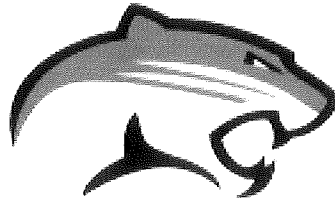


# **WESTON RANCH**

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## **HIGH SCHOOL**



### **Home of the Cougars**

# **Student/Parent Handbook**



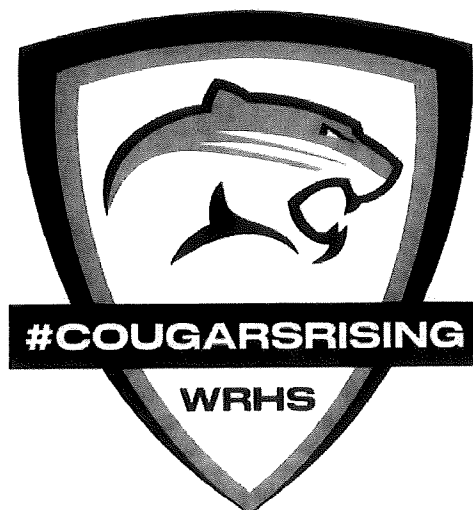
**Respect • Integrity • Safe • Engaged**

# WESTON RANCH

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## HIGH SCHOOL

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### MISSION STATEMENT

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At Weston Ranch High School,  
we teach, inspire, and prepare our  
students for college and career success.

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### VISION STATEMENT

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Weston Ranch High School is committed to  
empowering students to become responsible,  
engaged, and successful individuals prepared for  
college, career, and life.

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### COUGARS RISING

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*Our Core Values*

COMMUNITY | OPTIMISTIC | UNITED | GRATEFUL  
AMBITIOUS | RESILIENT | SELFLESS

4606 McCuen Avenue • Stockton, CA 95206  
Phone: (209) 938-6245 • Fax: (209) 938-6397

## Principal's Message

Welcome to Weston Ranch High School!

This handbook is provided to help you get acquainted with the resources and opportunities available at Weston Ranch High School. It is also a tool to understand the expectations for each one of our students. Enclosed, you will find information about academic support systems, graduation requirements, college entrance requirements, athletics, expectations for your behavior, guidelines for appropriate dress, consequences for inappropriate behavior, extra and co-curricular activities, and, most importantly, the names of those on campus who are here to help you. To summarize our expectations of you, we expect all our students to **BE SAFE, BE RESPECTFUL, and BE RESPONSIBLE.**

Our teachers, staff, and administrators care about our students. We are here to help each one of you reach your potential and have the best high school experience possible. We want you to be successful inside and outside of the classroom. That is why we encourage all our students to join clubs and get involved in extra-curricular activities. We expect your high school experience to prepare you to be successful in high school and beyond.

We hope you will take advantage of the many resources and activities available for you. Getting involved in positive high school activities will not only make your time here go by quickly, but it will also help you build great relationships with coaches, teachers, and other peers.

We look forward to another exciting year at Weston Ranch High School. We are thrilled to embark on this exhilarating journey with you.

Sincerely,

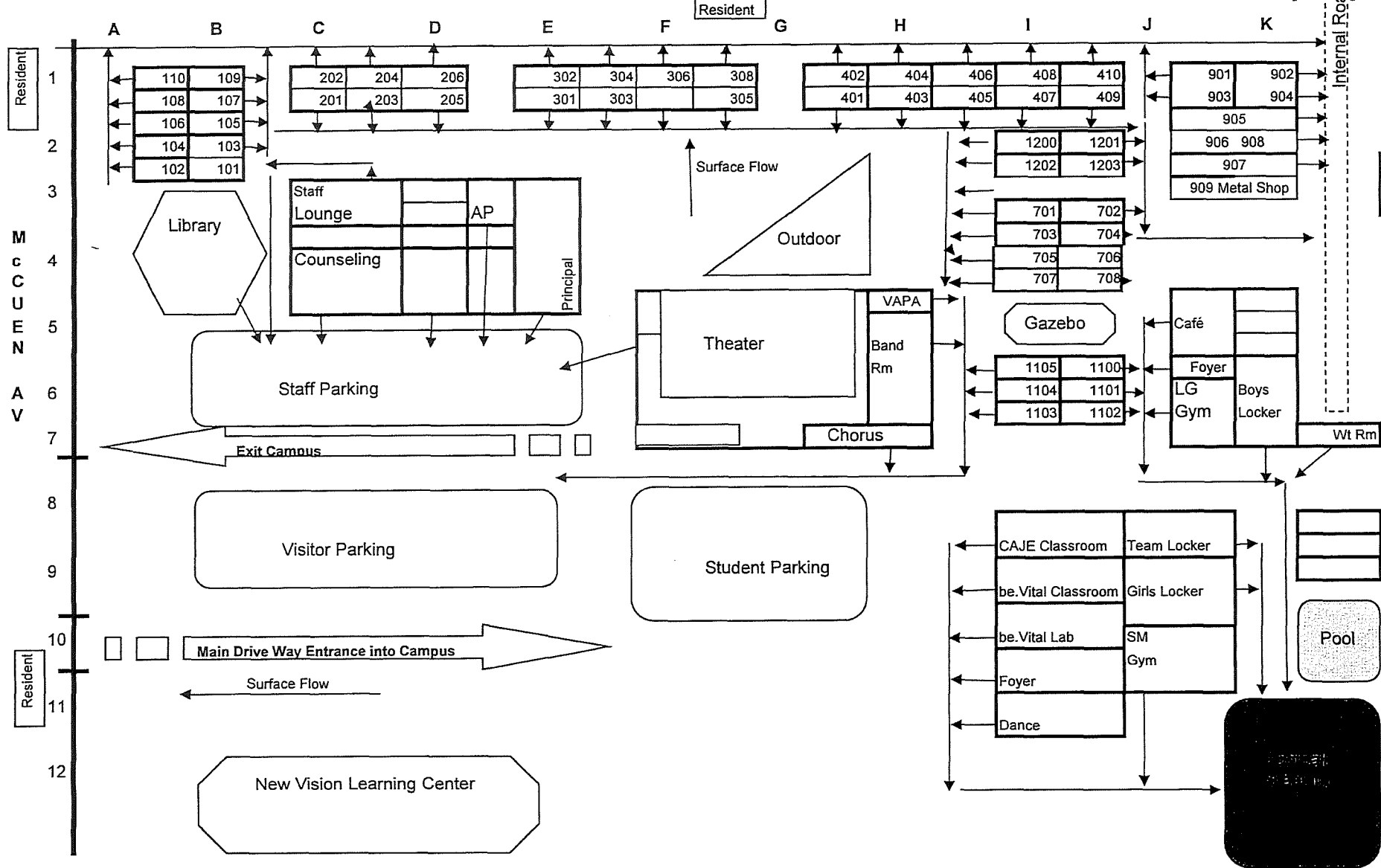
Troy Fast  
Principal

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| Windschitl, Patrick | Digital Photo     | <a href="mailto:pwindschitl@musd.net">pwindschitl@musd.net</a> | 58803 |

