



Welcome To

YOLO MIDDLE SCHOOL

Working Together To Make A Difference, Today! Secondary Student Handbook 2023-2024

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<https://www.nclUSD.org/o/yolo-middle-school>

Notice: The rules you are about to read in this code of conduct supplement are in addition to our broad, discretionary authority to maintain safety, order and discipline inside the school zone. These rules support, but do not limit, our authority

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ACADEMIC INFORMATION

Class Changes

Since students select their electives during the scheduling process, there should be few justifiable reasons for seeking a schedule change. However, if some emergency arises, students should go to the

assistant principal or the dean of students to discuss the problem. There will be no changes after the first 8 days of the semester. Teacher requests will not be permitted.

Parent Conferences

To continue the District's goal of providing an effective communication process for students, parents/guardians, and staff, parent/teacher conferences are scheduled near the end of the first and third quarters. Other conferences may be arranged by appointment.

Parent Meetings

If parents have concerns regarding their student's academic progress and/or concerns regarding their social/emotional well-being, contact the Yolo office to schedule a meeting.

Progress Reports

Progress Reports will be issued to students during the course of each quarter. The report will notify parents/guardians of each student's standing during that grading quarter. The progress report will also notify parents/guardians if a student is in danger of failing the course. Parents/guardians/students with questions regarding Progress Reports should make an appointment with the teacher(s) to review the contents.

Sexual Health Education

In accordance with Education Code section 51933, 51934, and 51938, students will receive comprehensive sexual health education and HIV/AIDS prevention education. This instruction will be provided by representatives from Check The Facts. Please contact the front office if you would like to preview the instructional materials and/or if you have questions about the instruction to be provided to students.

All Star Awards

Student academic achievements are acknowledged each quarter based on their GPA.

Highest Honors	4.0
Higher Honors	3.857
High Honors	3.714

8TH GRADE PROMOTION REQUIREMENTS

NOTE: SEMESTER GRADES ARE USED TO DETERMINE PROMOTION ELIGIBILITY

In order to participate in the 8th grade promotion and/or activities (class trip, dance & promotion ceremony), a student must meet the following criteria:

Students must meet the following requirements during their eighth grade year to participate in year-

end promotion activities:

1. Students must maintain a semester cumulative 2.0 GPA during their eighth grade year.
2. Students may not receive more than 2 semester core class F's during their eighth grade year.

Students transferring to Yolo during the school year are subject to the same promotion requirements. Students may be ineligible from participating in all promotion activities once they have accumulated more than **six home suspension** days during their eighth-grade year.

Poor conduct or attendance **may result** in a student being declared ineligible from participating in any promotion activity. Behavior and/or attendance will be evaluated by the administration to determine the level of promotion activity participation.

8TH GRADE AWARDS

Gustafson Award

The Gustafson Award is given to a student who has excelled academically and demonstrated the qualities of honesty, cooperation, service to school and community.

Christman Award

The Christman Award is given to the graduating student who has shown the greatest improvement during the years at Yolo.

English Language Learner's Award

This was formally known as the Superintendent's Award, it is awarded to our outstanding second language learner student

American Legion Awards

The American Legion Awards are given to an outstanding male and female student. These students have distinguished themselves in academics, citizenship and effort.

Boys and Girls Athletic Awards

These awards are given to a male and female student who has demonstrated a high level of performance and commitment as well as a positive team attitude in fall and winter sports.

Young Ladies Institute Awards

The Newman YLI gives this award to the student(s) with the highest grade point average from the 6th, 7th and 8th grade years. The semester grades from 6th, 7th and 8th grades are used to determine eligibility for this award.

TOSCA Scholarship Awards

Each year, the TOSCA Scholarship Organization recognizes ten 8th grade students with the highest GPA from the 6th, 7th and 8th grade years. The semester and quarter grades from each year are used to determine eligibility for TOSCA recognition.

EXTRA-CURRICULAR ACTIVITIES ELIGIBILITY

Note: Per Ed Code 35160.5 (7) curricular activities are not subject to the eligibility criteria set forth in this AR.

In order for a student to participate in extra-curricular activities the following criteria must be met:

1. Students must have at least a 2.0 weighted grade point average in the previous grading period. Grades 6-8, the grading periods for eligibility will be Quarter 1, Quarter 2, Quarter 3,

- and Quarter 4.
2. Maintain promotion progress. More than one F, in a grading period will be considered not maintaining graduation progress.
 3. Students may participate in athletic try outs with a completed physical form, however Athletic Director will screen grades for eligibility once team roster is completed. If eligibility requirements are not met, student will be dropped from team.
 4. Initial Eligibility for ninth graders will be established based on end of year semester grades. Students from 8th grade that are considered ineligible, may take the Summer Bridge program, if offered. Successful completion of the Summer Bridge Program at Orestimba will allow the students to be conditionally eligible for the 1st quarter of their 9th grade year. Student and family must agree to tutoring, discipline and academic requirements for the 1st quarter of their 9th grade year.
 5. Any outstanding fines as defined under the ***Fines*** section will result in a student being ineligible for ALL of the above activities.

EXTRA-CURRICULAR ACTIVITIES

Extra-Curricular Activities	Co-Curricular Activities (Outside the school Day)
Athletics Student Council	Plays or other performances Science Olympiad or other academic competitions Eighth Grade Trip Peer Counselors

Sports at Yolo Middle School		
Fall	Winter	Spring
Volleyball Soccer	Girls Basketball Boys Basketball	Track

STUDENT BODY INFORMATION

Student ID Cards

Student body cards will be provided at the beginning of the school year. Students may purchase an activity sticker for the school year in the school office.

Field Trips

Parental consent slips are required of all students going on school sponsored field trips. All school rules apply while on field trips.

Dance Regulations

All dances will be considered closed dances. Students must be eligible for extra-curricular activities to be allowed to attend all dances. Students must attend a full day of school the day of the dance. If a dance is held on a non-school day, students must attend a full day of school the day prior. All persons attending must stay in the building during the duration of the dance. Any person who leaves will be denied re-admittance. The length of dances sponsored by any class, club, or organization under the jurisdiction of the school district will be approximately 3 hours. Notification of dance hours and location will be provided to students and families prior to event. Students must be picked up within fifteen minutes of the end of the dance. Students will not be allowed to walk home.

School Transportation

Students participating in any school activity requiring transportation are required to ride on school transportation. All exceptions will need prior permission from the coach/advisor/teacher and the principal. Students not riding on school transportation or who have not obtained prior authorized approval for an exception will not participate in the activity.

ATTENDANCE POLICY

Education is an opportunity and a right. If students do not exercise their right to attend school, they have limited their opportunity for the basic education necessary to become mature, knowledgeable, and productive members of society. Absenteeism has a direct, negative effect on student achievement, promotion, graduation, behavior, and employment potential. It has been well demonstrated that regular attendance is a key factor in the success a student achieves at school.

Absences and Make-Up Work

When a student is absent from school for any reason, the school must be notified that day. Such notification may take place by:

1. A phone call to the school office
2. Parent Square message

3. A personal visit to the school office
4. A note sent with student

If a note is sent with the student, it must be submitted to the school office before 8:00 a.m. upon the student's return to school.

Students are to remain on school grounds at all times while school is in session except when excused by the principal or designee. Parent or guardian is required to check their student out through the Yolo front office.

Absences: Assignment Make-Up Allowed

1. Excused Absences (CAC Title 5, Sec. 420)

Absences listed below are excused when verified in accordance with the Education Code and District Policy.

- a. Illness
- b. Quarantine directed by county or city health officer
- c. Medical, dental, and eye appointments:
 - Students are encouraged to make medical, dental, and eye appointments after school hours whenever possible.
- d. Attending funeral services of a member of the pupil's immediate family, so long as such 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 of California.

2. Absences Excused for Personal Reasons - Prior Approval Required (E.C. 48205)

A pupil's absence shall be allowed provided the absence is for one of the following justifiable personal reasons:

1. An appearance in court.
2. An employment conference.
3. A pupil/family hardship situation, as authorized by the Principal or administrative designee.
4. An observance of a holiday or ceremony of the pupil's religion.
5. Attendance at religious retreats not to exceed four (4) hours per semester.
6. Attending a funeral service of a person who is not an immediate family member.
 - Prior to an absence described in this section, a signed parental request must be received and approved by the principal or administrative designee.
 - Only in the case of extreme emergency will the principal approve an absence after the absence occurs.

