to walk around school with their skateboards or leave them with teachers.

Weapons and Dangerous Objects

Students may not possess (even if someone gives it to you), provide, use, or sell weapons, imitation firearms, or dangerous objects of any kind in school buildings, on school property or buses, at school-related or school-sponsored activities away from school, or while going to or coming from school.

School staff will intervene when they know, observe or have reasonable suspicion of a violation and any school employee is authorized to confiscate a weapon, dangerous instrument, or imitation firearm from any person on school grounds.

Consequences and Interventions

If administration determines that a student is in violation of any directives related to weapons or dangerous objects, they may implement any other means of correction, including a requirement for the student to participate in school-level interventions related to decision-making, restorative practices or other appropriate interventions. Administration may also refer to internal services from a counselor or social worker and they may also refer students out to other programs. Students who use weapons or dangerous objects to threaten, attempt to harm, or harm any other person will face appropriately serious consequences. As required by law, law enforcement will be notified. As these violations are serious and dangerous in nature, students may also be suspended or recommended for expulsion based on the guidelines below. • [Possessing](#) an [imitation firearm](#).

Behaviors that may result in a recommendation for **expulsion**:

- Possessing a **knife** or other dangerous object of no reasonable use to the student. [EC 48915 (a)(1)(B)] with a dual finding. *Law enforcement will be notified.*

Behaviors that will result in a **mandatory** recommendation for **expulsion**:

- **Brandishing** a **knife** at another person. [EC 48915 (c)(2)] *Law enforcement will be notified.*
- Possessing, selling or otherwise furnishing a **firearm**. [EC 48915 (c)(1)] *Law enforcement will be notified.*
- Possessing an **explosive**. [EC 48915 (c)(5)] *Law enforcement will be notified.*

Behaviors that may result in **suspension** on first offense:

- Possessing, selling or otherwise furnishing a **firearm, knife, explosive, or other dangerous object**. [EC 48900 (b)] *Law enforcement will be notified.*

Behaviors that may result in **suspension** after the first offense:

d.

Property Theft, Destruction

All students are expected to demonstrate respect and appreciation for school property by treating all school property, including the physical campus and the items that are purchased for staff and student use (furniture, technology, supplies, etc.) with care. Students are also expected to respect the property of others by not touching, damaging or taking items that do not belong to them.

Consequences and Interventions

If administration determines that a student is in violation of any directives related to property damage, destruction or theft, they may implement any other means of correction, including a requirement for the student to participate in school-level interventions, restorative practices or other appropriate interventions. Administration may also refer to internal services from a counselor or social worker and they may also refer students out to other programs.

Parents/guardians may be held financially liable if their child willfully cuts, defaces, or otherwise injures any property, real or personal, of the District, employee or other person, or willfully does not return District property loaned to the child upon demand of an authorized school employee. Property includes, but is not limited to, electronic files and databases. The school may further withhold the grades, diploma, and transcript of the student until the parent/guardian has paid for the damages. [EC 48904]

If the student or the parent/guardian are unable to pay for the damages, or return the property, a program of voluntary work may be assigned to the student in lieu of the payment of monetary damages.

Students who threaten, attempt to harm, or harm any other person, such as robbery or extortion, will face appropriately serious consequences. As required by law, law enforcement will be notified. Theft and property destruction may result in police action and possible prosecution. As these violations are serious and dangerous in nature, students may also be suspended or recommended for expulsion based on the guidelines below.

Behaviors that may result in **suspension** after the first offense:

- Causing or attempting to cause **damage to school property or private property**. [EC 48900 (f)] • **Stealing** or attempting to steal **school property or private property**. [EC 48900 (g)] • Knowingly **received stolen school property or private property**. [EC 48900(l)]

This means that someone gave you, or you took, property that was not yours that you knew was stolen from someone else.

- Committing or attempting to commit **robbery or extortion** [EC 48900 (e)]

Behaviors that may result in a recommendation for **expulsion**:

- **Robbery or Extortion**. [EC 48915 (a)(1)(D)] with a dual finding. **Law enforcement will be notified.**

Threats, Harassment, Intimidation and Bullying

We are committed to each student's success in learning within a caring, responsive, and safe environment that is free of threatening, harassment, intimidation, violence, and bullying.

