STUDENT IDENTIFICATION

Name: ______________________________________________

Grade: ___________ Student ID # _____________________

VVHS MISSION STATEMENT

Teach them well, keep them safe, prepare them for the future.

VVHS VISION STATEMENT

Victor Valley High School strives to provide an environment of quality education that will promote productive citizens of the future.

VVHS ESLR’s

Higher test scores based on individual academic improvement.

Ownership of academic success by all stakeholders.

Promote respect and tolerance of cultural diversity.

Victor Valley Jackrabbits Are:
Safe, Respectful, and Responsible!
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# ADMINISTRATION

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<tbody>
<tr>
<td>Principal</td>
<td>Ext. 31101</td>
</tr>
<tr>
<td>Admin Assistant IV</td>
<td>Ext. 31102</td>
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<tr>
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<td>Ext. 31100</td>
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<td>Sub Desk</td>
<td>Ext. 31103</td>
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<tr>
<td><strong>Assistant Principal</strong></td>
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</tr>
<tr>
<td><strong>Assistant Principal</strong></td>
<td>Ext. 31163</td>
</tr>
<tr>
<td><strong>Dean</strong></td>
<td>Ext. 31164</td>
</tr>
<tr>
<td>Admin Assistant I</td>
<td>Ext. 31162</td>
</tr>
<tr>
<td>School Resource Officer</td>
<td>Ext. 31145</td>
</tr>
<tr>
<td>Activities Director/ASB</td>
<td>Ext. 31119</td>
</tr>
<tr>
<td>ASB Bookkeeper II</td>
<td>Ext. 31118</td>
</tr>
<tr>
<td>Athletic Director</td>
<td>Ext. 31117</td>
</tr>
<tr>
<td><strong>Activities/Athletics</strong></td>
<td>Ext. 31116</td>
</tr>
<tr>
<td>Admin Assistant I</td>
<td>Ext. 31116</td>
</tr>
<tr>
<td>Athletic Trainer</td>
<td>Ext. 31271</td>
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<tr>
<td>Counselor A–Em</td>
<td>Ext. 31148</td>
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<td>Counselor En–Lh</td>
<td>Ext. 31146</td>
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<tr>
<td>Counselor Li–Re</td>
<td>Ext. 31141</td>
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<tr>
<td>Counselor Rh–Z</td>
<td>Ext. 31142</td>
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<tr>
<td>Attendance</td>
<td>School Office Assistant Ext. 31151</td>
</tr>
<tr>
<td>Attendance</td>
<td>School Office Assistant Ext. 31152</td>
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<tr>
<td>Health Tech/SARB</td>
<td>School Office Assistant Ext. 31153</td>
</tr>
<tr>
<td>Library</td>
<td>Ext. 31170</td>
</tr>
<tr>
<td>Career Center</td>
<td>Ext. 31241</td>
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<tr>
<td>Work Experience</td>
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</tr>
</tbody>
</table>

### Board of Trustees and Administration

- Timothy G. Hauk, President
- Penny Edmiston, Vice President
- Timothy A. Norton, Clerk
- Barbara J. Dew, Member
- Lisa Crosby, Member

### District Office Administration

- Ron Williams, Ed.D., Superintendent
- Ratmony Yee, Ed.D., Assistant Superintendent of Educational Services
- Raymond R. Johnson, Assistant Superintendent of Human Resources
- Jean Aldrete, Assistant Superintendent of Business Services
ACADEMICS

Academic Honesty
All students need to prove to themselves that they can do successful work as a result of their own efforts. Students must know that their teachers will not ignore or condone cheating, lying, or plagiarizing. Anyone doing so will be penalized/suspended (BP 5131.9). Teachers will provide to administrator documentation of dishonesty. Parents and/or guardians are encouraged to keep well informed about school expectations. Your support in providing space for homework to be completed, and checking to see that the work is done, is appreciated. More specific ways of helping your student succeed may be received by contacting the student’s teachers and counselor.

ADDS AND WITHDRAWALS
The Adds/Drops office is located in Room 129 at the top of the campus.

Enrollments (Office Hours – 7:00 a.m. – 11:00 a.m.)
New students enrolling at VVHS must fill out all necessary paperwork at the Central Enrollment Office at the District. You will then be directed to the CORE Building to be activated and then to the counselor’s Office for classes.

Withdrawals (Office Hours -- 7:00 a.m.-12:00 p.m.)

Instructions:
1. Obtain a Visitor’s Pass from the CORE Building before going onto school campus.
2. You must be the custodial parent on record.
3. You must provide valid photo identification.
4. You must bring in Proof of Acceptance from Goodwill (yellow card).
5. Students must return all school property (books, uniforms, student ID cards, etc.).

AFTER SCHOOL PROGRAMS
After school tutorial sessions are available to support student achievements, promote success, encourage interest in education, and assist in meeting graduation requirements. Students receive small group or computerized assistance. VVHS offers specialized tutoring for SAT, ACT and AP test preparation. College Entrance Essay Workshops and Mock Oral Entrance Interviews are also available.

After school programs begin the first part of October and continue through June of each year.
- Students have access to small group or computerized assistance for specific subjects: homework, study skills, note taking or test taking.
- Appointments must be prescheduled for tutoring assistance. The student, a parent, a counselor, or a teacher may complete tutorial referrals.
- Computer Lab “walk-ins” are welcome based on space available. The lab is equipped with computer software for word processing, spreadsheets, research projects, and internet access.

ASSOCIATED STUDENT BODY (ASB)
All students are eligible for membership in the Associated Student Body (ASB) of Victor Valley High School. All purchases and sales for school products and/or fundraisers must be paid by CASH, Credit/Debit Cards, Cashiers Check or Money Order. NO personal checks accepted, NO EXCEPTIONS.

Participation in Student Government
To be an officer in ASB, you must meet certain requirements. The only officers chosen by a general election are: ASB President, ASB Vice President, ASB Secretary, ASB Treasurer, and all Class Presidents. Other Class Officers and the Commissioners are chosen by application. Class Officers and Commissioners must have a 2.8 GPA at time of petition (or application) and maintain it throughout their tenure. For more detailed information regarding election procedures, please refer to the ASB Constitution.

ATHLETICS

Athletic Guidelines
(Eligibility for Extra-Curricular Activity)

1. Students who wish to participate in athletics must have earned a 2.0 GPA on a 4.0 scale and must be passing a minimum of 20 semester units in the grading period prior to athletic participation and must maintain the 2.0 GPA during subsequent grading periods while competing. Only one physical education class per grading period may count for eligibility.
2. There is a probationary period for academic ineligibility; however, the GPA must not be below 1.83. Contact the Athletic Office for more information.
3. In order to allow time for grades to be recorded and analyzed, the new ineligibility/eligibility period will begin the third Monday after each nine-week grading period and continue until the third Monday following the subsequent nine-week grading period.
4. A student may become eligible by making up grades during summer school in the same or equivalent courses as determined by the principal. (Identical course negates the previous grade; similar course the grade is only averaged in).
5. A student participating in sports must meet C.I.F. standards in addition to District standards.

Athletic Programs

Fall Season (Begins in August) Football, G. Tennis, G. Volleyball, Cross Country
Winter Season (Begins in November) B/G Basketball, B/G Soccer, Wrestling
Spring Season (Begins in February) Baseball, Golf, Softball, B. Tennis, B/G Swimming

Condensed CIF SS Eligibility

Students—to protect your eligibility you must:
• Be under 19 years of age prior to June 15.
• Have reached the ninth grade. Participate in no more than four seasons of the same sport after enrolling in the ninth grade.
• Be scholastically eligible.
• File CIF forms as necessary. See the Athletic Director for more information.
• Not be in your ninth semester of attendance since entering the ninth grade.
• Meet citizenship requirements.
• Maintain amateur standing.
• Not have participated in any tryout for a professional team.
• Maintain in your school files an annual physical examination certifying that you are physically fit to tryout and/or participate in athletic activities

SPECIAL NOTE: The list is only a summary of the State CIF and Southern Section rules and regulations. Check with the Athletic Director or your Coach if you have questions regarding eligibility. Competing when not eligible will subject your team to forfeiture. If in doubt as to your eligibility status, CHECK IT OUT.
ATTENDANCE
Schools receive state funding only for students who actually attend school. Studies show a direct correlation between good school attendance and student achievement.

Attendance Policy
All students are expected to attend all classes and be on time. Violations of this policy will result in SARB (Student Attendance Review Board) and possible Clean Sweep Citation being issued.

Verifying Absences
Students’ absences must be verified for record keeping purposes. Only the parent or legal guardian may call or write the Attendance Office to verify an absence.

The Attendance Office is open 6:30 a.m.-3:00 p.m. daily, (760) 955-3300, or call the 24-hour line (760) 955-3300, ext. 31150, 31151, 31152, or 31153. Students have three days (72 hours), to clear an absence(s). It is the student’s responsibility to clear his/her absence. Under certain circumstances, a student who turns 18 gains certain rights to access his/her school records and the right to excuse himself/herself from school. However, the student who turns 18 does not gain the right to receive unverifiable off-grounds passes. Students who are 18 years old may be placed on an 18-Year Old Contract.

Excused Absences
EC 48205; 48200, 48308, 48980b; 51101(a)(12); BP 5113 – A pupil shall be excused from school by contacting his/her attendance office by phone or writing within 3 days or 72 hours of the absence. An excused absence will be recorded for any of the following reasons:

1. Due to his or her illness.
2. Due to quarantine under the direction of a county or city health officer.
3. For the purpose of having medical, dental, optometric, or chiropractic services rendered.
4. For the purpose of attending funeral services of a member of his or her immediate family, so long as the absence is not more than one day (if the service is conducted in California), and not more than three days (if the service is conducted outside California).
5. For the purpose of jury duty in the manner provided for by the law.
6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
7. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at a religious retreat, or attendance at an employment conference, when the pupil’s absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code

A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time shall be given full credit. No student shall have his/her grade reduced or lose academic credit for any absences under this section. The teacher of any class from which a pupil is absent, shall determine that the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.
Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.

