

TUSD's Coronavirus Response

In response to changing circumstances the impact of the coronavirus pandemic, TUSD students and families will be informed of any opportunities to support students' academic and/or social emotional needs to ensure positive outcomes. TUSD's first priority is to keep students, families, and staff healthy and safe. During the 2022-23 school year, TUSD will continue to use the guidance of state and local officials, including the Stanislaus County Public Health Officer. When new information becomes available to the District, we will use all means of communication to update parents. Now, more than ever, it's crucial that we are able to contact our students' parents in a timely manner. Please be sure that the school has your most current home address, phone number, and email address. We also post a great deal of information on the TUSD website and social media through Facebook, Twitter, and Instagram. Follow TUSD and your student's school to stay up to date on all things TUSD!

Stay Connected with Family Link

TUSD Family Link parent portal provides parents with access to their student academic information including grades and assignments as well as simple steps to update student data and approve annual authorizations online. Creating an account is as easy as providing your email address to your school office which will be followed by an email with the Family Link logon information.

Respuesta del Coronavirus de TUSD

En respuesta a las circunstancias cambiantes sobre el impacto de la pandemia del coronavirus, los estudiantes y las familias de TUSD serán informadas de cualquier oportunidad para apoyar las necesidades académicas y/o socioemocionales de los estudiantes para asegurar resultados positivos. La primera prioridad de TUSD es mantener a los estudiantes, familias y personal saludables y seguros. Durante el año escolar 2022-2023, TUSD continuara usando la orientación de los funcionarios estatales y locales, incluyendo el Oficial de Salud Pública del Condado de Stanislaus. Cuando nueva información esté disponible para el Distrito, usaremos todos los medios de comunicación para actualizar a los padres. Ahora, más que nunca, es crucial que podamos ponernos en contacto con los padres de nuestros estudiantes en una manera oportuna. Por favor asegúrese que la escuela tenga el domicilio, número de teléfono y correo electrónico más recientes. También publicamos una gran cantidad de información en el sitio web de TUSD y en las redes sociales a través de Facebook, Twitter e Instagram. ¡Siga a TUSD y a la escuela de su estudiante para estar al día con todo lo relacionado con TUSD!

Manténgase Conectado con el Enlace Familiar

El portal de padres del Enlace Familiar de TUSD proporciona a los padres el acceso a la información académica de su estudiante incluyendo grados y asignaciones así como pasos simples para actualizar datos del estudiante y aprobación de autorizaciones anuales en línea. Crear una cuenta es tan fácil como proporcionar su dirección de correo electrónico a la oficina de su escuela, que será seguida con un correo electrónico con la información de inicio de sesión del Enlace Familiar.

TABLE OF CONTENTS

TUSD Strategic Plan	3
TUSD Character Traits	4
School Calendar	5
School Site Information	6-19
Alternative Classes and Programs	20-22
Civil Rights Compliances	22-24
College/University Entrance Requirements	24-25
Emergency Drills	25
Equal Access/Affirmative Action	26
Non-Discrimination/Equal Opportunity Notification	27
Extracurricular Eligibility Requirements	27-28
Grading Policy	29
Graduation Requirements	30-33
Health Office	33-34
Insurance	34
Inter-Scholastic Athletic Program	34-36
Intra-District Open Enrollment/School Attendance	36-38
Student Services	39-42
Library and Textbooks	42-45
Visitors	45
Rights of Students	45-48
Responsibilities of Students	48-56
Attendance and Discipline	57-86
School-Wide Positive Behavior Expectations	87-90
PHS Anti-Bullying Protocol	91-94

STRATEGIC PLAN

WHY?

VISION

All students will become self-motivated, responsible citizens who graduate college and career ready.

BELIEFS

1. Every person is unique and has inherent value.
2. Every person can be a successful learner.
3. People are accountable for their actions.
4. Family engagement is essential to the academic and social-emotional success of students.
5. Honesty, integrity, and respect build trust in all relationships.
6. Motivation, grit, and mindfulness are necessary to achieve full potential.
7. High expectations yield greater levels of performance.
8. A quality education enriches all lives by creating and expanding opportunities.
9. Positive role models inspire excellence.
10. A service mindset is vital to a thriving community.

HOW?

LCAP GOALS

1. Curriculum & Instruction: Provide guaranteed & viable learning from highly qualified teachers who use adopted materials and effective instructional practices to implement standards.
2. Safety & Security: Uphold policies and procedures, & maintain facilities that reflect a safe, secure environment & inclusive culture.
3. Academic Achievement: Utilize a multi-tiered system of supports to increase academic achievement and promote college & career readiness among all students.
4. Parent Engagement: Expand opportunities to increase parent & family involvement to support District initiatives.
5. Social/Emotional Supports: Provide social and emotional learning to enhance student success.

WHAT?

MISSION

Turlock Unified School District will deliver effective instruction in a safe, equitable, supportive environment in partnership with our families and diverse community.

OBJECTIVES

1. Students will demonstrate proficiency in all subjects.
2. Students will achieve personal goals tailored to their aspirations for college and career.
3. Students will develop and demonstrate positive character traits.
4. Students will earn a diploma or successfully complete their Individualized Education Program (IEP).



Turlock Unified School District

Adopted by the TUSD Board of Trustees: June 2, 2020



CHARACTER TRAITS

TURLOCK UNIFIED SCHOOL DISTRICT

ACHIEVER

Work hard and possess a great deal of stamina. Take immense satisfaction in being busy and productive.

RESILIENCY

Recover from or adjust easily to adversity or change.

EMPATHY

Sense other people's feelings by imagining themselves in others' lives or situations.

FOCUS

Take a direction, follow through and make the corrections necessary to stay on track. Prioritize, then act.

FUTURISTIC

Inspired by the future and what could be. Energize others with visions of the future.

INCLUDER

Accept others and show an awareness of those who feel left out and make an effort to include them.

KINDNESS

Display a friendly, generous, or considerate nature.

POSITIVITY

Demonstrate contagious enthusiasm and can get others excited about what they are going to do.

RESPONSIBILITY

Take ownership of what you say you will do. Committed to stable values such as honesty and loyalty.

SELF-ASSURANCE

Confident in ability to take risks and manage own lives. Have an inner compass that gives certainty in decisions.

Character is Our Strength



School Calendar 2022-2023

Oct. 7 th	End of 1 st Quarter
Dec. 16 th	End of 2 nd Quarter/1 st Semester
Mar. 17 th	End of 3 rd Quarter
June 2 nd	End of 4 th Quarter/2 nd Semester

School Holidays for 2022-2023

Sept. 5 th	Labor Day
Nov. 11 th	Veteran's Day
Nov. 21 st – 25 th	Thanksgiving Holiday
Dec. 19 th – Jan. 6 th	Winter Break
Jan. 6 th	Teacher Workday
Jan. 16 th	Martin Luther King, Jr. Day
Feb. 16 th	Lincoln's Birthday
Feb. 17 th	In-Lieu Admission Day
Feb. 20 th	Washington's Birthday
Apr. 7 th – 14 th	Spring Break
May 29 th	Memorial Day

Welcome to John H. Pitman High School - Home of the Pride!

The purpose of this handbook is to provide you with important information about “campus life” at Pitman High School for students and families. The 2022-2023 school year will begin on August 10, 2022. In order for students to graduate as responsible citizens who are college and career ready they are expected to be engaged in their learning by participating in class, being respectful to teachers and other students, and completing assignments. Please share the information in this handbook with your parents/guardians! It is important that both you and your family familiarize yourselves with our school campus and the many curricular and extra-curricular opportunities available to all members of our student body. We encourage you to take advantage of the numerous activities that are offered throughout the year.

Teachers, counselors, administrators, and your Associated Student Body Officers are here to assist and support your academic and extra-curricular endeavors. Please seek their advice or assistance if you find yourself experiencing difficulty or having a problem. Information regarding classes, athletics, clubs, and an array of additional school-wide activities and programs is readily available if you decide to pursue a particular interest that you may have.

High school is a unique time for everyone so do your best to make it a memorable and productive experience! We look forward to a successful 2022-2023 school year!

Never Settle, Never Quit...Roll Pride!

Contact Information

2525 W. Christoffersen Pkwy. Turlock, CA 95382

www.thepitmanpride.com

Phone: (209) 226-6500 / Fax: (209) 656-1639



facebook.com/phspride



instagram.com/pitmanpride



twitter.com/pitmanpride

Office Hours: 7:15 a.m. – 4:15 p.m., Monday – Friday

SCHOOL INFORMATION

JOHN H. PITMAN HIGH SCHOOL

Turlock's second comprehensive high school has been named in honor of the late John H. Pitman whose career as a Turlock educator spanned four decades from 1923 until 1966. During his tenure in the Turlock Joint Union High School District he served our school community as a teacher, dean, vice principal and principal. Mr. Pitman, who was the symbol of educational and professional excellence for the community of Turlock, completed his illustrious career as the first superintendent of the Turlock Joint Union High School District.

John H. Pitman High School began its initial year of operation in school year 2002-2003 as a regular comprehensive high school with freshman and sophomore classes. A junior class was added in 2003-2004. A student body consisting of four classes was fully established in 2004-2005 with the addition of Pitman High's first senior students.

John H. Pitman High School offers the Turlock Unified School District approved curriculum of academic, and career and technical education courses which lead to a high school diploma. Pitman High also offers a broad based program of extracurricular activities and a full complement of boys and girls athletics.

Pitman is administered by a principal, assistant principals, and a dean; all of whom have been appointed by the Board of Education based upon the recommendation of the TUSD Superintendent. A faculty and staff of over 150 teachers, counselors, secretaries, operations personnel, cafeteria workers, and instructional aides are employed by the district to deliver support and educational services to the Pitman High student body.

Pitman High School Administration

Angela Freeman, Principal
Luis Jacinto, Assistant Principal
John Acha, Assistant Principal
Tanya Wright, Assistant Principal
Marya Moreno, Dean of Students

PHS MASCOT AND SCHOOL COLORS

The adopted colors at John H. Pitman High School are dark green and silver. Pride, as in a pride of lions, is the school mascot and symbol.

COUNSELORS

Julissa Aguilar
Jennifer Cornell
Sabrina Eshaghi
Kristie Frank
Julie McBay
Philip Sanchez

Attendance Hotline	226-6700
Fax Line	656-1639
Activities	226-6550
Administration/Office	226-6500
Adult School	667-0643
Athletic Trainer	226-6542
Athletic Office	226-6541
Cafeteria	226-6543
Career Center	226-6534
Counseling	226-6520
Library	226-6533
Transportation	667-6528

Important Teen Numbers

TEEN HELP LINE	1-800-TLC-TEEN
All Emergencies	911
Children's Crisis Center	577-4413
Child Protective Services	1-800-558-3665
Hutton House	526-1623
Family Service Agency	524-6371
Narcotics Anonymous	526-1817
Stanislaus 211	211

OUR MISSION

Success for Each Student...*All Pitman students will graduate as responsible citizens who are college and career ready.*

OUR VISION

Pitman High School...*THE model for success through innovation and support for all.*

OUR MOTTO

Never Settle, Never Quit...Roll Pride!



IT'S A MATTER OF PRIDE

PITMAN HIGH SCHOOL EXPECTATIONS

SETTING	RESPECT	RESPONSIBILITY	GRIT
Locker Room	<ul style="list-style-type: none"> Honor the privacy of others Value the property of others Promote a positive locker room atmosphere with words and actions 	<ul style="list-style-type: none"> Practice good hygiene Lock up belongings, including phones Photography is for outside the locker room Use your time wisely 	<ul style="list-style-type: none"> Advocate for yourself Stand up for others Own your words and actions
Gym	<ul style="list-style-type: none"> Use appropriate language and volume Be respectful to people and property Demonstrate sportsmanship Use equipment appropriately as directed by staff 	<ul style="list-style-type: none"> Return all equipment in a neat and orderly manner Wear your appropriate Pitman gear Help others when they need it Use equipment appropriately 	<ul style="list-style-type: none"> Push yourself beyond the maximum Honor the rules and goals of the activity Don't give up, even if you are losing Have fun
Hallway	<ul style="list-style-type: none"> Use a talking voice Admire posted work with your eyes, not your hands Use appropriate language Give personal space Limit PDA 	<ul style="list-style-type: none"> Handle and fast to self Go directly from one place to another Keep ears clear to hear and eyes free to see Throw your trash away 	<ul style="list-style-type: none"> Keep your cool Be patient Be helpful
Library	<ul style="list-style-type: none"> Value peers' property, time, space, and privacy Appreciate the library staff and equipment 	<ul style="list-style-type: none"> Speak softly and use appropriate language Enjoy food and drinks outside Push chairs in and leave your area clean and organized 	<ul style="list-style-type: none"> Stay focused Use your time wisely Be positive
Lunch/Cafeteria	<ul style="list-style-type: none"> Give personal space Be patient Be kind Keep the campus clean 	<ul style="list-style-type: none"> Clean up after yourself Keep walkways clear Eat in designated areas 	<ul style="list-style-type: none"> Make healthy choices Recharge, refocus, and get energized
Classroom	<ul style="list-style-type: none"> Follow class rules and procedures Listen while others speak Honor others' points of view Stay focused on the lesson Use materials and equipment appropriately 	<ul style="list-style-type: none"> Prioritize and plan ahead Complete all assignments in all classes Be on time and be prepared Use class time wisely Clean up after yourself 	<ul style="list-style-type: none"> Challenge yourself Give your best effort with a positive attitude Take ownership of your learning Ask questions when you don't understand
Bathroom	<ul style="list-style-type: none"> Keep bathrooms substance-free Keep bathrooms clean Use toilets, not technology 	<ul style="list-style-type: none"> Clean up after yourself Wash your hands Finish quickly and return to class 	<ul style="list-style-type: none"> Report issues and concerns Flush, wash, go

NEVER SETTLE, NEVER QUIT...ROLL PRIDE!

PHS students are expected to...

- Be respectful of themselves and each other.
- Be treated fairly, with respect and in a courteous manner.
- Be responsible for their own actions and practice self-discipline.
- Be considerate of each other's space and welfare.
- Be appreciative and understanding of the diversity of culture, heritage and gender identity at PHS.
- Be interactive with each other in a respectful manner, avoiding needless, hostile confrontations.
- Be able to approach each other politely over matters of concern and conflict and, if necessary, seek help through adult mediation.
- Be responsive to those adults in authority within the school community.
- Be respectful of school and personal property.
- Be appreciative and respectful of campus and not tolerate vandalism, graffiti and litter.

It is expected that PHS students conduct themselves in a manner which respects the rights of other students and staff.

These include: the right to a safe, non-threatening environment
the right to courtesy at all times
the right to protection of private property
the right to have a clean school
the right to hear only acceptable language

Regular Schedule

A Period	7:30 – 8:20
1 st Period	8:30 – 9:17
2 nd Period	9:27 – 10:17
3 rd Period	10:24 – 11:14
Pride Time	11:21 – 11:59
Lunch	11:59 – 12:29
4 th Period	12:36 – 1:26
5 th Period	1:33 – 2:23
6 th Period	2:30 – 3:20

Wednesday Early Out Schedule

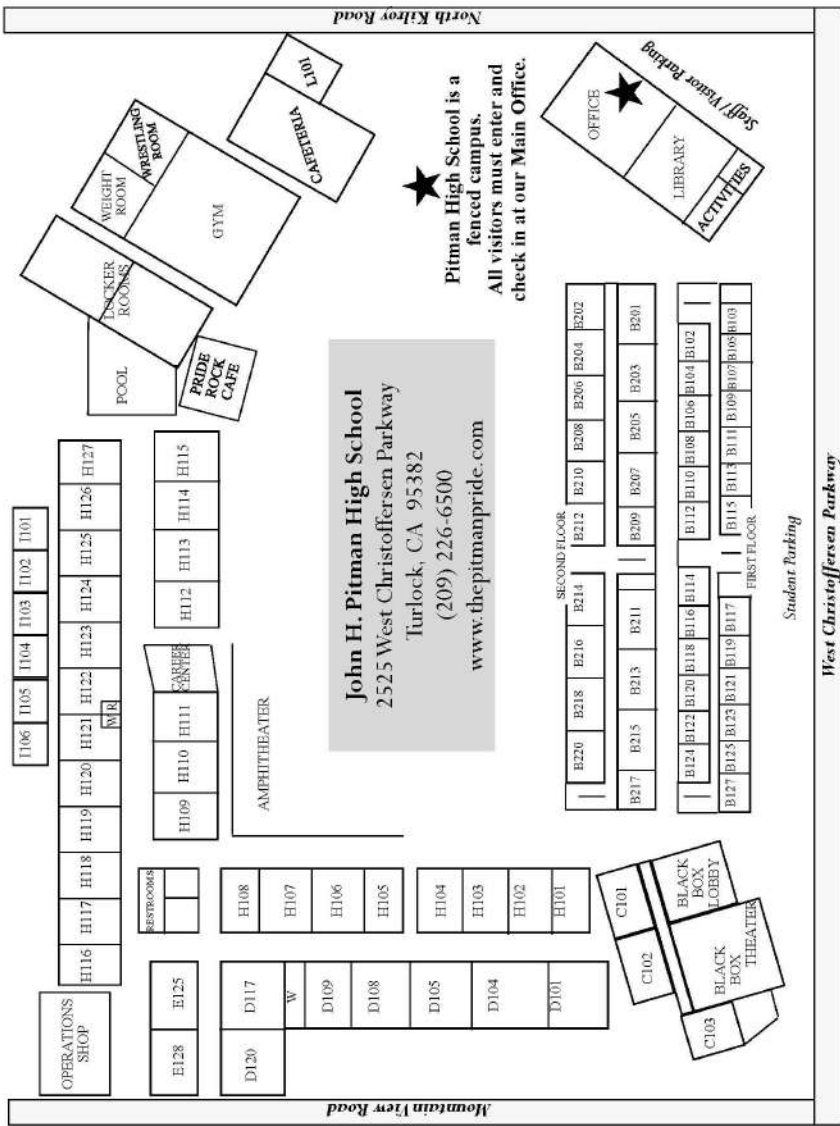
A Period	7:30 – 8:20
1 st Period	8:30 – 9:17
2 nd Period	9:24 – 10:11
3 rd Period	10:18 – 11:05
Lunch	11:05 – 11:35
4 th Period	11:42 – 12:29
5 th Period	12:36 – 1:23
6 th Period	1:30 – 2:17

Minimum Day Schedule

A Period	7:45 – 8:20
1 st Period	8:30 – 9:02
2 nd Period	9:09 – 9:41
3 rd Period	9:48 – 10:20
4 th Period	10:27 – 10:59
Lunch	10:59 - 11:29
5 th Period	11:36 – 12:08
6 th Period	12:15 – 12:47

Finals Schedule

- Day 1** – 6th Period 8:30 a.m. – 10:19 a.m.
5th Period 10:41 a.m. – 12:30 p.m.
- Day 2** – 4th Period 8:30 a.m. – 10:19 a.m.
3rd Period 10:41 a.m. – 12:30 p.m.
- Day 3** – 2nd Period 8:30 a.m. – 10:19 a.m.
1st Period 10:41 a.m. – 12:30 p.m.