Each student has a right to:

- Learn in a safe and friendly place
- Be treated with respect
- Receive the help and support of caring adults

Students are strongly encouraged to anonymously report any issues regarding bullying or cyberbullying.

Verbal and non-verbal threatening, harassment, or intimidation is prohibited including, but not limited to:

- Vulgar letters, notes, posters, symbols or other offensive communications
- Comments, gestures, hand signs, facial expressions, stare-downs or touches
- Any forced action such as pulling clothes down, blocking or cornering someone in a sexual way
- Negative comments, slurs, or behaviors
- Force or threat of violence through outright actions, intimidation, or bullying.
- Aggressive "mock fighting," horseplay, or dangerous activities such as scaling fences or sitting "on" moving vehicles
- Clothing, signs, stickers, jewelry or any other items with images or words that are disrespectful, discriminatory, intimidating, threatening, or harassing to others

Discrimination, Harassment, Intimidation, and Bullying (BP 5131.2, BP 5145.3, AR 5145.3, AR 5145.41)

The Vista Unified School District prohibits unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age,

religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

All school personnel who witness an act of discrimination, harassment, intimidation, or bullying must take immediate steps to intervene when safe to do so. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to school activity or school attendance occurring within a school may be subject to disciplinary action up to and including expulsion.

Any student, parent, or other individual may report an incident to a teacher, the principal, a compliance officer, or any other available school employee. The complaint alleging unlawful discrimination, harassment, intimidation, or bullying against any student, employee, or other person participating in district programs and activities must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct. Complaints will be investigated and resolved through [AR 1312.3](#) - Uniform Complaint Procedures (UCP).

Consequences and Interventions

If administration determines that a student is threatening, harassing, intimidating, discriminating against or bullying others, they may implement any other means of correction, including a requirement for the student to participate in school-level interventions, restorative practices or other appropriate interventions. Administration may also refer to internal services from a counselor or social worker and they may also refer students out to other programs.

Students who threaten, attempt to harm, or harm any other person, will face appropriately serious consequences. As required by law, law enforcement will be notified. Threatening, intimidation and harassment may result in police action and possible prosecution. As these violations are serious and dangerous in nature, students may also be suspended or recommended for expulsion based on the guidelines below.

Behaviors that may result in **suspension** on first offense:

- **Threatening**, attempting or causing **physical injury** to another person, including fighting, retaliation to physical aggression or even play-fighting that results in injury. [EC 48900 (a)(1)]

Behaviors that may result in **suspension** after the first offense:

- **Harassing, threatening, or intimidating** a student who is a complaining **witness** or a witness in a school disciplinary proceeding [EC 48900 (o)].
- Engaging in, or attempting to engage in, **hazing** [EC 48900 (q)]
- **Bullying**: Engaged in an act of bullying and/or cyberbullying. [EC 48900 (r)]

(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 student or group of students as defined in EC 48900.2, 48900.3, or 48900.4, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable student(s) in fear of harm to their person or property.

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

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

(D) Causing a reasonable student(s) to experience substantial interference with the student’s ability

to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) “**Electronic act**” means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, video, or image.

(ii) A post on a social network internet website, including, but not limited to:

(I) Posting to or creating a burn page. “**Burn page**” means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual student for the purpose of having one or more of the effects listed in paragraph (1). “**Credible impersonation**” means to knowingly and without consent impersonate a student for the purpose of bullying the student and such that another student would reasonably believe, or has reasonably believed, that the student was or is the student who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). “**False profile**” means a profile of a fictitious student or a profile using the likeness or attributes of an actual student other than the student who created the false profile.

(iii) (I) An act of cyber sexual bullying.

(II) “**Cyber sexual bullying**” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a student to another student or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, must include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

(III) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act must not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.