“Immediate family” as used in this section, has the same meaning as that set forth in Section 45194, except that references therein to “employee” shall be deemed to be references to “pupil.”

Chronic Illness – If your child might be absent 5 times or more in a year due to a medical issue, please see the Health Office (ext. 31153) in Attendance (room 128) for a Chronic Illness form.

Absences for Religious Purposes
EC 46014; BP 5113.1; AR 5113 – The Board shall allow students to be absent for religious instruction or participation in religious exercises away from school property. Such absences shall be considered to be excused provided that: 1) the student shall attend at least the minimum school day, and 2) the students shall be excused for no more than four days per month.

BULLYING POLICY
The VVUHSD is committed to providing a safe working and learning environment; takes seriously bullying or any behavior that infringes on the safety or the well-being of students, employees or any other persons within the District’s jurisdiction; and will not condone retaliation in any form when bullying has been reported. District policy continues to require all schools and personnel to promote among students and staff mutual respect, tolerance, and acceptance.

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The California Department of Education (CDE) has developed and made available to school districts a policy model on the prevention of bullying and on conflict resolution. These policies are developed for the purpose of incorporating them into a district wide school safety plan. (please see CDE website)

CALIFORNIA ASSOCIATION OF WORK EXPERIENCE EDUCATORS (CAWEE)

Announcements
NEW Statement of Non-“Discrimination Disclosure Clause
The discrimination clause issued by the state has changed and all WEE documents (training agreements, work permits, etc.) should contain the following clause which now includes sexual preference:

California Code of Regulations
Chapter 5.3 Nondiscrimination and Educational Equity
Subchapter 1. Non discrimination in Elementary and Secondary Educational Programs Receiving State or Federal Assistance

No person shall be excluded from participation in or denied the benefits of any local agency’s program or activity on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability in any program or activity conducted by an “educational institution” or any other “local agency,” defined in Article 2 of this Chapter; which is funded directly by, or that receives benefits from any state financial assistance.

CELL PHONES
Electronic devices are allowed on campus, but must be turned off and out of sight prior to entering a classroom or office. If there is a need for an emergency call during class, contact the teacher, campus supervisor, or administrator and they will provide assistance in making the call. First violation – formal
warning: Second violation – phone is held in administrator’s office until the end of the school day; Third violation – phone is held for parent pick up; Fourth violation – phone is held for the remainder of the school year. Further violations may result in a suspension.

CHANGE OF ADDRESS/PHONE NUMBER
Inform the attendance office when you change your address, home, work, or emergency contact phone number(s). This is very important in case of an emergency. Returned mail will be placed in the student’s discipline file.

CLASS RANK
Rank is based on Academic GPA for grades 10-12 (excludes PE). Valedictorian and Salutatorian are chosen from total GPA in grades 9-12 (includes all classes). Therefore, the number one ranked student might not be valedictorian.

CLEAN SWEEP CITATIONS
Clean Sweep is a Juvenile Citation Program established through a coalition of law enforcement, educators, Juvenile Probation and the courts whose focus is to promote a safe learning environment for our students. It was created to help schools within San Bernardino County manage the challenges they are facing when dealing with the safety of students. The citation is a notice to appear which lists the date, time and location of the incident, as well as the specific crime itself. The offender signs the citation indicating acknowledgement to appear in court. Signing the notice is not an admission of guilt. Administrators of VVHS are instructed on the proper procedure for filling out the citations and the continuation forms as well as how to accurately write the synopsis. The juvenile citations will be heard by a Traffic Hearing Officer or Commissioner who will impose the sentence at the time of the hearing. The juvenile will have the opportunity to tell his/her version of the incident, as well as any mitigating circumstances. All juveniles must show up in court with their parent or legal guardian. The hearing officer can impose fines, community service, probation stipulations, driver’s license suspension, monetary fines and/or other judgments at the discretion of the officer.

Students may be cited for the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC 308</td>
<td>Smoking or tobacco products</td>
</tr>
<tr>
<td>PC 374.4</td>
<td>Littering</td>
</tr>
<tr>
<td>PC 415</td>
<td>Fighting or disturbing the peace</td>
</tr>
<tr>
<td>BP 25662</td>
<td>Minor in possession of alcohol</td>
</tr>
<tr>
<td>PC 488</td>
<td>Petty theft (taking anything not yours)</td>
</tr>
<tr>
<td>PC 647F</td>
<td>Under the influence of alcohol or marijuana</td>
</tr>
<tr>
<td>PC 594a</td>
<td>Vandalism</td>
</tr>
<tr>
<td>PC 594a(1)</td>
<td>Minor in possess aerosol paint can</td>
</tr>
<tr>
<td>PC 594.2a</td>
<td>Minor possess graffiti tools</td>
</tr>
<tr>
<td>PC 640.6</td>
<td>Affix graffiti (any tagging, gang related or not)</td>
</tr>
<tr>
<td>HS 11357e</td>
<td>Possess less than 1 ounce of marijuana</td>
</tr>
<tr>
<td>SB 2025.022</td>
<td>Daytime loitering/cutting classes</td>
</tr>
</tbody>
</table>

CLOSED CAMPUS OFF-GROUNDS PASSES (BP 5112.5)
You must obtain an Off Grounds Pass every time your student leaves campus before his/her final bell. This includes 7th period. A cut is issued if an Off Grounds Pass is not obtained. An Off Grounds Pass can only
be authorized by a person listed as a parent/guardian or contact person. The authorized person will be required to obtain a Visitor’s Pass in the Counseling Office and report to Attendance in person to obtain the Off Grounds Pass. PICTURE I.D. WILL ALSO BE REQUIRED. There must be a current Emergency Form on file with a verifiable signature. Only students 18 or over may drive off campus with an administrator approval and clearance through the Attendance Office.

CONFERENCE WITH TEACHERS
Call the receptionist at (760) 955-3300, ext. 31100, to assist in scheduling a conference with a teacher. Conferences are generally held during the teacher’s assigned conference period. Please call during the teacher’s conference period to avoid disturbing the classroom educational time.

COUNSELING SERVICES
The Counselor’s primary role is to function as a student advisor and advocate. It is understood that such a role will be determined by District policy and the law and will be in the best interest of the student. The general philosophical approach of the Counseling Department focuses on helping students help themselves. Responsible student behavior is encouraged in all aspects of the counselor-student interaction, with emphasis on the development of good decision-making and problem-solving skills. Appointments with counselors can be done before and after school and at lunch.

CUT POLICY
Students WILL NOT be given the right to demand makeup work or turn in any tests, quizzes, reports, homework, class assignments, etc., due on any day or period he/she is given a “Cut” or “Unexcused” Truancy. Students who are off campus or out of class without a proper hall or off-grounds pass may be assigned Saturday School or Campus Ecology and may be denied bus riding privileges. There may also be a Clean Sweep Citation issued.

DISCIPLINE

Discipline Policy
Victor Valley High School promotes the value of learning socialization skills that render productive and responsible participation in society. Victor Valley High School also promotes the philosophy that students will be provided with a quality education in a safe, wholesome environment.

Our mission is to promote the value of learning, to promote quality performance among students and staff, and to promote a transition towards a productive and responsible participation in society. Appropriate social skills and acceptance of responsibility are immensely important to the individual and to the community at large.

Our Discipline Policy stresses both the learning and quality performance of these behaviors in order to provide a quality educational experience and to promote a positive transition into the community. Additionally, a superior Code of Conduct fosters a school-wide sense of integrity and value. Therefore, teaching the individual student to exhibit positive social skills and to display responsible behavior are two of our missions as representatives of this school.

Due Process
You have the right to a fair hearing before any disciplinary action can be taken. All suspensions will be preceded by an informal conference between the student and a school administrator during which the student shall be informed of the reason for the suspension and the evidence that supports the action. The student is given the opportunity to present his/her version and evidence in self defense. In emergency
situations this opportunity may not be afforded. However, a conference shall be held within 72 hours or as soon as practical. It is the policy of the school to telephone parents at the time of suspension, and, in all cases, a notice is mailed within 24 hours.

**Discipline Referral**
After the teacher has explored every reasonable solution to a problem without acceptable results, the following procedures will be used:

1. The teacher will fill out a disciplinary referral.
2. The teacher will send the student and the referral to the appropriate administrative office. The student will remain in the office for the balance of the period, and then proceed to the next class on time (with permission of the Administrator).
3. After the student has spoken with an Administrator or designee, the action taken will be documented and an effort to make home contact will be made. A copy of the referral will be returned to the teacher, one copy given to the student, one will be mailed home, and the action will be recorded in the student’s disciplinary file.

**Discipline Code**
The Discipline Code is in accordance with the Education Code, Penal Code, and Health and Safety Code of the State of California, and Board Policies and Administrative Regulations of the Victor Valley Union High School District. The code has been developed by the Discipline Committee, a representative body of students, parents, and school staff and has been approved by the School Site Council.