★ Pitman High School is a fenced campus. All visitors must enter and check in at our Main Office.

Student Parking

West Christoffersen Parkway

STUDENT INFORMATION

ASSOCIATED STUDENT BODY

All Pitman High students are eligible for membership in the Associated Student Body of Pitman High School by simply purchasing a Student Body stamp for their ID card. Membership entitles students to **REDUCED** admission to all home and away athletic events, and the privilege of participating in all Student Body events. Funds derived from the sale of these cards are used by the Associated Student Body to fund their activities. No student will be denied membership because of financial hardship. If a student cannot afford a Study Body stamp, he/she can inform the Assistant Principal in the Activities Office.

ASB Stamp Only - \$15.00

Yearbook Only - \$85.00

Yearbook + ASB Card - \$95.00

Students can purchase their yearbooks in the activities office and online at Josten.com until December 16, 2022.

If you would like a guaranteed copy of a yearbook, pre-sales start on August 1st and end on December 16th. We buy very few extra copies of the yearbook; the only guaranteed way to buy the yearbook is to do so before the deadline. Extra copies will be sold for \$95 dollars.

Student ID Cards are distributed at the beginning of school free of charge. It is very important that PHS students carry their ID cards with them at all times.

ID cards are used in the Cafeteria, Library, Textbook Room and Activities Office.

THIS IS A CLOSED CAMPUS!

BESIDES OFFERING PROOF THAT THE HOLDER IS A PHS STUDENT, INDIVIDUALS WITHOUT THEIR ID CARD MAY BE CONSIDERED NON-STUDENTS AND SUBJECT TO REMOVAL.

Cost of replacement ID card is \$3.00

Dances: The Winter Formal and Junior/Senior Prom are sponsored by the sophomore and junior classes at PHS. Please check with Activities for dates, times and locations.

Procedures for Running for Office: Any student who has a 2.0 grade point average with no more than one “F”, no major discipline or attendance problems (e.g., suspension and/or excessive tardies and trancies) and has a student body card may run for class or student body office. Interested students should request an application through the Student Activities Office. Announcements will be made through the Student Activities Office regarding when application forms should be requested before an election.

REASONS TO PARTICIPATE IN STUDENT GOVERNMENT AND SCHOOL ACTIVITIES

- Develop new relationships
- Become involved in school activities
- Learn to work collaboratively to make decisions as a team
- Gives students a voice in school affairs
- Creates greater interest and ownership in regular school activities
- Increases self-confidence
- Provides an opportunity to learn to establish, create, or change policies
- Prepares students for college and career

CLASSES AND CLASS SCHEDULES

Changing Class Schedule: In order to maximize the continuity and consistency of students’ school days, program changes are kept to a minimum and are allowed for academic or administrative reasons only. Pitman High School offers yearlong courses and counselors make schedule changes, during registration in August, **ONLY** for

students with scheduling errors (e.g., missing periods or miscellaneous placements). Teacher, period and/or elective changes cannot be made.

Dropping a Class: Students will not be allowed to drop a course after the 20th day of instruction. Students who choose to do so will be subject to a “withdrawal with an F grade.” Please see the student’s counselor for more information.

Requesting Appropriate Classes: Information on all PHS classes is available in the Course Directory which may be obtained in the Counseling Office or on our website. All PHS students choose their classes for the following year in the spring. Students may schedule an appointment with their counselor to assist them in choosing appropriate classes. Students are encouraged to take a rigorous and appropriate course load for their academic goals. Students are allowed access to all courses including Advanced Placement courses.

Aeries Academic Plan: Starting with students’ freshman year, Pitman High School Counselors work closely with their students to develop a four-year academic plan that is reviewed annually. During designated times throughout the year, students and parents are encouraged to access the Aeries Academic Planning Tool online through the Aeries Family Link.

Advanced Placement (AP)/Honors: Each student has an inherent right to enroll in any course, activity or program offered at PHS based on reasonable qualifications including, but not limited to, teacher recommendations, testing and academic history.

Intervention and Supports: As a part of a school-wide effort to further our focus on learning, a period of intervention and extension is built into our school day. This period, known as “Pride Time,” is designed to provide timely and specific support to students who are working towards mastery of essential learning or are ready to be challenged with learning beyond grade level expectations.

Outside Course Credit: All courses taken for credit at PHS are approved by the Board of Trustees and the Site Administration. Pitman High School students are expected to take core curricular courses offered at PHS. Courses taken for the following reasons **may** fulfill PHS graduation requirements:

- Courses taken at other high schools (transfer students, summer school)
- Courses taken to replace failed (D-F) courses
- Courses taken to strengthen a sequence of courses (e.g. Math III)
- Any online courses taken by students in the Turlock Unified School District must have received **prior approval** from the Site Administration AND the Assistant Superintendent of Educational Services, Heidi Lawler, (209) 667-0632, Option 8, in order to receive full credit from the participating institution.

Students seeking the above options must meet with their counselor prior to enrollment in order to ensure that proper credit is granted.

Transferring from Pitman High School: Students who are transferring from Pitman High School must have a parent or guardian come into the Counseling Office to sign the Withdrawal Form. All books and other school property must be returned at this time.

INTER-SCHOLASTIC ATHLETIC PROGRAM

A full range of sports programs are available to all students meeting the eligibility requirements at Pitman High School. All athletic teams at Pitman High School will participate in the Freshmen, Junior Varsity and Varsity levels of competition as members of the Central California Athletic League (CCAL).

SPORTS AT PHS

Fall

Boys

Cross Country
Football
Water Polo

Girls

Cross Country
Golf
Tennis
Volleyball
Water Polo

Winter

Boys

Basketball
Wrestling
Soccer

Girls

Basketball
Wrestling
Soccer

Spring

Boys

Baseball
Swimming/Diving
Track & Field
Golf
Tennis
Volleyball

Girls

Softball
Swimming/Diving
Track & Field

CLUBS/EXTRA CURRICULAR ACTIVITIES

Clubs and student organizations will be available to all students at Pitman High School and will be developed by the interests of the student body and advisors. **All club members are strongly encouraged to obtain a Student Body Card in order to better support their specific club and ASB.**

To form a new club, you must secure **an on-campus certificated adult advisor**, develop an organizational set of by-laws and club procedures, and, most importantly, see and obtain approval for the club by the ASB Student Council. To begin the process, you must make an appointment with the Activities Advisor; for further information on club organizations, see the Activities Office. Listed below are the clubs and activities that are typically active year to year:

Anime Club	Game Club
Art Club	Gay Straight Alliance Club
Assyrian Club	HARRT
Band	HYLC
Bound by Faith Club	Interact Club
Choir	Junior States of America
Coalition of Racial Equity	Key Club
CSF	Motor Club
Drama	Orchestra
Empowerment Club	PHAST Club
FBLA	Relay for Life
Fellowship of Christian	SAVE Club
Athletes	Science Olympiad
FCCLA	Thespian Club
Future Farmers of America	Video Arts

Parking and Traffic Regulations

The California Vehicle Code is enforced on the Pitman High Campus. The maximum speed limit is 10 miles per hour. Parking in the faculty lot on the corner of Christoffersen and Kilroy, behind the cafeteria and adjacent to the shop areas is by permit only. Parking is prohibited on Christoffersen Parkway. Student parking is allowed in the student parking lot adjacent to the Academic Building. Illegally parked vehicles will be cited by the Turlock Police Department and/or towed. Students who endanger the lives or property of themselves or others by speeding or driving recklessly will be cited by the Turlock Police Department and referred to the administration for disciplinary action.

Loitering in or about vehicles parked in the PHS student lots without permission from PHS staff during school hours will result in an initial warning. A second offense will result in the assignment of detention hours. Continuous problems may result in suspension of driving/parking privileges and further disciplinary action.

All Vehicles Subject To Search

**By entering the student parking lot, the person driving any vehicle is deemed to consent to a complete search of the vehicle – all its compartments and contents by school officials or law enforcement personnel for reasonable suspicion. This applies to all vehicles of any type and is in force 24 hours a day.
CA Vehicle Code Sect. 21113(A).**

Pitman High School will not be responsible for any lost, stolen, or damaged property.

ALTERNATIVE CLASSES AND PROGRAMS

Home and Hospital

Any student with a “temporary disability,” which makes attendance impossible or unadvisable, may receive Home & Hospital instruction. The term “temporary disability” means disabled by accident or by physical, mental, or emotional illness for a period of twenty (20) consecutive school days or longer. Home & Hospital is to support the student in maintaining a continuity of instruction during the student’s absence and is NOT designed for long term instruction and/or similar pace of the regular program.

Edgenuity

This online program helps schools provide individualized core and elective instruction in a virtual school setting for students who failed classes in the traditional classroom. Coursework is aligned to the Common Core State Standards and helps students recover credits for graduation. *Edgenuity* enables schools to customize content while allowing students to learn at their own pace.

eCademy

Turlock Unified School District offers an alternative educational setting through a dependent charter school named eCademy Charter. eCademy Charter offers five distinctive programs as follows:

1. 7-8 Daily Seat-Time Blended Learning
2. 7-12 Independent Study
3. 7-12 Online Distance Learning Edgenuity
4. 9-12 Seat-Time Blended Learning

*Credit Recovery is available through area 2-4

Students interested in attending eCademy Charter should make an appointment to see their respective counselor.

Independent Study

High schools do not offer an Independent Study program; however, a student currently enrolled at a comprehensive high school who wants to apply at eCademy Charter must see their counselor and apply for review through eCademy Charter.

English Learners

According to California Education Code Section 300, 305 and 310, the Superintendent of School or designee shall provide for the identification, assessment and placement of English learners (ELs) and for their re-designation based on criteria adopted by the Board and specified in administrative regulation. Students who are ELs shall be placed in a structured Immersion program for purposes of ensuring that English learners have access to the core academic content standards, including the English language development standards, and become proficient in English. An EL shall be transferred from a structured EL program to an English mainstream program when the student has acquired a reasonable level of English proficiency, as measured by a State-authorized language assessment instrument.

Prior to student enrollment, parents/guardians shall receive information about the program for ELs and their opportunities for parental involvement. Parents shall be informed that student participation in the structured EL program is voluntary on the part of the parent/guardian.

Migratory and newly arrived immigrant students who transfer after their second year of high school shall be notified of their eligibility to be exempt from all coursework and other requirements adopted by the governing board of the school district that are in addition to the statewide coursework requirements, unless the school district makes a finding that the youth is reasonably able to complete the additional requirements within 4 years of high school.

Choice of Language Acquisition Program

Parents or guardians; choice of language acquisition program; implementation requirements:

(a) Parents or legal guardians of pupils enrolled in the school may choose a language acquisition program that best suits their child pursuant to this section. Schools in which the parents or legal guardians of 30 pupils or more per school or the parents or legal guardians of 20 pupils or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible, based upon the requirements of Section 305.

(b) If a school district implements a language acquisition program pursuant to this section, it shall do both of the following:

(1) Comply with the kindergarten and grades 1 to 3, inclusive, class size requirements specified in Section 42238.02.

(2) Provide, as part of the annual parent notice required pursuant to Section 48980 or upon enrollment, the parent or legal guardian of a minor pupil with information on the types of language programs available to pupils enrolled in the school district, including, but not limited to, a description of each program.

Work Experience

Junior and senior students who are at least 16 years old are eligible to obtain up to 10 credits each semester for regular employment in jobs outside of school. State law also requires that all Work Experience students attend a mandatory meeting each week with their Work Experience teacher on campus. Students must also have a 2.0 GPA with no more than one “F” as per the District eligibility policy.

Short Term Independent Study

Short-term Independent Study (I.S.) is for a student who will be absent 5-15 consecutive days. The Short-term I.S. program is a means of providing continuity in the student’s school program in the form of a contract between the school, student, and parents. To receive credit, the assignments must be completed and returned to the site’s counseling office or short-term Independent Study teacher within 3 days after returning to school. Assignments will be graded by the teacher with the same standards as in the regular program.

In order to be placed on Independent Study, the student and parent/guardian shall meet with the Counselor or Dean at least 10 days prior to being placed on Independent Study.

CIVIL RIGHTS COMPLIANCES

The Turlock Unified School District assures that all Vocational Education Programs/Services are established and maintained in accordance with the Vocational Education Act of 1984, Federal Register, California State Plan for Vocational Education and the State of California Education Code and Administrative Code, Title 5, Education.

The District further assures that all Vocational Programs and Services are in compliance with Titles VI and VII of the Civil

Rights Act of 1964, the California Fair Employment Practices Act, the Chapter 4 (Commencing with Section 30) Division I of Title 5, California Administrative Code. Form HEW441, a statement of compliance with Title VI of the Civil Rights Act of 1964, has been filed with the California State Department of Education. The District further assures that Vocational Education Programs/Services for handicapped persons enrolled in Vocation Education are in compliance with Education for all Handicapped Children Act, Section 613 (a)(2).

All certificated personnel, by law, are required to report situations in which a student may be in danger of harming him(her)self, someone else or be a victim of child abuse.

Penal Code Section 11166

Complaints Against Specific Categorical Programs

Parents, students and guardians have the right to file a Uniform Complaint against specific state and federal programs operated by the district for alleged violations of state and federal law under Turlock Unified School Districts' (TUSD's) Policy #1312.4. Complaints are to be submitted in writing to the Director of Student Services, Room WW1, 1574 E. Canal, Turlock 95380. If dissatisfied with the district's decision on the formal complaint, the decision may be appealed within fifteen (15) days of the district's written decision to the State Superintendent of Public Instruction, Attn: Complaint Process Management Services Unit, California Department of Education, P.O. Box 944272, Sacramento 94244-2720. In addition, there may be civil law remedies available. Review and appeal procedures concerning complaints are described in Section 4650, 4652 and 4671 of the California Code of Regulations, Uniform Complaint Procedure. A copy of the TUSD's Uniform Complaint Procedure Policy and California Code of Regulations requirements are available for review in the Office of the Director of Student Services, Room WW1, 1574 E. Canal Drive, Turlock. Complainants who believe that the District has discriminated against them on the basis of race, color, national origin, sex, handicap or age may file a complaint with any of the following agencies: (1) The Department of Fair Employment and Housing, 30 Van Ness Avenue, Suite 3000, San Francisco 94102. A complaint must be filed with DFEH within 12 months from the date of the

incident. After a complaint is filed, DFEH has one year to investigate the complaint. (2) The Federal Office of Civil Rights, 50 United Nations Plaza, Room 239, San Francisco 94102. A complaint must be filed with OCR within 180 calendar days of the date of the alleged discrimination, unless the time for filing is extended by OCR for good cause.