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| Academic Counselor <b>F-L</b>                                       | Johanna Victor                               | 56262        | <a href="mailto:jovictor@musd.net">jovictor@musd.net</a>                                                             |
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| School Site Counselor                                               | Mohammad Rafiq                               | 51111        | <a href="mailto:mrafiq@musd.net">mrafiq@musd.net</a>                                                                 |
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|                                 |                                     |                         |                                                              |



Vacant Farm Land

FRENCH CAMP ROAD

Vacant Farm Land

# Weston Ranch High School

## Bell Schedules

### Regular Schedule

| Period | Start | End   | Duration |
|--------|-------|-------|----------|
| 1st    | 8:40  | 10:10 | 90 min.  |
| 2nd    | 10:16 | 11:50 | 94 min.  |
| Lunch  | 11:50 | 12:20 | 30 min.  |
| 3rd    | 12:26 | 1:56  | 90 min.  |
| 4th    | 2:02  | 3:32  | 90 min.  |

### Late Start Wednesday

| Period      | Start | End   | Duration |
|-------------|-------|-------|----------|
| Collaborate | 8:25  | 9:25  | 60 min.  |
| 1st         | 9:40  | 10:55 | 75 min.  |
| 2nd         | 11:01 | 12:20 | 79 min.  |
| Lunch       | 12:20 | 12:50 | 30 min.  |
| 3rd         | 12:56 | 2:11  | 75 min.  |
| 4th         | 2:17  | 3:32  | 75 min.  |

### Minimum Day

| Period          | Start | End   | Duration |
|-----------------|-------|-------|----------|
| 1 <sup>st</sup> | 8:40  | 9:45  | 65 min.  |
| 2 <sup>nd</sup> | 9:51  | 11:00 | 69 min.  |
| Brunch          | 11:00 | 11:14 | 14 min.  |
| 3 <sup>rd</sup> | 11:20 | 12:25 | 65 min.  |
| 4 <sup>th</sup> | 12:31 | 1:36  | 65 min.  |

### Rally/Extended Lunch Schedule

| Period | Start | End   | Duration |
|--------|-------|-------|----------|
| 1st    | 8:40  | 10:00 | 80 min.  |
| 2nd    | 10:06 | 11:30 | 84 min.  |
| Lunch  | 11:30 | 12:00 | 30 min.  |
| 3rd    | 12:06 | 1:26  | 80 min.  |
| 4th    | 1:32  | 2:52  | 80 min.  |
| Rally  | 2:52  | 3:32  | 40 min.  |

### Finals Schedule

| Period                           | Start | End   | Duration |
|----------------------------------|-------|-------|----------|
| 1 <sup>st</sup> /3rd             | 8:40  | 10:40 | 120 min. |
| Brunch                           | 10:40 | 10:54 | 14 min.  |
| 2 <sup>nd</sup> /4 <sup>th</sup> | 11:00 | 1:00  | 120 min. |

# ACADEMIC INTEGRITY

Academic integrity is essential to a positive learning environment and student success. All forms of cheating, plagiarism, and unauthorized use of technology are prohibited at Weston Ranch High School. Students are expected to demonstrate honesty, responsibility, and integrity when completing coursework, assessments, projects, and other academic assignments.

## ACADEMIC DISHONESTY

- Copying another student's work.
- Allowing another student to view, copy, or submit your work.
- Giving completed work to another student to copy or submit as their own.
- Collaborating on an assignment that is intended to be completed independently.
- Taking, photographing, recording, saving, or sharing all or part of a test, quiz, or assessment without authorization.
- Texting, emailing, messaging, or electronically sharing answers during or after an assessment.
- Using unauthorized notes, materials, websites, applications, or devices during an assignment or assessment.
- Uploading, posting, or distributing tests, quizzes, assignments, answer keys, or other protected academic materials through social media, websites, or digital platforms.
- Using artificial intelligence (AI) tools, online resources, or other technologies in a manner that is prohibited by the teacher or assignment guidelines.

## PLAGIARISM

Plagiarism occurs when a student presents another person's words, ideas, organization, research, or creative work as their own without proper acknowledgment of the source.

- Using an identifiable phrase, passage, idea, image, or piece of information from another source without citing the source.
- Using the same sequence of ideas, structure, or organization as a source without proper attribution.
- Copying an author's exact words without using quotation marks and providing appropriate citation.
- Submitting work that has been substantially rewritten, created, or edited by another person without acknowledgment.
- Purchasing, downloading, receiving, finding, or otherwise obtaining an assignment and submitting it as your own work.
- Submitting work generated entirely or substantially by artificial intelligence (AI) when such use is not permitted by the teacher or assignment guidelines.

## PROGRESSIVE CONSEQUENCES

### First Offense

- No credit on the assignment or assessment.
- Parent/guardian notification by the teacher.
- Conference with the student regarding academic integrity expectations.
- Documentation of the violation.

### Second Offense

- No credit on the assignment or assessment.
- Parent/guardian notification by the teacher.
- Referral to and/or conference with a Vice Principal.
- Documentation of the violation.
- Additional disciplinary action as deemed appropriate by school administration.

### **Third Offense**

- No credit on the assignment or assessment and/or additional academic consequences consistent with course expectations.
- Parent/guardian conference.
- Administrative disciplinary action.
- Student placed on an academic intervention, support, or behavior improvement plan.

### **Fourth and Subsequent Offenses**

- Referral for additional administrative review.
- Parent/guardian conference.
- Additional disciplinary action consistent with school rules, district policy, and applicable law.

## **STUDENT RESPONSIBILITY**

- Understanding assignment and assessment expectations.
- Completing their own work when independent work is required.
- Properly citing and acknowledging sources.
- Following teacher guidelines regarding collaboration, technology use, and artificial intelligence (AI) tools.
- Seeking clarification whenever they are uncertain whether assistance, collaboration, or technology use is permitted.

## **WHEN IN DOUBT, ASK**

If you are unsure whether a source, collaboration, website, application, or AI tool is permitted, ask your teacher before submitting your work.

# ATTENDANCE

It is the belief of Weston Ranch High School that regular and punctual attendance is a vitally important element of a good education. Parents/guardians and students must be responsible and accountable for good attendance.