3. Absences Excused/Release Time for Religious Education - Prior Notification Required (E.C. 46014)

- a. The student has the written consent of his/her parent or guardian indicating the time the student is to be released from school. The written consent must be submitted to the school two days prior to release from school
- b. Verification of attendance at the designated exercise is provided to the school on the first day after the absence.
- c. The student attends school on the day of the absence for at least the minimum day as defined by the Education Code.

- d. No pupil shall be excused from school for such purpose on more than four days per school year.

For any excused absence, students shall be permitted to make up missed school assignments. Students shall be allowed ONE school day for each day of absence to make up the work. The teacher may extend the time for make-up. When appropriate, students shall make arrangement with their teachers to obtain work prior to their absence. **Responsibility for requesting missed work lies with the student.**

4. Completion of Worked Missed by Suspended Pupil (E.C. 48913)

Students are required to make up work if they are suspended from class or school. The responsibility of obtaining and doing class work lies with the student.

Absences (cut): Assignment Make-Up Not Allowed

- Absences for Personal Reasons (No Prior Approval) Unexcused (E.C. 048205)

Students who are absent for personal reasons and who did not receive prior approval from the administrative designee for such an absence may not be allowed to make up assignments or tests missed during the absence.

- Truancy

Students who are absent from school without approval of the parent/guardian or the school shall be considered truant and shall NOT be allowed to make up assignments or tests, which were assigned during the truancy.

Students who leave campus or the classroom without proper school authorization will be considered truant.

- Unverified Absences (Truant)

Absences, which cannot be verified, will be considered an absence without parent/guardian or school approval (truancy). Assignment make-up is NOT allowed. Two days of unverified absences will result in after school detention.

Upon return from an unexcused absence, students are responsible for meeting with their teachers to determine what assignments have been missed for completion.

1. Truancy [E.C. 48260-48263, 48900(k), 49164]

Students may not be absent from school during any part of the school day without verified approval of a parent/guardian or the school. The following procedures will be followed when a student is absent from school during any part of the school day without a valid excuse or is tardy without the school's approval in excess of 30 minutes:

- **First Incident (Truancy Letter #1 mailed home):** The student and parents will be informed of the mandatory attendance laws and the school's attendance policy and procedures. The student will be instructed to attend all classes. Failure to do so shall be treated as "defiance of authority."
*Note: An alternative consequence may be assigned such as detention, in-house suspension, or community service.
- **Second Incident (Truancy Letter #2 mailed home):** The student and parents will be informed of the mandatory attendance laws and the school's attendance policy and procedures. The student will be instructed to attend all classes. Failure to do so shall be treated as "defiance

of authority.”

*Note: An alternative consequence may be assigned such as detention, in-house suspension, Saturday School or community service.

- **Third Incident (Truancy Letter #3 mailed home):** The student and parents will be informed of the mandatory attendance laws and the school’s attendance policy and procedures. The student will be referred to the vice principal so that he/she is placed on a SART contract. The student will be instructed to attend all classes. Failure to do so shall be treated as “defiance of authority.” The student will be informed that a work permit will not be issued or will be revoked if the student reaches the 4th step. The student is a legal truant (absent from school without a valid excuse for 3 days or tardy in excess of 30 minutes on each of 3 or more days). (E.C. 48260) The school may recommend that the parent/guardian attend school one day with the student.

*Note: An alternative consequence may be assigned such as detention, in-house suspension, Saturday School or community service.

- The student may be referred to an alternative education program, such as continuation high school.
- Students are ineligible to participate in Yolo Middle School. extra-curricular or co-curricular activities for the remainder of the school year.

2. Excessive Absenteeism

Once a student accumulates a total of fourteen days (excused and/or unexcused) during one school year:

- A school administrator may place the student on Attendance Supervision (DART) which imposes a requirement that additional absences must be verified by a licensed medical practitioner. (CAC Title 5 sec. 421b)
- A student may not be placed on Attendance Supervision unless the parent/guardian has been notified previously in conference or by letter of the school’s excessive absence policy after the student has been absent ten (10) days (70 periods) or more.
- Once a student has been placed on Attendance Supervision, a school administrator shall call and hold a parent conference. The parent/guardian will again be informed of the school’s excessive absence policy. If the parent/guardian cannot be contacted, the administrator will hold a conference with the student and a certified letter shall be sent to the parent/guardian informing them of the pertinent provisions of the excessive absence policy and that the student is placed on Attendance Supervision.

INDEPENDENT STUDY

Short term Independent Study is designed for students who are going to be absent for an extended period of time. The process to request Independent Study is as follows:

- Independent study must be requested at least 5 days prior to student leaving. Work cannot be guaranteed if the school does not receive at least 5 days’ advance notice.
- Independent Study may be requested for a period of no less than 5 days, no longer than 10 days.
- Parents must request an Independent Study form in the office. Details must be provided: dates, destination, etc.
- Parent and student both sign the form.
- The Attendance Clerk will notify teachers and prepare a folder of work to be assigned.

Teachers will submit all IS work to the Attendance Clerk. All work will be put into a prepared folder and given to the student on his/her last day at school. It is the student's responsibility to pick up all work from the office!

- Completed work must be submitted to the attendance clerk upon the day of the student's return from IS. Work that is not submitted or incomplete work will be counted as a missing assignment. Incomplete or missing IS work may affect a student's final grade. **It may also affect an 8th grade student's promotional status.**
- Students who do not return to school after 10 days will be dropped.

DISTRICT ATTENDANCE REVIEW TEAM (DART)

Students with excessive absences and/or tardies will be referred to the District Attendance Review Team (DART). DART is composed of officials from Newman-Crows Landing Unified School District and Newman Police Department.

1. When a student has (6) or more unexcused absences, or when a pattern of absence has been formed, the student is then a candidate for the District Attendance Review Team (DART).
2. At the 3rd unexcused absence, a letter is sent home and the site administrator will meet with the student and/or call parents to inform the school's concern regarding attendance.
3. If the student's attendance does not improve, a second letter is sent, before the 6th unexcused absence, establishing a School Attendance Review Team (SART) meeting for the purpose of assisting in resolving the absences.
4. If the student's attendance does not improve after the (SART) meeting, the student will be

referred to (DART). At the meeting, the parent and student are informed that under education code section 48260, their child is classified as truant.

5. DART will give due process to the parent and student. Once this has been completed, DART members will agree upon the appropriate actions.
6. For students in grades 6-12, if truancy continues, the student may be assigned community service hours, lose their driving permit or license per Newman Police Department, and/or be transitioned to Newman-Crows Landing Unified School District's Alternative Education program.
7. Any time during the proceedings, the Newman Police Department may elect to cite the parent/guardian or student and refer the case to the Stanislaus County Court System.
8. Any contracts from the previous year will continue to be reviewed.

TARDY POLICY

One of the responsibilities of each student is to be in the classroom when the bell rings or when class is to begin. Being tardy is irresponsible behavior in that it is disruptive to the learning process.

The faculty and staff are aware of the importance of attendance and classroom participation contributes to the education of students. Therefore, we are making a concerted effort to reduce—for students and teachers—unnecessary distractions caused by a small number of students who do not arrive to class on time. Tardies cannot be excused unless it is a doctor's excuse note or court appointment with documentation. There are three warnings before a consequence is enforced; this is to allow for student/family emergencies.

TARDIES: CRITERIA

1. A student is tardy when he/she does not arrive to a classroom prior to the bell signaling the beginning of class.
2. If a student is tardy in excess of 10 minutes but not more than 30 minutes, the teacher has the option of not allowing assignment make-up because of a lack of class participation.

3. Tardy in excess of 30 minutes without a valid excuse will be considered a CUT and the student will be considered truant (E.C. 48260) and must obtain a Re-admit slip (indicating a “cut”) from the office before being allowed to enter the classroom
4. The administration will keep a record of tardies for each student.

TARDIES: CONSEQUENCES

Students will be assigned a referral by teachers beyond the third tardy. Consequences are assigned for the total number of referrals accumulated by a student each quarter. If students acquire an excessive number of tardies, students will be referred to DART.