COLLEGE/UNIVERSITY ENTRANCE REQUIREMENTS

Admission requirements for colleges and universities vary. Additionally, requirements for any given college or university may vary depending upon the major which the student intends to pursue. Students should check with their respective counselor for specific information and also review the catalog which is printed by the college or university. Students who intend to enroll in college should review their selection of classes with their counselor. Visitations to colleges and universities are arranged annually.

Students who plan to enroll in college should arrange to take the PLAN (pre-ACT) test their sophomore year and the Pre-Scholastic Aptitude Test (PSAT) during their junior year. Both the ACT and SAT are offered in the Turlock community. Students should plan on taking one or both of these tests by the spring of their junior year.

For students' convenience, general admission requirements for the following schools have been provided:

Modesto Junior College

Any high school graduate, any person who has passed the California High School Proficiency Examination, or any person who is 18 years of age or older who is capable of profiting from instruction is eligible to enroll in Modesto Junior College if they are also residents of this district.

California State Colleges and Universities

The exact grade point average for admission to California State Colleges and Universities is dependent upon the exact score received on the American College Test (ACT) or the Scholastic Aptitude Test (SAT). The admissions office requires the following high school courses as a minimal preparation:

Freshmen College Admissions Subject Requirements

English	4 years
Mathematics	3 years
US History	1 year
World History	1 year
American Gov./Economics	1 year
Lab Science	2 years
Foreign Language	2 years
College Prep Elective	1 year
Visual & Performing Arts	1 year

For more information: www.csumentor.edu

University of California: The exact grades required are dependent upon the exact score received on the American College Test (ACT) or the Scholastic Aptitude Test (SAT). Students should consult their respective counselor for further information. **Requirements are the same as above with a recommendation of an additional one-year for math, lab science, and foreign language.** For more information: www.ucop.edu

Please see Course Directory for detailed description of courses.

EMERGENCY DRILLS

State law requires periodic fire drills, disaster drills, and bus-evacuation drills. Students are expected to obey the instructions of their teachers, supervisor, or bus driver during these drills. Most experts on earthquakes have predicted that a major earthquake will hit California during the next decade.

EMERGENCY NOFICATIONS

TUSD Website or Pitman High website provides instant information to parents and others in the event of a crisis or rumor of a crisis threatening the safety or welfare of our students.

EQUAL ACCESS/AFFIRMATIVE ACTION

The President and the Congress of the United States have enacted laws and issued directives affirming their intent to protect and grant equal opportunity to all employees and students. Also, the federal government have enacted and enforced laws regarding the equality of employment and equality of opportunity in education.

Therefore, the board of education reaffirms its policy to ensure equal educational opportunity for all students and to prohibit discrimination because of race, color, creed, religion, ancestry, national origin, social or economic status, handicap or disability in the educational programs and activities, not limited to but including, course offerings, vocational education, athletic programs, guidance and counseling, tests and procedures, parenthood and marital status through an intensive affirmative action program which shall be an integral part of every aspect of educational policies and programs to the maximum extent possible.

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment and all unions or professional organization holding collective bargaining or professional agreements with the TUSD is hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to or treatment or employment in its programs and activities. Any person having inquiries concerning the TUSD's compliance with the regulations implementing Section 504 is directed to contact: Section 504 Compliance Officer, 1574 E. Canal Dr., Turlock, CA 95380, (209) 667-0632 (option 3); who has been designated by the TUSD to coordinate the District's effort to comply with the regulations implementing Section 504.

NON-DISCRIMINATION/EQUAL OPPORTUNITY NOTIFICATION

Students, parents and staff are notified annually of their due process rights under BP #6124 “Equal Opportunities for All Students”. This notification was mailed to all students in the annual start of school mailing. Additional copies are available upon request from the Front Office, Counselor or District Website.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that TUSD, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, the District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the District to include this type of information from your child’s education records in certain school and/or district publications. Withdrawal forms are included in the back-to-school data confirmation or may be requested from the Director of Student Services.

Student Fees, Donations and Fundraising

TUSD guarantees a free and appropriate public education. There is a guide for District staff and parents, with the twin goals of school-community cooperation to support programs and legal compliance while providing that support on our District website (<http://turlockusd-ca.schoolloop.com/>). Taken as a whole, the intent of the guide is to emphasize that the question is not whether schools and their communities can raise money to support programs – they can – but how funds can be raised through lawful means.

EXTRA-CURRICULAR ELIGIBILITY REQUIREMENTS

In order for a student to engage in any extracurricular activities, the student shall maintain a grade point average of 2.0 on a scale of 4.0, or its equivalent during the previous grading period with not more than one grade of “F”. If at the end of a grading period, a student has not maintained a grade point average of 2.0 on a scale of 4.0, or has

received more than one grade of “F” during that grading period, the student shall be ineligible to engage in any extracurricular activity during the succeeding grading period until the GPA is restored to a minimum 2.0.

Eligibility to engage in extracurricular activities shall be evaluated at the end of each grading period, allowing students the chance to reestablish their eligibility for the succeeding grading period.

The grade point average used to determine eligibility shall be based on grades of the last previous grading period during which the student attended classes at least a majority of the time. (Education Code 351605)

A student loses his/her eligibility or has it restored the **1st Friday after the end of each grading period.**

For fall eligibility, students who complete courses taken during the summer (grade replacement) may have his/her eligibility restored upon successful completion. Students must attend all classes in order to participate in extra-curricular events. Exceptions are made only for those students who are appropriately excused (e.g., illness, doctor or dentist appointment, funeral attendance).

In those instances where an extracurricular activity is connected with the regular school curriculum, such as band, or interscholastic athletics, a student who is ineligible to engage in extracurricular activities may (1) continue in the regular school curriculum segment connected with the activity and (2) earn grades or credits for the class, even though ineligible to participate in the out-of-classroom activity.

For purposes of this policy, grading period means both semester and quarter grade periods.

Considered Grading Periods are as follows:

First Quarter End	October 7, 2022
First Semester End	December 16, 2022
Third Quarter End	March 17, 2023
Second Semester End	June 2, 2023

As per District policy, all incoming freshmen begin each school year eligible to compete in interscholastic athletics. They are subject to all extra-curricular eligibility requirements beginning with the conclusion of the initial grading period of the school year.

GRADING POLICY

Class grades are determined by the individual teacher and their respective Professional Learning Community (PLC) grading criteria. Teachers explain these criteria to students at the beginning of the course. Students' in-class participation contributes to their overall grade.

Letter grades will reflect the following:

A	Excellent
B	Above Average
C	Satisfactory
D	Passing, but not satisfactory
F	Failure. No credit awarded
P *	Passing (P grades are not computed into GPA)
INC	Incomplete - To be replaced by final mark later
WF	Withdrawal - Failure

Report cards are mailed to parents approximately 10 days after the close of each quarter. The only grades which are recorded on a student's permanent transcript are those awarded at the end of both semesters (December and May). Quarter grades, however, (October and March) are normally taken into account in determining final semester grade.

Students and parents are entitled to be notified whenever it becomes evident to the teacher that the student may fail. Normally the student and parents are notified by the midpoint of a grading period, except in those situations where there is a sudden decline in a student's performance later than that midpoint.

GRADUATION REQUIREMENTS

Graduation Requirements	Credits
English	40
Science	20
(10 credits of life science and 10 credits of physical science.)	
Math	20
(Must pass full year of Algebra I or Integrated Math I plus additional math course)	
Social Science	30
World History (10)	
U.S. History (10)	
American Government (5)	
Economics (5)	
Physical Education	20
Visual & Performing Arts/Foreign Language*	10
21st Century Skills (excludes Class of 2023)	10
(5 credits of Health & Character Ed. and 5 credits of College/Career Sem.)	
Electives	80
(Not more than 40 credits of elective courses may be satisfied by Work Experience, Teacher Aide, or Office Aide.)	
 Total Credits for Graduation	 230
 <i>*Per Education Code, TUSD has elected to allow Career Technical Education (CTE) courses to satisfy the Visual & Performing Arts/Foreign Language graduation requirement.</i>	

***Community Service Learning Requirement**

Community Service Learning requirement promotes responsible citizenship through active participation in a thoughtfully organized service experience as follows:

10th Grade: 5 hours of community service completed by the end of the 2nd semester.

- Student/Parent Guardian Verification form
- Service Learning Log
- Service Learning Completion Form
- This represents 5% of the history 2nd semester grade

11th Grade: 5 hours of community service completed by the end of the 2nd semester.

- Student/Parent Guardian Verification form
- Service Learning Log
- Service Learning Completion Form
- This represents 5% of the history 2nd semester grade

12th Grade: 10 hours of community service/ community service reflection

- Student/Parent Guardian Verification form
- Service Learning Log
- Service Learning Completion Form
- Community Service Reflection
- This represents 10% of the American Government semester grade

School District Legal Requirements for Parent/Guardian Notification

At the beginning of the first semester or quarter of the regular school term, the governing board of each school district is required to notify the parent/guardian of a student regarding rights and responsibilities of the parent/guardian (see **Education Code** Section 48980(e) for more information).

Requirements for 2023 Commencement Participation:

Seniors must have completed 230 credits including completion of the algebra requirement through Integrated Math I.

- Seniors must have a signed Commencement Agreement on file in the Student Activities Office.

- Any senior who is removed from school for a major suspension (5 days) during the last quarter of their senior year may be subject to removal from commencement exercises.
- Seniors must be enrolled as a continuing student throughout the spring semester of their senior year.

Honors and Awards

To honor superior academic achievement, graduation ceremonies shall include recognition of valedictorian(s). Valedictorian(s) shall be selected based on established criteria and procedures that use multiple measures of academic performance as follows:

For graduating seniors to qualify as Distinguished Scholars, they must have a total weighted Grade Point Average (GPA) of 4.0 or higher. This total weighted GPA includes PE and is cumulative grades 9-12.

In an effort to eliminate GPA manipulation, Valedictorian candidates with a Teacher's Aide (TA) period and/or reduced schedule (fewer than six classes); will receive a "C" grade (TA and/or unscheduled period) for GPA calculation purposes.

The Valedictorian is the Distinguished Scholar who has the highest total weighted GPA as described above.

Students will be notified annually in late April or early May. The final list of Distinguished Scholars will be verified one week before commencement.

Students transferring to a TUSD comprehensive high school will be allocated GPA equivalent for "like" courses taken outside TUSD. This includes Advanced Placement (AP) and International Baccalaureate (IB) courses regardless, of grade level and/or TUSD prerequisites.

Mid-Term Graduation Requirements

Students may petition for early graduation if they will meet all normal graduation requirements before the graduation date of their class. Students must petition no later than April 1st of their junior year via their counselor to be eligible for early graduation.

California High School Proficiency Examination (CHSPE)

All California high school students who will be 16 years of age before the end of the school year are eligible to take the California High

School Proficiency Examination. Successful completion of this test, which is given two times each year, is considered the equivalent of a high school diploma in California. Students who are under the age of 18 years, with the written consent of their parents, may leave school to attend college or pursue employment after passing this test. They may then also enroll in a junior college, state college or university if otherwise qualified. For further information on this test, students should see their counselor.

General Equivalency Development Test (GED)

The GED test is available to students who are 18 years of age or older as an alternative to a regular high school diploma. Successful completion of this test is accepted by the armed services (under certain circumstances), most government agencies and many employers as the equivalent of a high school diploma. For further information on this, students should see their counselor.

HEALTH OFFICE

Visits: Except in the case of an emergency, all students **must have a pass from their teacher** to visit the Health Office. Walk-ins from classes **will be returned to class** for a pass.

Communication with the Attendance and Health Office is extremely important. **No student will be allowed to leave with another person** (even a relative) unless that person is listed on the emergency form in the Attendance and Health Offices. Parents should assist by keeping the emergency card current.

Medications

No medications are allowed at school (including over-the-counter medications). In compliance with Ed. Code Section 49423, no medications will be accepted or administered without meeting the following requirements:

- Physician and parent/guardian request forms filled out completely including both physician and parent signature (forms are available at school). No medication will be administered without detailed physician instructions.
- Medication taken to school must be furnished in its pharmacy labeled bottle or in original pharmacy labeled injectable medication kit.

- Nonprescription medications such as aspirin, Tylenol, etc., will not be administered at school even at parent's request. As a parent/guardian, you have the right to bring a medication to the school and administer said medication to your child.

Notice to Parents of Hospitalized Students

If a student is hospitalized in Turlock or medically incapacitated at home for an extended period of time, a parent should contact the Counseling Office for assistance in obtaining the services of a Home-Hospital teacher. If a student is hospitalized outside of Turlock, the school district where that hospital is located is obligated by state law to provide a teacher for the student during the course of the hospitalization. Students should be aware of the following:

- A student is deemed to comply with the residency requirements of the district in which a hospital or residential health facility (excluding state hospitals) is located, for the purpose of receiving individual instructions if the student incurs a temporary disability.
- The parent or guardian is responsible for notifying the district in which the health facility is located of the student with a temporary disability.
- Individualized instruction for students with temporary disabilities, as those disabilities are defined above, is available.

INSURANCE

Injury insurance is available to all students for a nominal cost through the Myers-Stevens Company. Policies for just school-time coverage and full-time coverage are both available. No other school insurance is provided for students for accidents which may occur while at school or a school activity. More information can be obtained in the Activities Office and/or in the Inter-Scholastic Athletic Program for additional information regarding sports.

INTER-SCHOLASTIC ATHLETIC PROGRAM

A full range of sports programs are available to all students meeting the eligibility requirements at site. Athletes will participate in the

freshmen, sophomore and varsity levels of competition as members of the Central California Athletic League (CCAL) Conference.

Athletic Eligibility – see CIF Regulations

Athletic Insurance

TUSD **no longer** carries student accident insurance. State law requires that any student who wishes to participate in inter-scholastic sports **must have adequate evidence of primary medical insurance PRIOR** to being allowed to participate. This means all athletes must provide proof of insurance **PRIOR** to being able to try out for any sport (copies of front and back of insurance card).

The California Department of Education strongly supports student participation in athletic activities. Some students may be unable to participate in these activities because they are unable to afford health insurance. Under state law, school districts are required to ensure that all members of school athletic teams have accidental injury insurance that covers medical and hospital expenses.

Some students may qualify to enroll in no-cost or low-cost local, state or federally sponsored health insurance programs. Information about these programs may be obtained by calling the Healthy Families and Medical Programs Information Line at 1-800-880-5305.

Assembly Bill 2684 (Chapter 108, Statutes of 2006) requires LEAs operating inter-scholastic teams to inform parents that students participating in sports activities must have proof of health insurance. This bill informs parents of the availability of low or no cost government supported health insurance programs such as Medi-Cal or Covered California.

Athletic Attendance

Attendance at school is compulsory. **Student athletes must attend all classes in order to participate in practice and/or athletic events.** Exceptions are to be made only for those student athletes who are appropriately excused (e.g. illness, doctor or dentist appointment or funeral attendance).

Attendance at practices and contests is compulsory. Team rules, as established by the head coach of each sport, governs individual student athlete attendance. Any student athlete who is truant shall be dealt

with by his/her coach and may be suspended from the team indefinitely.

INTRADISTRICT OPEN ENROLLMENT/SCHOOL ATTENDANCE

The Governing Board accepts its responsibility for establishing attendance zones in such a way as to facilitate the educational program. Advance planning for new sites and buildings will be guided by the following criteria in determining school attendance boundaries:

- Educational needs of students
- Proximity of students to school plans
- Safety of students
- Nature of the education program housed
- Racial/ethnic balance

Intra-District Open Enrollment

The Governing Board desires to provide enrollment options that meet the diverse needs and interests of district students and parents/guardians, while also maximizing the efficient use of district facilities. The Board of the TUSD adopted the following policy of open intra-district enrollment for all comprehensive schools (excluding any and all alternative school settings) for the District's residents:

1. The parents or guardian of each school age student who is a resident in the District may select the school the student shall attend, irrespective of the student's location of residence within the district. This right of parental selection is subject to the limitations provided in this policy.
2. The TUSD Board of Trustees has determined that the maximum capacity for each school within the District is limited, such as, the District shall accept no more than the number of intra-district transfers allowable as determined by the following timeline and procedures used for the selection and enrollment on intra-district transfer. Intra-district transfers will be allocated space before allocating space to inter-district transfers.

All applications must be renewed yearly.