**Board Policy (No 511 3a)** Regarding Attendance: A student should not be absent from school without the parents' knowledge and consent. Students will be absent from school only for health reasons or in the case of a family funeral. "Justifiable absences" shall be granted only for short-term absences (maximum 3 days), and they shall not be granted for such purposes as traveling with parents on vacation or business trips, nor for early starts and late returns from such trips.

## Reporting an Absence

Parents are encouraged to monitor attendance regularly through Q Parent Connect, report absences promptly, submit medical documentation when required, and schedule appointments outside of school hours whenever possible. All absences must be cleared within five (5) school days of the student's return to school.

Only a parent or legal guardian may excuse absence. Absences not cleared within five (5) school days will be marked as unexcused and may result in Saturday School.

## Excused/ Unexcused Absences

Absences may be excused for the following reasons:

- Illness (a doctor's note may be required after three consecutive days of absence)
- Medical, dental, or mental health appointments with appropriate documentation
- Death of an immediate family member
- School-sponsored activities
- Religious holidays, retreats, or observances
- Other absences authorized by California Education Code or approved by school administration

The following are examples of absences that are generally considered unexcused:

- Family vacations or out-of-town trips
- Oversleeping or transportation issues
- Babysitting or employment obligations
- DMV appointments or appointments for another person
- Travel sports, dance competitions, or other non-school activities
- Any absence not authorized by California Education Code

## Pre-Approved Absences

College visits, Military Entrance Processing Station (MEPS), religious observances, and other qualifying absences require advance administrative approval and supporting documentation.

## Leaving Campus During the School Day

Students who need to leave campus before the end of the school day for any reason must check out through the Attendance Office.

A parent or guardian must authorize the checkout. Attendance staff will verify the request by phone before a student is released. Notes submitted for checkout may also be verified by phone. Students must be signed out by a parent/guardian and must sign back in through the Attendance Office upon returning to campus.

Students may not leave campus without authorization. Failure to follow proper checkout procedures, leaving campus without permission, or failing to return from lunch on time may result in:

- An unexcused absence or cut
- Loss of off-campus privileges
- Disciplinary action in accordance with school rules and district policy

Parents and students are encouraged to plan appointments outside of school hours whenever possible to minimize disruptions to learning.

# TARDY POLICY

At Weston Ranch High School, arriving to class on time is essential to academic success and maintaining a positive learning environment. Parents and guardians are encouraged to monitor student attendance and tardiness through Parent Connect and to communicate with teachers, counselors, and administrators regarding attendance concerns.

## Tardy defined

A student is considered tardy when they are not present at their assigned location at the scheduled start time after the second passing bell has rung. Students who are standing, walking around, visiting with others, or not seated in their assigned seats and ready for instruction may be marked tardy by the teacher.

## Tardy Sweeps

The school may conduct tardy sweeps throughout the year to promote punctuality and minimize disruptions to instruction. Students identified during a tardy sweep may receive consequences consistent with the school's progressive tardy intervention procedures.

## Progressive Tardy Interventions

| Occurrence | Intervention                                                                                                                                                                                                                                                      |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1st Tardy  | <ul style="list-style-type: none"><li>• Warning</li><li>• Parent/guardian notified</li></ul>                                                                                                                                                                      |
| 2nd Tardy  | <ul style="list-style-type: none"><li>• Detention</li><li>• Parent/guardian notified</li></ul>                                                                                                                                                                    |
| 3rd Tardy  | <ul style="list-style-type: none"><li>• Detention</li><li>• Parent/guardian notified</li></ul>                                                                                                                                                                    |
| 4th Tardy  | <ul style="list-style-type: none"><li>• Detention</li><li>• Parent/guardian notified</li><li>• Counselor meeting; strategies developed</li></ul>                                                                                                                  |
| 5th Tardy  | <ul style="list-style-type: none"><li>• Vice Principal conference</li><li>• Semester Tardy Contract</li><li>• Parent/guardian conference</li><li>• Expectations and consequences are reviewed</li><li>• Off-campus privileges may be revoked.</li></ul>           |
| 6th+ Tardy | <ul style="list-style-type: none"><li>• Progressive interventions including detention, Saturday School, parent conference, attendance contract, or additional interventions.</li><li>• Possible referral to MUSD Student Attendance review Board (SARB)</li></ul> |

## Class Attendance Expectations

Students are expected to attend every assigned class and remain in class for the entire period unless released by school staff.

## Consequences for Cutting Class

Class cuts are addressed through progressive interventions based on the student's attendance history and circumstances.

# COUGARS RISING

## Weston Ranch High School

Cougars Rising is Weston Ranch High School's Positive Behavioral Interventions and Supports (PBIS) framework. Through RISE, students are taught schoolwide expectations, recognized for positive behavior, and provided increasing levels of support to promote academic, behavioral, and social-emotional success.

### RISE Expectations

| Letter | Expectation |
|--------|-------------|
| R      | Respectful  |
| I      | Integrity   |
| S      | Safe        |
| E      | Engaged     |

### Tier 1 – Universal Supports

- Annual Cougars Rising Kickoff led by student leaders, counselors, and administrators.
- Schoolwide instruction on RISE expectations and campus procedures.
- RISE Tickets recognizing students and staff who model positive behavior.
- Weekly prize drawings and recognition opportunities.
- Student of the Month recognition by each academic department.
- Positive Postcards recognizing Cougar traits.
- Monthly Cougar Code recognition aligned with the Cougar Code themes (Community, Optimistic, United, Grateful, Ambitious, Resilient, Selfless).
- Recognition may include bracelets, Cougars Rising cards, attendance, academics, athletics, arts, involvement, character, and perseverance, consistent with the Cougars Rising program.

### Tier 2 – Supplemental Supports

Tier 2 supports are provided for students who continue to experience academic, attendance, behavioral, or social-emotional barriers after Tier 1 supports have been implemented.

### Coordination of Services Team (COST)

The Coordination of Services Team (COST) meets weekly to identify student needs, coordinate interventions, monitor progress, and connect students with appropriate school and community resources.

Team Members: Vice Principals, Intervention TOSA, School Counselors, Valley Community Counselors, School Psychologist, Attendance Clerk, Teachers, and other support staff.

Students may be referred to COST for concerns related to academic performance, attendance, behavior, social-emotional well-being, or family needs. Any staff member may submit a referral.

# **SAFETY AND DISCIPLINE**

Weston Ranch High School believes discipline should be instructional, restorative, and progressive whenever appropriate. The goal is to help students learn from their choices, repair harm, and remain engaged in learning while maintaining a safe, respectful, and orderly campus.

## **TEACHER ASSIGNED DETENTION**

- Teachers may assign detention for classroom disruption, tardiness, failure to complete classroom responsibilities, or other classroom concerns.
- Students are expected to serve detention promptly.
- Failure to serve teacher detention may result in Administrative Detention or additional progressive interventions.