Behaviors that may result in a recommendation for expulsion :
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- Committed **sexual harassment**. [EC 48900.2] (Grades 4-12 only) with a dual finding. A Title IX report will also be made to the District Office.

Sexual harassment of students at school or at school-sponsored or school-related activities is prohibited. Retaliatory behavior or action against any person who reports, files a complaint, or testifies about, or otherwise supports a complainant in alleging sexual harassment is also prohibited. Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity will be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) will be taken into account. (BP 5145.7, AR 5145.7, AR 5145.71, AR 5145.41)

Instructional Program

As a preventative measure, students will receive age-appropriate instruction and information on sexual harassment, including:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence.
2. A clear message that students do not have to endure sexual harassment under any circumstance.
3. Encouragement to report observed instances of sexual harassment even when the victim of the harassment has not complained.
4. A clear message that student safety is the District's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved.
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, will be investigated and action will be taken to respond to harassment, prevent recurrence, and address any continuing effect on students.
6. Information about the District's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made.
7. Information about the rights of students and parents to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the District investigation of a sexual harassment complaint continues.
8. A clear message that, when needed, the District will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation.

Defining Sexual Harassment

Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite sex, in the educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of District policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, sexual harassment is defined as any of the following forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent:

1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the District's education program or activity.
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291.

Examples of Sexual Harassment

Examples of types of conduct which are prohibited and which may constitute sexual harassment under state and/or federal law, in accordance with the definitions above, include, but are not limited to:

1. Unwelcome leering, 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, 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

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of District policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

Reporting and Investigating Allegations of Sexual Harassment

Students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student, an employee, or a third party or who have experienced off-campus sexual harassment that has a continuing effect on campus are strongly **77** encouraged to report the incident to their teacher, the principal, the District's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment must notify the Title IX Coordinator within one school day. The report must be made whether the alleged victim files a formal complaint or requests confidentiality.

Once notified, the Title IX Coordinator will determine whether the complaint or allegation is to be addressed through AR 5145.71 – Title IX Sexual Harassment Complaint Procedures or BP/AR 1323.3 – Uniform Complaint Procedures. Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator will ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3. The Title IX Coordinator will offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances. If, upon the conclusion of an investigation, sexual harassment is determined to have occurred, the Title IX Coordinator, or designee in consultation with the Coordinator, will take prompt action to stop the sexual harassment, prevent recurrence, implement remedies, and address any continuing effects.

Records of all reported cases of sexual harassment are maintained in accordance with law and District policies and regulations to enable the District to monitor, address and prevent repetitive harassing behavior in its schools.

The following individual has been designated as the District's Title IX Coordinator: Rachel D'Ambrosio, Assistant Superintendent of Human Resources at 1234 Arcadia Avenue, Vista, CA 92084, (760) 726-2170. The Title IX Coordinator is responsible for coordinating the District's efforts to comply with Title IX sexual harassment complaint procedures, as well as to oversee, investigate, and/or resolve sexual harassment complaints processed under the Uniform Complaint Procedures.

To review the full text of VUSD board policy and administrative regulation on sexual harassment, please click on the following links: [BP 5145.7](#) and [AR 5145.7](#).

- Caused, attempted to cause, threatened to cause, or participated in an act of, **hate violence**. [\[EC 48900.3\]](#) (Grades 4-12) with a dual finding.

Hate Violence: As used in this section, "hate violence" means any act punishable under Section [422.6](#), [422.7](#), or [422.75](#) of the Penal Code.

In order to foster a supportive environment for a diverse student body, the Vista Unified School District provides guidelines to assist in the reduction and/or prevention of hate harassment and hate behavior (School Board Policy 5145.9). Report all hate behavior to staff and administration.