1. July/August Parental notification by sites describing all current statutory attendance options.
2. January 1st Intra-district transfer applications will be made available for the upcoming school year.
3. February 1st Intra-district transfer applications are due.
4. All requests for intra-district transfer under this policy shall be made by application which must be received in the District Office by February 1st preceding the school year for which the transfer is sought. (Applications received subsequent to February 1st will be placed on a waiting list based on the date received pending available space at a requested school.)
5. If requests for intra-district transfers received are in excess of capacity, students admitted pursuant to this policy shall be selected through a random, unbiased process that prohibits an evaluation of whether or not the student should be enrolled based upon his/her academic or athletic performance. A waiting list shall be established to indicate the order in which students may be accepted as openings occur. The waiting list will be re-established yearly.
6. The Superintendent or designee shall inform applicants by mail as to whether their application have been approved, denied or placed on a waiting list. If the application is denied, the reasons for denial shall be stated.
7. Applicants who receive approval must confirm their enrollment in writing within two weeks.
8. If, after the February 1st Intra-district Transfer application deadline, a student moves to the attendance area opposite of the high school he/she is presently attending, that student will be allowed to remain at the current school of attendance to complete the school year. The student will also then be eligible to receive an Intra-district Transfer enabling him/her to re-enroll and remain at the high school where he/she has been attending for the upcoming school year.

9. No student who currently resides in the attendance area of a school shall be displaced by students transferring from outside the attendance area school. “Currently” is defined a “residing within the attendance area and registered at least six weeks prior to the start of school.”
10. Any student who receives an Intra-district Transfer from their school of residence (e.g. Turlock High School) to another school within the same school district (e.g. Pitman High School) may become immediately eligible “one time only” to compete in interscholastic athletics at any level at his/her new school.

If the student elects to return to his/her school of residence (e.g. Pitman High School back to Turlock High School) at the conclusion of the academic year and if he/she competed in any level of interscholastic athletics during the year, the returning student will be ineligible to participate in any sport played at the previous school for one calendar year.

11. Nothing herein shall abridge the rights of the District to accept or reject intra-district transfer students under existing law and District policy pursuant thereto.
12. The administration is hereby authorized to take such actions as it deems necessary to comply with this policy in accordance with the provisions of the Education Code.
13. Students requesting an intra-district transfer to either Pitman High School or Turlock High School shall meet the following requirements in the school-year prior to the transfer request.
 - a. GPA: 2.5
 - b. Attendance: 95% or Medical Waiver
 - c. Discipline: Zero 48900 E.C. Infractions
14. Intra-District attendance is a privilege and students that violate the aforementioned criteria will have their intra-district transfer rescinded and directed to enroll at school of residence for subsequent school year.

STUDENT SERVICES

Clubs and student organizations are available to all students and developed by the interests of the student body and advisors. **All club members are strongly encouraged to obtain a Student Body Card in order to better support their specific club and the ASB in general.**

To form a new club, students must secure **an on-campus certificated adult advisor**, develop an organizational set of by-laws and club procedures, and, most importantly, see and obtain approval for the club by the ASB Student Council. To begin the process, students must make an appointment with the Activities Advisor. A list of clubs available to all students can be viewed in the Student Activities Office.

Food

California Uniform Retail Food Facilities Law, Section 114015 states: “No food prepared or stored in a private home shall be used, stored, served and offered for sale, sold or given away.” This means no “home-made” goodies!

California Scholarship Federation

Students who receive primarily A and B grades in college preparatory subjects may be eligible for membership in CSF. Students who become CSF members in at least four (4) semesters during the last three (3) years, **one being during their senior year**, are eligible for Life Membership. Life members may apply for special scholarships that are reserved for CSF members. They receive a CSF seal on their graduation diploma and a notation is made on their permanent record and transcripts, as well as special recognition at the commencement ceremony.

A semester “A” (in selected subjects) is worth three (3) points, a “B” counts for one (1) point, while any “D” or “F” causes disqualification. A total of ten (10) points in a semester is sufficient for membership that semester. **Membership is not automatic and must be applied for each semester.** Freshmen are eligible for associate membership. It is the responsibility of the student, beginning with their freshman year, to apply for CSF! Students should see their counselor for more information on the selected courses and the procedure for application.

Cafeteria Service

Child Nutrition has a computerized system that allows students to prepay an unspecified amount into his or her account at school or online payment system called MySchoolbucks.com. Once these monies are entered into the system, there is no refund to the student without parental consent. This allows the student to make a purchase at any of our food venues without the use of cash. This system also allows the parent to monitor the student's purchases. Child Nutrition has adopted a *Real Fresh* program which brings new lunch choices and products to students. The *Real Fresh* brand captures the essence of student preferences and requests that have been gathered from students. Our students show a strong awareness on the importance of nutrition, but they often struggle to make the appropriate choices. The *Real Fresh* brand offers a greater range of fresh choices that balance great taste and good health, while also helping students build a healthy lifestyle. The *Real Fresh* menu offers a complete meal option at a very affordable price. Food courts are located in the main dining room at the high schools. Vending machines selling healthy snacks and other lunch options are also available.

Students participating in the National School Lunch Program (NSLP) will be able to receive a free or reduced lunch for 30 days into the new school year or until a new application is completed, whichever is first. Applications are available in the Child Nutrition Office, High School Activities Office, Administration Offices, and Counseling Offices. We now have an online application available on the Child Nutrition website. Families must submit a new application by September 15th to remain on the lunch program for the new school year. Applications are accepted throughout the school year.

TUSD is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating. TUSD adopted a "Wellness Policy" that supports healthy choices for all students. Food served to students, apart from their lunch, must be made and labeled by a certified retailer. All fundraisers during school hours must have prior administrative approval and meet the nutritional guidelines of the NSLP and the District Wellness Policy. TUSD encourages healthy choices for celebrations and class parties. For further information please visit the Child Nutrition website at <http://cnd.turlock.k12.ca.us>.

Cafeteria Meal Charge Policy

Parents are responsible for payment of school meals for their student(s). The National School Lunch Program Applications are

provided to each student in their first- day packets. If parents wish to apply for the program, they must please return the application to their respective school site as soon as possible. It may take up to ten working days to process an application.

As a reminder, any charges incurred while a student's application is being processed are the responsibility of the parents/guardians.

1. Parents/guardians will be notified by mail when the application has been processed.
2. Questions regarding a student's meal account may be addressed to the Supervisor or Food Service Assistant at your student's school site. If further information is needed, please contact the Child Nutrition Office at 667-9048 from 7:00 a.m. to 3:30 p.m.
3. Students who pay full price or reduced pricing will be allowed to charge up to 12 meals.

The following steps will occur at the specified meal charge(s):

- At the 2nd meal charge, a school messenger call will go out to the parent/guardian from the Child Nutrition Department.
- At the 7th meal charge, a site administrator and/or counselor will call the parent/guardian to reiterate expectations to pay meal charges, provide support/resources, and advise of necessary parent conference for future charges.
- At the 12th meal charge, a site administrator will conduct a parent conference to again reiterate expectations for meal payment, as well as offer additional support/resources. Parents of students in grades 7-12 will also be informed of student being placed on the fine list for accumulated charges.
- Bi-annually (December & May), the Child Nutrition Department will send a letter to the student's parent/guardian to summarize expectations and total charges to date.

Computer/Internet Usage

- All students and their parent/guardian must sign an Internet contract.

- Never give your logon or password to anyone or use another student's account. (If you get on a computer that another student is already logged in, please log them out, do not touch anything in their account.)
- No downloading and/or printing of inappropriate material.
- Headphones are not allowed unless directed by the teacher.
- No food and/or drink while using district computers.
- Students must present their Student ID card to the library staff in order to be allowed to use the Internet in the library.
- Personal Email and social media usage, as well as inappropriate websites, and cyberbullying, are not permitted.
- There is no expectation of privacy when using District Technology.
- Any violation of the aforementioned computer usage rules may result in loss of user privileges, disciplinary action, and/or appropriate legal action.

Chromebook Policy

- Each student in grades K-12 will receive a Chromebook for their personal use to complete classwork. The Chromebook is for student use only. Abuse of this privilege may result in revoking the right to have a TUSD Chromebook assigned to the student.
- Chromebooks are the property of the school where they are assigned. If a student leaves Pitman High School the Chromebook must be returned to the school.
- Bring your charged Chromebook to school each day.

LIBRARY & TEXTBOOKS

Library

The library is open from 7:15 AM until 4:15 PM on school days. Students must present a pass to be admitted into the library during class time. A computer lab is also available in the library for student use. Students should have a purpose for being in the library and a quiet, productive atmosphere should prevail so that others who are working will not be disturbed.

Book Check-out/Book Return Policy/Library Fines

- A student may check out up to three (3) books at a time.
- All books, with the exception of reference books, may be checked out for three (3) weeks, with the option of renewing the check-out for an additional three-week period.
- A student may renew the check-out status (check the same book out for an additional three weeks), but he/she **MUST** bring the book(s) to the Circulation Desk for renewal.
- Please allow time for check-outs. If a student waits until the last minute, he/she may be late for class!
- A student may not check out books if he/she has unpaid fines and/or overdue books.
- A student may not check out a book for another student—students **MUST** use his/her personal student ID cards and check out his/her own books. Students are responsible for any books checked out using his/her student ID.
- Magazines and newspapers may not be checked out and are not to be taken from the library.
- Students will not receive a report card at the end of the semester or end of the school year, and will not receive his/her yearbook at the end of the school year, until **ALL** overdue books are returned and fines are paid. (EC 48904)

Fines

Lost Books	Full Replacement Price
Totally damaged (not reusable)	Full Replacement Price
Damaged books	Assessed at time of return
Lost Bar Codes	\$5.00
Late 21 day circulation books	\$.20 per day

Partial refund for returning books that were lost or paid for must have receipt.

**Students must have Student ID Card
in order to check out library books.**

Library Computer and Internet User Policies

The computers in the library provide access to the library catalog, online subscription databases, and Microsoft Office (Word, Excel, Power Point, Access, etc.).

All school rules and regulations are in effect as well as, including, but not limited to, having a signed Internet Usage Form on file.

BE AWARE THAT STUDENTS' COMPUTER ACTIVITY IS MONITORED AT ALL TIMES!

Printing from library computers

Students may print articles from the library computer stations.

School Books

All necessary textbooks and study materials are provided through the classroom teachers or Textbook Department. When a book is issued to a student, he/she should check it immediately for damages or marks. If such problems are detected, the student should immediately return the book to the textbook room so a written record of the problem can be made.

Students should protect these books at all times as he/she will be billed for the full replacement price if they are lost, stolen or damaged. It is required that book covers be used to prevent accidental damage.

Students caught altering or removing bar codes or book numbers will be charged the full cost of the book and will face further discipline action from the school.

Further prevention of theft would include not leaving books in classrooms for storage purposes. Remember – **a student is responsible for those materials issued in his/her name 24 hours per day, 180 days per year or the length of time the materials are issued to the student for class use.**

Textbook Fines:

Lost Books	Full Price
Total Damaged (not reusable)	Full Price
Water Damaged	Full Price
Damages (rebuilding/minor)	\$15.00
Minor Damages (writing/drawing Scribbling/defacing)	Half Price
Damaged Barcode	\$5.00

*** Refunds are issued when lost books are paid for and later the book is returned.**

**WHEN CHECKING OUT A BOOK, STUDENTS
ARE RESPONSIBLE FOR THAT
PARTICULAR BARCODED BOOK UNTIL IT
IS RETURNED TO THE TEXTBOOK ROOM.**

These prices are required payment for all textbooks, not library books. Parents/students have two weeks in which to examine a textbook after a bill has been issued for minor damage. In the event there is shortage of books, the damages will be notated and the book may be issued to another student.

All textbooks are to be covered to prevent damages to the books. Scotch tape should not be used to attach book covers as it damages the interfacing of the textbooks. Covers are available in the bookroom.

VISITORS

Student visitors are not allowed; however, pre-arranged adult guests should report into the Administrative Office to obtain a visitor pass that must be approved by an administrator.

**Personal Deliveries to
Campus or Class:**
**Deliveries of food, balloons, flowers or other
personal items will not be accepted for delivery
by the administration office nor will they be
allowed delivery.**

RIGHTS OF STUDENTS

Fair Hearing before Discipline

Students have a right to a fair hearing before any disciplinary action can be taken. This means that, before a student can be suspended (except in an emergency); they are entitled to at least an informal meeting with an administrator to hear the evidence against the student and to have a chance to explain their side of the story. The student can

also appeal the decision of the administrator as will be explained in the following section.

Dignity and Respect

Students are entitled to be treated with dignity, courtesy and respect at school. Students should expect such treatment from both members of the staff and their fellow students.

Complaints and Appeals

Students and their parents are entitled to make complaints against any member of the school staff and to appeal the decisions made by members of the staff. Complaints can also be made against administrators or other district employees.

The appropriate procedure, if a student feels the need to make a complaint, is to first request to meet with that person in private. Most complaints are the result of a misunderstanding and can usually be resolved by the two persons meeting in private to discuss the problem. If such a meeting fails to resolve the problem, the student may wish to bring it to the attention of the principal in a written letter detailing the reasons behind the filing of the complaint. If the student is dissatisfied with the administrator's response, they may request a meeting with the Superintendent or his designee and eventually the Board of Education.

In cases of discipline, such as suspensions or involuntary transfers to continuation school, the students and their parents may appeal directly to the Director of Student Services. Students who are suspended or transferred involuntarily are always informed in writing of how to make such appeals. Students or parents can appeal a grade for a class, but no one can order a teacher to change a grade unless it is proven that either incompetence or miscalculation caused an error.

Whatever the complaint, however, the student should make it only through the appropriate channels as described above. The student and their parents could be sued for libel or slander if they wrongfully accuse school district employees outside of these channels.

When making complaints it is also recommended that the student wait until he/she actually meets with the teacher or administrator in private rather than sounding off in front of others about their intention to make a complaint. It can be embarrassing to announce in public that a

student had been wronged and then later realize that the student was mistaken.

If a student has a complaint, they should request to meet in private with that teacher or administrator to discuss it. They may also consult with the counselor before meeting with the teacher or administrator. The student's counselor will participate with the student in the meeting if so wished.

Directory Information

State law allows school districts to release certain information on students which is to be "Directory Information." This information is limited to name, address, telephone number, date and place of birth, major field of study, athletic and activity participation, weight and height of members of athletic teams, dates of attendance, degrees and awards, and most recent previous school. Directory information may be released to government agencies, representative of the news media, employers or prospective employers, nonprofit youth organizations and to private schools and colleges (for seniors).

No directory information will be released regarding any student when a parent or guardian has notified the school district that such information shall not be released. Please notify the Registrar if you do not wish such information released regarding your student.

Freedom of Expression

Every student is entitled to constitutional rights as a citizen of the United States. This includes the right to say what a student wishes, distribute literature or put up posters so long as it is not obscene, libelous, slanderous or likely to cause a disruption to learning and the school environment. **This does not mean a student can speak out of turn in class, make insulting remarks, or disregard the instructions of teachers and staff.**

Students may put up posters or signs **with prior Administrative approval.**

All posters or signs must bear the following disclaimer in type of readable size. The disclaimer may be placed on the material by the distributing person or entity or by the District. **"This activity is not sponsored by the Turlock Unified School District."** For information, please check with the Student Activities office staff. "During school hours, and within one hour before the time of opening and within one hour after time of closing of the school, students of the

public school shall not be solicited on school premises by teachers or other to subscribe or contribute to the funds of, to become members of, or to work for any organization not directly under the control of the school authorities.” (EC 51520)

Quality Education

Students are entitled to a quality education. This includes the right to take any class or participate in any activity for which he/she is qualified. This also includes the right to expect well prepared and competent instruction from teachers, adequate guidance from a counselor, and fair treatment from administrators.

Participation in Student Government

All students have the right to participate fully in their student government and all activities. Students are further encouraged to express their concerns through their elected representatives. After securing permission from their instructor, students may also request an appearance before the ASB Student Council during a selected Leadership class period to express their concerns regarding a particular issue of importance. Students may also convey their concerns by making an appointment with the Activities Advisor(s).

RESPONSIBILITIES OF STUDENTS

School Hours

Students are under the authority of school officials and are responsible for obeying the school rules while at school, while at a school activity, and while going to or from school or a school activity.

Knowledge of the Rules

Students are expected to know and obey the rules and regulations of the school. **A careful review of this handbook however, should clarify any misunderstandings students may have.**

Courteous Treatment of Others

Just as students are entitled to expect dignity, courtesy and respect from others, they have a responsibility to treat other persons on campus with courtesy and respect. This applies to students as well as members of the staff. This would include refraining from rowdy behavior, making rude or derogatory remarks, or otherwise interfering with the rights of others.

STUDENT ID CARDS

In an effort to increase campus safety and security, all TUSD 7-12 grade students are required to carry a student ID card in their pocket, purse or backpack. All students shall carry their ID daily while on or about the school campus during school hours or at school activities. For safety purposes, all 7-12 grade TUSD students shall present their student ID card upon request by school staff. *If the card is lost, the student will be required to purchase a replacement card.*

Discipline Philosophy

School staff is available to help students get the finest education possible, not to impose rules or discipline. Every high school however, just like every civilized society, must have rules and the means to enforce those rules to prevent disorder and chaos. Staff is committed to changing negative behavior to a more positive and productive endeavor for all students.