BEYOND THE BELL

Formally After School Program (ASP)

The Newman-Crows Landing Unified School District Beyond the Bell is offered to all students across all grades levels within the boundaries of the Newman-Crows Landing Unified School District. The K-8 programs are funded through After School Education and Safety (ASES) grants. Students may only attend if previously registered.

The goal of Beyond the Bell is to align and expand on the regular day curriculum by introducing hands-on enrichment activities coupled with a connection to cultural experiences to stimulate the brain and educate the senses. Simply said, the staff strives to connect with every child in a meaningful way every day.

The District approach focuses on improved student academic achievement and increased social development activities for youth to promote connectedness and to develop the ability to navigate multiple cultural contexts in an effort to reduce drug use and youth disengagement.

It is a privilege to be a part of Beyond the Bell and students should follow the rules set forth at the beginning of the year including the Education Code of conduct. If students are unable to follow the rules,

they will receive a referral from the coordinator. Causing bodily harm to another student or having more than two referrals result in immediate suspension/possible expulsion from the program. Administration will meet with the student to see if the offense will result in further disciplinary action.

BEHAVIOR AND DISCIPLINE

SCHOOL RULES

Violation of any school rule may result in disciplinary action (See appendix A. for Ed Code). All school rules are in effect during school hours, while a student is going to or from school, and at all school activities. Students who repeatedly cause disruptions may be placed on a behavior contract. Part of the contract may include administration deeming the student ineligible to participate in school activities and/or be automatically suspended on subsequent referrals.

Note: The number of violations occurring in the current school year determines consequences.

ACTIVITY BEHAVIOR POLICY

Secondary students attending an event, whether participating or supporting will abide by all rules and regulations set by secondary sites and the host school. Any student reported to the Yolo administration for violation(s) incurred while attending said activity will be disciplined as per the secondary student handbook and/or if the violation(s) merit it will be turned over to the appropriate law enforcement agency for prosecution.

ATHLETIC AND OTHER EVENT ATTENDANCE

School rules regarding behavior are in force at all school related events. Students are to enter and exit only through the authorized ticket gate. No student who leaves an athletic event will be readmitted. No students younger than High School age will be allowed to enter without a parent/guardian. Any person deemed by administration or security staff to be disruptive, disrespectful or a disturbance will be required

to leave.

BULLYING

Yolo Middle School will not tolerate behavior that infringes on the safety of any student. To engage in the act of bullying committed by means of cyberbullying, physical contact, verbal assaults, and social isolation will result in disciplinary action. Consequences can be formal conference, suspension(s), and possible recommendation for expulsion and/or police notification. Yolo Middle School expects students to report any incidents of bullying to the administration. Each reported incident of bullying will be investigated. Students have the option to anonymously report any acts of bullying via the STOP IT app. STOP it is an online application to anonymously report incidents that they may not otherwise be willing to share with a staff member.

BICYCLE RIDING AND SKATEBOARDING

Students are allowed to bring a skateboard on campus but can only ride it before and after school and completely off campus. Bicycles are not to be used during school hours and are to be parked in the bicycle racks at all times and should be secured with a chain and lock.

BUS RULES & REGULATIONS

District-provided bus transportation including any district vehicle is a privilege and not a right. Students shall abide by all rules set by the bus driver. Misbehavior on the bus shall be referred to the Principal or designee for disciplinary action. Parents/Guardians and their students shall be responsible for any damage to the bus incurred by the student.

Students will:

- Board bus when an adult is present, not before.
- Load and unload only in the designated bus area.
- Cooperate and follow all school and transportation company rules.
- Not eat or drink on the bus.
- Keep their area on the bus clean and pick up after themselves.
- Keep noise level at an acceptable level so as not to distract the bus driver.

CAFETERIA AND LUNCHTIME

Students are to follow all school rules in the cafeteria. No cutting in line, running in the cafeteria, food throwing, or general mischief will be tolerated. Students are responsible for keeping their lunch area (tables, floor, etc.) clean. Unacceptable behavior will result an office referral and disciplinary action.

Students will:

- Walk to the cafeteria line and be courteous to others while waiting (no cutting in line, etc.)
- Cooperate with kitchen staff and campus supervisors.
- Refrain from borrowing money and sharing food, as it is strongly discouraged.
- Clean up after themselves and put trash in trash cans.
- Keep food in the cafeteria, pavilion, or amphitheater.
- ***NO FOOD IS ALLOWED ON THE BASKETBALL COURT OR FIELDS.
- Keep cell phones and headphones put away in backpacks.

DRESS CODE

The parents/guardians of students attending Yolo Middle School are responsible for ensuring their students adhere to Yolo's dress code policy. Clothing must be modest, must not be revealing, and cannot

display vulgar, sexual, or drug/alcohol/tobacco references and/or pictures, no gang related symbols or nick-names; images of death, gore, violence, or offensive pictures. Guidelines for clothing are listed below.

- Clothing cannot display profanity/violence/lewd
- Sagging pants or extremely oversized clothing is not to be worn.
- Pants must be worn at the waistline.
- Undergarments must be completely covered.
- Shirt necklines may dip no lower in the front than even with the underarm.
- Shirts must cover students' midriffs at all times (standing, sitting, bending over, etc.). Tank tops must have straps that are at least as wide as two fingers and armholes no lower than mid bicep.
- Dresses, shorts, ripped pants and skirts must be modest.
- The standard we expect is that no undergarments or body parts normally covered by undergarments should be showing at any time (standing, sitting, bending over, etc.).
- No hats may be worn.
- Bandanas of any kind or color are not allowed.

Students in violation of policy will be required to change. Administration has the right to determine whether any item of dress, clothing, or accessory is unauthorized or inappropriate.

LIBRARY USE

The Yolo Library is open from 7:30 a.m. - 4:00 p.m. daily. Students going to the library during school hours must have a "pass" from their teacher. All books are loaned for a two-week period. One renewal is permitted. Books must be returned promptly, and in good condition. Reference books cannot be checked out. There is a charge of ten (10) cents per day for all overdue library materials. If a book is lost or damaged, students will be billed for the replacement cost of the item.

LOCKERS

Students will be issued a locker for Physical Education (PE). Only PE clothing will be stored in the locker. NOTE: Yolo Middle School is not responsible for any stolen items or lost items.

OTHER DISTRICT CAMPUSES

Students are reminded not to drive by or walk through any other District campus one-half hour before school begins, during school hours (including lunch time), or one half-hour after school ends. Violators will be subject to the Yolo discipline code for defiance of school authority.

VIDEO SURVEILLANCE

In order to ensure a safe school environment, the school administration may use video surveillance equipment on school grounds and/or during any school activity.

END OF THE SCHOOL YEAR MISCONDUCT

No person is to engage in, promote, or plan any disruptive activity or prank in relation to the end of the school year. Any disruption or violation that the administration judges as being related to the proximity of the close of the school year, will be dealt with on the last step of the sanctions enumerated in the Conduct Code. Should there not be enough time remaining in the current year for the consequence to be served, the student will be assigned the consequence at the beginning of the following school year.

TEACHER'S REQUEST FOR PARENTAL ASSISTANCE

Secondary teachers and administrators may issue a "Teacher's Request for Parental Assistance" that asks for parental intervention in a student's behavior and/or academic progress. These requests are recorded in the student's current school records and can assist in helping the school's counseling staff address issues to help the student achieve success.

DETENTION

Students may be assigned to serve detention by the school administration or teachers. Teachers assigning detention longer than 15 minutes will notify parents and/or guardian prior to detention date. Detention may consist of assignment to a classroom, Multi-Use Room, Saturday School or Campus Beautification. Students failing to comply with a detention assignment are subject to consequences outlined in the Student Conduct Code under defiance of school authority.

After School Detention

1. Students may be detained after school for up to fifteen (15) minutes without prior notice to the parents.
2. Detention from sixteen (16) to thirty (30) minutes requires a reasonable effort to give prior notice to the parent. Detention longer than thirty (30)-minutes requires prior notice to the parent. Prior notice includes telephone calls.
3. Regardless of the length of detention, prior notice to parents must occur in cases where detention will cause a student to miss the school bus.