1. **Arson:** Matches, lighters or other flammable items are not allowed on campus. Any student igniting an object or setting a fire on campus or at any school related activity is subject to suspension or expulsion. The parent or guardian may be held liable for the cost of the repair and replacement.
2. **Bicycles/Skateboards/Scooters:** Bicycles, skateboards and scooters must be locked up at the bicycle rack. Skateboards and scooters are not to be carried from class to class.
3. **Defiance/Interference/Obstruction/Disobedience/Disruptive Behavior:** Defiance is the refusal to obey lawful authority. All staff members are required by District Policy and State law to provide proper supervision over our students. Students MUST comply with directives/orders from school officials regarding a safety related matter on campus. A student may be suspended and/or expelled if he/she disrupts school activities or otherwise willfully defies the valid authority of staff members, teachers or administrators performing their duties. If you believe the staff member is mistaken, you are to obey them. You may, at a later time, appeal to the appropriate administrator.
4. **Failure to Report on a Referral:** A student must report to the appropriate administrator’s office when directed to do so. Failure to report is defiance and is subject to further action.
5. **Food Fights:** Throwing food or any item(s) is (are) prohibited and is subject to disciplinary action.
6. **Forgery/Altering Documents:** A student is not allowed to tamper with or alter school documents of any kind, including, but not limited to, hall or lock out passes, attendance notes, admit slips and student progress reports. Notes of any kind for any reason may not be signed by students even if they have been given permission to do so by a parent or guardian.
7. **Gambling:** All gambling is prohibited on campus.
8. **Gang-Related Activity:** A gang may be identified by the presence of general reputation (general attitude of the peer population), the showing of colors, distinctive clothing of any type, declaration of membership, a claim of turf or territory, graffiti relating to a gang, a group name, hand sign with unique meaning, nicknames, or “monikers,” group organization and structure, and tattoos with distinctive meaning. Gang members who ignore the rules of abusive fashion waive the right of their protection. No gang-related activity is allowed which may provoke others to acts of violence or to be intimidated.
9. **Hate Crimes:** No form of hate crimes will be tolerated.
10. **Hazing-Initiations:** State law prohibits any act that is likely to injure, degrade, or disgrace any student (EC 32051). No student shall conspire to engage in hazing.

11. **Incite a Riot/Unlawful Assembly:** Education Code Section 48907 prohibits expression that is “obscene, libelous, or slanderous.” Instances that can be shown to have substantially disrupted or materially interfered with school procedures may be banned and its disseminators punished.

12. **Littering:** Littering is prohibited on our campus. Violators are subject to campus cleanup.

13. **Loitering:** No outsider shall enter or remain on school grounds during school hours without having registered with the Principal or designee (Penal Code 627.2). Penal Codes prohibit loitering, which is defined as “to delay, to linger, or to idle about such school or public place without lawful business for being present.” The school’s jurisdiction extends up to 1000 feet from the perimeter of the campus.

14. **Markers/Magic Markers:** Permanent markers are not allowed on campus and must be surrendered to any staff member and further Disciplinary action may result in a Clean Sweep Violation Citation being issued in addition to suspension and/or expulsion.

15. **Electronic Devices:** Pursuant to EC 48901.5, pagers, radios, MP3 players, and laser pens are not allowed on a campus at any time.

16. **Party Flyers:** Party flyers or any materials that cause substantial interference with the requirements of appropriate discipline in the operation of the school will be confiscated and parent contact will be made.

17. **P.E. Area:** The P.E. area is off limits to all students at any time of the day except for: 1) entering and exiting campus at the designated time; and 2) when a student has a P.E. class.

18. **E-Cigarettes:** E-cigarettes, e-hookahs, electronic vaporizers are considered tobacco products and are prohibited on school grounds.

**Search and Seizure and Canine Detectives**

School officials may search individual students and their property when there is a reasonable suspicion that the search will uncover evidence that the student is violating the law or the rules of the district or the school. The Board approves the use of Canine Detectives to provide students, staff and community with a safe and secure school environment. EC 32280-32288.35160-35160.1; BP 5145112; and ARS 145/12.

**DISCIPLINARY ACTIONS, SUSPENSION, INVOLUNTARY TRANSFER OR EXPULSION**

The following are completed codes under Administrative Regulation 5144.1 and Education Code 48900 which may be causes for disciplinary action, suspension, involuntary transfer or expulsion:

a. Caused, attempted to cause, or threatened to cause physical injury to another person.

b. Willfully used force or violence, except in self-defense.

c. Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless in the case of possession of any object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in writing by the principal or the designee of the principal.

d. Unlawfully possessed, used, sold or otherwise furnished or been under the influence of any controlled substance (HSC), an alcoholic beverage, or an intoxicant of any kind.

e. Unlawfully offered, arranged, or negotiated to sell any controlled substance (HSC), an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance or material and represented the liquid, substance material as a controlled substance, alcoholic beverage or intoxicant.

f. Committed or attempted to commit robbery or extortion.

g. Caused, or attempted to cause damage to school property or private property.

h. Stole or attempted to steal school property or private property.
i. 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.

j. Committed an obscene act or engaged in habitual profanity or vulgarity.

k. Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Sec. 11014.5 of the HSC.

l. 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.

m. Knowingly received stolen school property or private property.

n. Possession of an 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.

o. Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289, or committed sexual battery as defined in Penal Code Section 243.4.

p. Harassed, threatened, or intimidated a pupil who is a complaining witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

q. Student who aids or abets the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31, may be suspended.

Additional Educational Codes include:

48900.2: Offered unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature.

48900.3: Caused, threatened to cause or participated in an act of hate violence, as defined in subdivision (e) of Section 33032.5.

48900.4: Intentionally engaged in harassment, threats, or intimidation directed against a pupil or group of pupils that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorders, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

48900.7: Made a terrorist threat against a school official or school property.

**Suspension**

A student who is suspended or has been directed not to return to school while going through the expulsion process is not allowed on campus at any time and may be subject to further disciplinary action if found on campus or at a school-related activity.

**Expulsion**

The following are complete codes under Education Code 48915(a) which require the Principal to recommend expulsion:

1. Causing serious physical injury to another person, except in the case of self-defense.
2. Possession of any knife, explosive or other dangerous object of no reasonable use to the pupil.
3. Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
4. Robbery or extortion.
5. Assault or battery, as defined in Penal Code Section 240 and 242, upon any school employee.

Furthermore, the following violations require the Principal to recommend and the Board of Trustees to expel:
1. Possessing, selling or otherwise furnishing a firearm. With respect to a firearm, the possession must be verified by a school district employee.
2. Brandishing a knife at another person.
3. Unlawfully selling a controlled substance.
4. Committing or attempting to commit a sexual assault or committing a sexual battery.
5. Explosives.

**DISTRICT TRANSPORTATION (BUSES)**
The California State Education Code states the following: “Pupils transported in a school bus shall be under authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across the street, highway, or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation.” Section 14263. A transportation fee has been implemented. Please call 955-3200 Ext. 289 for more information.

**DRESS AND GROOMING CODE FOR STUDENTS**
Students attending Victor Valley High School shall dress and groom for school with emphasis on neatness, safety, cleanliness, modesty and decency, as well as personal and public health. The Dress and Grooming Code is approved by the School Site Council and the Victor Valley Union High School Board of Trustees. Under the State Constitution, applicable statues, Board Policy and Administrative Regulations, school authorities have the right and obligation to adopt rules and regulations governing the conduct and operations of the school, including those relating to student dress, grooming, performance and behavior.

**Clothing Policy**
- Clothing must be worn as intended to be worn by the manufacturer.
- Clothing must be worn right-side-out.
- Straps on bib overalls must be fastened over the shoulder.
- Buttons on bib overalls along the sides near the hips must be fastened.
- Clothing must have appropriate hems, exhibit no slits, tears or holes (we now allow them to wear pants with holes *if the holes are below the knee or *if they wear a solid color legging under the pants and they must be in good condition. Cut-offs and frayed hems are not allowed. Exception – factory frayed jeans are allowed as long as no skin is showing. Leggings, of a non-see-through material, must be worn underneath frayed jeans. Leggings are not to be worn as pants.
- Vertical slits in clothing are prohibited. This includes slits intentionally placed by the manufacturer.
- Clothing or jewelry which depicts or suggests any illegal activity; sexually related or obscene gestures, pictures, logos, insignias, or wording; the use or abuse of drugs, tobacco or alcohol; or poses a threat to the physical well-being and safety of the students or others, shall not be worn on campus or at any school-related activities.

**Chains and chains attached to wallets**
These are not permitted on campus and will be confiscated.

**Dangerous Objects/Inappropriate Attire**
No students shall wear articles of clothing, jewelry, or accessories which, in the opinion of the school administration, pose a threat to the physical well-being and safety of the student or others. This includes, but is not limited to, such items as spiked collars, spiked rings, wristbands, and body piercing, or laser pens. All dangerous objects will be confiscated by any staff member and turned over to administration for possible disciplinary action.

**Gang Attire**
Gang-related clothing varies from school to school and may change from year to year. No clothing or
articles of clothing including, but not limited to gloves, bandanas, shoestrings, wristbands, and jewelry related to a group or gang which may provoke others 1) to acts of violence, or 2) to be intimidated by fear of violence, shall be worn on campus or at any school related activity. Administration has the discretion to determine gang attire.

**Head-Wear Policy**

Official school hats and beanies (unadorned solid colors) may be worn outdoors only. No hats or beanies will be worn in-doors by males or females. No do-rags or bandanas are to be worn on campus by males or females. No other headwear is allowed on campus and may be confiscated by any school staff. Non school hats may not be carried by hand—they must be out of plain sight. 1st violation – hat or other headwear is confiscated and student can pick it up at the end of the day; 2nd violation – hat or other headwear is confiscated for parent pick up; 3rd violation – hat or other head-wear is confiscated and held until the end of the school year.

**Modesty**

Clothing must be worn to adequately cover undergarments and areas that undergarments normally cover. Tops, shorts and skirts must be long enough to prevent unnecessary distraction. Legging and tights must be covered by a top which is the length of the fingertip. Shorts and skirts must come down to the fingertips when the hand is fully extended along the sides of the leg. Shirts, sweaters, T-shirts and blouses must meet the top of pants or skirts. Belly buttons may not show.

Prohibited attire includes, but is not limited to: sheer blouses, bra-less outfits, tube tops, spaghetti straps less than one (1) inch, strapless garments, open-back tops and open-side tops. No pajamas of any kind may be worn. Tank tops intended to be worn as outer garments are allowed for males and females. The opening around the arms cannot extend more than 2” below the armpit (for males and females), and the straps must be at least one inch wide. Any tank tops regardless of color which are designed to be worn as undergarments are not allowed.

**Oversized/Undersized Clothing/Sagging**

Oversized clothing is not acceptable. All pants must be worn at the natural waistline and cannot sag. This includes, but is not limited to, skinny jeans. Extra-long clothing or accessories will not be tolerated. All clothing must be proportioned to the body in size, length and width. With arms falling naturally to the side, the T-shirt length may not fall below the fingertips of the hand.