When problems occur, every reasonable effort will be made to rectify them to the mutual satisfaction of all concerned. Persons who behave irresponsibly, however, must expect to be held accountable for their behavior. Persons who repeatedly or seriously violate the rights of others will not be allowed to remain at a comprehensive high school site.

Discipline Procedure

Most discipline infractions will result in a verbal warning from the teacher or the campus supervisor. In other cases, however, the student may be instructed to report to the office. In every such case the student is to go directly to the Administration Building and then report immediately to the Dean's Office or the Dean's Secretary. The student is to tell the Dean or secretary the reason for the referral and immediately give the Dean or secretary any written referral form which was given by the teacher or supervisor. Failure to report to the office with a misconduct is a violation of school rules and will result in disciplinary action.

Detention

Students may be detained up to one hour before and/or after school. Detention may be with the teacher in the classroom or in the School Detention Center. Teachers may order students to serve detention with them for any good reason. Assignment to the School Detention Center is normally made for various rules violations and excessive tardies.

When the detention is assigned, students may request permission to begin it the following day if he/she needs time to first notify his/her parents or employers – otherwise he/she is expected to report that afternoon.

The first unexcused absence from detention will result in a warning of suspension. The second unexcused absence may result in suspension. Students are excused from detention only for medical/dental appointments, when they are already absent from school that day for an **EXCUSED** absence, or when **PRIOR** permission is given by an administrator or campus supervisor.

Students assigned to the School Detention Center have the option of serving it before or after school. Students must report on time. **NO LATER** than 7:45 AM in the morning to the Campus Supervisors' office (according to Campus Supervisors' office clock) **AND BEFORE** 3:30 PM in the afternoon to the cafeteria. Students arriving after these times will not be admitted and will be considered absent from detention.

Students are expected to bring books and other study materials to detention for quiet study. Talking or other disruptive behavior is not allowed. Students who are sent out of detention for talking or other disruptive behavior will be subject to additional time in detention or suspension.

Conduct at Athletic Events:

**SPECTATORS ARE GUESTS AT ALL ASB
ATHLETIC EVENTS!**

**THEY ARE TO ADHERE TO THE FOLLOWING
SPECTATOR CODE OF ETHICS
(STUDENTS AND NON-STUDENTS ALIKE)**

- Spectators are an important part of the game and should at all times conform to accepted standards of good behavior.
- Spectators should at all times respect officials, coaches and players as guests in the community and extend all courtesies to them.

- Enthusiastic and wholesome cheering is encouraged.
- Booning, stamping of feet and disrespectful remarks should be avoided at all times.
- **As adult behavior affects student behavior, spectators should encourage all people to observe the Sac Joaquin Section and Central California Athletic League (CCAL) CODE OF ETHICS. Those Adults who repeatedly engage in inappropriate behavior will be immediately reported to the proper authorities and removed from the activity or event.**

HIGH SCHOOL ATHLETIC POLICY AND AGREEMENT

- A. Attendance
1. Attendance at school is compulsory. Student athletes must attend all classes in order to participate in practice and/or athletic events. Exceptions are to be made only for those student athletes who are appropriately excused (i.e. illness, Doctor or Dentist appointment, funeral attendance).
 2. Attendance at practices and contests is compulsory. Team rules, as established by the head coach of each sport, governs individual student athlete attendance. Any student athlete who is truant shall be dealt with by his/her coach and may be suspended from the squad indefinitely.
- B. Equipment
1. Student Athletes should inspect all equipment for rips, tears, cracks, etc. Defects should be reported to the coach immediately. A student athlete who loses school equipment will not receive his/her award and will be placed on the school Fine List.
- C. Eligibility
1. Team rules, as established by the coach of each sport, governs student athletes relative to daily

school attendance on the date of a particular sporting event. Student athletes are encouraged to be in attendance on the day of a contest. Any absence is regulated by standard school attendance procedures.

2. Eligibility will be checked quarterly. Student Athletes must maintain a 2.0 GPA or better and no more than one "F" during the grading period. A minimum of 20 semester units must be passed.
3. Student athletes competing in a school sport cannot compete simultaneously in any similar out-of-school sponsored sport. The penalty for this violation will be removal from the squad plus forfeiture of any games played while he/she was on both teams as per C.I.F. regulations.
4. Student athletes must pass a sports physical examination by a family physician, sign, and have a parent or guardian sign the Emergency Information Card. This agreement must then be returned to the Athletic Trainer before he/she will be eligible to participate.
5. Student athletes seen by a physician, or other medical professional, for any injury or serious illness must bring back a written release from the physician to the trainer and coach in order to return to participation.

D. Appearance

1. All student athletes and managers, boys or girls shall dress and groom themselves in a reasonable, non-distractive manner. This shall be discussed at the beginning of each sport and governed by the coach thereafter. If the athlete does not meet these standards he/she will be subject to team discipline as administered by each coach.
2. The head coach is responsible for the sport in season, and has the authority to set a reasonable team rule on grooming and appearance as long as it falls within general school guidelines.

E. Transportation

1. Student athletes must travel to and from contests in school transportation unless permission is obtained from the Administration, coach, and parents for reasons which are of the utmost importance prior to the trip! Authorization forms can be obtained from the coach and must be submitted prior to each contest.

F. Rules Violations

1. Participation in TUSD co-/extra-curricular activities and athletics is both an honor and a privilege and, as such, carries a responsibility for the student to follow rules and regulations including the following:

PARTICIPATION RULES

Any use, involvement with* or possession of illegal drugs or alcohol, or use of any form of tobacco at any time during the period of participation in co-/extra-curricular activities and/or athletics, on or off campus, may result in appropriate disciplinary action.

“Involvement with” such substances shall be broadly construed, and shall include, but is not limited to the following situations:

- A. Personal possession or use of such drugs, alcohol or tobacco, at any time at any place; or
- B. Being in a motor vehicle when alcohol or drugs are illegally present, regardless of whether the student is the driver or passenger or whether the student is in personal possession of any such alcohol or drugs; or
- C. Permitting the illegal consumption of alcohol or use of drugs in one’s home or premises; or
- D. Being in a building or on the premises or otherwise in the company of others, including but not limited to fellow students, when alcohol is being consumed by minors or drugs are being used or possessed illegally.

The appropriate disciplinary action under these rules is separate from any other discipline that may otherwise be imposed. Disciplinary action under these rules will be determined by consideration of all the facts and circumstances of a particular situation, but may include as a minimum the following penalties:

FOR OFFENSES INVOLVING DRUGS AND ALCOHOL

1. **First offense** after signing *TUSD Co-/Extra-Curricular Activity and Athletic Eligibility Participation Contract* for any co-/extra-curricular activity or athletic season:

For Athletics & Co-/Extra-Curricular Activities

The student may be suspended from membership and participation in all activities related to that co-/extra-curricular or athletic team (including team practice) for fourteen (14) calendar days.

For Student Government (ASB/Class Officer)

The student may be suspended from all student government participation for the remainder of the school year.

2. **Second offense** after signing *TUSD Co-/Extra-Curricular and Athletic Eligibility Participation Contract* for any co-/extra-curricular activity or athletic season:

For Athletics

- a. If the second offense occurred within the same season as the first offense, the student may be suspended for the rest of the season.
- b. If the second offense occurs in a different season than the first offense, the student may be suspended from participation (including practice) for 28 calendar days.

For Co-/Extra-Curricular Activities

The student may be suspended from all extra-curricular activities for 28 days.

3. **Third offense** after signing *TUSD Co-/Extra-Curricular Activity and Athletic Eligibility Participation Contract* for any co-/extra-curricular activity or athletic season:

The student may be suspended from all extra-curricular and athletic participation for the remainder of the school year.

FOR OFFENSES INVOLVING CYBER BULLYING AND SOCIAL MEDIA

All instances of school-related cyber bullying and/or use of social media (e.g., Instagram, Facebook, Twitter, Vine, etc.), that results in a substantial disruption to the educational process, may violate the *TUSD Co-/Extra-Curricular Activity and Athletic Eligibility Participation Contract*. (Note: Violations may occur on or off school grounds and through the usage of personal digital devices, which include but are not limited to, cell phones, digital cameras, personal computers, netbooks, iPods and iPads.)

Disciplinary action under these rules will be determined by consideration of all the facts and circumstances of a particular situation, but may include as a minimum the following penalties:

1. **First offense** after signing *TUSD Co-/Extra-Curricular Activity and Athletic Eligibility Participation Contract* for any co-/extra-curricular activity or athletic season:

For Athletics & Co-/Extra-Curricular Activities

The student may be suspended from membership and participation in all activities related to that co-/extra-curricular or athletic team (including team practice) for seven (7) calendar days.

For Student Government (ASB/Class Officer)

The student may be suspended from all student government participation for the remainder of the school year.

2. **Second offense** after signing *TUSD Co-/Extra-Curricular and Athletic Eligibility Participation Contract* for any co-/extra-curricular activity or athletic season:

For Athletics

- a. If the second offense occurred within the same season as the first offense: The student may be suspended for the rest of the season.
- b. If the second offense occurs in a different season than the first offense: The student may be suspended from participation (including practice) for 14 calendar days.

For Co-/Extra-Curricular Activities

The student may be suspended from all extra-curricular activities for 14 days.

- G. Dismissal from the squad.

1. A student athlete who quits a sport, after the first practice game or game type scrimmage, cannot compete in another sport until that sport is officially over, unless agreed upon by the coaches of each sport involved.
2. Unfortunately, squad exclusions (i.e. “cuts”) are necessary due to the competitive nature and constraints of certain sports. These are made by the coach, and only the coach, and are not subject to appeal.
3. Anyone dropped from a sport, for any reasons other than being cut from a squad, will be ineligible until that sport is over, unless agreed upon by the coaches of each sport involved.
4. Anyone who is cut from a squad may participate in another sport during the same season. The Athletic/Emergency Information Card must be filled out and signed by the athlete and parent or guardian indicating that all have read, understood, and signed on the Emergency Card. It is then filed with the Athletic Director and Trainer.

H. Policy concerning the moving up or down of a student/athlete from one level of competition to another:

1. Coaches are encouraged to thoroughly discuss a move of this nature with both the student athlete and parent or guardian. Philosophically, the student athlete should be mature enough to have the ability to handle the competition. A student athlete who moves up should get enough playing time to make it worth his/her while. When moving a student athlete up to a higher level of competition, it should be done in the best competitive interest of the student and team involved.

ATTENDANCE AND DISCIPLINE

Section 35291 of the California Education Code requires that written communication is provided to continuing students at the beginning of each school year and transfer students at the time of their enrollment of all attendance and discipline related policies and procedures. The following material is included in the Student Handbook as a means of fulfilling this requirement.

Attendance Policy

It is well established that faithful and regular attendance in school is related to student progress and achievement. In order for a student to do his/her very best, it is important that he/she be in school as many days as possible. Students are expected to attend all classes and to be on time unless properly excused. A pattern of irregular attendance and/or truancy is a valid indication that students' grades will decline.

Attendance is compulsory at all classes unless one is participating in a school-authorized activity. Students are expected to arrive at school and for all classes punctually.

Students arriving late or planning on leaving during the day must have a signed note from a parent explaining the situation.

Please note that parents are required to clear absences within 72 hours or 3 school days as schools must continue to track all absences and report them to the state.

Attendance Guidelines

Every student is required to attend all classes on a regular and consistent basis. Not attending school on a regular basis or habitual truancy is considered to fall under School Attendance Review Board (SARB) Guidelines. Students are subject to consequences for defiance and disruptive behavior for repeatedly refusing to serve detentions and/or work detail for cuts, repeated tardies and excessive absences during 1st period. Attending school, but deliberately not going to individual periods (e.g. cutting class or being intentionally tardy), is truancy and repeated refusal to serve detention/work detail for habitual truancy is considered defiant behavior.

Students' Duties

CCR Title 5, Section 300. Duties of Pupils

Every student shall attend school punctually and regularly; conform to the regulations of the school; obey promptly all the directions of his teachers and others in authority; observe good order and property of deportment; be diligent in study; respectful to his teacher and others in authority; kind and courteous to school mates; and refrain from the use of profane and vulgar language.

EC 35181. Pupils Responsibilities; Policy Statements

The governing board of each school district may ...issue policy statements setting forth the responsibilities of the pupils of that school district regarding academic performance, attendance, in-school behavior and any other aspect of school life.

EC 48200. Compulsory Full-Time Education

Each person between the ages of 6 and 18 years ... is subject to compulsory full-time education.

EC 48908. Duties of Pupils

All pupils shall comply with the regulations, pursue the required course of study and submit to the authority of the teachers of the schools.

Unverified Absence Policy as covered in Calif. Educ. Code Section 48432.5; 48260; 48260.5; 48261

An unverified absence is any absence from a class in **excess of ten (10) minutes** that has not been cleared by the Attendance Office.

Ten (10) consecutive full days of unverified absences may result in the student being dropped from school after repeated attempts to contact student/parent, and he/she will have to re-enroll (EC 48262; EC 48263; EC 48291; EC 48662).

Ten (10) full days unverified absences per semester will result in a SARB referral, declaration as a **HABITUAL TRUANT** and possible recommendation for an involuntary transfer (EC 48262; EC 48263; EC 48291; EC 48292; EC 48662).

Parents will receive SARB notification letters of TRUANCY when student accumulates 3, 5 and 10 unverified absences per year.

SARB Guidelines

I. Truancy Letters

- A. School will send up to **3 TRUANCY Letters** for cumulative and/or unexcused absences at the following intervals:
 - 1. **Truancy Letter #1** – Mandatory Truancy Letter – (3 unexcused absences)
 - 2. **Truancy Letter #2** – School Attendance Review Team (SART) Notification Letter – (5 unexcused absences)
 - 3. **Truancy Letter #3** – District Attendance Review Conference (DARC) Referral Letter – (10 or more unexcused absences)
- B. School site sends a list of all Truancy Letter #1 to Student Services at the end of each month.
- C. Legal definition of an unexcused absence: An unexcused absence is recorded for a full day absence or a period cut in excess of 30 minutes. Only one (1) unexcused absence may be counted each day. (e.g., student has 2 periods of cuts in excess of 30 minutes in a single school day. This is counted as 1 unexcused absence).
- D. Attendance Timeline: All cumulative attendance tracking for consequences (i.e., unexcused absence and tardy) reset each year 9-12.

II. School Attendance Review Team (SART)

- A. Parents sent Truancy Letter #2 notifying them of the date and time of the SART meeting.
- B. SART members may consist of a single administrator and parent or a multidisciplinary team and parent.
- C. Administrator to review pattern of attendance, impact of attendance on educational outcomes, discuss reasons for absences, and notify parent of potential DART and SARB Referral.
- D. Develop SART attendance contract.

III. District Attendance Review Conference (DARC)

A. Schools fax DARC referral to Student Services, with the following attachments:

1. Truancy Letter #1, #2, #3.
2. SART attendance contract.

B. District Attendance Review Team (DARC):

1. Student Services Director meets with student and parent(s).
2. Problem solve attendance interventions.
3. Provide intervention/support and develop attendance directives.
4. Noncompliance with District attendance directives shall result in a referral to the School Attendance Review Board (SARB).

C. School Attendance Review Board (SARB):

1. Multidisciplinary Team including Turlock Police Department, Administrators, Nurses, School Mental Health Clinicians, Counselors, Child Welfare and Attendance Specialist and Director of Student Services.
2. SARB held at Turlock Unified School District Office Room WW1.
3. Team develops attendance-based interventions and supports.
4. SARB directives presented and signed by parents.

Parents or Guardians are notified that noncompliance of SARB directives may result in criminal complaint and court hearing

Notwithstanding the above guidelines, students shall be sent a SARB TRUANCY notification for three (3) unexcused/unverified FULL DAY absences in a school year and may be identified as a HABITUAL TRUANT and subject to an INVOLUNTARY TRANSFER (EC 48262; EC 48263; EC 48291; EC 48292; EC 48662).

Counselors are available in this instance for support in stopping the truancies; **NOT TO CLEAR ABSENCES.**

Turlock Unified School District		
TARDY POLICY		
Positive Behavior Interventions/Supports Provided at Each Step		
Classroom Procedures		
Tardy	Student Arrives After Bell, Teacher Records Tardy (Aeries)	
<p>Administrators use this as a guide intended to standardize attendance procedures throughout the District. The recommendations are not intended to substitute for the judgment of professional personnel based upon knowledge of the student's behavior record, statutory restraints, and other means of correction.</p>		
PHS and THS (Reset Semester)		
Step 1	3rd Tardy	Verbal Warning/Restorative Conversation (Campus Supervisor)
Step 2	6th Tardy	Detention (Failure to Appear/Suspension Pending Parent Conference)
Step 3	9th Tardy	1 Work Detail (Failure to Appear/Suspension Pending Parent Conference)
Step 4	12th Tardy	2 Work Detail (Failure to Appear/Suspension Pending Parent Conference)
Step 5	15th Tardy	Suspension/Pending Parent Conference (Restorative Conversation)
Step 6	18th Tardy	Suspension/Pending Parent Conference (Restorative Conversation)
Step 7	21st Tardy	Suspension/Pending Parent Conference (Restorative Conversation)
Step 8	24th Tardy	Suspension/Pending Parent Conference (Restorative Conversation)

SCHOOL SAFETY

In order to ensure a safe and secure school campus, all students are required to be in their seat at the final attendance bell. Students that are not in their assigned locations on campus and/or loitering about the campus are engaging in unsafe behavior which jeopardizes the safety of all members of the campus community. Thus, students that fail to respond to multiple interventions and supports, will be suspended pending a parent conference and restorative conversation.