CLASS SUSPENSIONS

A teacher may suspend a pupil from his or her class for any of the acts enumerated in section 48900 of the California Education Code for the day of the suspension and the day following. Upon doing so, the teacher will contact (or make a good faith effort to contact) the parent/guardian of the student on the day of the suspension. The teacher will also refer the student to the appropriate administrator. If necessary, the teacher may request a parent-teacher conference.

IN- SCHOOL SUSPENSION

In-school suspension is intended to provide pupils and parents with an alternative to out-of-school suspension. Although a student may be removed from regular classes for excessive classroom disruption, in-school suspension is designed to provide productive study time. Students will receive full credit for assignments completed in in-school, and will be allowed to take makeup tests or quizzes missed during suspension. All students assigned to in-school suspension by an administrator, must serve the full number of days assigned. **Taking a home suspension is not an option.** Absences will be considered unexcused or truant.

Requirements:

Report to the office as upon their arrival on campus. Students are required to follow in-school suspension rules and failure to do so will result in additional suspension days and/or involuntary transfer to an Alternative Education site for the remainder of the school year.

SUSPENSION

Note: The school day during which a suspension is assigned may be counted in the number of days suspended. An expulsion means to be removed from school attendance in the Newman-Crows Landing Unified School District. Only the Board of Education can decide on an expulsion. Such a decision will be based upon the recommendation of an Administrative Panel composed of district administrators, none of who are from the site of the disciplinary incident.

During Suspension:

1. The student shall not report to school or be within 1000 feet of any District school campus during the period of suspension, unless coming to the school office on official business by prior arrangement with a school administrator.
2. The student is expected to be under the supervision of a parent during school hours (8:00 a.m. - 3:00 p.m.) when serving suspension days at home.
3. The student is not to attend any school district events or those held at any other school campus during the suspension.
4. "The teacher of any class from which a pupil is suspended may require the suspended pupil to complete any assignments and tests missed during the suspension." (E.C. 48913) **The responsibility of obtaining and completing class work and/or tests missed during the suspension lies with the student.**

RIGHT OF APPEAL AND DUE PROCESS

SUSPENSION

1. Suspension by the principal or principal's designee or the superintendent of schools shall be preceded by an informal conference which is conducted by the principal or principal's designee between the student and, whenever practical, the teacher, supervisor, or school employee who referred the student to the principal. At the conference the student shall be informed of the reason for the disciplinary action and the evidence against him or her and shall be given the opportunity to present his/her defense. [E.C. 48911(b)]
2. A principal, the principal's designee, or the superintendent of schools may suspend a student without affording the student an opportunity for a conference only if the principal, the principal's designee, or the superintendent of schools determines that an emergency situation exists. "Emergency situation," as used in this article, means a situation determined by the principal, the principal's designee, or the superintendent of schools to constitute a clear and present danger to the life, safety, or health of students or school personnel. If a student is suspended without a conference prior to suspension, both the parent and the student shall be notified of the student's right to a conference and the student's right to return to school for the purpose of a conference. The conference shall be held within two school days, unless the student waives this right or is physically unable to attend for any reason, including, but not limited to, incarceration or hospitalization. The conference shall

then be held as soon as the student is physically able to return to school for the conference. [E.C. 48911(c)]

3. At the time of suspension, a school employee shall make a reasonable effort to contact the student's parent or guardian in person or by telephone. Whenever a student is suspended from school, the parent or guardian shall be notified in writing of the suspension. [E.C. 48911(d)]
4. The parent or guardian of any student shall respond without delay to any request from school officials to attend a conference regarding his or her child's behavior. [E.C. 48900(f)]
5. The student or student's parent or guardian has the right to appeal the suspension to the principal whose decision will be final. A meeting must be requested within two (2) school days following the first day of suspension.
6. Students remain on suspension through the appeal process. If the principal overturns the suspension, all information related to the suspension will be deleted from the student's record.

INVOLUNTARY TRANSFER TO ALTERNATIVE EDUCATION SITE (E.C. 48432.5)

1. A decision to transfer a student involuntarily shall be based on finding that the student (a) committed an act enumerated in E.C. 48900 or (b) has been habitually truant or irregular in attendance from instruction which he or she is lawfully required to attend.
2. Involuntary transfer to an Alternative school shall be imposed only when other means fail to bring about pupil improvement; provided that a student may be involuntarily transferred the first time he or she commits an act enumerated in E.C. 48900 if the principal determines that the student's presence causes a danger to persons or property, or threatens to disrupt the instructional process.
3. A written notice must be provided to the student and the student's parent or guardian informing them of the opportunity to request a meeting with the superintendent or a designee of the superintendent.
4. None of the persons involved in the final decision to make an involuntary transfer of a student to an Alternative Education school site shall be a member of the staff of the school in which the student is enrolled at the time the decision is made. A district transition team will make the final decision for student transfer.
5. At the request of the student's parent or guardian, the involuntary transfer shall be reviewed annually.
6. Students assigned to an alternative education site must complete a **full semester** at the site before they can request transfer back to Orestimba High School or Yolo Middle School.

Students who transfer any time during a semester to an alternative education site must complete that semester and one full semester for consideration to return to Orestimba High School or Yolo Middle School. Students must also have successfully gained all credits needed to return at grade level and the approval of the transition teams.

EXPULSION PROCESS

1. In a case where expulsion is being processed by the governing board, the superintendent or other person designated by the superintendent in writing may extend the suspension until the governing board has rendered a decision in the action if it has been determined, following a meeting in which the student and the student's parent or guardian are invited to participate, that the presence of the student at the school would cause a danger to persons or property or a threat of disrupting the instructional process. [E.C. 48911(g)]
2. The student and the student's parent or guardian shall be entitled to a hearing to determine whether the student should be expelled. An expulsion hearing shall be held within thirty (30) school days of the date the principal or superintendent determines that the student committed any of the acts enumerated in Section 48900 of the Education Code unless the student requests in writing that the hearing be postponed. The student shall be entitled to at least one postponement for a period of not more than thirty (30) calendar days of an expulsion hearing. In the event that compliance by the governing board with the above time requirements is impractical, the expulsion hearing may be delayed, for good cause, up to five (5) additional days. Reasons for the extension shall be a part of the record at the time of the hearing. [E.C. 48918(a)]
3. Written notice of the hearing shall be forwarded to the student at least ten (10) calendar days prior to the date of the hearing. [E.C. 48918(b)]
4. An Administrative Panel shall conduct a hearing to consider the expulsion of a student in a session closed to the public unless the student or the student's parent or guardian request, in writing at least five (5) days prior to the date of the hearing, that the hearing be a public meeting. [E.C. 48918(c)(d)]

5. Within three (3) school days following the hearing, the Administrative Panel shall determine whether to recommend expulsion of the student to the governing board.
6. The expulsion order and the causes therefore shall be recorded in the student's mandatory interim record and shall be forwarded to any school in which the student subsequently enrolls upon receipt of a request from the admitting school for the student's school records. [E.C. 48918(j)]
7. A decision of the governing board whether to expel a student shall be made within ten (10) school days following the conclusion of the hearing, unless the student requests in writing that the decision be postponed.
8. Written notice of any decision of the governing board to expel or to suspend the enforcement of the expulsion order during a period of probation shall be sent by mail, using the "proof of service" method to the student or parent or guardian. The notice shall include notification of the right to appeal the expulsion to the county board of education. [E.C. 48918(i)]
9. Students who have been expelled shall not participate in extracurricular activities, including the high school prom, the senior trip, and the graduation ceremony for the length of the expulsion. Students who are on a suspended expulsion shall not participate in extracurricular activities for the length of time defined in the Attendance and Behavior eligibility standards described in subsection B of Section V in the Student Conduct Code.
10. For a student who has been expelled pursuant to E.C. 48915(c), the governing board shall set a date of one year from the date the expulsion occurred, when the pupil shall be reviewed for readmission to school, except that the governing board may set an earlier date for readmission on a case-by-case basis. Subdivision (c) of Section 48915 offenses include:
 - a. Possessing, selling, or otherwise furnish a firearm
 - b. Brandishing a knife at another person.
 - c. Unlawfully selling a controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code.
 - d. Committing or attempting to commit a sexual assault as defined in subdivision in E.C. 48900(n) or committing a sexual battery as defined in E.C. 48900(n).