**Sunglasses**

Sunglasses will not be worn indoors at any time.

**DRESS AND GROOMING CODE VIOLATIONS**

Students who habitually violate the Dress and Grooming Code will be subject to further disciplinary action as stated in the Victor Valley High School Violations of Discipline Code. When a student violates the Dress and Grooming Code, they will report to their appropriate administrator. The administrator or designee shall make the determination of the student’s violation of the Dress and Grooming Code. If it is determined that the student is in violation, the student shall remedy the violation by:

1. Obtaining and changing into acceptable clothing.
2. Remaining in the Office until the parent brings acceptable clothing.

If the Dress Code violation is not remedied, the student may be held in the office or sent to In-School Suspension for the remainder of the school day. Items in violation of the Education Code are to be surrendered to the appropriate administrator.
Parents of students who violate the Dress and Grooming Code will be notified in writing or by telephone. Parents may meet with the administrator to discuss the violation. If the parent is not satisfied at the conclusion of the conference, the parent may schedule an appointment with the principal.

*Note: Administration has the final authority in case of dispute on issues of dress and grooming (Ed. Code Sec. 35010, 35291, Board Policy 5113.7). This includes, but is not limited to, any type of dress and grooming or materials which have been recognized or give evidence to cause disruption or interference in the instructional program or other school related activity at Victor Valley High School.

ED EQUITY

“This program is available to all persons without regard to actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race, or ethnicity, religion, sex, sexual orientation or association with a person or a group with one or more of these actual or perceived orientations.”  (Ed Code 200,220,260)

GRADING

Grading Policy
Teachers will explain criteria at the beginning of the course. Letter grades are as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90–100</td>
<td>Superior</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>Above Average</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>Below Average</td>
</tr>
<tr>
<td>F</td>
<td>59 and below</td>
<td>Fail</td>
</tr>
</tbody>
</table>

Academic Warnings
Academic warnings are issued mid-quarter for students receiving a C or below in their classes. They are sent home with the student.

GRADUATION

Graduation Requirements

<table>
<thead>
<tr>
<th>Subject</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH:</td>
<td>4 years (40 units): No more than 10 units in English electives.</td>
</tr>
<tr>
<td>MATH:</td>
<td>3 years (30 units): No more than 10 units in cross-credit math courses. Students must pass Algebra I.</td>
</tr>
<tr>
<td>SCIENCE:</td>
<td>2 years (20 units): 10 units in Life Science and 10 units in Physical Science.</td>
</tr>
<tr>
<td>SOCIAL SCIENCE:</td>
<td>3 years (30 units): 10 units in World History; 10 units in U.S. History; 5 units in American Government; and 5 units in Economics.</td>
</tr>
<tr>
<td>PE:</td>
<td>2 years (20 units): Must include the State mandated Physical Fitness Test.</td>
</tr>
<tr>
<td>FINE ARTS:</td>
<td>1 year (10 units): Art, Music, Drama, or a World Language. If a World Language is taken, it must be one full year of the same language.</td>
</tr>
</tbody>
</table>

To graduate, students must complete 220 units (150 units as described above and 70 elective units). Students must pass the California High School Exit Exam. The CAHSEE is a graduation requirement beginning with the Class of 2006.
Senior Year Graduation Check
All 12th graders will meet with their counselor to complete and discuss a graduation check. A copy of the graduation check will be mailed home. A second check will take place at the end of the first semester. The last check will follow the third quarter marking period to inform senior parents of seniors who have academic warnings and are in danger of not graduating.

Valedictorian and Salutatorian
In order to be considered for Valedictorian or Salutatorian, a student must have a full schedule of six (6) courses for each year, grades 9-12. A candidate must also have attended Victor Valley High School for all three years of grades 10-12 or he/she will not be considered as a candidate. Academic honors are given to two seniors at graduation. Valedictorian is the student with the highest total Grade Point Average (GPA) over four years, grades 9-12. Salutatorian is the student with the second highest GPA.

Shortened Senior Schedules Both Semesters
Seniors must have a combination of five (5) courses which may include:
1. Five (5) courses at VVHS.
2. Minimum of four (4) courses at VVHS plus work experience, ROP or a VVC course.

Second Semester with Work Experience
A student may reduce his/her schedule to three (3) academic/elective courses at VVHS plus work experience. PROCEDURE: The student must bring a note from his/her parent giving permission to reduce his/her schedule for second semester. The note must be turned into the Counselor. The counselor will add a graduation check, attendance profile and grades. This packet will then be presented to the Principal for approval**

** This privilege may be revoked if the student’s grade drop below a “C” in any course or if the student does not attend his/her courses regularly!

Mid-term Graduation Requirements
You must petition with your counselor no later than September of your senior year if you plan on graduating at mid-term. All graduation requirements, including the passing of the California High School Exit Exam, must be met by the end of the first semester of your senior year.

General Equivalency Diploma (GED)
The G.E.D. Test is available to students 17 years 10 months of age or older as an alternative to a regular high school diploma.

Graduation Ceremony
Tickets are required to attend the graduation Ceremony. Tickets are only issued to graduating seniors. The number of tickets issued is determined each school year. This number is based on the number of graduates and the state safety regulations. After the original tickets are given out, additional tickets may be purchased through ASB. Senior activities and walking in the graduation ceremony are privileges and can be revoked.

The commencement ceremony on May 18, 2016, will bring much deserved recognition and we at Victor Valley High School take the planning and presentation of this ceremony very seriously. The decorum and dignity of this event are extremely important to our staff, all of our seniors, their family and friends.

Unfortunately, there have been some seniors who have been excluded from this prestigious ceremony in the past because they have exercised poor judgment preceding the ceremony, becoming involved in acts that include alcohol, drugs, and/or other disruptive behaviors. Please talk as a family about peer pressure
and making good decisions, remembering that the commencement ceremony is a privilege, not a right. Any senior who violates school behavior standards during the year may not be allowed to participate in the graduation ceremony and/or other graduation-related activities. The following information is provided to assist our seniors in understanding the expectations we have for you:

I. Alcohol and Drugs
   Any senior student found in possession of and/or under the influence of alcohol, or any other controlled substance, on the way to school, at school, going home from school, or at any school-sponsored activity, shall be subject to the following:
   A. Police citation
   B. Suspension or expulsion from school
   C. Exclusion from school activities for the remainder of the school year

   For seniors, these activities include but are not limited to:
   1. Senior Prom
   2. Senior Awards Night
   3. Senior Breakfast
   4. Commencement

II. Attendance
   All students, even seniors in their final semester, must attend school regularly. Absence from school will be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board Policy and Administrative Regulations. Excessive tardies and/or absences may jeopardize participation in senior activities and privileges.

III. Expected Behaviors
   Seniors are expected to be role models and exemplary citizens for other students to emulate. Consequently, if a senior is suspended from school according to the provisions of Education Code Section 48900/48915 for misbehavior, he/she may lose one or more senior activities listed above. Some of the provisions of this code which allow suspension and/or expulsion are:
   1. Causing or attempting to cause, or threatening to cause physical injury to another student;
   2. Possessing or furnishing any firearm, knife, explosive or other dangerous object;
   3. Committing robbery or extortion;
   4. Causing or attempting to cause damage to school property or private property;
   5. Possessing or using tobacco products;
   6. Habitual profanity;
   7. Willfully defying school authorities;
   8. Knowingly receiving stolen school property.

HOME/HOSPITAL TEACHING
Medical (Ed Code 48206.3)/Short Term Independent Study (STIS)
home and/or hospital instruction as well as S.T.I.S. may be provided for the student with parental consent and administrative approval. A minimum of two weeks advanced notice is required before S.T.I.S. is needed.

ILLNESS AT SCHOOL
If a student becomes ill during school, he/she must report to the Health Office adjacent to Attendance Office to call home. STUDENTS ARE NOT TO CALL PARENT FROM A CELL PHONE OR CLASSROOM. Regardless of student age, ill students may no longer be released to walk or drive themselves for safety reasons.
By law [EC § 48205] illness is an excused absence. Please do not send your child to school if they have a fever of 100° or more [your child must be fever free without medicine twenty four hours before returning to school], a contagious illness [unless they have received medication for a minimum of 24 hours or until a doctor tells you your child is no longer contagious], more than one episode of diarrhea within the last 8-12 hours, a persistent productive cough or wheezing, a sore throat so bad your child will not eat or drink, a lot of pain for some reason (for example, a new injury), signs of conjunctivitis such as red, crusty or swollen eyes (may return once the symptoms have been treated and are gone or a note is presented from a doctor stating that the student may return to school), or head lice.

While we know students do become ill and are unable to attend school, the average number of days missed due to illness is 3 (three) per school year. If your child might be absent from school for more than 3 days during the school year, please contact the Health Office for a Chronic Illness Form. This form will cover their absences for the remainder of the school year, provided you continue to call and verify that the student was ill.

If your child has a medical issue (asthma, seizures, severe allergies, diabetes, injury, disability, etc.) which requires a care plan, PE modification, or medication to be taken at school please contact the Health Office for the required paperwork. This paperwork expires at the end of each school year and must be completed again at the beginning of the next school year.

Please contact the Health Office at (760) 955-3300 x31153 for any questions related to policies or paperwork for illnesses or medical conditions.

INTERNET ACCEPTABLE USE POLICY
All students are required to read and sign an Internet Acceptable Use Policy (AUP) for use of the Internet. Any violation of the AUP will result in removal of the student’s user account and appropriate discipline will be issued by an administrator.

LETTERMAN JACKETS
The Associated Study Body has established that the appropriate letterman’s jacket at Victor Valley High School has a green body with white sleeves with green and white stripes on the cuffs and the collar. Letterman’s jackets with a green body and black sleeves or any other color cannot be worn on campus. Inappropriate letterman’s jackets will be confiscated from students. Varsity Letters are awarded at the end of the season and given to the athlete in the Athletic Office only. Only letters awarded by our school can be worn on campus. An Academic Letter is available upon meeting academic guidelines. More information is available from the Activities Director.