(a) No person, whether or not acting under color of law, must **by force or threat of force, willfully injure,**

intimidate, interfere with, oppress, or threaten any other person in the free exercise or enjoyment of any right or privilege secured to him or her by the Constitution or laws of this state or by the Constitution or laws of the United States in whole or in part *because of one or more of the actual or perceived characteristics of the victim*. [PC 422.6]

- Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment. [EC 48900.4]
- Made **terroristic threats** against school officials or school property, or both. [EC 48900.7] with a dual finding
 - (b) For the purposes of this section, “terroristic threat” must include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family’s safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. [EC 48900.7]

Obscenity, Profanity, Vulgarity, and Offenses of a Sexual Nature

Public Display of Affection

The school recognizes that genuine feelings of affection may exist between students; however, students should refrain from inappropriate intimate behaviors on campus or at school-related events. Repeated or especially inappropriate behavior in this regard may result in disciplinary action. Public displays of affection deemed inappropriate include: intimate embraces, kissing, fondling, lewd or other inappropriate conduct. It also includes “twerking” or other inappropriate or sexually suggestive dancing. Students may be suspended for more than one incident involving this type of behavior (see EC 48900 (i) below).

Behaviors that may result in **suspension** after the first offense:

- Committed an obscene act or engaged in habitual profanity or vulgarity [EC 48900 (i)]
- Committed or attempted to commit a sexual assault or sexual battery. [EC 48900 (n)] (see mandatory expulsion recommendation below)

Behaviors that will result in a **mandatory** recommendation for **expulsion**:

- Committing or attempting to commit a sexual assault or committing a sexual battery as defined Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

Defiance & Disruption

By law, students are required to do what is reasonably asked of them by adults at school, as long as the request does not cause physical or mental danger to them. If a student feels that they are being treated unfairly, the student should refrain from arguing with the staff member and take the appeal to an administrator.

School staff is defined as any and all adult personnel.

All school staff members are in a position of authority on campus and at any school-related activity. Direct challenges or verbal abuse toward a staff member will result in disciplinary action. If the challenge or verbal abuse is considered a threat of bodily harm to a staff member, disciplinary action could result in arrest and possible suspension.

Behaviors that may result in **suspension** after a first offense:

- **Grades 9-12 Only: Disrupted school activities or otherwise willfully defied the valid authority of school personnel engaged in the performance of their duties [EC 48900 (k)]**

Students in grades TK-8 will have Other Means of Correction for defiance or disruption.

Hate Motivated Behavior & Hate Speech

Vista Unified School District is committed to addressing hate-motivated behavior and hate speech in our schools. This approach balances accountability with support, giving students opportunities to learn, grow, and foster a positive, inclusive school culture.

To address hate-motivated behavior effectively, all schools in the district will implement a progressive discipline model. This method ensures appropriate responses to each incident while offering educational opportunities to help students understand the impact of their actions. The focus is on corrective measures to change behavior, not just punishment. Site Administrators have the authority to determine how to apply the following steps:

1. Verbal Warning and Education

- For a first incident, the school will address the student with a private conversation and issue a verbal warning.
- During this conversation, educators will explain why the language or behavior is harmful, reinforcing the school's values of respect and inclusivity. This step serves as an opportunity for the student to reflect and learn.

2. Written Warning and Counseling

- If the behavior continues, a written warning will be issued, along with a mandatory counseling session.
- This step emphasizes the seriousness of the behavior and provides the student with guidance to support their understanding and personal growth.

3. Parent/Guardian Involvement and Behavior Plan

- In cases of persistent or more serious incidents, a meeting will be held with the student's parents or guardians to discuss the behavior and jointly create a personalized behavior plan.
- Involving the family ensures collaborative support for the student's positive change.

4. Suspension or Further Disciplinary Action

- For repeated or severe instances, disciplinary measures such as suspension or other administrative responses may be applied.
- This step is a last resort, underscoring the district's commitment to maintaining a respectful and safe environment for all students.

Sexual Harassment

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. Sexual harassment of students at school or at school-sponsored or school-related activities is prohibited. Retaliatory behavior or action against any person who reports, files a complaint, or testifies about, or otherwise supports a complainant in alleging sexual harassment is also prohibited. Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity will be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that in imposing such discipline the entire circumstances of the incident(s) will be taken into account. Any employee found to have engaged in sexual harassment or sexual violence toward any student will be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

The following individual has been designated as the District's Title IX Coordinator: Dr. Joan Faus, Director - 1234 Arcadia Ave., Vista, CA 92084 (760) 726-2170 ext. 92180 joanfaus@vistausd.org. The Title IX Coordinator is responsible for coordinating the District's efforts to comply with Title IX sexual harassment complaint procedures, as well as to oversee, investigate, and/or resolve sexual harassment complaints processed under the Uniform Complaint Procedures.