CELL PHONE POLICY

The district acknowledges the importance of electronic communication between students and parents, particularly in school-wide emergency situations. Further, the district recognizes that instructional time must be protected from unnecessary disruption. Students shall be permitted to have in their possession an electronic signaling device on campus during the school day, while attending school sponsored activities, or while under the supervision and control of a school district employee only in accordance with the following requirements:

1. Cell phones may only be used after school, or during school activities that occur outside of school hours.
2. Cell phones will remain turned off and in backpacks during instructional time, including passing periods, breaks, and lunch.
3. During the school day's instruction time, cell phones must be turned off unless the instructor approves the use of cell phones for educational purposes. Programming such devices to vibrate rather than ring does not fulfill the "off" requirement.
4. During district, state and national assessments, students are prohibited access to any electronic devices at any time during the entire testing session.
5. Cell phones may not be used to conduct any activities, which violate board policy, school rules, state law or federal law.
6. Cell phones may not be used in any manner, which interferes with, or is disruptive to, education or extracurricular activities or events.
7. Students must comply with a request made by school personnel to cease the use of a cellular phone or other signaling device even before or after school.

Violations of this policy will result in disciplinary action, including confiscation of the cell phone, suspension and/or expulsion. Electronic signaling devices include any device that operates through the transmission or receipt of radio waves, including, but not limited to pagers, cellular phones, and two way

radios. In permitting student possession of such devices, the district assumes no liability for the loss of the device or its misuse by another person (Reference: Board Policy 5131.11).

The unauthorized object will be confiscated by school authorities and will be returned to the parent/guardian upon request, not to the student. Phones will NOT be released to students based on parent phone calls. Parents must pick the phone up in person.

UNAUTHORIZED GROUP POLICY

Mission Statement: As it is with unauthorized actions, dress, appearance, and words of individual students in the school zone, the same policy applies to unauthorized groups present within the school zone.

Definition: Two or more persons whose presence and/or appearance and/or words and/or actions in the opinion of school authorities disrupt or distract from the academic process and/or harass, intimidate, or threaten others involved in the academic process and/or create an atmosphere of same within a school zone.

Policy: Once identified by school authorities, unauthorized groups must disband and cease all unauthorized activities. In order to be considered for acceptance as an authorized group within a school zone, said group must meet minimum requirements that include but are not limited to the following:

- The group identified must submit a written mission statement signed by all members of the identified group which shall include:
 1. The group must obtain a Faculty Advisor from among the teaching staff.
 2. That the group's existence in the school zone serves a single specific purpose that directly benefits the educational mission of the school in some form.
 3. That there is no selectivity in membership nor are there any initiation rights
 4. That any new members identified by school authorities must sign the mission statement in order for the entire group to continue to exist.

The criteria for determining whether or not individuals are acting in some manner as an unauthorized group shall be established by the school authorities as is done with any other school policy.

Those students who violate this policy are not only subject to school sanction but also may be subject to mandatory completion of a gang resistance- and education-type program.

Technology & Device Use for Instruction

In order to use District technology resources and Internet, a parent/student must have signed:

1. Student Handbook Acknowledgement
2. NCLUSD Technology Acceptable Use Agreement
3. Chromebook Policies & Procedures Agreement
4. Google Workspace for Education Agreement

NCLUSD will provide each student with a device to use in class and at home for school related work. Students can access district adopted digital content as well as other supplemental content on this device. Access to this technology should be used to help students reach their learning goals and extend, enhance and engage students in their learning experience. The Internet is to be used for regular instructional activity or for educational research. Students shall use the system responsibly and primarily for educational purposes.

Students are authorized to use District equipment and to access the Internet in accordance with user obligations and responsibilities specified in the District's Acceptable Use Policy Agreement (AUP), Chromebook Policies and Procedures and Google Workspace for Education agreements.

Students may request permission from Principal or designee to access the Internet or on-line services on a personal device. With permission, students may have access and must meet all obligations and responsibilities specified here.

The Principal or designee shall oversee the maintenance of each school's technological resources and may establish guidelines and limits on their use.

Securly: Filter and Monitoring system

All Chromebook web use is filtered through Securly in and out of the district network. Chromebook activity may also be monitored by teachers or administrators through Securly Classroom. All

Chromebooks are additionally filtered by another firewall when the device is in the district network. Administrators and parents will have access to all content accessed on the Chromebooks. Students should not bypass or attempt to bypass any network filter or application set by the district to access restricted content on the Chromebook.

Securly is a filtering system that provides web filtering for educational organizations. It is enabled 24 hours per day, 7 days a week, no matter the location of your child's Chromebook. Securly also monitors student emails, documents and web searches for violence, bullying, hate speech, bullying, suicide/self-harm and inappropriate language. School staff is notified if any of these activities are flagged through Securly. School staff will review the notification and follow up by making contact with the student and parent if necessary. Parents can sign up to receive notifications and access their student's Chromebook activity through the Securly Home App. This feature provides parents with the ability to place additional restrictions on the Chromebook at home.

Privacy

The District reserves the right to monitor all use of District technology, including any Internet communications, for improper use. Since the use of District technology is intended for educational purposes, students shall not have any expectation of privacy in any use of District technology.

All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by a student on district technology does not create a reasonable expectation of privacy.

Chromebook Settings & External Devices

Students should not change any Chromebook settings without permission from a teacher or IT personnel. Only approved apps and extensions may be used on the devices and students should not remove or attempt to remove any installed apps or extensions. Students are not allowed to use any removable storage devices on the Chromebooks. Only accessories approved by the school or IT department can be used on the Chromebooks.

Documents and Emails

Students are not allowed to send documents or emails outside of the district on district-issued devices nor can they receive documents or email from outside of the district. Some exceptions will be made as deemed necessary by the administrator.

Use of Audio/Video

Students will not take photos or record video of any persons unless they have the specific consent of the teacher or administrator/designee and all persons in the photo or video.

Youtube

Teachers may use YouTube content to enhance curriculum or engage students. The district filters YouTube content and uses Safe Restriction Mode. Additionally, students may use YouTube to conduct

research but are not able to post content to YouTube. This access will be monitored by teachers and administrators and may be revoked if deemed necessary.

Canvas

Canvas is a Learning Management System which provides teachers with a way to post assignments, documents, web links, media as well as announcements and notifications. Students are able to participate in on-line learning activities, submit digital assignments, and receive personalized feedback and support from their teachers. In addition, Canvas will be used for communication between students and teachers, administrators, and other school staff via the Inbox feature of Canvas. Parents will also have the opportunity to communicate with the student's teachers if they have signed up for an Observer account. Parents and students have access to Canvas through the website at nclud.instructure.com or by downloading the Canvas Parent or Student App on a mobile device.

StudentSquare

StudentSquare is a communication and organization tool designed to keep students informed and involved in their classes and extracurricular activities such as sports and clubs. It provides notifications via app, text or email. Students can use StudentSquare to send direct messages to teachers or other school staff. Students may access StudentSquare through the website or by downloading the StudentSquare app on their mobile device. Parental consent is required for students under age 13. If your student is under 13 and you would like to opt out from your student using StudentSquare, please contact an administrator/designee at Yolo Middle School (209) 862-2984

Other Technology Tools

Teachers may use other technology tools/applications in the classroom to meet instructional needs, enhance student engagement and to assist in meeting student learning goals. When necessary, teachers will create student accounts to use these technology applications. All technology applications used in the classroom have been vetted and placed on an Approved Tech list for teachers to implement. Teachers may list these applications/web tools on their syllabus at the beginning of the year but new ones may be added as the year progresses.

Reporting

If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the teacher or other district personnel.

Disciplinary Action and Consequences

Any inappropriate use of technology which is contrary to school policy, district agreements, local, state and federal law will be subject to disciplinary action per the discipline policy. This may include suspension or expulsion. In addition, violations may be reported to law enforcement agencies as appropriate.