LIBRARY RESOURCES
The library is open: Monday-Friday 6:45 a.m. to 3:00 p.m. The library has encyclopedias, magazines, SIRS, and a variety of fiction and non-fiction titles for required and leisure reading. A Resource Lab is available for student use with PC computers. Copies are available for a small fee. You will need your Student ID Card to take advantage of all services, including book checkout. Also, check out the library pages on the VVHS web page. We have links to research tools, primary documents, MLA format, online presentation tools, and how to find a good book.

LOST AND FOUND ITEMS
Items will be housed for one week only in the ASB Bookkeeper’s Office. All unclaimed items will be donated to local charities after that.
MEDICAL APPOINTMENTS
Assist in your child’s education! Parents are encouraged to schedule all medical appointments for after school. Make-up/Homework (Ed Code 48205.b). Students who miss school because of verified absences may be given the opportunity to make up missed work. Teachers may assign such makeup work as necessary to ensure academic progress, not as a punitive measure. Students who miss school work because of truancy or suspension shall be given the opportunity to make up missed work for full or reduced credit. Teachers shall assign such makeup work as necessary to ensure academic progress, not as a punitive measure. Parents may request homework assignments if their child is going to be absent three or more days. Twenty-four (24) hours are needed for teacher notification and assignments collected.

MEDICATIONS AT SCHOOL
Students who take any medication during school hours must meet the following conditions:
1. All medications, prescription or over the counter, must be in the original container. The pharmaceutical label must be on the container.
2. Proper medication forms must be completed by parent and physician. Pick up in the administrator’s office.
3. Medications shall be kept in the appropriate administrator’s office. Provisions may be made for students to carry asthma inhalers. Ed Code 49423;49480.

NON-DISCRIMINATION POLICY
Involvement or participation in clubs or school-sponsored activities is open to ALL students. VVUHSD does not discriminate against any student based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation or association with a person or a group with one or more of these actual or perceived characteristics.
PBIS
Positive Behavior Interventions and Supports

What is PBIS?
Positive Behavior Interventions and Supports, or PBIS, is a school-wide set of systems established to support staff in teaching and promoting positive behavior expectations in all students. The purpose of PBIS is to create an environment of maximum learning where everyone feels safe, respected, and welcome.

Victor Valley High School Wide Behavior Expectations:

Be Safe
Be Respectful
Be Responsible...

The Jackrabbit Way!

Recognizing Students who Achieve Behavioral Expectations:

- **Carats**: Teachers and Staff award students with “Carat” bucks when students exhibit the proper school-wide expectations.
- **PBIS Awards**: Randomly selected students, awarded each month, who exhibit the Jackrabbit Way in their school behavior by remaining tardy free, without referrals or suspensions, and without D’s and F’s in their grades.
- **SWAG and 180 Turn Around Awards**: Teacher nominated awards for students who are excelling in their school work and class behavior (SWAG), and for those who are making a noticeable effort in improving in their classes (180 Turn Around).
- **Recognition Postcards**: Postcards are mailed home to notify parents of their students’ excellent behavior in class and by appropriately behaving the “Jackrabbit Way.”
# Victor Valley Jackrabbits Are Safe, Respectful, and Responsible!

<table>
<thead>
<tr>
<th>EVERYWHERE</th>
<th>CLASSROOM/COMPUTER LAB</th>
<th>CAFETERIA</th>
<th>GYM/ASSEMBLIES</th>
<th>RESTROOM</th>
<th>BUS</th>
<th>WALKWAY/StAIRWAY</th>
<th>OFFICE/LIBRARY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SAFE</strong></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Follow directions quickly</td>
<td>• Use indoor voice</td>
<td>• Always walk</td>
<td>• Use facilities appropriately</td>
<td>• Sit in seat</td>
<td>• Keep to the right</td>
<td>• Silent/Indoor voices.</td>
<td></td>
</tr>
<tr>
<td>• No horseplay</td>
<td>• Know emergency procedures and take practice seriously</td>
<td>• Use indoor voice</td>
<td>• Report spills or unsafe conditions to staff</td>
<td>• Use stairway properly</td>
<td>• Use stairway properly</td>
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<td></td>
</tr>
<tr>
<td>• Use appropriate voice levels</td>
<td>• Follow teacher’s safety guidelines and class rules</td>
<td>• Report spills or unsafe conditions to staff</td>
<td>• Indoor voice</td>
<td>• Keep stairway clear</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Keep your hands to yourself and refrain from touching others</td>
<td>• No horseplay</td>
<td>• Stay in seats</td>
<td>• Use equipment properly</td>
<td>• Keep stairway clear</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RESPONSIBLE</strong></th>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Keep electronics out of sight indoors</td>
<td>• Raise hand and ask permission before leaving your seat</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Keep cell phones off</td>
<td>• Participate equally during group work</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Leave the area better than you found it</td>
<td>• Listen to classmates and teacher</td>
<td>• Use appropriate voice levels</td>
</tr>
<tr>
<td>• Keep the campus clean</td>
<td>• Ask before you borrow it and always return it.</td>
<td>• Keep your hands to yourself and refrain from touching others</td>
</tr>
<tr>
<td>• Always have integrity</td>
<td>• Keep food on the tray</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Help others in need</td>
<td>• Eat your own food</td>
<td>• Use indoor voice</td>
</tr>
<tr>
<td>• Report inappropriate activity to staff</td>
<td>• Wait your turn</td>
<td>• Know emergency procedures and take practice seriously</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Use please and thank you</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Wait patiently for your turn</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Keep your gum and spit off campus</td>
<td>• Use appropriate voice levels</td>
</tr>
<tr>
<td>• Use appropriate language and body language</td>
<td>• Keep your hands to yourself and refrain from touching others</td>
</tr>
<tr>
<td>• Encourage others to do their best</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Maintain a positive attitude</td>
<td>• Use indoor voice</td>
</tr>
<tr>
<td>• Respect others’ points of view</td>
<td>• Know emergency procedures and take practice seriously</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Complete work in a timely manner</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Stay on task</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Stay within your group</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Pay attention to classroom activities and assignments</td>
<td>• Use indoor voice</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Clean up after yourself</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Stay on campus</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Use proper voice and language</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Wait in line patiently</td>
<td>• Use indoor voice</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>RESPONSIBLE</strong></th>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Stay in designated area</td>
<td>• Complete work in a timely manner</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Food, drinks, or gum are prohibited</td>
<td>• Stay on task</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Keep the campus clean</td>
<td>• Stay within your group</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Always have integrity</td>
<td>• Pay attention to classroom activities and assignments</td>
<td>• Use indoor voice</td>
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</tbody>
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<tr>
<th><strong>RESPONSIBLE</strong></th>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
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<tbody>
<tr>
<td>• Throw trash in bins</td>
<td>• Complete work in a timely manner</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Wash hands</td>
<td>• Stay on task</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Always flush</td>
<td>• Stay within your group</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Place trash in bin</td>
<td>• Pay attention to classroom activities and assignments</td>
<td>• Use indoor voice</td>
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<tr>
<th><strong>RESPONSIBLE</strong></th>
<th><strong>RESPECTFUL</strong></th>
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<tbody>
<tr>
<td>• Keep food and drinks put away</td>
<td>• Complete work in a timely manner</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Be ready to go on-time</td>
<td>• Stay on task</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Ride your assigned bus only</td>
<td>• Stay within your group</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Face forward</td>
<td>• Pay attention to classroom activities and assignments</td>
<td>• Use indoor voice</td>
</tr>
</tbody>
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<tr>
<th><strong>RESPONSIBLE</strong></th>
<th><strong>RESPECTFUL</strong></th>
<th><strong>SAFE</strong></th>
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</thead>
<tbody>
<tr>
<td>• Gain appropriate permission before going to/leaving the office</td>
<td>• Complete work in a timely manner</td>
<td>• Follow directions quickly</td>
</tr>
<tr>
<td>• Stay in designated area</td>
<td>• Stay on task</td>
<td>• No horseplay</td>
</tr>
<tr>
<td>• Keep electronics out of sight indoors</td>
<td>• Stay within your group</td>
<td>• Always walk</td>
</tr>
<tr>
<td>• Face forward</td>
<td>• Pay attention to classroom activities and assignments</td>
<td>• Use indoor voice</td>
</tr>
</tbody>
</table>
P.E. UNIFORMS

All students are required to have a P.E. Uniform. P.E. Uniforms are on sale from the Bookkeeper. Students must then show their receipt to the P.E. Department to receive their uniform. Only cash or money orders will be accepted.

PARENT/SCHOOL AGREEMENT

The following is our compact with you to provide an excellent education for our students:

ALL SCHOOL FACILITIES WILL BE CLEAN, SAFE, AND IN GOOD REPAIR AND STUDENTS WILL HAVE ADEQUATE INSTRUCTIONAL MATERIALS TO USE IN CLASS AND TO TAKE HOME FOR HOMEWORK.

If you feel we are not adequately meeting these promises, you have the right to file a complaint* with the principal of this school. Principal Chris Douglass. All complaints will be resolved within 30 days. Telephone (760) 955-3300. *Forms are available in the Principal’s Office. This form meets the requirements of Williams v. The State of California, effective January 1, 2005.

PREGNANT MINORS AND PARENTING STUDENTS

Pregnant minors and parenting male or female students are not excluded from participation in their regular school programs or required to participate in pregnant-minor programs or alternative educational programs.

PROFANITY/OBSCENITY

A student may be suspended and/or expelled if he/she commits an obscene act or engages in habitual profanity or vulgarity. (EC 48900(i)).

PROMOTION REQUIREMENTS

9th Grade - Promotion from Junior High
10th Grade - 60 units completed by end of 9th
11th Grade - 120 units completed by end of 10th
12th Grade - 180 units completed by end of 11th

RECORDS/REGISTRATION

Central Enrollment Hours: Monday-Thursday 7:30 a.m.-4:00 p.m. and Fridays 7:30 a.m.-12:00 p.m. Central Enrollment is located in Building #8 at the district office.