## **ADMINISTRATIVE DETENTION**

- May be assigned for failure to serve teacher detention.
- Repeated classroom or campus disruptions.
- Excessive tardiness.
- Minor violations of school rules.
- Other reasons determined appropriate by administration.

## **SATURDAY SCHOOL**

- May be assigned to make up unexcused absences.
- May be assigned for repeated tardiness, behavioral concerns, failure to serve detention, leaving campus without authorization, or other administrative reasons.
- Alternative assignments such as tutoring or supervised campus service may be approved when appropriate.

## **ALTERNATIVE PLACEMENT (IN-SCHOOL SUSPENSION)**

- Provides an opportunity for students to remain academically engaged while serving disciplinary consequences.
- Students must complete assigned work, remain productive, and follow staff directions.
- Failure to meet expectations may result in additional disciplinary consequences.
- May be assigned for habitual tardiness, repeated failure to complete consequences, or repeated minor violations of Education Code 48900.

## **TEACHER SUSPENSION**

- California Education Code 48910 authorizes a teacher to suspend a student from class for the remainder of the day of the incident and the following school day.
- Parents/guardians will be notified and a conference will be requested before the student returns, as required by law.

## **RESTORATIVE PRACTICES & OTHER MEANS OF CORRECTION**

- Restorative conversations and conflict mediation
- Student accountability projects
- Social-Emotional Learning (SEL) lessons
- Student and parent conferences
- Coordination of Services Team (COST) referrals
- School counseling and Valley Community Counseling referrals
- Academic tutoring and intervention
- Check-In/Check-Out with designated staff
- Peer mentoring opportunities
- Behavior contracts
- Alternative Placement (In-School Suspension)

## **SEARCH AND SEIZURE**

- To maintain a safe learning environment, school officials may search students, personal property, and district property assigned to students when there is reasonable suspicion that evidence of a violation of law, district policy, or school rules will be found. Searches are conducted in accordance with MUSD Board Policy 5145.12 and applicable law.

## **DETECTION DOGS**

- Detection dogs may be used to help maintain a safe campus.
- Random inspections may include lockers, backpacks, classrooms, athletic facilities, and student parking areas.
- Detection dogs are trained to detect prohibited substances and items and are not trained to search or sniff individual students.

## **WEAPONS AND GRAFFITI**

- Weapons, look-alike weapons, BB or pellet guns, knives, ice picks, and other prohibited items are not permitted on school grounds or at school activities.
- Graffiti and vandalism of school or public property are prohibited and may result in school discipline, restitution, law enforcement involvement, and penalties under applicable law.

## **STUDENT RESPONSIBILITY**

- Every Cougar shares responsibility for maintaining a safe, respectful, and inclusive campus by demonstrating the Cougars Rising RISE expectations, respecting others, following school rules, and accepting responsibility for personal actions.

## **OUR COMMITMENT**

Weston Ranch High School is dedicated to fostering a culture where every student feels safe, respected, and supported. Through Cougars Rising and the RISE expectations, students are encouraged to build positive relationships, make responsible decisions, and contribute to a safe learning environment for all.

# BEHAVIOR GUIDELINES & DISCIPLINE POLICY

## Student Code of Conduct

The Code of Conduct applies to any student who is:

1. On school property.
2. In attendance at school or traveling to or from school, including during lunch.
3. At any school-sponsored activity on or off campus.
4. Engaging in conduct at any other time or place that has a direct and immediate effect on maintaining school order, discipline, or the safety and welfare of students or staff.

## Grounds for Suspension or Expulsion

A student may be suspended or expelled only when the conduct is related to school activity or school attendance, including while on school grounds, traveling to or from school, during lunch, or while attending a school-sponsored activity.

| Education Code | Violation                                                |
|----------------|----------------------------------------------------------|
| 48900(a)       | Physical injury, threats, or battery                     |
| 48900(b)       | Weapons, firearms, knives, explosives, dangerous objects |
| 48900(c)       | Alcohol, controlled substances, intoxicants              |
| 48900(d)       | Offering/selling controlled substances or substitutes    |
| 48900(e)       | Robbery or extortion                                     |
| 48900(f)       | Damage to school or private property                     |
| 48900(g)       | Theft of school or private property                      |
| 48900(h)       | Possession or use of tobacco products                    |
| 48900(i)       | Obscene acts, profanity, vulgarity                       |
| 48900(j)       | Drug paraphernalia                                       |
| 48900(k)       | Disruption of school activities or fighting              |
| 48900(l)       | Receiving stolen property                                |
| 48900(m)       | Imitation firearm                                        |
| 48900(n)       | Sexual assault or sexual battery                         |
| 48900(o)       | Witness intimidation or retaliation                      |
| 48900(p)       | Offering or selling Soma                                 |
| 48900(q)       | Hazing                                                   |
| 48900(r)       | Bullying or cyberbullying                                |
| 48900(s)       | Aiding or abetting physical injury                       |

## Additional Education Code Violations

**48900.2:** Sexual Harassment

**48900.3:** Hate Violence

**48900.4:** Harassment, Threats, or Intimidation

# **DRESS CODE**

Weston Ranch High School follows Manteca Unified School District Administrative Regulation (AR) 5132 (Revised March 23, 2023). Students whose attire does not comply with the dress code will be given an opportunity to correct the concern in a manner that minimizes the loss of instructional time.

## **Students May Wear**

- Shirts with fabric covering the front, back, and sides under the arms.
- Pants, jeans, shorts, skirts, dresses, leggings, sweatpants, and similar bottom coverings.
- Tank tops and athletic attire.
- Sweatshirts and hoodies (hoods must be removed inside classrooms unless approved for religious or medical reasons).
- Ripped jeans, provided undergarments and private body areas are not exposed.
- Appropriate shoes at all times.
- Hats and religious headwear (non-religious hats must be removed inside classrooms).
- Sun-protective clothing and hats while outdoors (Education Code 35183.5).

## **Students May Not Wear**

- Clothing that exposes undergarments or private body areas.
- See-through clothing or bare abdomens.
- Swimsuits except when required for an approved class or athletic activity.
- Clothing, jewelry, backpacks, or accessories displaying vulgar, obscene, profane, sexually explicit, or hate-related language or images.
- Items promoting alcohol, tobacco, drugs, weapons, violence, or illegal activities.
- Accessories that could reasonably be used as weapons.
- Face coverings that intentionally obscure the face or ears except for religious or medical reasons.
- Clothing that exposes bare abdomen or clothing that reveals undergarments.