Definitions:

Abetting: Encouraging, inciting, or inducing another to commit a crime. [PC 31]

Aiding: Assisting, supporting, or helping another to commit a crime. [PC 31]

Assault: An unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another. [PC 240]

Attempting: Attempting means that a person has tried to do something or put in effort to do something. Attempting to cause physical harm, for example, could include throwing something at someone or trying to hit, kick or otherwise hurt someone, even if you were unsuccessful in harming them.

Arranging or Negotiating: Arranging or negotiating means that a person was making plans and exchanging details about providing something or getting something from someone, even if you or the other person was not actually planning to follow through. For example, talking with another student about getting a firearm, other weapon or controlled substance, even if one or both of you did not actually plan to do it is considered arranging or negotiating.

Battery: Any willful and unlawful use of force or violence upon the person of another.[PC 243]

Brandishing a Knife: "Brandishing" means any person who, except in self-defense, in the presence of any other person, draws or exhibits (a knife), in a rude, angry, or threatening manner, or who in any manner, unlawfully uses a deadly weapon other than a firearm in any fight or quarrel. [PC 417]

Bullying: See linked definition.

Dual Finding: A decision to expel must be based on a finding of one or both of the following:

(1) Other means of correction are not feasible or have repeatedly failed to bring about proper conduct. Other means of correction include review of rules/expectations and interventions for similar offenses.

(2) Due to the nature of the act, the presence of the student causes a continuing danger to the physical safety of the student or others. This determination will be made using the student's disciplinary record and facts from the incident.

Explosive: An explosive is defined as any substance, or combination of substances, whose main purpose is to detonate or rapidly combust and is capable of an instantaneous release of gas and heat. An explosive is also considered any substance whose main purpose is to be combined with other substances to

create something that would explode. Does not include lighters, matches, “poppers”. [HSC 12000]

Extortion: Extortion is the obtaining of property or other consideration from another, with consent, or the obtaining of an official act of a public officer, induced by a wrongful use of force or fear, or under color of official right. [PC 518(a)]

Firearm: A firearm means “a device, designed to be used as a weapon, from which is expelled through a barrel, a projectile by the force of an explosion or other form of combustion...[this] also includes a rocket, rocket propelled projectile launcher, or similar device containing an explosive or incendiary material, whether or not the device is designed for emergency or distress signaling purposes...”
Examples of “firearms” include: [PC 16520]

- pistols,
- revolvers,
- handguns, and
- shotguns (including short-barreled shotguns)

Furnishing: Furnishing means that you gave it to someone - whether they were aware of it or not. For example, if you put something in someone’s backpack, you are furnishing, and if you put it somewhere where someone else found it or picked it up, you are furnishing.

Hazing: “Hazing” means a method of initiation or preinitiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student.

REPORTING AND COMPLAINT RESOURCES

Collaborative Problem-Solving

We believe that the quality of our programs and services can be improved when we engage in conversation to resolve differences and or disagreements through a process focused on making decisions that are in the best interest of students. Parents/guardians, staff, students and community members are encouraged to first engage in conversations first with the person(s) or program where the concern exists.

Students, parents/guardians, staff and community members are encouraged to bring questions or concerns to school administration or other appropriate school staff by calling, emailing, or requesting a meeting so that we can collaboratively problem-solve directly with you.

RBV strongly encourages those in the community to contact our administration team to help problem solve school situations that are within RBV's control.

Anonymous Reporting

Students, parents/guardians, staff and community members may submit anonymous reports to the district office using the [PSST/Report-It](#) system. Links to [PSST](#) are also available on school and district websites. District staff work with school staff to investigate and address concerns reported from [PSST](#) reports.