REPORT CARDS

Grades are issued twice each semester. Quarter grades show the student’s progress midway through the semester. Quarter grades are not recorded on the student’s permanent record. Report cards are distributed within an assigned class and signed for by the student. Semester report cards are issued after each 18-week period and are recorded on the student’s permanent transcript. Final report cards will be mailed directly to the student’s home if there are no outstanding obligations; i.e., fees, books, etc. Reports cards will be held if a student owes a school fee. For information on fees owed, contact the Library.
RESPONSIBILITIES

Quality Education
You are entitled to a good, quality education. This includes the right to take any class or to participate in any activity for which you are qualified. This also includes the right to expect well prepared and competent instruction from your teachers, adequate guidance from your counselor, and fair treatment from your administrators.

Dignity and Respect
You are entitled to be treated with dignity, courtesy, and respect. You should expect such treatment from both members of the staff and your fellow students.

Knowledge of the Rules
Students at Victor Valley High School are expected to know and obey the rules and regulations of the school. As young adults, you are responsible to know what is expected from you. You are expected to behave in a mature and responsible manner. Carefully review this handbook to clarify any misunderstandings.

Courteous Treatment of Others
You are entitled to expect dignity, courtesy, and respect from others. You too have a responsibility to treat others on campus with courtesy and respect. This applies to students as well as members of the staff. This includes refraining from rowdy behavior, making rude or derogatory remarks, or otherwise interfering with the rights of others.

SCHEDULE CHANGES
Class changes are not taken lightly. Class changes after the beginning of each semester may require a parent conference with the teacher and/or administrator.

SCHOOL DANCES
School dances are a privilege. When permitted to attend, students must sign up in the Activities Office. Students who leave the dance will not be readmitted. Dance rules/guidelines are posted in the Activities Office – check it out!

SCHOOL INSURANCE
Injury insurance is available to Victor Valley High School students for a nominal cost through the Student Accident Insurance Company. Policies for school-time only coverage or full-time coverage are both available. No other school insurance is provided for students for accidents which may occur while at school or at a school activity. Please check with the Activities Office for detailed information and applications.

SELECTIVE SERVICE SYSTEM
Young men, by law, are required to register with the Selective Service System 30 days prior to or after their 18th birthday. Victor Valley High School offers this registration on campus in the Career Center.

SEXUAL HARASSMENT
Ed Code 212.5 states “Sexual harassment” means unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature, made by someone from an educational setting, under any of the following conditions: a) Submission to the conduct is explicitly or implicitly made a term or a condition of an individual’s employment academic status, or progress; b) Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual; c) The conduct has the purpose or effect of having a negative impact upon the individual’s academic performance,
or of creating an intimidating, hostile, or offensive educational environment; d) Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities.

**SMALL LEARNING COMMUNITIES**
Victor Valley High School freshman will be assigned to a house structure with 120-150 students in each house. The freshman houses include Math, English, Science (Earth Science or Biology), and ACA Success I or AVID. The sophomore houses include Math, English, World History and ACA Success II or AVID. The Small Learning Communities philosophy is based on the concept that, “A school that learns, wherever it is located and whatever form it takes, requires a community that fosters learning all around it” (Peter Senge, *Schools That Learn*, 2000, p. 460).

**SQUIRT GUNS/WATER BALLOONS**
All types of water devices are prohibited.

**STANDARDS**
The Common Core State Standards focus on core conceptual understandings and procedures starting in the early grades, thus enabling teachers to take the time they need to teach core concepts and procedures well- and give students the opportunity to master them” (Common Core State Standards Initiative, 2010).

**STOLEN PROPERTY**
A student may be suspended or expelled for taking part in extortion, robbery, or an attempt of either. A student may be suspended or expelled if he/she steals private property, attempts to do so, or knowingly receives stolen property. (EC 48900(e)(g).

**STUDENT FEES**
The California Constitution requires that public education be provided to students free of charge, unless a charge is specifically authorized by law for a particular program or activity. Therefore, Victor Valley Unified School District may not charge fees for school programs and co-curricular activities, except for those programs or activities where a fee is specifically authorized by law.

The law does allow school districts to request voluntary donations and to engage in fundraising activities and programs. These donations and fundraising financial contributions are voluntary, and all students will be allowed to participate in school activities and extracurricular activities regardless of whether the parent or legal guardian makes a donation or contribution.

The fees, charges, and deposits that are legally authorized by law are as follows:

1. Charges for optional attendance as a spectator at a school or district-sponsored activity
2. Charges for food served to students, subject to free and reduced price meal program eligibility and other restrictions specified in law
3. Paying the replacement cost for district books or supplies loaned to a student that the student fails to return or that is willfully cut, defaced or otherwise injured, up to an amount not to exceed $10,000
4. Fees for field trips and excursions in connection with courses of instruction or school related social, educational, cultural, athletic, or school band activities, as long as no student is prevented from making the field trip or excursion because of lack of sufficient funds.

5. Medical or hospital insurance for field trips that is made available by the school district.

6. Charges for required medical and accident insurance for athletic team members, so long as there is a waiver for financial hardship.

7. Charges for standardized physical education attire of a particular color and design, but the school may not mandate that the attire be purchased from the school and no physical education grade of a student may be impacted based on the failure to wear standardized apparel “arising from circumstances beyond the control” of the student.

8. Charges for the parking of vehicles on school grounds.

9. Charges for the rental or lease of personal property needed for district purposes, such as caps and gowns for graduation ceremonies.

10. Fees for school camp programs, so long as no student is denied the opportunity to participate because of nonpayment of the fee.

11. Reimbursement for the direct cost of materials provided to a student for property the student has fabricated from such materials for his/her own possession and use, such as wood shop, art, or sewing projects kept by the student.

12. Reimbursement for the actual cost of duplicating public records, student records, or a prospectus of the school curriculum.

13. Fees for transportation to and from school, and transportation between school and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student and provided there is a waiver provision based on financial need.

14. Fees for transportation of pupils to places of summer employment.

15. Tuition fees charged to pupils whose parents are actual and legal residents of an adjacent foreign country or an adjacent state.

16. Tuition fees collected from foreign students attending a district school pursuant to an F-1 visa, equal to the full unsubsidized per capita cost of providing education during the period of attendance.

17. Fees for an optional fingerprinting program for kindergarten or other newly enrolled students, if the fee does not exceed the actual costs associated with the program.

18. Fees for community classes in civic, vocational, literacy, health, homemaking, and technical and general education, not to exceed the cost of maintaining the community classes.

19. Deposits for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries.
20. Charges for eye safety devices, at a price not to exceed the district's actual costs, in specified courses or activities in which students are engaged in, or are observing, an activity or the use of hazardous substances likely to cause injury to the eyes.

21. Fees for Adult School classes, except for a student who is concurrently enrolled.

Pursuant to Education Code section 35330, a school district may charge a fee for a field trip. However, no student may be prevented from making the field trip because of the lack of sufficient funds. Therefore, each of our schools will coordinate efforts by community service groups to supply funds for pupils in need.

Pursuant to Education Code section 35335, a school district may charge a fee for school camp programs or outdoor science programs provided that the payment is not mandatory and no student is denied the opportunity to participate in the outdoor science program because of nonpayment of the fee. Each school will engage in fundraising activities and request donations and coordinate the efforts of community service groups to ensure that all students will have the funds available to participate in school camp programs and outdoor science programs.

135 Cal.3d 899, 911, n.14 (1984)
2Education Code sections 38082 and 38084
3Education Code section 48904
4Education Code section 35330
5Education Code section 35331
6Education Code section 32221
7Education Code section 49066(c)
8Vehicle Code section 2113
9Education Code section 38119
10Education Code section 35335
11Education Code section 17551
12Government Code section 6253; Education Code section 49091.14
13Education Code section 39807.5
14Education Code section 39837
15Education Code section 48050-52
168 U.S.C. Section 1184 (m) (1)
17Education Code section 32390
18Education Code sections 51810 and 51815
19Education Code section 38120
20Education Code section 32033
21Education Code section 52612

**STUDENT I.D. CARDS**
All students are required to have a valid Student I.D. in their possession at all times. Students must give their names and produce an ID card or student number upon request from any school official. Failure to do so will result in disciplinary action. Lost/stolen I.D. Cards must be immediately replaced by purchasing a new one for $10 in the Library. I.D. Cards are required to pick up everything (textbooks, pictures, cap and gowns, etc.). Your Student I.D. Card is to be carried at all times on school campus and at all school-sponsored activities. (See--Violation of Administrative Policy).
STUDENT PARKING (BP 5131.3)
Students must park in designated student parking at the rear of the school off Stadium Way. Parking violations will be issued and cars will be towed at owner’s expense. All vehicles are subject to search when deemed necessary by school authority. Students are prohibited from going to any parking lot or car parked off campus during the school day unless prior approval from Administration is granted.

TARDY POLICY
Students late to their first period are to report directly to the Attendance office where the clerk will mark them tardy. Missing the bus, oversleeping, alarm failure, etc., are not valid excuses and are not accepted. A note or accompaniment by a parent will excuse the tardy. Excessive student absences/tardies will result in a referral to the SARB (School Attendance Review Board) process.

Expectations
Students are expected to be in the appropriate classroom and seated or be in appropriate area by the time the tardy bell rings. Teachers are expected to:
1. Follow established site policy and procedures for tardies.
2. Three (3) tardies – call home. Six (6) tardies – send to administrator on referral.
3. Release students from class on time.

Procedures
1. During the first ten minutes of class, no passes will be given to students except admin passes.
2. After 30 minutes, a student’s tardiness can be considered a cut and teachers will call home as mentioned above. Ed Code 48260.