## **General Expectations**

- Appropriate footwear must be worn at all times.
- Clothing must allow students to safely participate in all school activities.
- Additional attire requirements may apply for Physical Education, athletics, Career Technical Education (CTE), laboratories, and other specialized activities.
- Dress code requirements may be modified to accommodate religious practices, cultural observances, health conditions, or other approved circumstances.
- Physical Education grades will not be adversely affected when standardized PE clothing cannot be worn due to circumstances beyond the student's control (Education Code 49066).

## **Gang-Related Apparel**

Gang-related apparel, symbols, or accessories that reasonably threaten the health or safety of the school environment are prohibited. Definitions are reviewed regularly by school administration in collaboration with local law enforcement in accordance with Education Code 32282.

# ELECTRONIC DEVICE USE

## CELL PHONES AND PERSONAL ELECTRONIC DEVICES

To maximize instructional time, cell phones and other personal electronic devices must remain turned off or on silent and out of sight during instructional time.

### PROGRESSIVE DISCIPLINE

| Offense                     | Consequence                                                                                                                                                                                               |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1st Offense                 | Warning – Student is reminded of the Electronic Device Policy and directed to put the phone away.                                                                                                         |
| 2nd Offense                 | Teacher-Assigned Discipline – The teacher assigns an appropriate classroom consequence and documents the incident.                                                                                        |
| 3rd Offense                 | Office Referral – Student is sent to the office with the phone. The phone is confiscated for the remainder of the school day and returned after school.                                                   |
| 4th–5th Offense             | Office Referral – Student is sent to the office with the phone. The phone is confiscated for the remainder of the school day, after-school detention is assigned, and the phone is returned after school. |
| 6th and Subsequent Offenses | Office Referral – Student is sent to the office with the phone. The phone is confiscated for the remainder of the school day, Saturday School is assigned, and a parent/guardian conference is required.  |

## SCHOOL-ISSUED DEVICES

Students are responsible for the care of their assigned Chromebook and charger, including any damage, loss, theft, fire damage, or water damage. Students should promptly report any needed repairs.

### BOARD POLICY 5131(9)

Use of a cellular/digital telephone, or other mobile signaling/communications device during instructional time: Such devices shall be turned off in class, except when being used for a valid instructional or other school-related purpose as determined by the teacher or other district employee, and at any other time directed by a district employee. Any device with camera, video, or voice recording function shall not be used in any manner which infringes on the privacy rights of any other person. Electronic signaling and communications devices may be used for grades K-12 before and after school and grades 9-12 during brunch and lunch

# HEALTH & MEDICAL INFORMATION

Weston Ranch High School is committed to supporting the health, safety, and well-being of every student. District Health Services, school staff, and community partners work together to provide appropriate health services and resources during the school day.

## Medical and Hospital Services

Medical expenses resulting from student injuries or accidents are the responsibility of the student's parent or guardian.

## School Nurse

A credentialed school nurse is available through the Manteca Unified School District Health Services Program to assist students with health concerns, chronic medical conditions, emergency care plans, and medication management.

## Medications at School

In accordance with California Education Code 49423, medication may only be administered at school when:

- A completed Medication Authorization Form is signed by both the physician and parent/guardian.
- Medication is provided in its original pharmacy-labeled container or injectable medication kit.
- Written physician instructions are on file.

## Important Guidelines

- Students may not carry medication or keep medication in lockers unless authorized by law or an approved health plan.
- All medication must be turned in to the school office unless prior arrangements have been approved.
- Non-prescription medications (including aspirin) will not be administered by school personnel at a parent's request in accordance with Board Policy 5141.21.
- Parents or guardians may come to school to administer medication if necessary.

## Individual Health Needs

Parents/guardians must notify the school of significant medical conditions such as severe allergies, asthma, diabetes, seizure disorders, heart conditions, or other health concerns so appropriate supports and emergency plans can be developed.

## Crisis Counseling & Mental Health

Weston Ranch High School partners with Valley Community Counseling (VCC) to provide on-campus counseling services for students experiencing personal concerns, emotional challenges, or crisis situations. Referrals are available through the Counseling Office.

## Parent Partnership

- Keep emergency contact information current.
- Notify the school of changes in your student's health.

- Submit updated medication forms annually or whenever medications change.
- Communicate health or wellness concerns with the school nurse or counseling staff.

## **References**

Manteca Unified School District Administrative Regulations • Education Code 49423 • Board Policy 5141.21

# WESTON RANCH HIGH SCHOOL ATHLETICS

Athletics are an extension of the educational experience at Weston Ranch High School. Participation in athletics provides students with opportunities to develop leadership, responsibility, teamwork, perseverance, and school pride while representing their school and community.

## Mission

At Weston Ranch, we coach, inspire, and prepare all student-athletes to compete with integrity, resilience, and purpose—excelling in the classroom, in competition, and in life.

## Vision

Through perseverance, purpose, and pride, Weston Ranch Athletics prepares Responsible Individuals Destined for Excellence (PRIDE)—on campus, in competition, and beyond.

## The Ranch Mentality

- Hard Work – Demonstrate effort, accountability, and commitment.
- Humility – Be coachable, team-oriented, and respectful.
- Honor – Show integrity, sportsmanship, and represent yourself, your family, and Weston Ranch with pride.

## Student-Athlete Expectations

- Maintain a minimum cumulative GPA of 2.0.
- Receive no more than one Unsatisfactory (U) citizenship mark during the grading period.
- Meet all eligibility requirements established by Manteca Unified School District, CIF, and Weston Ranch High School.
- Complete all athletic clearance requirements prior to participation.
- Comply with all CIF, league, district, team, and school rules and expectations.
- Demonstrate positive citizenship, sportsmanship, and character in the classroom, during competition, online, and in the community.

## Additional Information

At Weston Ranch High School, school-aged individuals who are not currently enrolled students and who are not accompanied by a parent or guardian will not be admitted to extracurricular events.

Any student or spectator who engages in unsafe, inappropriate, or disruptive behavior may be required to leave the event without a refund. Weston Ranch High School students who are removed from a sporting event due to misconduct will not be permitted to attend any remaining sporting events for the remainder of that season for which they were removed.

Additional information regarding athletic eligibility, student-athlete conduct, communication procedures, social media expectations, transportation, participation requirements, and athletic clearance can be found in the **Weston Ranch Athletics Handbook**.

## STUDENT ATHLETES AND NCAA / NAIA REQUIREMENTS



**The NCAA:** Student athletes who are interested in playing NCAA Division I or Division II sports in college must register with the National Collegiate Athletic Association (NCAA) Eligibility Center. Students who would like to play Division III sports do not need to register. The Eligibility Center determines if prospective college athletes are eligible to play Division I and Division II sports at participating institutions of higher education. Meeting NCAA requirements does not guarantee admission to college, nor does it guarantee students placement on a Division I or II athletic team.