POLICY DEFINITIONS

What is considered “TARDY”?

- A student is considered tardy to class when he/she is not inside the classroom before the bell rings.
- A tardy in excess of 10 minutes will result in a cut.
- Some teachers may require students to be seated before the bell rings.

Tardies/Absences Caused by Students Remaining After Class

Tardies/Absences caused by students remaining to work in other classes will not be excused unless students have received prior written permission from their teacher.

Irregular Attendance (EC 48263)

Students with **(10)** full days of verified absences **per semester** may be required to have subsequent absences for illness verified by a physician or by a designated school official.

Return from Absence (CCR Title 5, Section 421(a)(b) (BP5113)

Whenever a student is absent from school his/her parent/guardian must call the **ATTENDANCE REPORTING HOTLINE PHS/ (209) 226-6700 and THS/ (209) 567-3359** prior to the student’s return. The following information must be included in the call: student’s full name, caller must identify his/her relationship to the student, give the grade level of the student, indicate the exact date(s) of the absence, reason for the absence, date of return and a phone number where the parent/guardian can be reached.

If the parent did not call the **ATTENDANCE REPORTING HOTLINE** prior to the student returning to school, the parent must call as soon as possible stating the same information as previously requested. **A note from a parent verifying the absence will also be accepted.**

The only way to properly clear these students and return them to class in a timely manner is to require a phone call. Parents of absent students will be contacted in the evening by a recorded message indicating that their son/daughter missed 1 or more periods that day. This is primarily a service to parents to make sure that they know their student was absent. **Even if you receive such a call, a phone call is still required when your student returns.**

**It is the student's responsibility to have
their parent/guardian call the
ATTENDANCE REPORTING HOTLINE
PHS/209-226-6700**

No student will be allowed to phone the **ATTENDANCE REPORTING HOTLINE** without prior administrative approval. Only those students who are 18 years of age or older may obtain administrative approval.

If a student returns from an absence without a proper call, the student is **TO REPORT TO FIRST PERIOD CLASS. IT IS NOT NECESSARY TO GET A BLUE SLIP. BLUE SLIPS WILL ONLY BE NECESSARY WHEN RETURNING FROM SUSPENSION.** The absence will remain unverified on the computer. If the parent/guardian phones, the absence will be changed to a verified absence. **If the call is not received;** it will become an **unverified absence.** (All absences and 1st period tardies must be cleared within 3 days or 72 hours.)

**A student absent from school due to an excused
absence shall be allowed to complete all
assignments and tests missed during the absence.**

In unusual cases, such as when a parent is unavailable, the student should explain this to the Attendance Secretary. Arrangements may then be made to receive the call at a later agreed upon date without penalty.

Any absence **OVER 3 DAYS** needs to receive prior administrative approval. Extended absences over 3 weeks may result in a student being dropped, and the student will have to re-enroll.

Altering/Forging Notes

A student found guilty of forging signatures or altering notes will receive 2 hours of detention for the 1st offense and a warning that repeat incidents may result in suspension. Notes of any kind for any reason may not be signed by a student even if he/she has been given

permission to do so by a parent or guardian. (Students are not allowed to write their own notes without administrative approval.)

Attendance Policy Verification and Emergency Medical Card

An Attendance Policy Verification and Emergency Medical Card must be signed by the parent/guardian and the student. It is also required to have for the purpose of clearing absences. This card contains important information which the attendance office uses regularly and must be turned in at the beginning of each year.

Change of Address or Telephone Number

A student should notify the Counseling Office immediately if he/she change his/her mailing address or telephone number. **PLEASE NOTE THAT IF A STUDENT IS CHANGING HIS/HER ADDRESS, A PROOF OF RESIDENCE (i.e. UTILITY BILL, NOT TELEPHONE OR CABLE BILL) MUST BE SUBMITTED WITH THE CHANGE.**

Making up Missed Work

Students who are out with an excused absence will be held responsible to request and make up all missed work. The student will receive full credit for all work that is made up. Students who are ill should contact their teachers to request work that can be completed during their illness so as to not overwhelm them upon their return. Please be sure to ask the teacher when such make-up work must be completed.

A student absent from school due to an excused absence may be allowed to complete all assignments and tests missed during the absence. Upon satisfactory completion, the student shall be given full credit for completed work. The teacher of any class from which a student is absent shall determine, pursuant to the regulations of the governing Board of the school district, what assignments the student shall make-up and in what period of time the student shall complete such assignments. The tests and assignments shall be reasonably equivalent to, not necessarily identical to, the tests and assignments, which the student missed during the absence. (EC 48205)

Permission to Leave Class

Students may only leave class with the expressed permission of the teacher. Students who leave class without permission or remain away much longer than originally authorized will receive disciplinary consequences in the form of detention and/or suspension. Students will normally be given a hall pass to leave class which must be

displayed and visible for any campus supervisor or staff member to see.

Physical Education Excuses

Exemptions from PE must be covered by a parent's note. If the exemption runs more than **3 days**, a doctor's note must be given to the PE instructor and filed in the Health Office.

THIS IS EXTREMELY IMPORTANT!!! STUDENTS WHO ACCUMULATE 9 NON-PARTICIPATION DAYS WITHOUT ANY MAKE-UP WILL RECEIVE AN F GRADE FOR THE MARKING PERIOD.

Pink Slips

Students who will need to leave school before the end of the day should bring a note from their parents to the Attendance Office before school or during lunch. No pink slips will be issued during class time. The note must indicate the reason for the absence and the exact times that the student will be out of school. If a student forgets a note, or if unforeseen circumstances require that a student leave school, the student should report to the Dean to explain the problem and seek help. Students who leave school without a pink slip will receive discipline and consequences. **NO PINK SLIPS WILL BE ISSUED DURING FINALS WEEK.** Exceptions must have administrative approval.

HIGH SCHOOLS MAINTAIN A CLOSED CAMPUS!
THIS IS A SECURITY MEASURE TO ENHANCE
THE SAFETY OF OUR STUDENTS.

Closed Campus regulations include:

NO deliveries of any kind (e.g. Grubhub, Doordash, Birthday Balloons, etc.)

Students who leave school (with prior approval of the Principal or his/her designee) to obtain confidential medical services may be excused legally from school. The student is to return a copy of the medical professional's appointment verification form.

UNDER NO CIRCUMSTANCES ARE STUDENTS TO LEAVE CAMPUS FOR ANY REASON BEFORE THE END OF THE SCHOOL DAY WITHOUT A PINK SLIP FROM THE ATTENDANCE OFFICE.

DISCIPLINE

DISCIPLINE POLICY **(EXPLANATION OF RULES/INFRACTIONS)**

Abuse of School Personnel

Abuse of school personnel, their property or their families will not be tolerated. This includes actions which occur on or off campus, whether during school hours or non-school hours. Any deliberate act intended to cause injury, insult or property loss, will result in disciplinary action at school as well as possible criminal prosecution. Adequate complaint and appeal procedures are available if you feel that you have a legitimate grievance against any employee of the district.

Abuse of Students

State law forbids any act that is likely to injure, degrade or disgrace any student. This law, which also prohibits hazing, is punishable by fine and imprisonment in county jail. Students who violate this rule are also subject to suspension and/or recommendation to the Board of Trustees for expulsion.

All certificated personnel, by law, are required to report situations in which a student may be in danger of harming him(her)self, someone else or be a victim of child abuse.

~Penal Code Section 11666

Bicycles

Students are to walk bikes/skateboards upon entering campus. It is recommended that students secure their bikes/skateboards with heavy duty chains/cables and locks. Students riding bikes/skateboards on campus will be issued a warning upon the first violation. Disciplinary action may be taken for repeat offenses.

Bus Regulations

The Board of Trustees of the TUSD will provide bus transportation for students within the district in accordance with school district policy. Bus stops are officially determined, as well as schedules and routes. Bus transportation is not required by law. It is provided for the convenience of students and parents and should be viewed as a privilege. Failure to comply with the rules and regulations for bus riders in the district shall be sufficient reason for a student to be denied transportation.

Student Regulations Defined

The following rules and regulations will apply to all students utilizing bus transportation services provided by the Turlock Schools:

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders shall keep the bus and the area around the bus stop clean and litter free.
3. Be at bus stop (5) minutes prior to scheduled bus arrival and stand in a safe place.
4. Using a cellular telephone or electronic device while on the bus.
5. Form a line to board the bus, and not move toward the bus until it has come to a complete stop and doors are fully opened. (Enter or leave the bus through other than the main door unless directed by the bus driver.)
6. Take turns while loading, do not engage in abusive body contact (e.g., fighting, slapping, hitting, poking, shoving, pulling hair, etc.) in or when loading or unloading from the bus.
7. Proceed promptly and be seated face forward, keep feet on the floor in front of the seat. Remain seated at all times while the bus is in motion. (Refusing to remain seated, changing seats, climbing over our under seats, refusing to share seats with other students is prohibited.)
8. Extend any part of the body outside the windows, or throw any object either out of the bus windows or inside the bus.
9. Eating, drinking, or littering on the bus.
10. Using vulgarity, rude, abusive behavior or making obscene gestures. Any noise or behavior that could distract the driver, such as loud talking, loud yelling, or refusing to maintain low voice while on the bus.
11. Live animals (other than service animals), reptiles, or insects shall not be carried aboard the bus.
12. Bringing skateboards, scooters, balls or glass containers aboard the bus.
13. Obstructing seats, aisle or emergency exit with their body or personal belongings. Bringing large items that can't be safely and conveniently stored without causing discomfort or unreasonable annoyance to passengers.

14. Riders shall not damage or deface the bus or tamper with bus equipment, such as bus controls, radio, camera, safety devices, or emergency exits.
15. Upon reaching their destination, remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.
16. Silence will be maintained while approaching stop signs, signals, rail road crossings, or during foggy or inclement weather.
17. Be alert for traffic when entering/ leaving the bus and always cross the street in front of the bus at the discretion of and/or under control of the driver.
18. Disembark at their normal boarding points, unless they present authorization signed by a parent and a school official.
19. Kindergarten students not met at the bus stop by an adult, or designee, will be taken back to their school office.
20. Damaging or defacing any part of a bus shall be reimbursable by the parents/guardians of the individuals responsible.

Step 1: Verbal Warning-Bus driver reviews behavior expectations with student.

Step 2: Parent Notification-Student reviews bus behavior expectations with site administrator and bus driver. Parent is notified in writing and Bus Rules & Regulations sent home.

Step 3: (1) Day Bus Suspension-Student shall be denied bus privileges for one (1) school day. Parent is notified in writing and is requested to attend a conference with principal or designee.

Step 4: (3) Day Bus Suspension-Student shall be denied bus privileges for three (3) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.

Step 5: (5) Day Bus Suspension-Student shall be denied bus privileges for five (5) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.

Step 6: Semester Suspension- Students shall be denied bus privileges for *remainder of semester*.

Bus Appeal Process:

(1) If the parent/guardian wishes to appeal the removal, the first level of appeal is the site Principal.

If the parent/guardian is not satisfied with the decision of the site Principal, the parent/guardian may appeal to Student Services.

1. Students shall be at the bus stop, on the right hand side of the road, five (5) minutes prior to scheduled bus arrival.
2. Students shall not damage property or litter the area at bus stops.

Depending on the severity of the offense, an *automatic* denial of bus riding privileges may be imposed for the following:

1. Fighting, biting, spitting, or hostile behavior.
2. Obscene language or gestures directed at the bus driver, aide, other students or the public.
3. Vandalism to the bus or private property.
4. Exiting the bus through a window or emergency exit (except during an emergency)
5. Any weapons or hazardous items brought on the school bus.
6. Any matches, cigarettes, vape pens, e-cigarettes, alcohol, and/or controlled substances brought on the school bus.
7. Any time school, transportation and/or public authorities must be dispatched to a bus due to student(s) misconduct.
8. Threatening, harassing, bullying, or intimidating driver/aide and other students.

Step 1: (5) Day Bus Suspension- Student shall be denied bus privileges for five (5) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.

Step 2: (10) Day Bus Suspension- Student shall be denied bus privileges for ten (10) school days. Parent is notified in writing and

is requested to attend a conference with principal or designee.

Step 3: Semester Suspension- Students shall be denied bus privileges for *remainder of semester*.

Depending on the severity of the incident, students may receive discipline beyond removal from the bus. Parents will be subsequently notified of any action taken in writing.

**DRIVERS MUST SUBMIT A WRITTEN
REPORT TO THE SITE ADMINISTRATOR
WITHIN 24 HOURS OF THE OFFENSE.**

Possession/Use of Phones or Other Mobile Electronic Devices

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to health-related purposes. (Education Code 48901.5)

Students may possess cellular/digital telephones and/or smart watches on the school campus; however, they may only be used during lunch period and shall be turned off at all other times during the normal school day while on campus or at a school related activity.

Except with prior administrative approval or consent for health reasons, IEP and/or 504 Plan, students may possess but shall not use on the school campus during the normal school day, any type of mobile electronic communication device, including, but not limited to, iPads, personal Netbooks, digital media players, iPods, Mp3 players, gaming systems, compact disc players, portable game consoles, cameras, digital scanners, and laptop computers.

The school is not responsible for cellular/digital phones, smart watches or other mobile electronic devices that are lost, damaged, or stolen.

In accordance with BP/AR 5145.12 - Search and Seizure, a school official may search a student's mobile communications device, including, but not limited to, reviewing messages or viewing pictures.

Students shall not use mobile communications devices, even in hands-free mode, while driving on school grounds or to and from a school-related activity.

A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

Except during lunch period, cellular/digital phones must be completely turned off and put away in the student's backpack. Students violating the policy will have cell phone confiscated, issued disciplinary action, and will require a parent/guardian to pick up confiscated item from the Administration office. The school is not responsible for any items a student brings to campus for their own personal use. Students are expected to only bring academic materials, athletic/physical education clothing, and, if needed, lunch.

CELL PHONE USAGE

Students are required to have their cell phones turned off and put away upon entering their first classrooms in the morning. Cell phones shall remain off and put away during the instructional day or at a school-related activity, except when medically necessary.

- **Board Policy 5131** -- Cell phones, smart watches and other communication devices – Pursuant to TUSD Board policy, students are permitted in junior high/middle school and high school to use cellular phones, smart watches and other mobile communication devices during their respective lunch period.
- No student shall use an electronic device with a video or voice recording function or camera in a manner which infringes on the privacy rights of other students or individuals.
- Students may be allowed to use their cell phones at the discretion of the classroom teacher for instructional purposes. Subsequent to the usage, it is the student's responsibility to turn off their phone and put the phone away.
- If the teacher allows cell phone usage for instruction, then the following procedures shall apply: (1) teacher shall direct students when to take out and turn on the phones, (2) teacher shall monitor usage, and (3) teachers shall direct students to shut off and put away the cell phones prior to the end of the class period or before leaving the classroom.
- The purpose is to teach students respectful and responsible usage of smartphones in a safe and caring learning environment.
- It is the student's responsibility to turn off their cell phones during school hours. The School shall not be responsible for the

loss, theft, or destruction of any device brought on to school property.

- Students are allowed to use their cell phones before school, during lunch, and after school. Students should not be calling, texting, posting or accessing social media at any other times during the school day. Students are required to have their cell phones turned off and put away upon entering their first classroom in the morning, except when medically necessary. Students should ask their classroom teacher or Student Services secretary to use the phone if there is a need to contact their parents during class or passing period.

Cell Phone Guidelines (Reset Annually)

Step 1	Parent/guardian pick-up and warning.
Step 2	Parent/guardian pick-up, 2 sessions of work detail assigned.
Step 3	Parent/guardian pick-up, 4 sessions of work detail assigned.
Step 4	Parent/guardian pick-up, 2 sessions of after school detention.
Step 5	Parent/guardian pick-up, 4 sessions of after school detention.

Any subsequent offenses will continue to result in further, more severe consequences including but not limited to a recommendation of an involuntary transfer to an alternative school setting.

****THESE VIOLATIONS RESET YEAR TO YEAR.****

Cheating and Plagiarism

Cheating and plagiarism will not be tolerated and may result in a reduced or failing grade on the test, paper, or project. Disciplinary action will be administered by the teacher for the first offense. Flagrant or repeated incidents will be referred to the administration for appropriate action. This may include possible removal from the class with a failing grade for the semester. Parents will be notified in writing of all incidents involving cheating. All students involved in the cheating will be held responsible.