District Complaint Resolution

After speaking with the person or department where the concern exists and you have questions regarding the resolution of your concern/complaint or you believe the result to be unjust, the [District Complaint Resolution Process](#) outlines the process for resolving different types of complaints.

Some complaints fall within the **Uniform Complaint Procedures** process. Please see the *Annual Notification of Uniform Complaint Procedures for 2023-24* below for more information.



VISTA UNIFIED SCHOOL DISTRICT
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Board Members
Julie Kelly
Rosemary Smithfield
Rena Marrocco
Martha Alvarado
Cipriano Vargas

Superintendent
Dr. Matt Doyle

Vista Unified School District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations, including those related to unlawful discrimination, harassment, intimidation, or bullying against any protected group, and all programs and activities that are subject to the Uniform Complaint Procedures (UCP). The UCP shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for Pregnant and Parenting Pupils
2. Adult Education
3. After School Education and Safety
4. Agricultural Career Technical Education
5. Career Technical and Technical Education and Career Technical and Technical Training Programs
6. Child Care and Development Programs
7. Compensatory Education
8. Consolidated Categorical Aid Programs
9. Course Periods without Educational Content
10. Discrimination, harassment, intimidation, or bullying against any protected group as identified under EC 200 and 220 and GC 11135, including any actual or perceived characteristic as set forth in PC 422.55, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by an educational institution, as defined in EC 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance
11. Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families, pupils formerly in Juvenile Court now enrolled in a school district, pupils who are migratory, and newcomer pupils
12. Every Student Succeeds Act
13. Instructional Materials and Curriculum: Diversity
14. Local Control and Accountability Plans (LCAP)
15. Migrant Education
16. Physical Education Instructional Minutes
17. Reasonable Accommodations to a Lactating Pupil

18. Regional Occupational Centers and Programs
19. School Athletic Team Names, Mascots, or Nicknames
20. School Plans for Student Achievement
21. School Site Councils
22. State Preschool
23. State Preschool Health and Safety Issues in LEAs Exempt from Licensing
24. Student Fees
25. And any other state or federal educational program the State Superintendent of Public Instruction (SSPI) or designee deems appropriate.

Filing a UCP Complaint

A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints relating to the LCAP, the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by the District.

A student enrolled in any public school shall not be required to pay a student fee for participation in an educational activity. A student fee complaint may be filed with the principal or the Superintendent or designee.

A student fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.

Copies of the UCP process are available free of charge. To obtain a copy of the complaint form and review additional UCP-related information, go to

<https://www.vistausd.org/departments/humanresources/complaint-resolution-resources>.

Compliance Officer

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints: Assistant Superintendent, Human Relations Rachel D'Ambroso - 1234 Arcadia Drive, Vista, CA 9208 (760) 726-2170 ext. 92202 racheldambroso@vistausd.org. The compliance officer is knowledgeable about the laws and programs that they are assigned to investigate.

Notification

The District's UCP policy and regulations are posted in all schools and offices, including staff lounges and student government meeting rooms. Written notification of the District's UCP is provided annually to students and their parents, employees, district and school advisory committee members, appropriate private school officials, and other interested parties.

The District also posts the standardized notice of the educational rights of foster youth, homeless students, former juvenile court students now enrolled in the District, children of military families, migrant students, and

newcomer students, as specified in EC 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process on its website.

The District has a notice posted to identify appropriate subjects of state preschool health and safety issues in each California state preschool program classroom in each school notifying parents, guardians, students, and teachers of (1) the health and safety requirements under Title 5 of the California Code of Regulations that apply to California state preschool programs pursuant to HSC 1596.7925, and (2) the location at which to obtain a form to file a complaint.

Appeal

A complainant may appeal the District's investigation report to the CDE by filing a written appeal within 30 calendar days after receiving the District's decision. The appeal must be accompanied by a copy of the originally filed complaint and a copy of the investigation report for that complaint. A complainant may also pursue civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

ANNUAL NOTIFICATION OF UNIFORM COMPLAINT PROCEDURES (UCP) for 2025-26 For students, employees, parents/guardians, school and District advisory committee members, private school officials, and other interested parties.