**Registration with the NCAA:** It is recommended that student athletes register online at the beginning of their junior year of high school. However, students may opt to register before their junior year. Students must be cleared by the Eligibility Center before they can compete at a Division I or II institution or receive athletic scholarships.

Students must create an account online with the NCAA Eligibility Center. Students will create a personal profile and pay a registration fee. Students who have received a waiver for the SAT or ACT are eligible for a registration fee waiver. The student's counselor must submit confirmation of the test fee waiver. Submission of final transcripts, SAT and/or ACT scores and proof of graduation at the end of senior year is the student's responsibility.

**Coursework Requirements:** To play Division I or II sports, students must meet the following requirements:

- Complete 16 high school core courses, 10 of which must be completed prior to senior year
- Earn a certain minimum grade point average (GPA) in core courses (see list below)– visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org)
- Graduate from high school

| Division I – 16 Core Courses                                                                                                                                                                                                                                                                                                                                                               | Division II – 16 Core Courses                                                                                                                                                                                                                                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• 4 years of English</li> <li>• 3 years of Math (Algebra I or higher)</li> <li>• 2 years of Science (Physical, Life, including 1 year of lab science)</li> <li>• 2 years of Social Science</li> <li>• 1 extra year of English, Math or Science</li> <li>• 4 years of additional core courses (from any category above, foreign language)</li> </ul> | <ul style="list-style-type: none"> <li>• 3 years of English</li> <li>• 2 years of Math (Algebra I or higher)</li> <li>• 2 years of Science (Physical, Life, including 1 year of lab science)</li> <li>• 2 years of Social Science</li> <li>• 3 extra years of English, Math or Science</li> <li>• 4 years of additional core courses (from any category above, foreign language)</li> </ul> |



**The NAIA:** The National Association of Intercollegiate Athletics (NAIA) is an association that partners with smaller athletics programs that are “dedicated to character-driven intercollegiate athletics.” Registration with the NAIA Eligibility Center (<https://www.playNAIA.org>) is required for any student who plans to attend an NAIA school.

# ELIGIBILITY

Weston Ranch High School students are expected to maintain academic progress, demonstrate positive citizenship, and exhibit appropriate behavior in order to participate in extracurricular activities, co-curricular activities, and school-sponsored events.

## REASONS FOR INELIGIBILITY

### ACADEMIC ELIGIBILITY

- Earn less than a 2.0 GPA during the applicable eligibility grading period.
- Receive two (2) F grades during an eligibility grading period.
- Fail to maintain required academic progress or units, when applicable.

### BEHAVIORAL ELIGIBILITY

- Receive a suspension of five (5) days, resulting in immediate ineligibility for the next 45 school days following the suspension.
- Receive two suspensions of fewer than five (5) days during the same grading period, resulting in immediate ineligibility for the next 45 school days following the second suspension.

### CITIZENSHIP ELIGIBILITY

- Receive two (2) Unsatisfactory (U) citizenship marks during a grading period.

### CITIZENSHIP EXPECTATIONS

- Attending class regularly and arriving on time with required materials.
- Completing assignments and meeting deadlines.
- Completing work independently when directed.
- Taking care of school property and equipment.
- Showing respect toward students, staff, and visitors.
- Supporting a learning environment that is safe, respectful, and free from disruption.
- Demonstrating appropriate conduct at school and at all school-sponsored activities.

### UNSATISFACTORY CITIZENSHIP

A student may receive an Unsatisfactory (U) citizenship mark for inappropriate or repeated misconduct, disrupting the learning environment, refusing to follow reasonable directions, interfering with another student's learning, or repeatedly failing to meet classroom or school expectations.

Receiving two (2) Unsatisfactory (U) citizenship marks during a grading period may result in loss of eligibility for participation in extracurricular and co-curricular activities.

### CONSEQUENCES OF INELIGIBILITY

Students who are deemed ineligible due to academic performance, citizenship, or behavior may not participate in designated extracurricular, co-curricular, or school-sponsored activities, including but not limited to:

- Athletics
- Cheerleading
- Student Government (ASB)
- Rallies
- Field Trips
- Dances
- Public performances, including music, drama, speech, and Academic Decathlon
- Other designated school-sponsored activities and events

Students must meet all applicable eligibility requirements before participating in any school-sponsored activity.

## SENIOR ELIGIBILITY

Seniors are expected to maintain eligibility throughout the school year. Seniors who receive any of the following during the fourth quarter may be ineligible to participate in senior activities and the graduation ceremony:

- A suspension of five (5) days
- Two suspensions of fewer than five (5) days
- Two (2) Unsatisfactory (U) citizenship marks

Seniors must maintain eligibility to participate in Grad Night and other senior-related activities.

## HOW TO CALCULATE YOUR GPA

| Letter Grade | Grade Points |
|--------------|--------------|
| A            | 4.0          |
| B            | 3.0          |
| C            | 2.0          |
| D            | 1.0          |
| F            | 0.0          |

$GPA = \text{Total Grade Points Earned} \div \text{Total Number of Classes}$

Example: A + B + B + C + A + C = 18 total grade points

$18 \div 6 \text{ classes} = 3.0 \text{ GPA}$

Grade point averages are calculated using a 4.0 grading scale. Advanced Placement (AP) and Honors courses may receive weighted grade points in accordance with Manteca Unified School District guidelines.

## SUMMER SCHOOL AND ELIGIBILITY

Summer school availability and eligibility requirements are determined by Manteca Unified School District. Students and families should contact their school counselor for current summer school information, eligibility requirements, and available academic options.

# GENERAL SCHOOL INFORMATION

## CLOSED CAMPUS

Weston Ranch High School operates as a closed campus.

Students may not leave campus during the school day, including during lunch, unless they possess an approved Off-Campus Pass or are signed out through the Main Office by a parent/guardian or other authorized adult.

Off-campus privileges are limited to eligible juniors and seniors who maintain satisfactory attendance, behavior, academic standing, and all required documentation. School administration reserves the right to revoke off-campus privileges at any time.

## STUDENT IDENTIFICATION CARDS

Students are expected to carry their current Weston Ranch High School student identification card (ID) while on campus and at school-sponsored activities.

**Student IDs are required to:**

- Enter campus through the electronic gate system.
- Check in and out of campus when authorized.
- Participate in certain school activities and events.
- Verify student identity when requested by school personnel.
- Students must present their ID upon request by any school employee.

## IMPORTANT DATES

School calendars, graduation information, athletic schedules, testing dates, and student activity calendars are available on the Weston Ranch High School website and the Manteca Unified School District website.

## PARENT CONNECT & COMMUNICATION

Families can monitor attendance, grades, assignments, schedules, and school communications through Parent Connect and the Manteca Unified School District mobile application.

Parents and guardians are encouraged to communicate with teachers through: Email, Parent Square, Parent Connect. Teachers will make every effort to respond within a reasonable timeframe during operational days and times.