ED CODE

IMPORTANT NOTICE

1. No pupil shall be suspended or expelled for any of the acts enumerated unless the act is related to school activity or school attendance. (E.C. 48900) A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance which occur at any time, including, but not limited to, any of the following:

- while on school grounds
- while going to or coming from school
- during lunch period, whether on or off the campus
- during, or while going to, participating in or coming from, a school sponsored activity

2. Students accumulating 10 days of in-school or home suspension may be subject to involuntary transfer to an alternative program. Students accumulating 20 days of in-school or home suspension are subject to recommendation for expulsion to the school board. Disciplinary action will be taken if a student's behavior is disruptive to the educational process or causes danger to persons or property even though the offense is not specifically defined in the Student Conduct Code.

3. Parental liability for willful misconduct of a minor that results in injury or death to a pupil or school employee or who willfully cuts, defaces, or otherwise injures in any way any property real or personal, belonging to a school district or personal property of any school employee, shall be liable for all damages caused by the minor. The liability of the parent or guardian shall not exceed twenty-five thousand dollars (\$25,000). The parent or guardian shall also be liable for the amount of any reward not to exceed ten thousand dollars (\$10,000) (E.C. 48904).

4. Students and parents have a right to appeal disciplinary action taken against a student. A meeting must be requested with the principal.

5. By entering school property, the person driving any vehicle is deemed to consent to a complete search of the vehicle—all its compartments and contents—by school officials or law enforcement personnel for any reason whatsoever. This notice applies to all vehicles of any type and is in force 24 hours a day. [California Vehicle Code Section 21113(A)].

CAUSES FOR MANDATORY SUSPENSION ON FIRST OFFENSE

Note: Depending on the seriousness of the act, a student may be recommended for an alternative education placement or expelled on the first or succeeding offenses.

1. POSSESSING, USING, OR BEING UNDER THE INFLUENCE OF an alcoholic beverage or intoxicant of any kind. Possessing not more than one ounce of marijuana. Using or being under the influence of marijuana or any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code. [E.C. 48915 and E.C. 48900(c)]

1st Offense: 5-day suspension and notification of appropriate law enforcement agency. May be assigned to a substance abuse counseling program.

2nd Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

*Note:

Students appearing at school functions and having consumed or having in their possession of alcoholic beverages or controlled substances may be handled by police action. (Penal Code section 647) (Health and Safety Code section 11550)

2. UNLAWFULLY POSSESSING OR UNLAWFULLY OFFERING, ARRANGING, OR NEGOTIATING TO SELL ANY DRUG PARAPHERNALIA as defined in Section 11014.5 of the Health and Safety Code. [E.C. 48900(j)]

1st Offense: 5-day suspension and notification of appropriate law enforcement agency. May be assigned to a substance abuse counseling program.

2nd Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

3. FIRE-SETTING OR ATTEMPTED FIRE-SETTING including the activation of false alarms or tampering with emergency equipment. (Penal Code sections 447, 455, and 148.4) [E.C. 48900(k)]

1st Offense: 3-5-day suspension.

2nd Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate

law enforcement agency.

4. WILLFUL DEFIANCE OR DISRUPTION OF THE SCHOOL OR INTERFERING WITH THE PEACEFUL CONDUCT OF THE ACTIVITIES OF THE SCHOOL (Penal Code section 148.1) [E.C. 48900(k)]

1st Offense: 3-5-day suspension.

2nd Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

5. HARASSED, THREATENED, OR INTIMIDATED A PUPIL WHO IS A COMPLAINING WITNESS OR 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. [E.C. 48900(o)]

1st Offense: 5-day suspension and possible recommendation for expulsion.

CAUSES FOR HOME SUSPENSION OR OTHER ALTERNATIVE CONSEQUENCES

When “suspension” is indicated in this Student Conduct Code, the principal or principal’s designee will determine whether the consequence should include, but not be limited to, home suspension, in-school suspension, Saturday school, detention, or community service. Community service may include, but is not limited to; work performed on school grounds during non- school hours in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs.

- The school day during which the suspension is assigned may be counted in the number of days suspended.
- Law enforcement agencies may be notified at the discretion of the school administration.
- If the nature of the offense makes an alternative education placement or expulsion recommendation appropriate, the student will be suspended five days for the infraction.
- A student may be suspended on the first offense depending on the seriousness of the act, if the act is gang related, or if it is determined that the pupil’s presence on school grounds causes a danger to persons and/or property or threatens to disrupt the instructional process. (E.C. 48900.5)

For offenses 1 through 10 only, depending on the seriousness of the act, a student may be recommended for an alternative education placement or expulsion on the first or succeeding offenses.

1. CAUSED, ATTEMPTED OR THREATENED TO CAUSE PHYSICAL INJURY TO ANOTHER PERSON; OR WILLFULLY USED FORCE OR VIOLENCE UPON THE PERSON OF ANOTHER, except in self-defense. [E.C. 48900(a) (1) and 48900(a) (2)]

1st Offense: Up to 5 days suspension

2nd Offense: 5-day suspension

3rd Offense: 5-day suspension and recommendation for alternative education program or expulsion

2. CAUSED OR ATTEMPTED TO CAUSE DAMAGE TO PROPERTY (cutting, defacing, or otherwise injuring any school district property, or malicious injury or destruction of any other person’s real or personal property. (Penal Code section 594) [E.C. 48900(f)]

1st Offense: Up to 5 days suspension

2nd Offense: 5-day suspension

3rd Offense: 5-day suspension and recommendation for alternative education program or expulsion

**Note:*

The parent/guardian(s) will be held responsible for damage to school district property. When the minor and parent are unable to pay for the damages, the school district shall provide a program of voluntary work for the minor in lieu of the payment of monetary damages. Parents or guardians of the student are also liable for the amount of a reward paid for information leading to the apprehension of person(s) causing damage. (E.C. 48904)

3. THREATENED, INTIMIDATED, MENACED OR HARASSED (INCLUDING SEXUAL HARASSMENT, AND/OR ELECTRONIC BULLYING) ANY OTHER PERSON. [E.C. 48900(a), 48900(k), 48900(r), 48900.2, 48900.4]

1st Offense: Warning to student and/or other alternative consequences

2nd Offense: 3-5 days suspension

3rd Offense: 5-day suspension and recommendation for alternative education program or expulsion

4. ENGAGED IN OR HAD ANY PART IN HAZING or committed any act that injures, degrades, or disgraces any other person attending school. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. [E.C. 32050-52, 33032.5, 48900(a), 48900(k), 48900.3]

1st Offense: Up to 5 days suspension

2nd Offense: 5-day suspension

3rd Offense: 5-day suspension and recommendation for alternative education program or expulsion

5. STOLEN OR ATTEMPTED TO STEAL SCHOOL PROPERTY OR PRIVATE PROPERTY. [E.C. 48900(g)]

1st Offense: Up to 3 days suspension

2nd Offense: 5-day suspension and possible recommendation for alternative education program

3rd Offense: 5-day suspension and recommendation for expulsion

6. KNOWINGLY RECEIVED STOLEN SCHOOL PROPERTY OR PRIVATE PROPERTY. [E.C. 48900(l)]

1st Offense: Up to 3 days suspension

2nd Offense: 5-day suspension

3rd Offense: 5-day suspension and recommendation for expulsion

7. ANY ACT OF DEFIANCE OR DISOBEDIENCE either in language or in action against school personnel; refused to comply with a reasonable request or order of school personnel. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: 3-day suspension

3rd Offense: 5-day suspension and/or possible recommendation for alternative education program.

***Note:**

A violation of the school's Internet Use Policy is considered defiance of authority.

8. COMMITTED AN OBSCENE ACT OR ENGAGED IN HABITUAL PROFANITY OR VULGARITY, INCLUDING RACIAL AND/OR ETHNIC SLURS either verbally or in writing. [E.C. 48900(i)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: Up to 5 days suspension

3rd Offense: 5-day suspension and/or possible recommendation for alternative education program.

***Note:**

Any act committed against school personnel warrants consequences starting at second offense.

***Note:**

A student will be suspended on the first offense for 3 days if such behavior disrupts school activities [E.C. 48900(k)], threatens to disrupt the instructional process, or causes a danger to persons or property (E.C. 48900.5).