Defiance

Defiance is the refusal to obey lawful authority. Students who defy any member of the school staff may be suspended or receive other means of correction. Teachers and other staff members are required by District policy and state law to provide proper supervision. They can only do this if students are willing to obey them. It is essential, therefore, that students submit to the lawful authority of school officials on or about the campus. This means that all students are required to obey the instructions of any and all members of the staff at any time and in any place when a student is at school or a school activity. If the student was right and the order was wrong, he/she will be supported and the matter will be rectified; if a student defies a member of the staff, he/she can expect to receive immediate means of correction and may be suspended depending on the frequency, severity or intensity of the incident. Mistakes can and will occur, but the place for resolving these mistakes is in the Administration Office - not in the hallway, cafeteria, or elsewhere.

Dress Regulations

Students are required to dress in a manner which reflects appropriateness, modesty, and cleanliness. The Administration will not interfere with the right of students and their parents to make decisions regarding appearance except when choices disrupt the educational program. Any apparel that draws undue attention to the wearer detracts from the educational process and is, therefore, inappropriate. It is a mark of maturity when students can freely choose apparel that demonstrates individuality without deviating from appropriateness. For reasons of health and safety, shoes must be worn at all times.

In partnership with students and parents, the Turlock Unified School District administration and staff requests review of the students' attire to ensure it meets the following dress code guidelines before arriving to school:

Students MUST Wear:

- Tops with straps
- Bottoms: pants, skirts, shorts, etc. covering buttocks (no micro minis or short shorts with entire thigh exposed)
- Shoes (no backless footwear for elementary students)
- **Secured** clothing that protects and covers personal body parts.

Students MAY Wear:

- Hats, including religious headwear
- Hats/visors must be worn with bills/brims facing forward to shade the face (not backwards)
- Hooded shirts/jackets (over the head is allowed)
- Teachers/staff may direct students to remove/adjust the position of hats/hoods over the head on campus in situations that include, but are not limited to, classroom activities, headphones/earbud use issues, or visual identification of a student's face. This does NOT apply to any headwear worn for religious reasons.

Students CANNOT Wear:

- Clothing that depicts violent language or images
- Clothing that includes, but is not limited to hats, shoes, headgear, belts, shirts, pants, piercings, key chain holders that are deemed a potential threat to student and/or staff safety
- Clothing accessories that can create a danger to other students on campus or at school events (spiked neck or wrist bands, pointed rings, large medallions, heavy or long chains, and other hazardous objects).
- Clothing that illustrates images or language depicting drugs or alcohol (or any illegal item or activity) or the use of the same
- Clothing that displays hate speech, profanity, pornography
- Clothing that includes images or language that create a hostile or intimidating environment based on any protected class
- Clothing that is sheer or see-through (clothing must be opaque)
- Visible underwear, bralettes, bandeau tops, sports bras, or backless shirts including "tube tops"
- Unsecured clothing that allows personal body parts to be visible with movement or contact
- Helmets, hoods, or other headgear that obscures a student's identity (except a religious observance)

- For identification purposes, a student's face must be clearly visible, including when taking school photos; this may require removal of a hood and/or hat

Examples of clothing deemed a potential threat to student and/or staff safety:

- Pants oversized at the waist such as folded in at the waist or belt line (e.g., student with a 32" waist should wear pants no larger than 32" waist"
- Wearing pants below the waistline (sagging)
- Steel-toe combat style boots
- Jewelry, insignia, colors, paraphernalia, materials, apparel, clothing, or attire worn or carried on campus, or at school activities, that may be intimidating to students/staff
- Solid red or blue items including, but not limited to, scrunchies, belts, shoelaces, and beanies
- Predominately red or blue shirt or sweatshirts (two or more articles of clothing)
- Red or blue items hanging over the shoulder or out of pockets
- Red or blue apparel exposed under any shirt or collar
- Non-team color or intimidating hats, knit caps, baseball-type caps, or head gear
- Bandanas, red or blue belts, red or blue shoelaces, or red or blue rags

Inappropriately dressed students will be referred to school administration to receive disciplinary action. The administration may claim any prohibited items. Further, any gang related incidents, photos, drawings, graffiti or attire will be reported to the Turlock Police Department and/or the Stanislaus County Sheriff's Department.

Clothing or accessories identifying a student as a gang member are strictly prohibited, including but not limited to the following:

- Solid **RED** or **BLUE** shirts.
- **RED/RED** or **BLUE/BLUE** outfits.
- Transitory gang colors and other indicators determined by administration.

- Stylized writing of names, **RED** or **BLUE** colored belts, belts which hang a sign, belt buckles identifying gang names or colors, spiked apparel, **RED** or **BLUE** colored shoelaces, hair accessories and/or handkerchiefs/bandanas.
- Gang related writings/slogans on backpacks, binders, tattoos and other accessories to be determined by administration.

The purpose of **PROMOTING STUDENT SAFETY THROUGH APPROPRIATE SCHOOL ATTIRE** is to ensure students come to school properly attired; thereby prepared to participate in their education. These guidelines shall be enforced during school hours, to and from school, at authorized bus stops, on buses and at all co-curricular activities.

This policy has been adopted pursuant to California Education Code 35291.5 and TUSD Board Policy 5132(c).

Drugs/Alcohol

RECENT STATE REGULATIONS MANDATE THAT SCHOOL AUTHORITIES REPORT ALL DRUG RELATED VIOLATIONS TO THE LOCAL LAW ENFORCEMENT AGENCIES.

The possession, use, sales or being under the influence of unlawful drugs or alcohol is forbidden while at school or at any school activity. Students who violate this rule will be taken into custody by the Turlock Police Department and suspended.

Repeat offenses of drug/alcohol violations or a first offense for sales or possession for the purpose of sale will result in a suspension pending a recommendation to the Board of Trustees for expulsion.

State law also forbids offering a substance for sale as a drug even though, in fact, the substance is not actually an unlawful drug. Violation of this rule will result in referral to the Turlock Police Department and suspension pending a possible recommendation to the Board of Trustees for expulsion.

Students who are involved in actions related to the procurement of any controlled substance by accepting and retaining money for said procurement but who subsequently fail to deliver the substance, are still in violation of school policy pertaining to illegal drug transactions. Students involved in incidents of this nature may be

referred to the Turlock Police Department and be subject to suspension and/or recommendation to the Board of Trustees for expulsion.

Driving Restrictions

The California Education Code, Section 48902 permits the principal of any secondary school, prior to suspension or expulsion, to notify appropriate law enforcement authorities of any acts of students which violate prohibitions against the sale, purchase, possession, and/or being under the influence of alcoholic beverages or other illegal and/or controlled substances.

In addition, as of January 1989, the Vehicle Code Specifies that for any person under 21 years of age who has been convicted of possessing or using alcohol or other illegal and/or controlled substances, there is a one-year mandatory suspension for driving privileges. Minors between 13 and 16 years of age, who received such conviction, would experience a one-year **delay** in obtaining their driver's license once they reach the age of sixteen.

Following Direction of Teachers

Students are expected to follow the directions of their teachers in class. The teachers are expected to provide adequate instruction, but they cannot do this without the cooperation of their students. If a student has a complaint or concern about how a class is being conducted, he/she should meet with the teacher in private to discuss it. When in class students are expected to obey the instructions of the teacher. Persistent or flagrant misbehavior may result in suspension from school and/or removal from the class with an "F". Students who are removed from class for disciplinary reasons are not allowed to enroll in a replacement class.

Gambling

Gambling, with the exception of state regulated games of chance, is illegal in the State of California. It is a violation of the California Penal Code to engage in unauthorized games of chance. Gambling, in any way or form (regardless of the exchange of money) is prohibited at school. Violation of such will result in immediate disciplinary action and/or notification of the Turlock Police Department.

Littering

Students are expected to assist in keeping campuses clean. Sufficient litter cans are placed strategically about the campus and in the cafeteria to enable everyone to avoid littering with only a minimal effort. If a student is observed walking away from a mess on a

cafeteria table, or otherwise creating litter, he/she will be promptly reminded about his/her responsibilities.

Mutual Combat (Fighting)

Unlawful violence will not be tolerated. Students who are involved in a mutual combat situation, unless it is clearly a case of reasonable self-defense against an unprovoked assault, will be considered as having two students engage in a physical altercation (i.e. punches thrown) preceded by a heated verbal exchange and/or pushing and shoving. Students are required to contact a teacher, counselor, campus supervisor, administrator or any adult staff member if they have reason to believe that they may engage in a physical altercation. If a student fails to follow this directive and subsequently engages in a fight, it will be considered mutual combat and he/she will be suspended. Remember challenging and/or accepting a challenge to fight on or about campus is mutual combat. The result will be suspension of all combatants.

A student who engages in his/her second incident of mutual combat will be suspended pending a recommendation for an involuntary transfer to an alternative school setting. Repeat incidents of fighting, repeat incidents of threats of violence or any fight which results in serious injury may result in a suspension pending a recommendation to the Board of Trustees for expulsion.

In all cases of unprovoked assault, the offending student will be suspended pending expulsion and criminal charges will be filed with the Turlock Police Department. An unprovoked assault is where one person attacks another who does not wish to fight.

Public Display of Affection (PDA)

A high school campus is not the place for overt displays of physical affection between students. Students are expected to demonstrate appropriate restraint. Those who choose not to follow this rule will have their parents notified of this specific type of behavior.

Parking Permits

Due to continued growth and lack of available parking, the TUSD requires all students to obtain parking permits. These permits allow

ALL STUDENTS WHO DRIVE TO AND FROM SCHOOL
MUST REGISTER AND OBTAIN VALID PERMITS FOR
ALL VEHICLES WHICH THEY INTEND TO PARK ON
CAMPUS. FAILURE TO DO SO MAY RESULT IN THE
REMOVAL OF DRIVING PRIVILEGES.

students who use vehicles for transportation to and from school access to student parking areas. Permits are free and are available in the campus supervisors' office once school begins (fall semester). Driver's license must be provided along with make and model of vehicle(s) in order to receive a parking permit. Permits should be displayed prominently from the rear view mirror or on the left rear bumper of each vehicle used by the individual student.

Replica of a Firearm

It is a violation of Penal Code Section 417.2 if any person, except in self-defense, draws or exhibits a replica of a firearm (replica meaning any device with the present capacity of expelling a projectile by the force of air or an explosion) or an "imitation firearm" which is so substantially similar in physical properties to an existing firearm that a reasonable person may conclude that the replica is a firearm.

PE Uniforms

Each school has a standard uniform policy specific to their Physical Education Program. The uniform is available for purchase in the Student Activities Office. Dressing out for Physical Education is a requirement outlined in the course curriculum. Repeated violations of non-dress are subject to disciplinary action.

Pepper Spray

The TUSD considers Pepper Spray, of any sort, dangerous, and, as such, forbids all students from possessing and/or using it on or about the campus during school hours, at school events, and coming to or going from school and/or school events.

Sexual Harassment

BP 5145.7(a)

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages 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 or an adult, or who have experienced off-campus sexual harassment that has a

continuing effect on campus, to immediately contact 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 shall notify the Title IX Coordinator.

Disciplinary Actions

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Examples of Sexual Harassment

Examples of types of conduct which are prohibited in the district 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

Title IX Coordinator/Compliance Officer

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures, as well as to oversee investigate, and/or resolve sexual harassment complaints processed under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Title IX Coordinator
Director of Student Services
1574 E. Canal Drive, Turlock, CA 95380
(209) 667-0632 (ext 3)

Reporting Complaints

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the principal or other school employee shall forward the report to the district's Title IX Coordinator. Any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report the observation to the principal or Title IX Coordinator. The report shall be made regardless of whether the alleged victim files a formal complaint or requests confidentiality.

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct

may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable district complaint procedures.

Supportive Measures

Upon receipt of a report of Title IX sexual harassment, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures and shall consider the complainant's wishes with respect to the supportive measures implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be non-disciplinary, non-punitive, and designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment or to deter sexual harassment. Supportive measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. (34 CFR 106.30, 106.44)

The district shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the district's ability to provide the supportive measures. (34 CFR 106.30)

Emergency Removal from School

A student shall not be disciplined for alleged sexual harassment under Title IX until the investigation has been completed. However, on an emergency basis, the district may remove a student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of

any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

Skateboards and Rollerblades

Skateboards and Rollerblades are considered to be forms of transportation to and from school. They, like bicycles are not to be ridden on school grounds. Students are to secure skateboards and rollerblades upon entering the campus. Skateboards, rollerblades, coasting, or like kind devices are prohibited on the campus except for the purpose of transportation according to Turlock Municipal Code Sections 4-14-201 et seq. and 4-14-301 et seq. on campus between the hours of 7:00AM and 5:00PM. Skateboarding tricks, stunts, etc. are prohibited on campus at **ALL** times. Students riding skateboards/rollerblades on campus will be issued a warning for the first violation. Repeat incidents may result in confiscation until a parent comes to retrieve the item. Disciplinary action taken for repeat offenses will be taken in the form of detention, work detail, and suspension.

“NOTE: LENGTH OF SUSPENSIONS IS PENDING PARENT CONFERENCE.”

Suspension, Involuntary Transfer or Expulsion

Section 48900 of the California Education Code provides authorization for suspension, involuntary transfer to continuation school or expulsion for the following:

- a. Caused, attempted to cause or threaten to cause physical injury to another person; willfully used force or violence upon the person of another, except in self-defense.
- b. Possessed, sold or otherwise furnished any firearm, knife, explosive or other dangerous object unless, in the case of possession of any such object, the student had obtained written permission to possess the item from a certificated school employee, which is concurred by the principal or the designee of the principal.

- c. Unlawfully possessed, used, sold or otherwise furnished or been under the influence of any controlled substance, an alcoholic beverage or an intoxicant of any kind.
- d. Unlawfully offered, arranged or negotiated to sell any controlled substance, an alcoholic beverage or an intoxicant of any kind, and either sold, delivered or otherwise furnished to any person another liquid, substance or material and represented the liquid, substance or material as a controlled substance, alcoholic beverage or intoxicant.
- e. Committed or attempted to commit robbery or extortion.
- f. Caused or attempted to cause damage to school property or private property.
- g. Stole or attempted to steal school property or private property.
- h. Possessed or used tobacco or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets and betel.
- i. Committed an obscene act or engaged in habitual profanity or vulgarity.
- j. Had unlawful possession of, or unlawfully offered, arranged or negotiated to sell any drug paraphernalia.
- k. 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.
- l. Knowingly received stolen school property or private property.
- m. Possessed and imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

- n. Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- o. Harassed, threatened or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that student from being a witness or retaliating against that student for being a witness, or both.
- p. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q. Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which 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. For purposes of this subdivision “hazing” does not include athletic events or school-sanctioned events.
- r. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a student or school personnel.
- Sexual harassment
 - Hate violence
 - Intentionally engaged in harassment, threats, or intimidation against a pupil, groups of pupils or staff. (e.g., gang activity of revenge or sending notes of impending harm.)
 - Pupil has made terrorist threats against school officials, school property or both. (e.g., Student posting threats on social media, calling in a bomb threat, making a false alarm, creating a panic or fear that substantially disrupts the school, etc.)
- s. No student shall be suspended or expelled for any of the acts enumerated unless that act is related to school activity or

school attendance. A student may be suspended or recommended for expulsion for acts which are enumerated in this section and related to school activity or attendance which occur at any time, including, but not limited to, any of the following:

- While on school grounds.
- While going to or coming from school.
- During the lunch period, whether on or off the campus.
- During, or while going to or coming from, a school sponsored activity.

Senior Suspensions

Any senior student who is suspended and removed from school for a “major” rules violation in excess of five days during the **final quarter** of the school year jeopardized his/her opportunity to participate in commencement exercises.

The teacher of any class from which a student is suspended **may** require the suspended student to complete any assignments and tests missed during the suspension. (Educational Code 48913)

Thefts and Vandalism of Student Property

All incidents of vandalism or theft of student’s property should be reported immediately to one of the campus supervisors. Although the school can assume no responsibility for such losses, every reasonable effort will be made to apprehend the responsible person and to either return the property or order restitution. When appropriate, assistance will also be sought from the Turlock Police Department.

Tobacco/Tobacco Products

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, betel, and electronic nicotine delivery systems (ENDS), such as, e-cigarettes, e-hookahs, and other vapor-emitting devices. (Education Code 48900, 48901)

Tobacco Free School

In the best interests of students, employees and the general public, the Governing Board prohibits the use of tobacco products at all times on

District property and in District vehicles. This prohibition applies to all employees, students, visitors and other persons at any school or school-sponsored activity or athletic event. It applies to any meeting on any property owned, leased or rented by or from the District.

Wallet Chains

The TUSD considers “heavy wallet chains” as dangerous and, as such, forbids all students from wearing them on or about the campus during school hours and coming to or going from school.