## PARENT INVOLVEMENT

Weston Ranch High School values family engagement and encourages parents and guardians to participate in school programs and organizations, including School Site Council (SSC), English Learner Advisory Committee (ELAC), Athletic Boosters, Band Boosters, Parent volunteer opportunities, other school committees and support organizations

## **LOST & FOUND**

Lost and found items may be claimed in the Main Office or designated Lost and Found locations on campus.

Unclaimed items may be donated, recycled, or discarded at the end of each semester.

## **TUTORING & ACADEMIC SUPPORT**

Academic tutoring and intervention support are available to students throughout the school year.

Students seeking academic assistance should contact their counselor, teacher, or administrator for information regarding tutoring schedules and available support services.

## **STUDENT PARKING**

Parking on campus is a privilege, not a right. Vehicles must remain parked throughout the school day unless administrative approval is granted.

Parking is at the owner's risk. The school is not responsible for theft, loss, or damage to vehicles or their contents.

All vehicles parked on school property are subject to search in accordance with school and district policies. Parking privileges may be suspended or revoked for violations of school rules.

To park on campus, students must possess: A valid California driver's license, Current vehicle registration Proof of insurance, valid Weston Ranch High School parking permit.

## **SCHOOL BUS EXPECTATIONS**

Students riding district transportation are expected to: Follow all directions given by the bus driver, remain seated while the bus is in motion, keep aisles clear at all times, present student identification when requested, follow all school and district rules while traveling to and from school.

Misconduct on a school bus may result in disciplinary action and the loss of transportation privileges.

## **18-YEAR-OLD CONTRACT**

Students who are 18 years of age may apply for an 18-Year-Old Contract.

Approval of the contract may allow eligible students to excuse their own absences and sign themselves out for approved reasons. Eligibility and continued participation are subject to attendance, academic, behavior, and administrative requirements.

## **WORK PERMITS**

Students under 18 years of age must obtain and annually renew a valid work permit before beginning employment.

Work permits are subject to academic, attendance, and eligibility requirements established by state law and district policy.

Students should contact the Counseling Office for additional information.

## **GUEST VISITS**

All visitors must check in through the Main Office and comply with Visitor Check-In procedures.

Classroom visits require prior approval from both the teacher and school administration.

Visits may be denied or rescheduled if they interfere with instruction or campus operations.

## **DANCE GUESTS**

Students wishing to bring a guest to a school dance must submit a completed and approved guest pass by the published deadline.

Guest requirements include: under 21 years of age, provide valid photo identification, meet all behavioral and eligibility expectations, receive administrative approval.

The school reserves the right to deny admission to any guest whose attendance is determined to be inappropriate or disruptive.

## **PERSONAL DELIVERIES**

To minimize disruptions to instruction, parents and guardians may deliver essential personal items to students when necessary.

**Guidelines for personal deliveries include:**

- Students will be called to retrieve items during non-instructional time whenever possible.
- Each student is limited to one (1) personal item delivery per semester.
- Families are encouraged to ensure students bring all necessary items to school each day.
- Additional deliveries due to extenuating circumstances may be considered by administration.

Flowers, balloons, gift baskets, and similar celebratory deliveries are not permitted during the school day.

## **FOOD DELIVERIES**

To support campus safety, security, and uninterrupted instruction, outside food deliveries are not permitted.

Unauthorized deliveries will be turned away. Students should bring lunch from home or participate in the school's breakfast and lunch program.

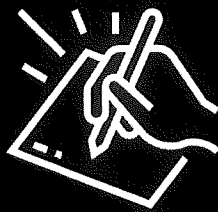


# MUSD VISITOR POLICY

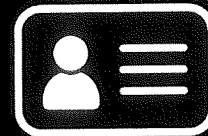
TO ENSURE THE SAFETY OF OUR STUDENTS AND STAFF ALL VISITORS MUST:



ENTER THROUGH THE  
SCHOOL SITE OFFICE



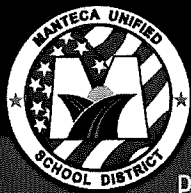
CHECK IN WITH  
OFFICE STAFF AND STATE  
THE REASON FOR YOUR VISIT



PRESENT VALID  
IDENTIFICATION

BP 1250

LEARN MORE ABOUT OUR VISITOR POLICY IN OUR PARENT HANDBOOK, AVAILABLE AT [WWW.MANTECAUSD.NET](http://WWW.MANTECAUSD.NET)

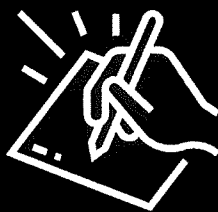


# POLÍTICA DE VISITANTES

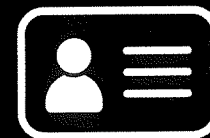
PARA RESGUARDAR LA SEGURIDAD DE NUESTROS ALUMNOS Y PERSONAL TODOS LOS VISITANTES DEBEN



ENTRE POR LA OFICINA



FIRME POR SU PRESENCIA Y  
DECLARE RAZÓN DE LA  
VISITA



PRESENTE UNA  
IDENTIFICACIÓN CON FOTO  
VÁLIDA

BP 1250

APRENDA MÁS SOBRE NUESTRA POLÍTICA DE VISITANTES EN EL MANUAL DE PADRES [WWW.MANTECAUSD.NET](http://WWW.MANTECAUSD.NET)



# Are you connected to the classroom?

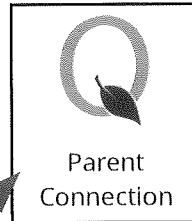
1. Download our app from [mantecaUSD.net/mobileapp](http://mantecaUSD.net/mobileapp) or search "Manteca USD" from the app store.

2. To access Q Parent Connection, obtain your PIN and Password from [mantecaUSD.net/login](http://mantecaUSD.net/login)

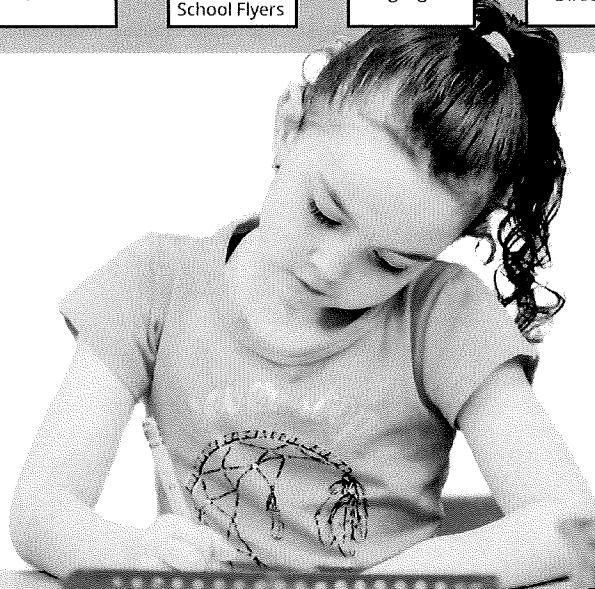
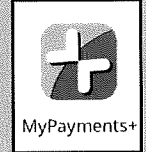
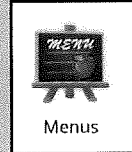
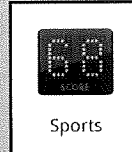
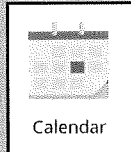
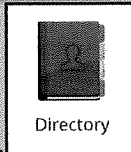
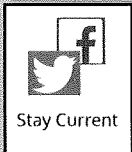
3. Unable to access Q Parent Connection, or missing student information? Ask your school site to connect you!