TEXTBOOKS
All textbooks and library books are due at the end of the year or when a student is no longer enrolled in that class. Fees will be assessed for damages to library books and textbooks, and all unreturned books. Students must be clear of all charges in order to participate in athletics, prom, and graduation night. Grades, transcripts, and diplomas will be held until all outstanding charges are paid and/or books are returned. Ed Code 48904.

TOBACCO FREE SCHOOLS
Board Policy 3513.3. The Governing Board recognizes the health hazards associated with the use of tobacco products, including the breathing of second hand smoke, and desires to provide a healthy environment for students and staff. Employees are encouraged to serve as models for good health practices that are consistent with the district’s instructional programs (Board Policy 3513.3). In accordance with state and federal laws, smoking and/or using tobacco is prohibited in all district facilities and vehicles.

TRUANCY POLICY
Being absent without permission, or skipping class, is considered truancy. The school administration has separate penalties for students who are truant. The classroom teacher also has the right and responsibility to establish an attendance policy in which truancy affects students’ grades. Students’ unexcused absences/tardies will result in a referral to the SARB process.
UNIFORM COMPLAINT PROCEDURES
The Victor Valley Union High School District has primary responsibility for ensuring that it complies with
the state and federal laws and regulations governing educational programs. Any complaints alleging
unlawful discrimination or failure to comply with state or federal laws in adult education, consolidated
categorical aid programs, migrant education, child care and development programs, child nutrition
programs, vocational education, and Special Education programs will be investigated/mediated, and
reviewed. The complainant will have the opportunity to provide relevant information. A written report
will be given to the complainant within 60 days of receipt of the complaint. Complaints alleging
discrimination must be filed within six months from the alleged occurrence or when knowledge was first
obtained. Complainants may also pursue civil law remedies such as mediation centers, public/private
interest attorneys, injunctions and/or restraining orders. The district follows Uniform Complaint
Procedures established in Board Policy 1312.3.

EI Distrito Unificado de Victor Valley High School tiene la responsabilidad principal de asegurarse que
cumple con las leyes y regulaciones federales y estatales sobre programas de educación. Cualquier queja
afirmando discriminación ilegal o falta de cumplimiento con las leyes federales o estatales en la educación
de adultos, programas de ayuda categóricos consolidados, educación migratoria, programas de desarrollo
y cuidado de niños, programas de nutrición infantil, educación vocacional, y programas de educación
especial serán investigados/mediados y revisados. La persona demandante tendrá la oportunidad de
proveer información pertinente. Un reporte por escrito será dado a la persona demandante durante los
próximos 60 días después de haber hecho la demanda. Las demandas que aleguen discriminación tendrán
que ser llenadas durante los próximos 6 meses después de afirmar 10 ocurrido o cuando primeramente se
obtuvo conocimiento de la situación. Demandas pueden también prosegir remedios civiles de la ley: como
centros de intervención, abogados públicos/privados; u ordenes o restringimientos. El Distrito cumple con
los Procedimientos Uniformes de Demanda establecidos en la Política 1312.2.

UNPAID BILLS AND FINES
All bills and fines should be promptly paid. Students may inquire at any time about such bills from the
ASB Bookkeeper. California State Education Code Section 48904 provides authorization for “Any School
District…whose real or personal property has been willfully cut, defaced, or otherwise injured, or whose
property is loaned to a pupil and willfully not returned upon demand of an employee of the
District…authorized to make demand may, after affording the pupil his or her due process rights, withhold
(such items as) the grades, diploma and transcripts of the pupil responsible for the damage, until the pupil
or pupil’s parent or guardian has paid for the damages thereto…not to exceed ten thousand dollars.”

VANDALISM
A student may be suspended and/or expelled for causing or attempting to cause damage to school or private
property. Damaging school property includes defacing or destroying such property. In addition, the parent
or guardian may be held liable for the cost of the repair/replacement (EC 48904/48905). Notice: Students
found in unauthorized areas or returning to campus without an Off-Grounds Pass are subject to search.
Students suspected of violating school rules are subject to search.

WEEKLY PROGRESS REPORTS
Students may pick up progress reports in the Counseling Office any day of the week before school, after
school, during lunch or until the first bell rings on Friday. Weekly Progress Reports may ONLY be used
on Friday
WITHDRAWAL/CHECK OUT
When a student is transferring to another school or leaving our attendance area, the student must notify the Attendance Office the day before his/her last of attendance. Parental verification will be required before the check out process is begun. All outstanding fees must be paid and all textbooks returned during the withdrawal process. Pursuant to Ed Code, parents/guardians with a written request, have the right to receive a copy of the pupil’s record. Contact the Registrar for further information.

WORK PERMITS
Work Permits are mandated by the State of California for minors and students who have not graduated from high school.
Title I School-Level Parental Involvement
This policy describes the means for carrying out designated Title I parental involvement requirements.

Title I School-Level Parental Involvement Policy
Victor Valley High School

Victor Valley High School has developed a written Title I parental involvement policy with input from Title I parents. The parents on the school site council discussed and jointly developed the Parental Involvement policy. The Parental Involvement will be sent out to the parents by mail and will be available in the administrative and counseling offices. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at Victor Valley High School, the following practices have been established:

- The school holds an annual meeting to inform parents of Title I students about Title I requirements and about the rights of parents to be involved in the Title I program.
  - Monthly School Site Council Meetings
  - Back to School Night
  - ELAC Meetings
  - AVID Meetings
  - Coffee with the Principal

- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
  - Monthly School Site Council Meetings
  - Back to School Night
  - ELAC Meetings
  - AVID Meetings
  - Coffee with the Principal

- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school’s Title I programs and the Title I parental involvement policy.
  - School Site Council Meetings
  - ELAC Meetings

- The school provides parents of Title I students with timely information about Title I programs.
  - Weekly NTI Calls
  - Monthly School Site Council Meetings
  - Back to School Night
  - ELAC Meetings
  - AVID Meetings
  - Coffee with the Principal

- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
  - At School Site Council, Back to School, and Coffee with the Principal, the school wide goals are discussed, data is shared with and explained to the parents, and various programs are jointly evaluated.

- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.
  - At School Site Council, parents actively participate in the discussions, the development of programs, and the decision-making process. Furthermore, parents are actively involved in financial and program decisions. These programs and activities that agreed upon are placed in the School Plan for
Student Achievement. The School Site Plan is reviewed multiple times throughout the course of the school year.

School-Parent Compact

Victor Valley High School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State’s high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students:

- The school’s responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children’s learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress, access to staff; opportunities for parents to volunteer to participate in their child’s class; and opportunities to observe classroom activities

The principal developed an outline of the Parent Involvement Policy, and the School Site Parents discussed and jointly revised the Parent Involvement Policy. The policy was mailed to all Title 1 parents and made available in offices.

Building Capacity for Involvement

Victor Valley High School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards and assessments and how to monitor and improve the achievement of their children.
  - State Standards are explained to Title 1 parents. In various meetings throughout the school year, the standards are explained, assessments are clarified, and student achievement interventions are described.
- The school provides Title I parents with materials and training to help them work with their children to improve their children’s achievement.
  - Training on ABI System
  - Availability of Tutoring
  - Intervention is often during the scheduled day
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions and in how to work with parents as equal partners.
  - Parent concerns are addressed at staff meetings
  - Parents concerns of discipline issues are addressed
  - The Parent Coordinator is an on-going voice for parents concerns
- The school coordinates and integrates the Title I parental involvement program with other programs and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.
  - The parents in the School Site requested a parent coordinator to help improve the communications that occur on campus. The parent coordinator is working on various projects to improve communications on campus to get more parents involved and keep them better informed.
- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.
  - Weekly NTI Calls to Title 1 parents informing them about programs, activities and or concerns. The calls are done in English and Spanish.
- The school provides support for parental involvement activities requested by Title I parents.
  - Victor has active AVID parent group
  - Committed parents to School Site Council
Growing ELAC parent group
Administration attempts to address Title 1 parents concerns

Accessibility

Victor Valley High School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand.

All parents are encouraged to participate in program and activities at Victor Valley High School. We hired a parent coordinator to translate for our Spanish Speakers.

Victor Valley High School
Parent Compact

Compacts are voluntary agreements between families and schools. This compact represents one example of how a family-school compact could look for a magnet or charter school where families and their students have voluntarily decided to participate in the school. Schools and districts may use this compact to develop a local compact.

Our school philosophy as a comprehensive school is that families, students, and school staff should work in partnership to help each student reach his/her potential. As partners we agree to the following:

As a student I will:

- Believe that I can learn and will learn.
- Read for at least 30 minutes, five days a week.
- Come to class on time, ready to learn and with assignments completed.
- Set aside time every day to complete my homework.
- Know and follow the school and class rules.
- Follow the school's uniform dress code.
- Regularly talk to my parents and my teachers about my progress in school.
- Respect my school, classmates, staff, and family.
- Ask for help when I need it.

As a parent/guardian or family member I will:

- Talk to my child regularly about the value of education.
- Communicate with the school when I have a concern.
- Monitor TV viewing and make sure that my child reads every day.
- Make sure that my child attends school every day, on time, and with homework completed.
- Support the school's discipline and uniform dress code.
Monitor my child's progress in school.
- Make every effort to attend school events, such as parent-teacher conferences, Open House and Back-to-School Night.
- Ensure that my child gets adequate sleep, regular medical attention, and proper nutrition.
- Participate in school, home, and community-sponsored activities to meet my agreed-upon responsibility of 40 hours a year.
- Participate in shared decision making with school staff and other families for the benefit of students.
- Respect the school, staff, students, and families.

Family member signature

As a teacher I will:

- Provide high-quality curriculum and instruction.
- Communicate high expectations for every student.
- Endeavor to motivate my students to learn.
- Teach and involve students in classes that are interesting and challenging.
- Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- Enforce rules equitably and involve students in creating a warm and caring learning environment in the class.
- Communicate regularly with families about their child's progress in school through conferences, parent-teacher meetings, progress reports, and other available means.
- Provide reasonable opportunities for parents to volunteer and participate in their child's class, and to observe classroom activities.
- Provide assistance to families on what they can do to support their child's learning.
- Participate in shared decision making with other school staff and families for the benefit of students.
- Respect the school, staff, students, and families.