Weapons or Explosives

State law forbids anyone, except a peace officer to bring any type of weapon or explosive on a public school campus without the express permission of the principal. Included under this prohibition are fireworks and knives. Students who violate this rule will be referred to the administration for disciplinary action. Incidents involving a possession of firearms or other lethal weapons will result in arrest by the Turlock Police Department and suspension pending a recommendation to the Board of Trustees for expulsion.

SCHOOL-WIDE POSITIVE BEHAVIOR EXPECTATIONS

Turlock Unified School District believes every student has the right to be educated in a safe, supportive and positive school climate. Every educator has the right to teach in an atmosphere free from disruption and obstacles that impede learning. Positive Behavior Interventions and Supports are based on character development that emphasizes the importance of meaningful relationships as central to building and sustaining a safe and supportive school climate.

CHARACTER ➡ RELATIONSHIPS ➡ BEHAVIOR

TUSD holds that a positive school climate can best be achieved through the direct teaching of positive character expectations designed to create powerful relationships. Meaningful relationships are central to building a safe and positive school climate. This represents a paradigm shift in school discipline that focuses on interventions and supports to restore relationships after misbehavior has occurred, rather than utilizing rules and consequences to punish students.

In essence, PBIS allows for a shift in school discipline that results in a positive school climate which is inclusive, builds fair process decision-

making practices, and facilitates student learning to address the impact of their actions through an approach that allows for true accountability, skill building cooperation, and mutual understanding.

Ultimately, through PBIS students will learn to make positive, productive, and effective choices in response to situations they may encounter in the future and all members of the school community will:

- Have an opportunity to be heard
- Understand the impact of one's actions
- Learn to take responsibility
- Repair the harm that one's actions may have caused
- Recognize one's role in maintaining a safe school environment
- Build upon and expand on personal relationships in the school community
- Recognize one's role as a positive contributing member of the school community

Positive Character Expectations

The Positive Character Expectations (Respectful, Responsible, Safe) are multifaceted in nature. They teach positive, proactive and preventative behaviors to prevent misbehavior by helping to build a sense of belonging, safety, and social responsibility in the school community. The underlying premise is that students are engaged, more cooperative, more productive and more likely to make positive changes when teachers have high expectations and high supports for students.

Goals of Teaching Positive Behavior Expectations:

- A safer, more caring environment
- A more effective teaching and learning climate
- A greater commitment by everyone to taking the time to listen to one another
- A reduction in bullying and other interpersonal conflicts
- Reductions in suspensions and expulsions
- A greater confidence in the staff PBIS teams to deal with challenging situations

For a reference to our TUSD Student Accountability Chart please refer to the link below.

<https://www.turlock.k12.ca.us/accountabilitycharts>

TK-12 TUSD Positive Attendance Expectations

Education is an opportunity and a right. If students do not exercise their right to attend school, they have limited their opportunity for the basic education necessary to become mature, knowledgeable, and productive members of society. Absenteeism has direct, negative effect on student achievement, promotion, graduation, behavior, and employment potential. It has been well demonstrated that regular attendance is a key factor in the success a student achieves at school. Thus, students are expected to be in school on time every school day for the full school day. (Students with 10 or more cumulative absences in a school year will be required to bring a Medical Doctor Note or Health Staffing approval for additional absences.)

Interventions: Parent Notification, Parent Conference, Detention, DART, Alternative Placement, SARB, Court.

Unexcused Absences	TK-3	4-6	7-8	9-12	RHS/eCad
1	Parent Contact	Parent Contact	Parent Contact	Parent Contact	Parent Contact
3	Truancy Letter	Truancy Letter	Truancy Letter	Truancy Letter	Truancy Letter
5	SART	SART	SART	SART	SART
10	DARC	DARC	DARC	Parent Conference	DARC
15	SARB	SARB	SARB	DARC	SARB
20	Court	Court	Court	Alternative Program	Alternative Program

NOTES:

- Truancy Letter – Use Education Code approved template for letter.
- School Attendance Review Team (SART) – Review team held at school site (e.g., administrator, teacher, counselor, parent, student, etc.).
- District Attendance Review Conference (DARC) – Attendance counseling held at Student Services (Student Services Director, Child Welfare and Attendance Specialist, Parent, and Student).
- School Attendance Review Board (SARB) – Multidisciplinary Team at Turlock Unified School District Office which includes Turlock Police Department, School Administration, Nurses and SPED.
- Court – Parents are cited and referred to Stanislaus Superior Court for chronic truancy issues and failure to comply with SARB directives.

Bus Rules and Regulations

The Transportation Department needs your assistance to make sure that each student rider is assured a safe and secure ride to school. It is important to remember that the students being transported are under the direct authority of the bus driver and it is the student's responsibility to follow the rules to protect their privilege of riding the bus. (EC §§ 44807, 48900, Board Policy 5131.1)

Level I: Minor Infractions

1. Riders shall follow the instructions and directions of the bus driver at all times.	<p><u>Step 1: Verbal Warning</u>-Bus driver reviews behavior expectations with student.</p> <p><u>Step 2: Parent Notification</u>-Student reviews bus behavior expectations with site administrator and bus driver. Parent is notified in writing and Bus Rules & Regulations sent home.</p> <p><u>Step 3: (1) Day Bus Suspension</u>-Student shall be denied bus privileges for one (1) school day. Parent is notified in writing and is requested to attend a conference with principal or designee.</p> <p><u>Step 4: (3) Day Bus Suspension</u>-Student shall be denied bus privileges for three (3) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.</p> <p><u>Step 5: (5) Day Bus Suspension</u>-Student shall be denied bus privileges for five (5) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.</p> <p><u>Step 6: Semester Suspension</u>-Students shall be denied bus privileges for <i>remainder of semester</i>.</p> <p><u>Bus Appeal Process:</u> (1) If the parent/guardian wishes to appeal the removal, the first level of appeal is the site Principal. (2) If the parent/guardian is not satisfied with the decision of the site Principal, the parent/guardian may appeal to Student Services.</p>
2. Riders shall keep the bus and the area around the bus stop clean and litter free.	
3. Be at bus stop (5) minutes prior to scheduled bus arrival and stand in a safe place.	
4. Using a cellular telephone or electronic device while on the bus.	
5. Form a line to board the bus, and not move toward the bus until it has come to a complete stop and doors are fully opened. (Enter or leave the bus through other than the main door unless directed by the bus driver.)	
6. Take turns while loading, do not engage in abusive body contact (e.g., fighting, slapping, hitting, poking, shoving, pulling hair, etc.) in or when loading or unloading from the bus.	
7. Proceed promptly and be seated face forward, keep feet on the floor in front of the seat. Remain seated at all times while the bus is in motion. (Refusing to remain seated, changing seats, climbing over our under seats, refusing to share seats with other students is prohibited.)	
8. Extend any part of the body outside the windows, or throw any object either out of the bus windows or inside the bus.	
9. Eating, drinking, or littering on the bus.	
10. Using vulgarity, rude, abusive behavior or making obscene gestures. Any noise or behavior that could distract the driver, such as loud talking, loud yelling, or refusing to maintain low voice while on the bus.	
11. Live animals (other than service animals), reptiles, or insects shall not be carried aboard the bus.	
12. Bringing skateboards, scooters, balls or glass containers aboard the bus.	
13. Obstructing seats, aisle or emergency exit with their body or personal belongings. Bringing large items that can't be safely and conveniently stored without causing discomfort or unreasonable annoyance to passengers.	
14. Riders shall not damage or deface the bus or tamper with bus equipment, such as bus controls, radio, camera, safety devices, or emergency exits.	
15. Upon reaching their destination, remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.	
16. Silence will be maintained while approaching stop signs, signals, rail road crossings, or during foggy or inclement weather.	
17. Be alert for traffic when entering/ leaving the bus and always cross the street in front of the bus at the discretion of and/or under control of the driver.	
18. Disembark at their normal boarding points, unless they present authorization signed by a parent and a school official.	
19. Kindergarten students not met at the bus stop by an adult, or designee, will be taken back to their school office.	
20. Damaging or defacing any part of a bus shall be reimbursable by the parents/guardians of the individuals responsible.	

Level II: Major Infractions

Depending on the severity of the offense, an <i>automatic</i> denial of bus riding privileges may be imposed for the following:	<p><u>Step 1: (5) Day Bus Suspension</u>-Student shall be denied bus privileges for five (5) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.</p> <p><u>Step 2: (10) Day Bus Suspension</u>- Student shall be denied bus privileges for ten (10) school days. Parent is notified in writing and is requested to attend a conference with principal or designee.</p> <p><u>Step 3: Semester Suspension</u>- Students shall be denied bus privileges for <i>remainder of semester</i>.</p>
1. Fighting, biting, spitting, or hostile behavior.	
2. Obscene language or gestures directed at the bus driver, aide, other students or the public.	
3. Vandalism to the bus or private property.	
4. Exiting the bus through a window or emergency exit (except during an emergency)	
5. Any weapons or hazardous items brought on the school bus.	
6. Any matches, cigarettes, vape pens, e-cigarettes, alcohol, and/or controlled substances brought on the school bus.	
7. Any time school, transportation and/or public authorities must be dispatched to a bus due to student(s) misconduct.	
8. Threatening, harassing, bullying, or intimidating driver/aide and other students.	
Depending on the circumstances, alternatives to suspension from the bus may be used as determined by the site administration.	



Turlock Unified School District

PITMAN HIGH SCHOOL ANTI-BULLYING PROTOCOL

Our school's social vision: Never Settle, Never Quit....Roll Pride!

Why we have implemented a school-wide system to stop bullying

Bullying and harassment stand in the way of our social vision and our scholastic habits of respect, empathy and integrity. Therefore, our school has adopted the No Bully System for preventing and responding to harassment and bullying during in-school and after-school programs, on school field trips, school sponsored events, and when students are traveling to and from school. This school-wide system applies to all students, teachers, staff, specialists, and anyone who works on our campus, whether employed by the school or district, working as contractors, or volunteers pursuant to Turlock Unified anti-bullying policy.

What is bullying?

Bullying occurs when a student, or group of students, repeatedly try to hurt, humiliate or get power over another student in any of the following ways.

- **Physical bullying** is when a person uses physical force to hurt another (e.g., by hitting, pushing, shoving, kicking, taking a student's belongings or stealing their money).
- **Verbal bullying** is when a person uses words, images or gestures to intimidate or humiliate someone (e.g., by taunting, name-calling, teasing, put-downs, insults, threats and blackmail).
- **Relational bullying** is when a person excludes or isolates another person (e.g., through leaving them out, manipulating others against them, or spreading gossip or rumors).
- **Cyberbullying** is when a person or people use their cell-phones, text messages, e-mails, instant messaging, the Internet and social media to bully someone in any of the ways described above.

Bullying is different from conflict. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. If students are in conflict but are not using bullying to get power over the other student, our school is committed to helping the students talk it through.

Bullying may at times amount to harassment. It is harassment to target a person on-line or face-to-face because of her or his actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or because she or he is associated with a student or group of students with one or more of these actual or perceived characteristics.

It is **sexual harassment** to target a student with unwanted sexual comments, gestures, attention, stalking and physical contact that cause a student to feel uncomfortable or unsafe at school, or interferes with the student's schoolwork. This is dealt with under Turlock Unified sexual harassment policy.

Our school does not tolerate bullying or harassment for any reason. You are breaking the law if you harass anyone at our school. It is a serious breach of school rules if a student takes revenge or asks someone to threaten or hurt a student that has reported bullying or harassment.

How students can end bullying

Bullying and harassment cause pain and stress to students and are never justified or excusable as "just teasing" or "just playing." When a student stands by doing nothing, or laughs or posts comments on-line when others bully, they are participating in bullying.

The students at Medeiros have agreed to join together to treat others with respect, both on-line and face-to-face so that we keep our campus bully-free.

All students agree to:

- Value differences and treat others with respect both online and face-to-face.
- Tell the bullying student to stop or walk away with target when I or others around me are the target of bullying.
- Talk to any trusted adult on campus, in my home or community if I cannot safely stop the bullying. I will ask the trusted adult for help or use the Star Box which is located in the office.
- Never take revenge or ask someone to hurt a student who has reported bullying.

Our school takes a problem-solving approach to bullying. We have staff members who are trained as **Solution Coaches®** to bring together a Solution Team of students to help end the bullying. Most Solution Teams successfully end bullying situations without punishment after three meetings.

Staff, Teacher and Parent Response to Student Harassment and Bullying

Our school follows the No Bully System to prevent and respond to bullying and harassment.

Level 1 – Prevent & Interrupt. All teachers, staff, students and volunteers support a campus-wide system for preventing and responding to harassment and bullying.

- If any teacher or staff member witnesses student aggression or disrespect he or she shall take immediate steps to intervene and redirect students, provided it is safe to do so. Here are some proven responses:
 - Name the behavior for what it is (e.g., "That's a putdown.")
 - Speak to the intention behind the words or gestures (e.g., "That was meant to hurt.") Explain the values that their behavior offends and remind them: Medeiros Stars are kind and respectful
 - If any teacher or staff member needs more time, or privacy, to pursue an issue, take it.

- If a parent or guardian knows or suspects that their child is being harassed or bullied, encourage your child to tell the bullying student (or students) to stop or to seek help from any trusted adult on campus. If this does not solve the situation, please notify a trusted adult either verbally or through the Star Box. The school can only help you if you reach out and tell us what is happening.

Level 2 – Check in with target of bullying and notify the Assistant Principal

- All members of school staff are encouraged to watch out for students who appear to be isolated from other students, who are put down by other students behind their back, or who show signs of being bullied.
- If any staff member knows or suspects that a student is the target of bullying or harassment (i.e., it has happened more than once and is likely to continue), he or she shall check in with the student as soon as reasonably possible. If this appears to be bullying, notify the Asst. Principal via email as by the end of the next school day. If this appears to be sexual harassment, follow the school’s sexual harassment policy.
- If a student is the target of cyberbullying, please ask the student to take screenshots and/or print any electronic or digital messages and share these with the school and do not pass it on to others.

Level 3 – Solution Team, progressive discipline and other responses. Our school uses a variety of methods to resolve incidents of bullying and harassment:

- **The Asst. Principal may refer the target of bullying to get help from a school Solution Coach.** Solution Coaches are teachers and staff members who have been trained to bring together Solution Teams of students, including bullies, bystanders, and positive students leaders, and without using punishment to bring the bullying to an end. The Solution Coach records progress using a Solution Team Log, files in Google Docs and reports progress to the Asst. Principal and parents of the targeted student.
- **We may use progressive discipline to redirect bullying students depending upon the severity of the bullying.** The site Asst. Principal may meet with the bullying student, and involve their parents or guardians when determining consequences to change behavior. In addition, the Asst. Principal may inform the student that disciplinary consequences can occur if the bullying continues.
- **The Asst. Principal shall document** any reporting of bullying in Aeries Intervention and identify the measures that were taken to end the bullying with the student(s) engaged in bullying behavior, including the use of a Solution Team or progressive discipline with the bullying student.

Level 4 – Implement an Empathy-Building Action Plan

If a pattern of harassment or prejudice is apparent across an entire class or grade, or any other group in the school, the Solution Coach/Administrator may bring together relevant students and school personnel to implement a plan to teach respect for differences and create a supportive peer culture. The Solution Team model can be a very effective change agent.

Timeline for Resolving Incidents of Bullying:

Week One

- The Asst. Principal is notified of bullying or harassment, whether through a student, a parent/guardian or a teacher/staff.
- The Asst. Principal will attempt to resolve the matter and may refer the student target of bullying to a school Solution Coach to receive the assistance of a student Solution Team. The Solution Coach informs the Parents/guardians of the target.
- The Solution Team holds its first meeting during, before or after school (if this process has been initiated), or alternatively, the Asst. Principal may **use progressive discipline to redirect bullying students** when appropriate.
- The Asst. Principal enters the incident and its resolution in *Aeries Intervention*

Week Two

- The Solution Coach follows up with the target to determine whether the bullying has continued, and whether progressive discipline is needed.
- The Solution Team holds its second meeting (if this process has been initiated) and record on Solution Log.

Week Three

- The Solution Coach checks in with target and invites him or her to attend the third Solution Team meeting (if this process has been initiated).
- Solution Coach notifies the Asst. Principal and parents/guardians of outcome and updates the Solution Log
- In some cases there may arise the need to implement an empathy-building plan for entire class or grade.

Three Month Follow Up

- A Solution Coach will follow up with the target three months later, regardless of whether new incidents have been reported and file a copy of the Solution Log in *Aeries Intervention*.

If the school's intervention does not resolve the bullying, the target of bullying or their parent/guardian should appeal in writing to the site administrator. If the appeal fails to resolve the situation, the parent/guardian may call Director of Student Services at 209-667-0887 or by writing to TUSD District Office, Student Services, 1574 Canal Drive Room WW6, Turlock, CA 95381.