4. Open the Manteca USD app, click Q Parent Connection, and login.

- Receive emergency notices and electronic school flyers.
- See student grades, assignments, and attendance.



## Other Manteca USD App Tools:



**What a parent said  
on our LCAP Thought Exchange.**  
(comment rated an average of 4 stars)

I like the MANTECA USD app available via my cell phone  
It is a fast easy access to a lot of information for any school within the district,  
information concerning your students, calendars, sports, etc

4.0 ★★★★★ (20 星)





## StudentConnection



Student Name

Grade

Student

11

- News
- Enrollment
- Schedule
- Attendance
- Assignments
- Marks
- Transcript
- GPA
- Grad Rqmnts
- Activities
- Print Info

# Connect to your education with Student Connection!



Download the [MantecaUSD mobile app](#), or visit  
<https://q.musd.net/student> on the Internet.

Now you can login with  
 your MUSD user name  
 (student ID) and password  
 (8 digit birth date) to  
 monitor your learning.

Click on a teacher's name  
 to send them an email.

Open sections  
 with the + sign  
 and close with  
 the - sign

PRINT your  
 own progress  
 report at any  
 time!

Important Note:  
 These three  
 sections apply  
 ONLY to high  
 school students  
 and NOT to 7-8  
 grade students.

Keep track  
 of how many  
 credits you  
 need!

| Period | Days | Term | Course Code | Course                | Teacher   |
|--------|------|------|-------------|-----------------------|-----------|
| 1      |      | AY   | 5855        | Fashion Merchandising | Teacher 1 |
| 2      |      | S1   | 6215        | Digital Photography   | Teacher 2 |
| 3      |      | S1   | 2210        | Geometry              | Teacher 3 |
| 4      |      | S1   | 3270        | Astronomy             | Teacher 4 |

| Attendance Summary by Reason |      |        |         |     |
|------------------------------|------|--------|---------|-----|
| Attendance Item              |      |        |         |     |
| Illness                      |      |        |         |     |
| Attendance Summary by Class  |      |        |         |     |
| Period                       | Term | Course | Teacher | Tar |

| Assignments                         |            |            |                         |              |       |           |   |
|-------------------------------------|------------|------------|-------------------------|--------------|-------|-----------|---|
| Per: 1 Fashion Merchandising (5855) |            |            |                         |              |       |           |   |
| Current T1 Sem 1 Grade: A-          |            |            |                         |              |       |           |   |
| Detail                              | Date Due   | Assigned   | Assignment              | Pts Possible | Score | Pct Score | S |
|                                     | 09/13/2016 | 09/13/2016 | Decades Crossword       | 50           | 50    | 100%      |   |
|                                     | 09/13/2016 | 09/13/2016 | Chapter 1 Decades Notes | 120          | 120   | 100%      |   |
|                                     | 09/13/2016 | 09/13/2016 | Decades Redesign        | 100          |       |           |   |
|                                     | 09/13/2016 | 09/13/2016 | Chapter 1 Test          | 80           | 62    | 77.5%     |   |
| Per: 2 Digital Photography (6215)   |            |            |                         |              |       |           |   |
| Current T1 Sem 1 Grade: B-          |            |            |                         |              |       |           |   |

| Marks              |                       |         |      |     |
|--------------------|-----------------------|---------|------|-----|
| Quarter 1 Progress |                       |         |      |     |
| Period             | Course                | Teacher | Acad | Clt |
| 1                  | Fashion Merchandising |         | A-   | O   |
| 2                  | Digital Photography   |         | B-   | O   |
| 3                  | Geometry              |         | F    | S   |
| 4                  | Astronomy             |         | C    | S   |

| Transcript |    |      |              |           |
|------------|----|------|--------------|-----------|
| Year       | Gr | Term | Subject      | Marks     |
| 2016       | 10 | Q1   | Fine Arts    | Spanish I |
| 2016       | 10 | Q1   | Fine Arts    | Piano     |
| 2016       | 10 | Q1   | Life Science | Biology   |
| 2016       | 10 | Q1   | Math         | Geometry  |
| 2016       | 10 | Q2   | Fine Arts    | Spanish I |
| 2016       | 10 | Q2   | Fine Arts    | Piano     |
| 2016       | 10 | Q2   | Life Science | Biology   |
| 2016       | 10 | Q2   | Math         | Geometry  |

| GPA   |      |          |      |              |          |                    |                |
|-------|------|----------|------|--------------|----------|--------------------|----------------|
| Grade | Year | GPA Type | Term | Term Credits | Term GPA | Cumulative Credits | Cumulative GPA |
| 10    | 2016 | Academic | Q4   | 20.0000      | 1.3333   | 140.0000           | 1.4231         |
| 10    | 2016 | Academic | Q3   | 15.0000      | 1.6667   | 120.0000           | 1.4348         |
| 10    | 2016 | Academic | Q2   | 10.0000      | 0.7500   | 105.0000           | 1.4000         |
| 10    | 2016 | Academic | Q1   | 15.0000      | 1.0000   | 95.0000            | 1.5625         |

| Grad Rqmnts                              |          |         |         |           |
|------------------------------------------|----------|---------|---------|-----------|
| Requirement Rule: Current Block Grad Req |          |         |         |           |
| Requirement                              | Required | Actual  | Short   | Reqmt Met |
| English                                  | 40.0000  | 15.0000 | 25.0000 |           |
| Math                                     | 30.0000  | 20.0000 | 10.0000 |           |
| Life Science                             | 10.0000  | 10.0000 |         | ✓         |
| Physical Science                         | 10.0000  | 0.0000  | 10.0000 |           |
| US History                               | 10.0000  | 0.0000  | 10.0000 |           |

All of your  
 information  
 in one  
 place!

Failed classes  
 receive NO  
 credit toward  
 graduation!

Choose  
 SHOW ALL  
 to see more  
 information!