9. POSSESSED ANY OBJECT ON CAMPUS WHICH COULD BE CONSIDERED DANGEROUS (unless in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred by the principal or designee of the principal) if the principal deems expulsion inappropriate. [E.C. 48900(b)]

1st Offense: Warning to student, notification of parent/guardian, and/or alternative consequences

2nd Offense: 3-day suspension

3rd Offense: 5-day suspension

***Note:**

Toy or look-a-like guns are considered objects of a dangerous nature and fall within the scope of this Student Conduct Code under "Causes for Mandatory Recommendation for Expulsion." The principal must report in

writing to the superintendent who will advise the governing board if expulsion is inappropriate due to the nature of the particular circumstances, which shall be indicated in the report of the incident. (E.C. 48915)

10. FORGED, FALSIFIED, ALTERED, OR USED FORGED SCHOOL CORRESPONDENCE, PASSES. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: Up to 3 day suspension

3rd Offense: 5-day suspension and recommendation for alternative education program.

11. POSSESSED OR USED TOBACCO or any products containing tobacco or nicotine products. [E.C. 48900(h)]

1st Offense: 3-day suspension

2nd Offense: 5-day suspension

3rd Offense: 5-day suspension and possible recommendation for alternative education program.

***Note:**

YMS/OHS does not permit smoking or use of tobacco or any product containing tobacco or nicotine products by pupils of the school while students are on campus or while attending school-sponsored activities or while under the supervision and control of district employees. (E.C. 48901)

***Note:**

Confiscated materials will be returned to parents upon request. Confiscated materials will not be returned to students.

12. FAILURE TO IDENTIFY ONESELF or giving false information to school personnel. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: Up to 3 day suspension

3rd Offense: 5-day suspension and possible recommendation for alternative education program.

13. TAMPERING WITH PROPERTY OF THE SCHOOL DISTRICT or belongings of any other person. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: Up to 3 days suspension

3rd Offense: 5-day suspension and recommendation for alternative education program.

14. CHEATING, PLAGIARISM [E.C. 48900(k)]

1st Offense: Warning to student. "F" on assignment/test.

2nd Offense: 3 day suspension. "F" on assignment/test.

3rd Offense: 5 day suspension. "F" on assignment/test

15. GAMBLING AND WAGERING or habitually being present where gambling and wagering are taking place. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence. Depending upon the incident, a police report may be made.

2nd Offense: 3-day suspension and possible recommendation for alternative education program.

3rd Offense: 5-day suspension and recommendation for alternative education program.

16. INTERFERING WITH THE PEACEFUL CONDUCT OF THE CAMPUS OR CLASSROOM causing class or campus disruption of a minor but annoying nature. [E.C. 48900(k)]

1st Offense: Warning to student and/or alternative consequence

2nd Offense: 3-day suspension

3rd Offense: 5-day suspension and possible recommendation for alternative education program.

***Note:** Public displays of affection that are deemed excessive by Administration may be cause for disciplinary consequences.

17. LOITERING ON OR ABOUT ANY CAMPUS without apparent lawful purpose. [E.C. 48900(k)] (Penal Code 653G and 627)

1st Offense: Warning to student and/or alternative consequence

2nd Offense: 3-day suspension

3rd Offense: 5-day suspension and possible recommendation for alternative education program.

***Note:**

A student may be subject to arrest according to Penal Code 653G if he/she loiters at or near any school or public place, or at or near where students attend or normally congregate, or re-enters or comes upon such school or place after being asked to leave by a school official. Punishment for loitering includes a fine not to exceed \$1,000 and/or imprisonment in the county jail not to exceed six months.

18. ANY DRESS, GROOMING, OR APPEARANCE, which the administration deems unauthorized or inappropriate, or which disrupts, or tends to disrupt the educational process, or affects the health or safety of individuals shall be prohibited. [E.C. 48900(k), 35161, 35168, 35291.5, 35294.1]

1st Offense:

Warning to student and notification of parent. Student will be sent home to dress properly, if necessary.

2nd Offense: Up to 3-days suspension

3rd Offense: 5 day suspension and possible recommendation for alternative education program.

***Note:**

Any attire/paraphernalia/symbol that signifies gang affiliation will not be allowed on campus or at any school activity. Any attire/paraphernalia/symbol that displays a logo or other message promoting alcohol or controlled substances, promoting violence, any illegal activity, or is sexually suggestive may not be worn on campus or at any school activity.

19. POSSESSED AN OBJECT NOT OF A DANGEROUS NATURE BUT IDENTIFIED BY A SCHOOL ADMINISTRATOR AS DISRUPTIVE, i.e., radios, tape/cd players, skateboards, or other items a school administrator identified as disruptive unless, in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or designee of the principal.

1st Offense: Warning to student and/or alternative consequence

2nd Offense: Up to 3-days suspension

3rd Offense: 5 day suspension

***Note:**

The unauthorized object will be confiscated by school authorities and will be returned to the parent/guardian

upon request, not to the student.

***Note:**

The possession or use of articles not generally considered to be weapons may be prohibited when the Principal or designee determines that a danger exists for any student, school employee, or school property by virtue of possession or use. This prohibition shall not normally apply to school supplies such as pencils, compasses, and the like, unless those instruments are used in a menacing or threatening manner.

20. INAPPROPRIATE/DISRUPTIVE BEHAVIOR ON BUS OR IN OTHER SCHOOL VEHICLES

District-provided bus transportation including any district vehicle is a privilege and not a right. Students shall abide by all rules set by the bus driver. Misbehavior on the bus shall be referred to the Principal or designee for disciplinary action as explained in the Student Conduct Code. Parents/Guardians and their students shall be responsible for any damage to the bus incurred by the student.

1st Offense: Administrator conference with student, and notification of parent

2nd Offense: Up to five day suspension of bus riding privileges

3rd Offense: Up to 20 days suspension of bus riding privileges

4th Offense: Suspended riding privileges for the remainder of the school year.

***Note:**

Depending on the seriousness of the act, the student may lose bus privileges at the discretion of the administration and/or for the remainder of the school year on the first or succeeding offenses.

22. RECKLESS DRIVING/SPEEDING ON SCHOOL GROUNDS (within 1,000 feet from any campus).

1st Offense: Warning to student and/or alternative consequence and parent notified

2nd Offense: Revocation of Parking Privileges for 10 school days

3rd Offense: Revocation of Parking Privileges for 20 school days

4th Offense: Revocation of Parking Privileges for the remainder of the school year

***Note:**

Depending on the seriousness of the act, the student may lose parking privileges for the remainder of the school year on the first or succeeding offenses. Police may be notified depending on the circumstances.

23. VIOLATING THE USE OF TECHNOLOGY, NETWORK, AND ELECTRONIC INFORMATION POLICY (E.C. 48900, (SUB-SECTION k and t)

1st Offense: Warning to student(s) and/or loss of network and computer use.

2nd Offense: 1-day suspension and loss of network and computer use.

3rd Offense: 3-day suspension and possible recommendation for expulsion or alternative education program

***Note:**

Depending on the seriousness of the act, the student may lose parking privileges for the remainder of the school year on the first or succeeding offenses. Police may be notified depending on the circumstances.

CAUSES FOR MANDATORY RECOMMENDATION FOR EXPULSION

Except as provided in subdivisions (c) and (e) of the California Education Code (E.C.), the principal or the superintendent of schools shall recommend the expulsion of a pupil for any of the following acts committed at school or at a school activity off school grounds, unless the principal or superintendent finds that expulsion is inappropriate, due to the particular circumstances.

1. CAUSED SERIOUS PHYSICAL INJURY to another person, except in self-defense or willfully used force or violence upon the person of another, except in self-defense. [E.C. 48915 and 48900(a)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

2. POSSESSED, SOLD, OR OTHERWISE FURNISHED ANY FIREARM, KNIFE, EXPLOSIVE, OR OTHER DANGEROUS OBJECT unless in the case of possession of any object of this type, the pupil has obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or designee of the principal. [E.C. 48915 and 48900(b)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

***Note:**

Furnishing or possessing an imitation or look-a-like toy gun is considered an object of a dangerous nature and is included in this section. [E.C. 48900(m)]

***Note:**

Possession of tear gas/a tear gas weapon/pepper spray is considered a dangerous object. (Penal Code Section 12401, 12402) (E.C. 49330)

***Note:**

The possession or use of articles not generally considered to be weapons may be prohibited when the Principal or designee determines that a danger exists for any student, school employee, or school

property by virtue of possession or use. This prohibition shall not normally apply to school supplies such as pencils, compasses, and the like, unless those instruments are used in a menacing or threatening manner.