The Vista Unified School District annually notifies our students, employees, parents or guardians of its students, the district advisory committee, school advisory committees, appropriate private school officials, and other interested parties of our Uniform Complaint Procedures (UCP) process.

The UCP Annual Notice is available on our website.

We are primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group, and all programs and activities that are subject to the UCP.

Programs and Activities Subject to the UCP

- Accommodations for Pregnant and Parenting Pupils
- Adult Education • After School Education and Safety
- Agricultural Career Technical Education
- Career Technical and Technical Education and Career Technical and Technical Training Programs
- Child Care and Development Programs
- Compensatory Education
- Consolidated Categorical Aid Programs
- Course Periods without Educational Content
- Discrimination, harassment, intimidation, or bullying against any protected group as identified under sections 200 and 220 and Section 11135 of the Government Code, including any actual or perceived characteristic as set forth in Section 422.55 of the Penal Code, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by an educational institution, as defined in Section 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance.
- Educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a school district
- Every Student Succeeds Act

- LocalControl and Accountability Plans (LCAP)
- Migrant Education
- Physical Education Instructional Minutes
- PupilFees



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Reasonable Accommodations to a Lactating Pupil

- Regional Occupational Centers and Programs
- SchoolPlans for Student Achievement
- SchoolSafety Plans
- SchoolSite Councils
- StatePreschool
- StatePreschool Health and Safety Issues in LEAs Exempt from Licensing

And any other state or federal educational program the State Superintendent of Public Instruction (SSPI) of the California Department of Education (CDE) or designee deems appropriate.

Filing a UCP Complaint

A UCPcomplaint shall be filed no later than one year from the date the alleged violation occurred.

For complaints relating to Local Control and Accountability Plans (LCAP), the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by our agency.

A pupil enrolled in any of our public schools shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint may be filed with the principal of a school or our superintendent or their designee.

A pupil fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

Responsibilities of the Vista Unified School District

We shall post a standardized notice, in addition to this notice, with educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families and pupils formerly in Juvenile Court now enrolled in a school district.

We advise complainants of the opportunity to appeal an Investigation Report of complaints regarding programs within the scope of the UCP to the Department of Education (CDE).

We advise complainants of civil law remedies, including injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of our UCP procedures shall be available free of charge.

For UCP Complaints Regarding State Preschool Health and Safety Issues Pursuant to Section 1596.7925 of the California Health and Safety Code (HSC)

In order to identify appropriate subjects of state preschool health and safety issues pursuant to Section

1596.7925 of the California Health and Safety Code (HSC) a notice shall be posted in each California state preschool program classroom in each school in our agency. The notice is in addition to this UCP annual notice and addresses parents, guardians, pupils, and teachers of (1) the health and safety requirements under Title 5 of the California Code of Regulations (5 CCR) that apply to California state preschool programs



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pursuant to HSCSection 1596.7925, and (2) the location at which to obtain a form to file a complaint.

Contact Information

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints:

Name: Rachel D'Ambroso
Title: Assistant Superintendent
Department: Human Relations
Address: 1234 Arcadia Avenue, Vista, California, 92084
Phone:(760) 726-2170, extension 92201
Email:racheldambroso@vistausd.org

The above contact is knowledgeable about the laws and programs that they are assigned to investigate in Vista Unified School District.

Rancho Buena Vista High School Student Handbook Acknowledgment & Signature Page By
signing below, I acknowledge that I have received, read, and reviewed the Rancho Buena
Vista High School Student Handbook. I understand that the handbook contains important
information regarding school policies, procedures, student responsibilities, and behavioral
expectations. I agree to follow the guidelines outlined in the handbook and understand the
consequences of not adhering to these expectations.

Student Name Print: _____

Student Signature _____ Date:_____

Parent/Guardian Name (Print) _____

Parent/Guardian Signature _____ Date: _____