Teacher signature

We make a commitment to work together to carry out this agreement.

Signed on this ________day of________________, 20__.
Escuela de Título I - Nivel de Participación de Los Padres
Esta póliza describe los medios para llevar acabo los requisitos designados de participación de los padres del Título I.
el Plan Escolar para el Rendimiento Académico. El Plan Escolar es revisado varias veces durante el transcurso del año escolar.

Contrato entre Padres y Escuela:

Victor Valley High School distribuye un contrato entre los Padres y la Escuela a los padres de los estudiantes del Título I. El contrato, el cual ha sido desarrollado de manera conjunta con los padres, indica como los padres, el personal de la escuela y los estudiantes compartirán la responsabilidad por lograr el mejoramiento académico de los estudiantes. El contrato describe formas específicas en las cuales la escuela y las familias trabajan juntas para ayudar a que los estudiantes alcancen los altos estándares académicos del Estado. El contrato también considera los siguientes puntos requeridos por ley, así como cualquier otro punto sugerido por los padres de los estudiantes del Título I.

- La responsabilidad de la escuela de proveer un currículo e instrucción de alta calidad.
- Las maneras en las que los padres serán responsables de apoyar el aprendizaje de sus hijos/as
- La importancia de mantener una comunicación constante entre los padres y los maestros a través de tener, como mínimo, conferencias anuales entre padres-maestros; reportes frecuentes en cuanto al progreso del estudiante, acceso a personal; oportunidades para que los padres puedan voluntariamente participar en las clases de sus hijos/as y oportunidades para observar las actividades en la clase.

El director desarrolló un lineamiento para la Póliza de participación de los Padres, y el Comité Escolar de los Padres (School site Parents) consulta y revisa de manera conjunta la Póliza de Participación de los padres. La póliza fue enviada por correo a todos los padres del Título I y está en las oficinas para su disposición.

Desarrollando Capacidades para la Participación

Victor Valley High School involucra a los padres del Título I en las actividades de la escuela. También apoya la alianza entre el personal, los padres y la comunidad para mejorar el rendimiento académico de los estudiantes. Para lograr alcanzar estas metas, la escuela ha establecido las siguientes prácticas:

- La escuela provee a los padres del Título I asistencia en la comprensión de los estándares académicos y evaluaciones estatales y en como monitorear y mejorar el rendimiento académico de sus hijos/as.
  - Se explican los estándares estatales a los padres del Título I. En varias reuniones durante el año escolar los estándares son explicados, las evaluaciones son clara y las intervenciones por mejorar el rendimiento académico del estudiante son descritas.
- La escuela provee a los padres del Título I material y capacitación para ayudarlos a trabajar con sus hijos/as para mejorar el rendimiento académico.
  - Entrenamiento en el Sistema ABI
  - Disponibilidad Para Tutorías
  - Las intervenciones se dan regularmente en el día programado
- Con la ayuda de los padres del Título I, la escuela educa a los miembros del personal en relación al valor de las contribuciones entre las partes y como trabajar con los padres como socios iguales.
  - Las inquietudes de los padres son tratadas en las reuniones del personal
  - Preocupaciones de los Padres en cuanto a disciplina son tratadas
  - El/la Coordinador (a) de los Padres es una voz continua de las inquietudes/preocupaciones de los Padres
- La escuela coordina e integra el programa de participación de los Padres del Título I con otros programas y lleva a cabo otras actividades, tales como centros de recursos de los padres, para motivar y apoyar a los padres en cuanto a su participación plena en la educación de sus hijos/as.
  - Los padres del Comité Escolar solicitaron un/una coordinador/a de padres para ayudar a mejorar la comunicación que ocurre en la escuela. El/la coordinador/a de padres está trabajando en varios proyectos para mejorar la comunicación en
la escuela para que más padres estén involucrados y mantenerlos mejor informados.

- La escuela distribuye información relacionada a los programas de la escuela y para padres, reuniones y otras actividades de los padres del Título I en un formato y en un idioma que los padres puedan entender.
  - Llamadas NTI semanales a los padres del Título I informándoles acerca de los programas, actividades y/o inquietudes. Las llamadas se hacen tanto en inglés como en Español.
- La escuela provee apoyo para la participación de los padres en actividades requeridas por padres del Título I.
  - Victor Valley High School tiene un grupo de padres de AVID activos
  - Padres comprometidos al Comité Escolar
  - Crece el grupo de padres de ELAC
  - Se hacen esfuerzos administrativos por dirigir las inquietudes de los padres del Título I

### Accesibilidad

Victor Valley High School provee oportunidades para la participación de los padres del Título I, incluyendo padres con habilidad limitada en cuanto al idioma inglés, padres con discapacidades y padres de estudiantes migratorios. La información y los reportes escolares se brindan en un formato y en un idioma que los padres puedan entender.

Se motiva a todos los padres a participar en programas y actividades en Victor Valley High School. Hemos contratado una coordinadora de padres para traducir para nuestros padres Hispaholantes.

### Acuerdo Escolar de Padres de Familia

La Escuela Preparatoria Victor Valley distribuirá a los padres de estudiantes del Título I un Acuerdo entre Escuela-Padres. El acuerdo, el cual se elaboro conjuntamente con los padres, describe como los padres, todo el personal escolar y los estudiantes compartirán la responsabilidad para mejorar el desempeño académico de los estudiantes. Al igual, describe maneras específicas de cómo la escuela y las familias se asociarán para ayudar a los estudiantes a cumplir con los altos estándares académicos del estado. Por último, también se centra en los siguientes artículos legales requeridos al igual que otros artículos sugeridos por los padres de estudiantes del Título I.

1. La responsabilidad de la escuela de proveer un plan de estudios e instrucción de alta calidad.
2. La manera que los padres serán responsables por apoyar el aprendizaje de sus estudiantes.
3. La importancia de la comunicación continua entre los padres y maestros asistiendo como mínimo a la conferencia anual de padres y maestros; reportes frecuentes sobre el progreso estudiantil; acceso al personal; oportunidades para que los padres sirvan de voluntarios y participen en las clases de sus estudiantes y oportunidades para observar las actividades en el salón de clase.

El Acuerdo Escuela-Padres se elabora conjuntamente en el otoño durante las juntas del Concilio Escolar, juntas ELAC y otras funciones con los padres. La norma se distribuyó a los padres de estudiantes del Título I cuando se inscribieron en la escuela, se anunció en la página web escolar y está disponible en la oficina del Director.

### Formación de Capacidad para Participar

La Escuela Preparatoria Victor Valley incluye a los padres del Título I en interacciones significativas con la escuela. También apoya una asociación entre el personal escolar, los padres y la comunidad para mejorar el desempeño académico estudiantil. Para poder lograr estos objetivos, la escuela estableció las prácticas siguientes:

La escuela provee a los padres del Título I entrenamiento para entender el contenido de los estándares y evaluaciones académicas del estado y de cómo observar y mejorar el desempeño de sus estudiantes. La Escuela Preparatoria Victor Valley provee una variedad de métodos durante el año para proveer información a los padres sobre el desempeño estudiantil a través de la Noche de Regreso a la Escuela, Visita a la Escuela, juntas SSC, juntas ELAC, conferencias de padres-maestros, reuniones en casa, entrenamiento GEAR-UP reuniones de AVID, IEPs, SSTs, planes 504 y otras funciones.

La escuela proporciona a los padres del Título I con materiales y entrenamiento para que trabajen con sus hijos en mejorar su desempeño estudiantil. La Escuela Preparatoria Victor Valley provee varios métodos para equipar a los padres con materiales y recursos para apoyar el desempeño académico de sus estudiantes mediante las juntas de Noche de Regreso a la Escuela, presentaciones Familiares Nocturnas, Café con el Principal, GEAR-UP, juntas SSC, juntas ELAC, conferencias de padres-maestros, IEPs, SSTs, planes 504 y otras funciones.

Con la ayuda de los padres del Título I, la escuela educa a los miembros del personal sobre el valor de las
contribuciones de los padres y de cómo formar una sociedad equitativa. La Escuela Preparatoria Victor Valley educa a los miembros del personal sobre el valor de las contribuciones de los padres y cómo trabajar con los padres como socios en educación a través de las juntas mensuales SSC y ELAC.

La Escuela coordina e integra el programa de participación de padres Título I con otros programas y lleva a cabo otras actividades durante otros eventos familiares para fomentar y apoyar a los padres a que participen completamente en la educación de sus estudiantes. La Escuela Preparatoria Victor Valley programó 4 noches familiares a través del ciclo escolar para proporcionar información y recursos para los padres que incluyan entrenamiento e información de los programas escolares.

La Escuela distribuye información relacionada a la escuela y los programas para los padres, juntas y otras actividades para los padres del Título I en un formato y lenguaje que puedan entender. La Escuela Preparatoria Victor Valley distribuye información a los padres por medio de mensajes telefónicos NIT en inglés y español, se asegura que la comunicación escrita esté también en inglés y español y proporciona agendas, actas y folletos de las juntas ELAC en inglés y español. También tenemos disponible el servicio de interpretación en las juntas de padres.

Accesibilidad.

La Escuela Preparatoria Victor Valley provee oportunidades para que todos los padres Título I participen, incluyendo a los padres con limitaciones en el idioma inglés, padres con discapacidades y padres con estudiantes inmigrantes. Los reportes e información se proveen en un formato y lenguaje que los padres puedan entender. La Escuela Preparatoria Victor Valley asegura que todos los documentos se proporcionan en inglés y español y que hay interpretación disponible para los padres en todas las juntas. También tenemos disponibles todo tipo de adaptación razonable para cualquier padre de familia con alguna discapacidad.

Apellido del estudiante: ________________ Nombre: _________________________ # ID del estudiante: ____________
Firma del Padre de familia: _________________________ Fecha: __________________

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