3. FURNISHED OR SOLD ANY CONTROLLED SUBSTANCE listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. [E.C. 48915 and E.C. 48900(c)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

***Note:**

Furnishing or possessing an imitation controlled substance (look-a-likes) with the intent to distribute will result in a recommendation for expulsion. Imitation controlled substances are considered “dangerous objects.” This offense is also in violation of Health and Safety Code 11680.

4. POSSESSED 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 of possession of not more than one ounce of marijuana, other than concentrated cannabis. [E.C. 48915 and E.C. 48900(c)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

***Note:**

A student who uses a drug authorized by a licensed physician through a prescription specifically for that student’s use shall not be considered to have violated this policy. However, any physician-authorized drug must be left in the school office during school hours or left with a supervising district employee at any school-sponsored activity. Additionally, parents/guardians and physician must complete the Parent Request for Administration of Medication if prescribed medication is brought onto District property or to a District-sponsored event.

5. POSSESSED WITH INTENT TO SELL ANY CONTROLLED SUBSTANCE listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind. [E.C. 48900(c)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

6. OFFERED, ARRANGED, OR NEGOTIATED TO SELL ANY CONTROLLED SUBSTANCE listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or intoxicant and then sold, delivered, or furnished look-a-likes or in lieu substances. [E.C. 48900(d)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

7. COMMITTED OR ATTEMPTED TO COMMIT ROBBERY OR EXTORTION [E.C. 48915 and 48900(e)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

8. THREATENED, ATTACKED, OR COMMITTED ASSAULT OR BATTERY ON SCHOOL PERSONNEL (Penal Code Section 240, 242) [E.C. 48915 and 48900]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

9. COMMITTED OR ATTEMPTED TO COMMIT A SEXUAL ASSAULT as defined in Sections 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code. [E.C. 48915 and E.C. 48900(n)]

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

10. COMMITTED A TERRORISTIC THREAT (including, but not limited to, a bomb threat) against school officials or school property, or both. "Terrorist threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (E.C. 48900.7)

1st Offense: 5-day suspension, recommendation for expulsion, and notification of appropriate law enforcement agency.

RIGHTS AND RESPONSIBILITIES

Rights of Students

- To attend school unless removed under due process as specified in the California Education Code.
- To attend school in a secure academic and social climate, free of fear and violence.
- To enjoy the full benefit of their teachers' efforts, undiluted by the disruptive student.
- To be able to have ready access to a counselor or administrator.
- To be fully informed of school rules and regulations.

Responsibilities of Students

- To attend school and be to classes regularly and on time.
- To be prepared for class with all appropriate materials.
- To know, understand, and obey all school rules and regulations.
- To respect the rights of school personnel, fellow students, and the public in general to a high degree.
- To demonstrate pride in the appearance of school buildings and grounds.

Rights of Parents/Guardians

- To expect that their children will spend their time at school in a safe, wholesome, stimulating, academically challenging atmosphere while engaged in productive activity under the supervision and direction of a dedicated and caring staff.
- To be informed of school policies and regulations.
- To review their children's records with assistance provided by a certificated staff member.

Responsibilities of Parents/Guardians

- To visit the school periodically and to participate in conferences with teachers, counselors and/or administrators regarding the academic progress and behavior of their children.
- To provide supportive action by making sure that children have enough sleep, adequate nutrition, and appropriate clothing to attend school.
- To maintain consistent and adequate discipline over their children and to approve of reasonable disciplinary measures as applied by school personnel.
- To cooperate with the school in bringing about improvements designed to enhance the educational program offered students.
- To provide the school with current information regarding legal address, phone, medical data, and other facts, which may help the school to serve their children.
- To become familiar with school policies and regulations at all times.
- To participate in the education of their students throughout the school year.

Rights of Teachers

- To expect and receive the attention, effort, and participation of the students enrolled in

their classes.

- To have parental and administrative support when enforcing rules designed to provide an optimum learning climate.
- To teach with interruptions held to an absolute minimum.
- To enjoy the same level of respect and courteous treatment accorded members of the class individually and collectively.

Responsibilities of Teachers

- To consider the personal worth of each individual student as a unique and important human being.
- To establish a classroom atmosphere in which productive learning can take place.
- To make every effort to equip each learner with the knowledge, skills, attitudes, and values required for successful living.
- To assess divergent ideas, opinions, and expressions objectively and deal with them in a balanced and unbiased manner.
- To keep parents and students informed, through timely and periodic reports, of all pertinent data related to the student's school experience.
- To continually evaluate their own instructional strategies to achieve the school's Expected Student Learning Results (ESLRs) and to improve student learning.
- To initiate and enforce individual classroom rules consistent with both school and District policies.

Rights of Administrators

- To expect that all students, parents, and school employees recognize the administrator's responsibility to maintain a safe campus environment.
- To expect that students, parents, and school employees recognize the administrator's responsibility to enforce District policies and school rules as directed by the District administration and Board of Education.
- To expect parental and teacher support when enforcing District policies and school rules and making those decisions designed to provide an optimum learning climate.

Responsibilities of Administrators

- To provide leadership that will establish, encourage, and promote exemplary teaching and effective learning.
- To establish, publicize, and enforce school rules that facilitate effective learning and promote attitudes and habits of good citizenship among the students.
- To be able to provide support for teachers in the enforcement of District policies and school rules.
- To make a determined effort to stay attuned to expressions of student/staff/parent/community concerns and to react with sensitivity toward them.
- To request assistance from the District for support services and community agencies and resources in all instances requiring such action.
- To be able to communicate unverified student absences to parents.

DRESS CODE

- Clothing, jewelry, and personal items shall be free of writing, pictures, or another other insignia which is vulgar, lewd, obscene, violent, or profane, or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.
- No oversized garments (pants, shirts, or shoes); pants must not sag in the crotch, even if they fit at the waist. Tops and bottoms must provide modest coverage (no muscle shirts, halter tops, or off the shoulder tops; bottoms like shorts, skirts and ripped jeans must reach at least the mid-thigh, no spandex or other athletic form fitting shorts); Undergarments must be covered (underwear, bra straps, etc.)
- It is at the discretion of the administrator to determine if a student is inappropriately dressed. Administration will review when a student wears more than two articles of clothing of the same color (e.g. red shirt, red shoe laces, red belt). The dress code applies to backpacks and other accessories. Hats/beanies: must meet dress code policy; hats, beanies, and hoods may not be worn indoors

CALIFORNIA COLLEGES GUIDANCE INITIATIVE PARENT INFORMATION

The Newman Crows Landing Unified School District has partnered with the California College Guidance Initiative (CCGI) to help your child develop a well-informed college and career plan.

CCGI is a nonprofit that works with school districts throughout California to achieve two major goals:

1. Ensure that all high school seniors in California graduate with clear post secondary goals and a plan for how to achieve them
2. Each student's academic transcript data follows them as they advance across educational systems to reduce information gaps that could otherwise hinder their success.

As part of this effort, CCGI manages the state of California's college and career planning platform, CaliforniaColleges.edu. This web-based platform offers students, families, and educators a single access point for college and career preparation, applications, planning tools, and information to help plan for life after high school.

As a partner with CCGI, Newman Crows Landing Unified School District students have access to exclusive tools and resources to support their college and career planning. These resources are only provided when transcript data is uploaded from the district's Student Information System (SIS) into CaliforniaColleges.edu in accordance with all state and federal student privacy laws.

The benefits of the partnership include giving student's access to CSU and UC eligibility tools to view progress towards meeting the "a-g" course requirements. This will help your child know if they are taking the right courses in high school to meet their goals after graduation.

You and your child can use the platform to keep track of application deadlines and submissions, and students can apply to a California Community College or California State University directly from CaliforniaColleges.edu.

The district's partnership with CCGI allows key information to transfer from your child's account to these applications, making the entire process faster and easier. It also allows your child's course information to be shared directly with community colleges and CSUs, helping those colleges make faster and better decisions about admission, placement, and financial aid. Students can also launch FAFSA from their account, potentially smoothing the process of determining Cal-Grant eligibility.

Should you wish to opt-out from the District's disclosure of your Child's course and testing data, please contact the school counselor at Yolo Middle School (209) 862-2984.